



**NORTH MARIN WATER DISTRICT**  
**AGENDA - REGULAR MEETING**  
 April 5, 2016 – 7:00 p.m.  
 District Headquarters  
 999 Rush Creek Place  
 Novato, California

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Est. Time	Item	Subject
7:00 p.m.	<b>CALL TO ORDER</b>	
	1.	<b>APPROVE MINUTES FROM REGULAR MEETING</b> , March 15, 2016
	2.	<b>GENERAL MANAGER'S REPORT</b>
	3.	<b>OPEN TIME: (Please observe a three-minute time limit)</b>  This section of the agenda is provided so that the public may express comments on any issues not listed on the agenda that are of interest to the public and within the jurisdiction of the North Marin Water District. When comments are made about matters not on the agenda, Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or direct staff to place a matter of business on a future agenda. The public may also express comments on agenda items at the time of Board consideration.
	4.	<b>STAFF/DIRECTORS REPORTS</b>
	5.	<b>PRESENTATION ON DRAFT FY 16-17 SCWA WATER TRANSMISSION SYSTEM BUDGET</b>
	<b>CONSENT CALENDAR</b>  The General Manager has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.  Water Service Agreement <span style="float: right;"><u>Type DU EU</u></span>	
	6.	<b>Approve:</b> Hamilton SMART Station Fire Hydrant – Water Service Agreement <b>Gov't 0 0</b>
	7.	<b>Approve:</b> Contract for Engineering Services– White & Prescott
	<b>ACTION CALENDAR</b>	
	8.	<b>Approve:</b> Customer Request for Deviation from District Regulations - 18 School Terrace Meter Relocation
	9.	<b>Approve:</b> Response to Civil Grand Jury Report – 2015/16 Web Transparency Report Card: Bringing Marin County's Local Governments to Light
	10.	<b>Approve:</b> Consider Resolution Regarding the State Board Drought Emergency Urban Water Conservation Regulations <span style="float: right;"><b>Resolution</b></span>
	<b>INFORMATION ITEMS</b>	
	11.	NBWRA Meeting – March 28, 2016

All times are approximate and for reference only.

The Board of Directors may consider an item at a different time than set forth herein.

(Continued)

Est. Time	Item	Subject
	12.	WAC/TAC Meeting – April 4, 2016
	13.	<b>MISCELLANEOUS</b> Disbursements Salinity Notices Copy of Rate Increase Letter  <u>News Articles:</u> Water Reserves improve, conservation rules still apply Brown's clout in ordering water cuts?.
8:30 p.m.	14.	<b>ADJOURNMENT</b>

1

DRAFT  
NORTH MARIN WATER DISTRICT  
MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
March 15, 2016

**CALL TO ORDER**

President Schoonover called the regular meeting of the Board of Directors of North Marin Water District to order at 7:00 p.m. at the District headquarters and the agenda was accepted as presented. Present were Directors Jack Baker, Rick Fraites, Stephen Petterle, Dennis Rodoni and John Schoonover. Also present were General Manager Chris DeGabriele, District Secretary Katie Young, Auditor-Controller David Bentley and Chief Engineer Drew McIntyre.

Valley Memorial General Manager George Estes, Clayton Smith from the Marin Collation, Mike Jolly, Novato Resident, and District employee Tony Arendell (Construction/Maintenance Superintendent) were in the audience.

**MINUTES**

On motion of Director Fraites, seconded by Director Petterle the Board approved the minutes from the previous meeting as presented by the following vote:

AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

NOES: None

**GENERAL MANAGER'S REPORT**

**Personal Commission NFPD**

Mr. DeGabriele advised the Board that the Novato Fire Protection District has asked that he serve on their personnel commission. He informed the Board that the committee is appointed by the NFPD Board and meets two times per year in a perfunctory mode, but does meet when there is an appeal of disciplinary action to make a recommendation to the NFPD Board. He opined that he does not believe the time commitment is too extensive and he has agreed to participate.

**Clair Hill Water Agency Award for Excellence**

Mr. DeGabriele informed the Board that the ACWA staff has suggested that the District submit the Aqueduct Energy Efficiency Project for the Clair Hill Water Agency Award for Excellence. He stated that it is his understanding that there are not many entries this year and the ACWA has extended the deadline. He noted that the Award would be presented at ACWA spring conference in Monterey and the Agency receiving the award will get to select three finalists to receive a \$5K ACWA scholarship.

1 **OPEN TIME**

2 President Schoonover asked if anyone in the audience wished to bring up an item not on the  
3 agenda and the following item was discussed:

4 Clayton Smith from Mill Valley and representing the Marin Coalition, invited the Board and  
5 Staff to attend a luncheon presentation on April 6, 2016 by Lynn Ingram, UC Berkeley Professor of  
6 Earth and Planetary Science and Geography. He stated that the program topic is "A Long Term  
7 History of Climate Change in California."

8 **STAFF / DIRECTORS' REPORTS**

9 President Schoonover asked if staff or Directors wished to bring up an item not on the  
10 agenda and the following item was discussed:

11 Director Baker recapped his visit to Sacramento as part of the North Bay Water Reuse  
12 Authority Day in the Capitol contingent.

13 **MONTHLY PROGRESS REPORT**

14 Mr. DeGabriele provided the Board with the Monthly Progress Report for February. He  
15 stated that February water production in Novato is down 44% versus 2013 and year-to-date down  
16 33%. He advised the Board that in West Marin, February water production is down 14% compared  
17 to 2013 and down 27% year-to-date. Mr. DeGabriele informed the Board that Stafford Treatment  
18 Plant is scheduled to start up on April 1st and that Recycled Water production continued on a limited  
19 basis in February as it was a dry month and several large landscape irrigators needed water.

20 Mr. DeGabriele advised the Board that water supply through March 14<sup>th</sup> shows that Stafford  
21 Lake is spilling, Lake Mendocino holds nearly 95,000AF and Lake Sonoma nearly 285,000AF. He  
22 noted that rainfall in Novato since March 1st has totaled over 4" and total rainfall is 20.07", slightly  
23 shy of average for this date. He informed the Board that at Oceana Marin freeboard is good in both  
24 the treatment and storage ponds; however, the collection system experienced very high infiltration  
25 and inflow during the recent storm events.

26 Director Rodoni suggested that staff identify a comparative water year to compare I&I and  
27 see if recent improvements have made a difference.

28 Mr. Bentley reviewed the Auditor-Controller's Monthly Report of Investments showing the  
29 District has \$12.4M in reserves and the Investment Portfolio is earning 0.62% rate of return.

30 Director Rodoni asked about the outstanding invoices with Caltrans. Mr. Bentley stated that  
31 the turnaround time is usually 45 to 60 days.

1 **ACTION CALENDAR**

2 **RATE INCREASE LETTER TO NOVATO CUSTOMERS**

3 Mr. Bentley advised the Board that California law requires that customers be notified of a  
4 water rate increase at least 45 days prior to the public hearing where the Board considers adoption  
5 of the proposed increase. He stated that the public hearing will be held on May 17th and a 5% rate  
6 increase is proposed to be effective on June 1<sup>st</sup> for Novato customers. He informed the Board that  
7 the commodity rate is proposed to increase 7% and no increase is proposed to the bi-monthly  
8 service charge. Mr. Bentley stated that the combination of the commodity rate and bi-monthly  
9 service charge is estimated to increase the cost of water for the typical Novato residential customer  
10 by \$2.85 (5%) per month. Mr. Bentley advised the Board that in addition, enactment of a Temporary  
11 Drought Surcharge is proposed, which would increase District revenue by another 4% should it be  
12 adopted. He explained to the Board that should the State Board rescind the Emergency Water  
13 Conservation Regulations, the Board would not have to implement the Temporary Drought  
14 Surcharge.

15 Director Schoonover suggested that staff put the amount per month in dollars with the  
16 percentage increase in parenthesis at the beginning of the letter.

17 Mr. Bentley walked the Board and staff through the annual Water Cost Calculator that is  
18 available on the District website. He provided multiple examples of the rate increase structure for  
19 both residential and non-residential customer profiles in the Novato and West Marin service areas.  
20 He noted that in the rate increase letter, customers are advised to go onto website, type in their  
21 water account number and their name as it appears on the bill to use the Water Cost Calculator.

22 Director Petterle suggested that the language regarding the Water Cost Calculator be  
23 moved to the first page of the letter so that customers see it first.

24 There was a lengthy discussion regarding wording of the letter by the Board especially about  
25 the Temporary Drought Surcharge. Director Rodoni asked that the words "Revenue Recovery" be  
26 added in order to explain the reasoning for the surcharge.

27 Mr. DeGabriele stated that the State has continued their mandatory water restrictions  
28 through October 31st, but intends to consider rescission or adjustment of the mandatory drought  
29 regulation in April. He noted that the letter reflects that should the regulations be rescinded the  
30 Temporary Drought Revenue Recovery Surcharge would not be applied.

31 Director Rodoni asked if the State Board rescinds the restrictions or lowers the amount can  
32 there be a reduction in the Drought Surcharge.

1 Mr. Bentley stated that the Board can make that determination once the State decides in late  
2 April.

3 On motion of Director Petterle, seconded by Director Fraites, the Board approved the rate  
4 increase letter with the mentioned changes the Board requested by the following vote:

5 AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

6 NOES: None

7 Director Petterle requested that once the changes have been made that the Board receive a  
8 copy of the letter at the next Board meeting.

9 **WATER SERVICE AGREEMENT – VALLEY MEMORIAL PARK OFFICE EXPANSION**

10 Mr. McIntyre reminded the Board of the March 1st meeting when the Valley Memorial Park  
11 requested the District reconsider the unique conditions of the cemetery and reduce the required  
12 Facilities Reserve Charge (FRC). He advised the Board that the agreement has been revised to  
13 collect FRC payments for all equivalent dwelling units (EDU's) now, yet allow two of the EDU's to be  
14 posted with cash or irrevocable letter of credit at an approved financial institution in the Novato area  
15 and following three years from occupancy approval of the new office expansion, the District will  
16 evaluate required FRC's based on the EDU calculation derived from actual peak bi-month water  
17 use. He noted that the FRC's not required based on the evaluation for the two EDU's on deposit will  
18 be returned to the applicant.

19 Director Petterle asked if the account was an escrow account and if the account was interest  
20 bearing. Mr. McIntyre stated that it is a letter of credit which allows the District to have full access to  
21 the funds or Valley Memorial Park provides cash.

22 Director Baker expressed concern about the letter of credit expiring. Mr. Bentley Stated that  
23 the District will review the terms of the letter of credit and suggested to Mr. Estes a 36 month term.

24 On motion of Director Fraites, seconded by Director Petterle the Board approved the Water  
25 Service Agreement with Valley Memorial Park and Resolution 16-6 entitled: "Authorization of  
26 Execution of Water Service Facilities Construction Agreement with Valley Memorial Park Inc." by the  
27 following vote:

28 AYES: Director Baker, Fraites, Petterle, Rodoni and Schoonover

29 NOES: None

30 Mr. Estes thanked the Board and left the meeting.

1 **INFORMATION ITEMS**

2 **MARIN BAYWAVE ADAPTATION VULNERABILITY EVALUATION**

3 Mr. DeGabriele provided the Board with information on the Marin BayWAVE Adaptation  
4 Vulnerability Evaluation. He stated that District staff met with the County of Marin staff working on  
5 the Eastern Marin Shoreline sea-level rise projection and potential effects on local facilities. He  
6 advised the Board that District facilities that may be impacted include: the Deer Island Recycled  
7 Water Facility, the Recycled Water Transmission Pipeline from Las Gallinas to Hamilton, the intertie  
8 valve with Marin Municipal at Highway 37, the cathodic protection anode bed at Bel Marin Keyes and  
9 various air valves and fire services in potentially inundated areas. He noted that the District  
10 Administration Headquarters and Corporation Yard may also be affected but are not yet identified on  
11 the sea-level rise mapping as being impacted. Mr. DeGabriele informed the Board that a draft report  
12 by the County is expected sometime this summer.

13 **RUSSIAN RIVER BIOLOGICAL OPINION PUBLIC POLICY FACILITATING COMMITTEE**

14 Mr. DeGabriele provided the Board with information on the Public Policy Facilitating  
15 Committee (PPFC) meeting held on March 3<sup>rd</sup> that was attended by himself, Director Petterle and  
16 Director Rodoni. He stated that the meeting included a tour of the Mirabel Fish Passage  
17 Improvement Project which includes new fish screens, a new fish ladder and a viewing gallery for  
18 both public and scientific monitoring of fish passing the summer dam at Mirabel. He informed the  
19 Board that reports were given on the Dry Creek Habitat Enhancement Project, the Corps of  
20 Engineers funding for the Dry Creek Habitat Enhancements and a Safe Harbor Agreement between  
21 Sonoma County Water Agency and the National Marine Fisheries Service, which provides a 35-year  
22 operating window to protect the SCWA from endangered species "take" as the Biological Opinion  
23 projects are undertaken and maintained. Mr. DeGabriele advised the Board that Sonoma County  
24 Water Agency can enter into voluntary cooperative agreements with landowners providing them  
25 protection from endangered species, provided the landowner submits a farm management plan and  
26 adheres to best management practices. He noted that the PPFC also received a report on the  
27 Estuary Management and Final Jetty Study at the mouth of the Russian River and the Fish Flow  
28 Draft Environmental Impact Report intended to evaluate lower flows in the Russian River and a new  
29 hydrologic index at Lake Mendocino.

30 **TECHNICAL ADVISORY COMMITTEE MEETING – MARCH 7, 2016**

31 Mr. DeGabriele provided a summary of the Technical Advisory Committee Meeting held on  
32 March 7<sup>th</sup>. He stated that the TAC unanimously recommended that the Sonoma County Water  
33 Agency budget for Fiscal Year 2016/17 be recommended for approval by the Water Advisory



1 Committee at a Special Meeting to be held on April 4<sup>th</sup>. He advised the Board that the District's  
2 purchased water rate is proposed to increase 6.6% to \$830 per acre foot.

3 Mr. DeGabriele advised the Board that Sonoma-Marín Saving Water Partnership's intent to  
4 promote the "Take It From the Tap" campaign has been delayed until mid-May due to concerns  
5 about lead in the water supply serving Healdsburg schools.

6 **MISCELLANEOUS**

7 The Board received the following miscellaneous information: Disbursements, 25 Giacomini  
8 Renter, and GFOA Certificate of Achievement for Excellence in Financial Reporting.

9 The Board received the following news articles: Southern California water giant agrees to  
10 buy delta island and Marin slips below monthly goal for saving water, but on track overall savings.

11 The Board also received the following news articles at the meeting: Report: East Bay  
12 chlorine hazard still considerable despite drastically fewer rail shipments and AP poll: Americans  
13 split over safety of US drinking water.

14 **ADJOURNMENT**

15 President Schoonover adjourned the meeting at 8:07 p.m.

16 Submitted by  
17  
18

19  
20 Katie Young  
21 District Secretary

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**5**

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## MEMORANDUM

To: Board of Directors  
From: Drew McIntyre, Chief Engineer   
Subject: Water Service Agreement – Hamilton SMART Station – Fire Hydrant  
(APN: 157-860-05)

April 1, 2016

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**RECOMMENDED ACTION:** The Board approve authorization of this agreement.

**FINANCIAL IMPACT:** None: Developer Funded

The Hamilton Sonoma Marin Area Rail Transit (SMART) Rail Station project – 500 Palm Drive, consists of a new rail station and parking facilities (see map in attachment A). The proposed agreement is for a main extension and a fire hydrant. New Zone 1 water facilities include 200 feet of 8-inch and 20 feet of 6-inch PVC main and one commercial fire hydrant. No domestic water service is to be provided at this site.

Since no domestic water service is being provided, no additional water demand is associated with this project.

No sanitary facilities are being provided at the site and therefore no sewer service is being provided.

As has been customary with previous city, county and special district projects, North Marin Water District will invoice SMART for payment of actual costs as costs are incurred.

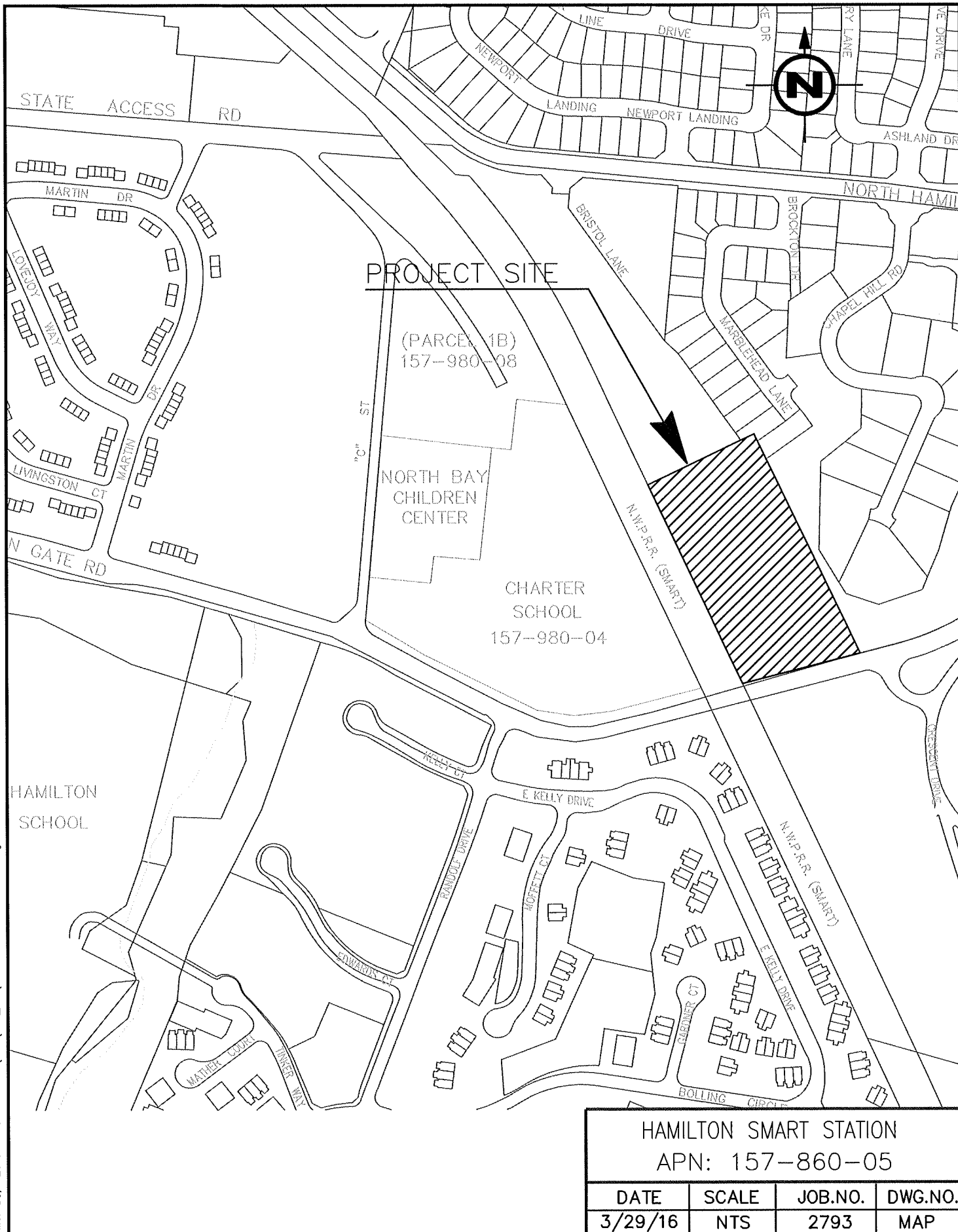
Environmental Document Review

This project is part of the overall SMART rail project and the Environmental Impact Report for the California Environmental Quality Act (CEQA) was approved in July 2008.

RECOMMENDATION:

That the Board approve authorization of this agreement.

Approved by GM LDDate 4/1/2016





RESOLUTION NO. 16-  
AUTHORIZATION OF EXECUTION  
OF  
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT  
WITH  
SONOMA MARIN AREA RAIL TRANSIT

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BE IT RESOLVED by the Board of Directors of NORTH MARIN WATER DISTRICT that the President and Secretary of this District be and they hereby are authorized and directed for and on behalf of this District to execute that certain water service facilities construction agreement between this District and Sonoma Marin Area Rail Transit, a State Special District, providing for the installation of water distribution facilities to provide water service for fire protection to that certain real property known as 500 Palm Drive, Marin County Assessor's Parcel Number 157-860-05, NOVATO, CALIFORNIA.

\* \* \*

I hereby certify that the foregoing is a true and complete copy of a resolution duly and regularly adopted by the Board of Directors of NORTH MARIN WATER DISTRICT at a regular meeting of said Board held on the 5th day of April, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

(SEAL)

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Katie Young, Secretary  
North Marin Water District

PART ONE  
WATER SERVICE FACILITIES CONSTRUCTION AGREEMENT  
FOR  
HAMILTON SMART STATION – FIRE HYDRANT

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*THIS AGREEMENT*, which consists of this Part One and Part Two, Standard Provisions, attached hereto and a part hereof, is made and entered into as of \_\_\_\_\_, 2016, by and between NORTH MARIN WATER DISTRICT, herein called "District," and SONOMA MARIN AREA RAIL TRANSIT, A State Special District, herein called "Applicant."

*WHEREAS*, the Applicant is in the process of completing a construction project upon the real property in the District commonly known as Marin County Assessor's Parcel Number 157-860-05 and the project known as HAMILTON SMART STATION, consisting of one (1) lot for government development; and

*WHEREAS*, the Applicant is the owner of real property in the District commonly known as 500 Palm Drive, Novato (Marin County Assessor's Parcel 157-860-05); and

*WHEREAS*, the Applicant desires installation of a District owned and maintained water main for installation of a new fire hydrant on said property; and

*WHEREAS*, the fire hydrant extension will not result in any additional water demand.

*NOW THEREFORE*, the parties hereto agree as follows:

1. The Applicant hereby applies to the District for installation of approximately 220 feet of 6 and 8-inch water main (including fire hydrant) to said real property and project and shall comply with and be bound by all terms and conditions of this agreement, the District's regulations, standards and specifications and shall construct or cause to be constructed the water facilities required by the District to provide water service for fire protection to the real property and project. Upon acceptance of the completed water facilities, the District shall provide water service to said real property and project in accordance with its regulations from time to time in effect.

2. Prior to the District issuing written certification to the City, County or State that financial arrangements have been made for construction of the required water facilities, the Applicant shall complete such arrangements with the District in accordance with Section 5 of this agreement.

3. Prior to release or delivery of any materials by the District or scheduling of either construction inspection or installation of the facilities by the District, the Applicant shall:

a. deliver to the District vellum or mylar prints of any revised utility plans approved by the Novato Fire Protection District to enable the District to determine if any revisions to the final water facilities construction drawings are required. The proposed facilities to be installed are shown on Drawing No. 1 2793.001, entitled, "HAMILTON SMART STATION – FIRE HYDRANT", a copy of which is attached, marked Exhibit "A", and made a part hereof. (For purposes of recording, Exhibit "A" is not attached but is on file in the office of the District.)

b. grant or cause to be granted to the District without cost and in form satisfactory to the District all easements and rights of way shown on Exhibit "A" or otherwise required by the District for the facilities.

c. deliver to the District a written construction schedule to provide for timely withdrawal of guaranteed funds for ordering of materials to be furnished by the District and scheduling of either construction inspection or construction pursuant to Section 5 hereof.

4. Except for fire service, new water service shall be limited to the number and size of services for which Initial Charges are paid pursuant to this agreement. Initial Charges for new services, estimated District costs and estimated applicant installation costs are as follows:

**Initial Charges**

Meter Charges (Domestic) (Included in Estimated District Costs) .....	@	\$	0.00	\$	0.00
Reimbursement Fund Charges .....	@	\$	0.00	\$	0.00
Facilities Reserve Charges .....	@	\$	0.00	\$	0.00
Credit for Existing Services .....	@	\$	0.00	\$	0.00
<b>Subtotal - Initial Charges.....</b>				<b>\$</b>	<b>0.00</b>

**Estimated District Costs**

Pipe, Fittings & Appurtenances.....	\$	9,091.00
District Construction Labor.....	\$	11,971.00
Engineering & Inspection.....	\$	3,551.00
Bulk Materials.....	\$	455.00
<b>Subtotal -Estimated District Costs.....</b>	<b>\$</b>	<b>25,068.00</b>

**Estimated Applicant Installation Costs**

Installation Labor.....	\$	16,224.00
Contractor Furnished – Pipe Fittings & Appurtenances.....	\$	0.00
Bulk Materials.....	\$	4,379.00
<b>Subtotal- Estimated Applicant Installation Costs.....</b>	<b>\$</b>	<b>20,603.00</b>

**TOTAL ESTIMATED WATER FACILITIES COSTS..... \$ 45,671.00**

(Bulk materials are such items as crushed rock, imported backfill, concrete, reinforcing steel, paving materials, and the like, which are to be furnished by the contractor performing the work.)

5. Financial Arrangements to be made by the Applicant shall consist of the following:

Initial Charges and Estimated District Costs

The Applicant shall either pay to the District or provide a two (2) year irrevocable letter of credit in form satisfactory to the District and payable at sight at a financial institution in the Novato area the sum of Initial Charges and Estimated District Costs as set forth in Section 4 hereof in the amount of **\$ 25,068**. If the Applicant provides the two (2) year irrevocable letter of credit, the District shall immediately draw down Initial Charges and shall draw upon the remaining funds guaranteed by the letter at any time the District deems appropriate to recover the Estimated District Costs which normally will be at least thirty (30) days prior to the anticipated start of construction for the ordering of materials to be furnished by the District.

Estimated Installation Costs

Alternate No. 1 – Installation By Applicant: If the Applicant elects to install the facilities or hire a private contractor to install the facilities, the Applicant shall provide financial guarantees satisfactory to the District in the form of a performance bond in the amount of **\$ 20,603** conditioned upon installation of the facilities and furnishing of bulk materials and a maintenance bond in the amount of **\$ 5,151** conditioned upon payment of the cost of maintaining, repairing, or replacing the facilities during the period of one (1) year following completion of all the facilities and acceptance by the District. Performance and maintenance bonds shall be executed by a California admitted surety insurer with a minimum A.M. Best rating of A-VII. In lieu of posting bonds, the Applicant may provide an irrevocable letter or letters of credit payable at sight at a financial institution in the Novato area guaranteeing funds in the same amounts. All financial guarantees shall be provided by the Applicant rather than the contractor. The Applicant or contractor, whichever performs the work, shall be properly licensed therefore by the State of California and shall not be objectionable to the District.

Alternate No. 2 – Installation By District: If the Applicant requests the District to install the facilities and the District consents to do so, the Applicant shall either pay to the District the total Estimated Installation Costs set forth in Section 4 hereof in the amount of **\$ 20,603** or shall include such amount in the irrevocable letter of credit provided for the Initial Charges and Estimated District Costs set forth first above. The District shall draw upon installation funds guaranteed by the letter at any time the District deems appropriate which normally will be at least thirty (30) days prior to the anticipated start of construction.

Whenever an irrevocable letter of credit is required by this agreement, the Applicant may substitute a certificate of deposit at a financial institution in the Novato area provided the certificate may be cashed at sight by the District at any time.

6. Water service through the facilities to be installed pursuant to this agreement will not be furnished to any building unless the building is connected to a public sewer system or to a waste water disposal system approved by all governmental agencies having regulatory jurisdiction. This restriction shall not apply to temporary water service during construction.

7. All estimated costs set forth in this agreement shall be subject to periodic review and revision at the District's discretion. In the event the Applicant has not completed financial arrangements with the District in accordance with Section 5 hereof prior to expiration of six (6) months from the date of this agreement, all Initial Charges and estimated costs set forth in Section 4 hereof shall be revised to reflect then current District charges and estimates. In the event the Applicant has not secured final land use approval for the project from the City of Novato or County of Marin, recorded a final map and diligently commenced construction of improvements required by those agencies and the District prior to expiration of one (1) year from the date of this agreement, the District may, at its option, either retract financial certifications issued to City, County and State agencies and terminate this agreement or require amendment of this agreement and review of all Initial Charges and estimated costs contained herein. The Applicant shall pay any balance due upon demand or furnish a guarantee of such payment satisfactory to the District.

8. All extensions of time granted by the City of Novato or the County of Marin for the Applicant to comply with conditions of land use approval or to construct improvements pursuant to a subdivision improvement agreement shall require concurrent extensions of this agreement and shall be cause for review and revision of all Initial Charges and estimated costs set forth in Section 4 hereof. The Applicant shall apply to the District for extension of this agreement prior to approval of the Applicant's requests for such extensions by either the City of Novato or the County of Marin.

9. This agreement shall bind and benefit the successors and assigns of the parties hereto; however, this agreement shall not be assigned by the Applicant without the prior written consent of the District. Assignment shall be made only by a separate document prepared by the District at the Applicant's written request.

**NORTH MARIN WATER DISTRICT**  
"District"

**ATTEST:**

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John Schoonover, President

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Katie Young, Secretary

(SEAL)

**SONOMA MARIN AREA RAIL TRANSIT**  
A State Special District  
"Applicant"

(SEAL)

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Farhad Mansourian, General Manager

**NOTES:** *If the Applicant executing this agreement is a corporation, a certified copy of the bylaws or resolutions of the Board of Directors of said corporation authorizing designated officers to execute this agreement shall be provided.*

*This agreement must be executed by the Applicant and delivered to the District within thirty (30) days after it is authorized by the District's Board of Directors. If this agreement is not signed and returned within thirty days, it shall automatically be withdrawn and void. If thereafter a new agreement is requested, it shall incorporate the Initial Charges (connection fees) and cost estimates then in effect.*

**ALL SIGNATURES MUST BE ACKNOWLEDGED BEFORE A NOTARY PUBLIC.**

**7**

## MEMORANDUM

To: Board of Directors

April 1, 2016

From: Drew McIntyre, Chief Engineer

Re: Contract for Engineering Services – White and Prescott

R:\NON JOB No ISSUES\Consultants\White&amp;Prescott\FY16-17\Agmts\_BOD Memos\W&amp;P FY16-17 Agmt BOD Memo.doc

**RECOMMENDED ACTION:** Authorize General Manager to execute a new Consulting Services agreement between NMWD and White and Prescott for miscellaneous engineering services

**FINANCIAL IMPACT:** \$30,000

From time to time, staff needs additional outside consulting services to allow us the flexibility to work within not only our workload and timing constraints, but those of the outside consultants as well. Attached is a new agreement for Miscellaneous Engineering Services from White and Prescott, an engineering firm that the District has used since 1999 to provide miscellaneous engineering services to help staff meet workload demands with a not-to-exceed limit of \$30,000. The last contract was approved by the Board at the September 3, 2013 meeting for \$30,000. Since that time, White and Prescott has performed periodic engineering services on an as-needed basis. A tabulation of the projects and resulting cost follows:

DISTRICT JOBS	TASK ORDER AMOUNT	PAID TO-DATE	TASK ORDER BALANCE
Novato and San Marin High School Easements	\$4,480	\$4,480	\$0
Inn Marin Easement Support	\$3,400	\$3,400	\$0
Olema Pump Station	\$3,600	\$3,600	\$0
Bear Valley Pump Station	\$1,840	\$1,840	\$0
Archibald Lane Monument Survey	\$1,840	\$1,840	\$0
Recycled Water RFP Review	\$225	\$225	\$0
Recycled Water Central Easements Support	\$10,640	\$4,680	\$5,960
Valley Memorial Park Easement Support	\$2,500	\$1,575	\$925
Misc. Easements Support	\$5,240	\$1,455	\$3,785
<b>Total</b>	<b>\$33,765</b>	<b>\$23,095</b>	<b>\$10,670</b>

\*Charges to-date

With a carryover balance from the last contract, the beginning current contract balance was \$35,765. With \$33,765 of allocated funds, there is a \$2,000 balance of un-allocated funds.

White and Prescott has consistently produced a good work product in an efficient manner. White and Prescott would continue to be used on an as-needed basis for either developer and/or District projects. Their current maximum hourly rate is \$80/hour (reduced from

Approved by GM

Date

*W*  
4/1/2016



\$110/hour in earlier contracts). White and Prescott would proceed on work only after a specific work scope task, schedule and estimate of services costs are discussed.

RECOMMENDATION

Authorize General Manager to execute a new Consulting Services agreement between NMWD and White and Prescott for miscellaneous engineering services with a not-to-exceed limit of \$30,000.

8

## MEMORANDUM

To: Board of Directors  
From: Drew McIntyre, Assistant General Manager/Chief Engineer   
Subj: Customer Request for Deviation from District Regulations - 18 School Terrace Meter Relocation  
r:\chief eng\mcintyre\eng dept misc\school rd bod memo 4-16.docx

April 1, 2016

**RECOMMENDED ACTION:** Maintain standard practice in conformance with District Regulations

**FINANCIAL IMPACT:** None

Michael Sherwood resides at 18 School Terrace (a.k.a. 442 School Rd.). Water service has historically been provided to this parcel via a meter on School Rd. installed in 1975 (see map in Attachment 1).

During the February 2016 meter read cycle it became apparent that there was a water line leak on the private side lateral serving the Sherwood residence. The resulting water bill (prior to the bill adjustment) was \$3,632 compared to historical bi-monthly water bills averaging \$120. A bill adjustment of \$2,809 was applied resulting in a payment due of \$872.

After the water leak Mr. Sherwood came into the District office to explore what the cost would be to install a new service on School Terrace and abandon the existing service on School Rd. (which would result in a shorter length private lateral). Staff informed Mr. Sherwood the new service cost would be at a flat rate of \$3,500 per Regulation 1.c and the cost to kill the existing service on School Rd. would be based on actual District costs (estimated at \$6,500). Staff has historically charged applicants both the flat rate cost of a new service and the actual cost to kill the existing service in accordance with District Regulation 3.a.2 regarding relocation of service lines requiring a new connection to the main. Regulation 3.a.2 (see Attachment 2) states that connection to the new main will be made upon advance payment of the District service line charge in accordance with District Regulation 1.c. Regulation 3.a are also states that charges may be increased or decreased if the District's actual costs of doing the work varies appreciably from these rates. Staff has historically charged the applicant the actual cost to kill the existing service so that we don't have two active service laterals remaining for one residence.

The District's cost estimate to kill the service on School Rd. without taking into account the current county paving moratorium is about \$2,000. However, with the current paving moratorium expanded paving limits, the cost estimate escalates to approximately \$6,500.

Staff reviewed these costs with Mr. Sherwood and he objected both to the \$3,500 flat rate charge to install a new service connection as well as the \$6,500 charge to kill the service on School Rd. In an effort to address the high cost for killing the School Rd. service staff offered Mr. Sherwood the option to only pay the estimated cost of \$2,000 to kill the service with the understanding that District construction crews would be scheduled to kill the service after sunset of the paving moratorium on School Rd in 2018.

Mr. Sherwood responded that he should not be responsible for paying any cost associate with killing the service on School Rd. and that he believes he should only pay actual costs for installation the new service on School Terrace.

Staff explained to Mr. Sherwood that they have no authority to grant any further cost considerations or adjustments regarding the proposed work. He then requested to present his case in front of the Board for consideration (see letter provided as Attachment 3).

Staff stands by the initial charges outlined above and is recommending payment of \$3,500 for a new service meter on School Terrace and payment of \$2,000 for killing the existing service on School Rd (\$5,500 total).

#### RECOMMENDATION

Let the stated relocation charges stand as identified



Mar 30, 2016 11:18am W:\JOB\MISC\Presentation\SCHOOL RD.dwg User: ACANTILLER





**NORTH MARIN WATER DISTRICT  
REGULATION 3  
CHANGE OF SERVICE CONNECTION**

a. Relocation

The District will relocate its facilities when requested to do so by the consumer provided such relocation is acceptable to the District and upon payment to the District of the following mini-  
mum charges:

- (1) Relocation of service not requiring a new connection to the main: ..... \$425
- (2) Relocation of service lines requiring a new connection to the main shall be made upon advance payment of the District's Service Line Charge in accordance with Regulations 1.c.
- (3) Raising or lowering meter or box for consumer convenience:..... \$225

The foregoing charges shall apply in all cases where they reasonably reflect the District's costs of performing the relocation requested. These charges may be increased or decreased if the District's actual costs of doing the work vary appreciably from these rates.

b. Enlargement or Expansion

Enlargement or expansion of meter(s) or service connection(s) will normally require construction of a new service line. Enlargement or expansion of meter(s) and service connection(s) will be made by the District on the following conditions:

- (1) The consumer or his authorized agent files an application therefore in accordance with Regulation 1.a.
- (2) Advance payment of the cost of new service in accordance with District's Regulation 1.c. as applicable. The consumer pays the initial charges for service applicable to such enlargement or expansion as provided in Regulation 1.c., from which shall be deducted the ), current facilities reserve charge(s) applicable to the meter(s) and service line(s) replaced.

c. Downsizing - 1-inch to 5/8-inch

Charge for downsizing meter:..... \$55

3-23-16

To North Marin Water District

I got an estimate to have my  
water meter moved to my house  
which I think <sup>the estimate</sup> is very unfair.  
The meter now is approximately 500ft  
away. I could be 50ft.

I will explain all the details  
at your meeting

Yours Truly

Michael Sherwood

442 School Rd

Novato CA.

9



## MEMORANDUM

To: Board of Directors April 1, 2016

From: Chris DeGabriele, General Manager 

Subj: Response to Civil Grand Jury Report – 2015/2016 Web Transparency Report Card:  
Bringing Marin County's Local Governments to Light  
\\aclword\grand jury\cover memo - response to march 2016 grand jury report.docx

**RECOMMENDED ACTION: Approve**

**FINANCIAL IMPACT: None at this Time**

On March 17, 2016 the Marin County Civil Grand Jury (CGJ) publicly released its report entitled: *2015/2016 Web Transparency Report Card: Bringing Marin County's Local Governments to Light*. The CGJ goal is to increase the opportunity for the public to be able to easily find the description of services provided, the names and contact information of the Board members and management, the budget, agendas and minutes of meetings, and other information. The report (Attachment 1) shows that the District website received a 'B' grade. The CGJ report includes one recommendation for the District: "The agency should file and keep updated its Statement of Facts with the California Secretary of State and the Marin County Clerk as required by California Code §53051", and requests that the District respond to that recommendation. A draft response is attached for Board consideration (Attachment 2). Included for your information with this memo is a newspaper article regarding CGJ report and the grades of other agencies (Attachment 3).

In considering the District's response, staff brings one point to your attention:

- The District has sent the Statement of Facts to the Secretary of State every year yet has failed to send a copy to the County of Marin since 2008. On March 23, 2016 the District provided the current copy of the Statement of Facts to the County of Marin. It was our misunderstanding that the Secretary of State would forward a copy to the County of Marin. Going forward, the District will send a copy of the Statement of Facts to the County of Marin after the Board reorganization typically conducted at the first meeting in December each year.

**Recommendation:**

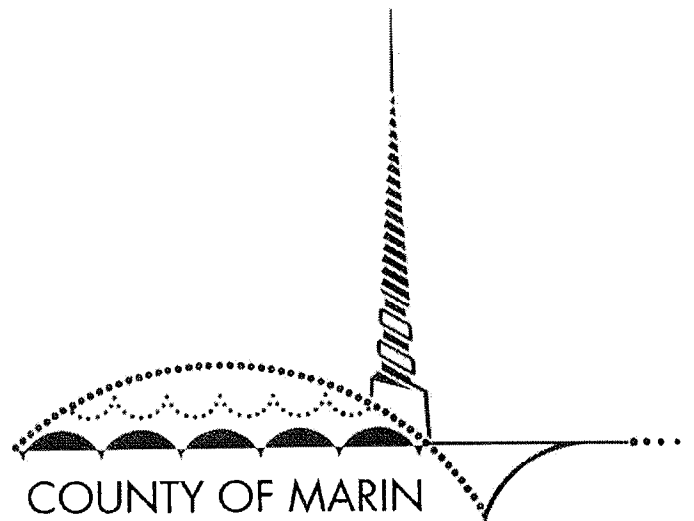
Approve the proposed response to the Civil Grand Report regarding Recommendation R2.

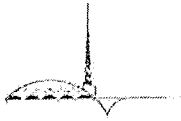
2015/2016 MARIN COUNTY CIVIL GRAND JURY

# 2015-16 Web Transparency Report Card

## Bringing Marin County's Local Governments to Light

Report Date: March 10, 2016  
Public Release Date: March 17, 2016





## 2015-16 Web Transparency Report Card

### Bringing Marin County's Local Governments to Light

#### SUMMARY

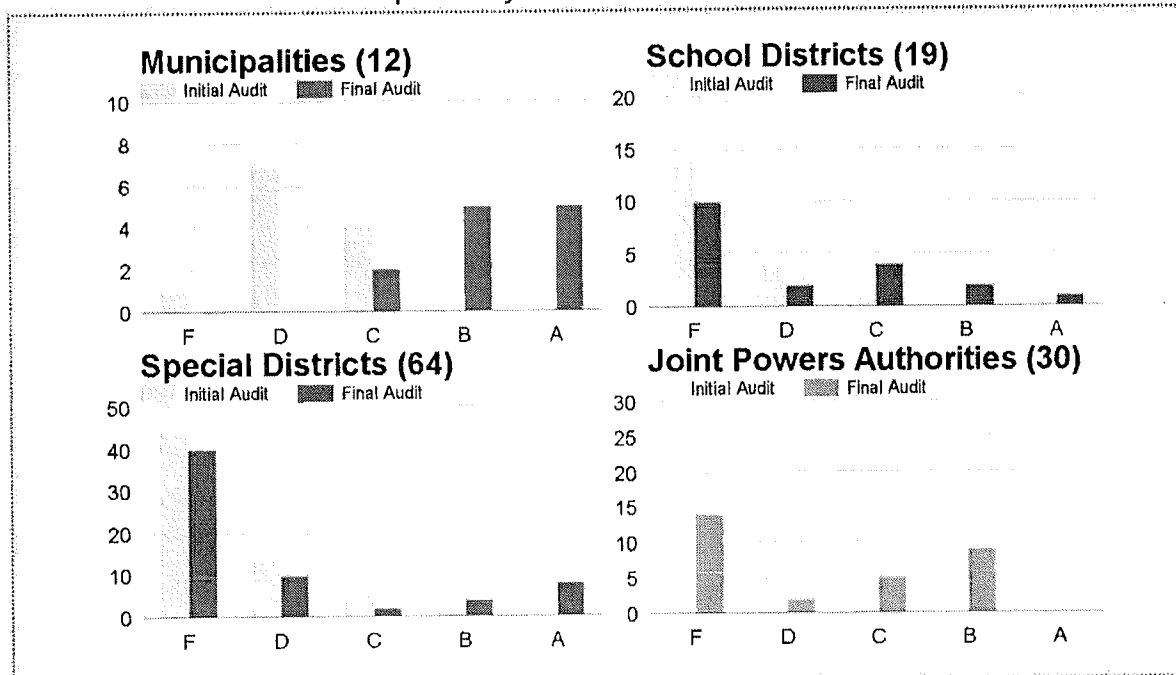
How important are government websites? In April 2015, the Pew Research Center reported<sup>1</sup> that "65% of Americans in the prior 12 months have used the internet to find data or information pertaining to government". Between October 2015 and January 2016, the Marin County Civil Grand Jury audited local government agencies' websites to evaluate the quality of online information such as budgets, audits and board member information. We found serious deficiencies. The Grand Jury provided each agency with our preliminary audits and described our approach. All agencies were offered the opportunity to improve their websites for a final audit. Many websites significantly improved, while others remained deficient. This audit report provides transparency improvement recommendations for Marin local agency websites.

**126** local agencies were audited: 12 municipalities, 19 school districts, 64 special districts, 30 joint powers authorities (JPAs), and 1 rail district.

**59** local agencies improved their websites, and 34 received a grade of B- or better.

**27** local agencies have no website: 19 special districts and 8 joint powers authorities (JPAs).

#### Web Transparency Grade Distributions (F to A)



<sup>1</sup> [http://pewinternet.org/files/2014/10/PI\\_OpenData\\_072815.pdf](http://pewinternet.org/files/2014/10/PI_OpenData_072815.pdf)

## BACKGROUND

"A lack of transparency results in distrust and a deep sense of insecurity."

□ Dalai Lama

Marin residents are likely unaware of all the various agencies that serve them. Their property tax bills list<sup>2</sup> the charges assessed by these local agencies<sup>3</sup>: county, city, school, joint powers authorities, rail districts, special districts, and assessment districts. Appendix A illustrates a sample Marin property tax bill.

Increasing transparency for a local agency makes it easier to understand where tax dollars go. Residents should be able to easily find the description of services provided, the names and contact information of board members and management, the budget, agendas and minutes of meetings, and other information. Today, the most common source of information is the Internet. Compared with other information sources (i.e., phone calls or emails), online searching is often faster, more detailed, always accessible and anonymous.

An effective website presence can also benefit an agency. In the study, *Smarter eGovernment: The Economics of Online Services in Utah* (sponsored by the National Information Consortium<sup>4</sup>), the Center for Public Policy and Administration at the University of Utah found that Utah was able to save a total of \$46 million in the period of 2007-2011 by making traditionally "offline" (in-office) services available online.

State law requires transparency: The Ralph M. Brown Act (public meetings), The California Public Records Act (record keeping), California Fair Political Practices Reporting Requirements (economic interests), and financial reporting. While there is currently no requirement for an agency to have a website, there has been a growing movement to make governmental information available online (the "Open Data" movement). In 2013, President Obama signed an executive order "...that made open and machine-readable data the new default for government information"<sup>5</sup>, which launched Project Open Data. In 2014, Governor Brown signed Assembly Bill (AB) 2040<sup>6</sup> requiring all local agencies that maintain websites to conspicuously post the annual compensation of its elected officials, officers, and employees. And in 2015, Governor Brown signed Assembly Bill (AB) 169<sup>7</sup> and Senate Bill (SB) 272<sup>8</sup>

<sup>2</sup> The paper tax bill lists a subset of, while an online viewable bill on the County of Marin's Assessor's webpage (<http://www.marincounty.org/depts/ar/divisions/assessor/search-assessor-records>) details all the legal charges.

<sup>3</sup> See glossary for definitions of agency types.

<sup>4</sup> [egov.com](http://egov.com)

<sup>5</sup> <https://www.whitehouse.gov/open>

<sup>6</sup> [http://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill\\_id=201320140AB2040](http://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201320140AB2040)

<sup>7</sup> [https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill\\_id=201520160AB169](https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201520160AB169)

<sup>8</sup> [http://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill\\_id=201520160SB272](http://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201520160SB272)

requiring all local agencies that maintain websites (except for school districts<sup>9</sup>) to make more of their information publicly available and searchable online.

Around the United States, several well-respected organizations have developed web transparency checklists for public agencies<sup>10</sup>. When the Grand Jury examined these checklists, we found items that either did not apply to California agencies or only applied to a specific type of agency. We decided to combine the best of each of these lists to create a single list of nine criteria that could apply to all Marin agencies, and added a tenth agency-specific criterion:

### Web Transparency Checklist Criteria

#### 1. Overview

- Mission Statement: What is the agency's reason for existing?
- Description of services/functions: What actions does the agency undertake and what services does the agency provide?
- Boundary of service area: What specific area does the agency serve?

#### 2. Budget

- Budget for current fiscal year
- Budget for the three years prior to the current year
- Financial reserves policy: What is the agency's policy for designated reserves and reserve funds? (The policy should be in the agency policy manual but also may be restated and found in the budget or audit reports)

#### 3. Meetings

- Board meeting schedule: When specifically does the agency meet?
- Archive of Board meeting agendas & minutes for at least the last 6 months: Both approved minutes and past agendas

#### 4. Elected & Appointed Officials

- Board members (names, contact info, terms of office, compensation, and biography): Who specifically represents the public on the Board? How can the public contact them? When were they elected (or appointed)? How much do they earn in this role (as required by Assembly Bill 2040 – in effect since January 1, 2015)? What background about the members illustrates their expertise for serving on the Board?
- Election procedure and deadlines: If the public wishes to apply to be on the Board, how and when can they do so?
- Reimbursement and compensation policy: Which (if any) expenses incurred by the Board are reimbursed?

<sup>9</sup> While these bills excluded school districts, the Grand Jury recognizes schools spend a large amount of tax dollars fulfilling their mission, and parents research their enrollment options using public information.

<sup>10</sup> Sunshine Review (now Ballotpedia) ([http://ballotpedia.org/Transparency\\_checklist](http://ballotpedia.org/Transparency_checklist)), Illinois Policy (<https://www.illinoispolicy.org/10-point-transparency-checklist/>), Institute for Local Government (<http://www.ca-ilg.org/post/local-agency-website-transparency-opportunities>), and the Special District Leadership Foundation (<http://www.sdlf.org/#!/transparency/cl0u>)

5. Administrative Officials

- General manager and key staff (names, contact info, compensation, and benefits): Who specifically runs the agency on a day-to-day basis? How can the public contact them? How much do they earn in this role (as required by Assembly Bill 2040 in effect since January 1, 2015)? What specific benefits are they eligible for (healthcare, retirement plan, educational benefits, etc.)?

6. Audits

- Current financial audit
- Financial audits for the three years prior to the current year

7. Contracts

- Current requests for proposals and bidding opportunities (over \$25,000 in value)
- Instructions on how to submit a bid or proposal
- Approved in force vendor contracts (over \$25,000 in value)

8. Public Records

- Online/downloadable Public Records Act (or FOIA) request form: What is the best way for the public to request public records?

9. Revenue Sources

- Summary of fees received: fees-for-services (if any)?
- Summary of revenue sources: bonds, taxes, and/or grants?

10. Other (Agency Specific Criterion)

- Municipalities: Total number of lobbyists employed and total spent on lobbying, downloadable permit applications, and zoning ordinances
- School Districts:
  - i. For K-12: School Accountability Report Card (SARC), California Assessment of Student Performance and Progress (CAASPP), and the California Healthy Kids Survey (CHKS)
  - ii. For College: California Community Colleges Student Success Scorecard
- Special Districts: Authorizing statute/enabling act (Principal Act or Special Act) and board member ethics training certificates
- Rail Districts: A copy of the Governing Documentation: As enacted by Congress
- JPAs: A copy of the Joint Powers Agreement: As filed and adopted

## METHODOLOGY

Each agency's website was visited and each checklist item was validated for ease of access.

However, the first problem the Grand Jury encountered was that there was no single comprehensive list of agencies in Marin County. The Grand Jury found the following lists:

- Special Districts In Marin 2015 (Marin County Department of Finance)<sup>11</sup>
- Index of Boards and Commissions (Marin County Board of Supervisors)<sup>12</sup>
- Marin School District Websites (Marin County of Education)<sup>13</sup>
- Directory of Local Marin County Governments (Marin LAFCO)<sup>14</sup>
- What Are Special Districts and Why Do They Matter? (Marin County Civil Grand Jury)<sup>15</sup>
- Roster of Public Agencies (Marin County Clerk)<sup>16</sup>

These lists were inconsistent, incomplete and/or out-of-date. The Grand Jury worked with the Marin County Department of Finance to create an up-to-date comprehensive list of agencies<sup>17</sup> and their contact information (see Appendix B). Specifically not included in the list of Marin-based agencies are a number of regional agencies that are funded in part by Marin taxpayers, including:

- Association of Bay Area Governments
- Bay Area Air Quality Management District
- Golden Gate Bridge, Highway & Transportation District
- Local Agency Formation Commission
- Metropolitan Transportation Commission
- National Association of Counties
- North Bay Watershed Association
- North Coast Railroad Authority

For transparency and ease of use, detailed information about each agency should be found with a few "clicks." Information that is buried in an agency's board minutes or on other websites not available in a click from the agency's website is not in the spirit of transparency. Long and complex PDF (Portable Document Format) documents, such as a budget or an audit report, must be text-searchable, and not simply a picture of a page of text, to easily find specific details.

<sup>11</sup> <http://marincounty.org/depts/df/special-districts>

<sup>12</sup> <http://apps.marincounty.org/bosboardsandcomm/default.aspx>

<sup>13</sup> <http://marinschools.org/MCOE/District-Sites/Pages/default.aspx>

<sup>14</sup> <http://lafco.marin.org/index.php/directory-list>

<sup>15</sup> [http://marincounty.org/~media/files/departments/gj/reports-responses/2013/spd\\_master\\_list\\_report.pdf](http://marincounty.org/~media/files/departments/gj/reports-responses/2013/spd_master_list_report.pdf)

<sup>16</sup> California Government Code §53051 requires public agencies to file a Statement of Facts within 70 days after the commencement of its legal existence. See Appendix C for the current State of California Statement of Facts.

<sup>17</sup> It is quite likely that our search for Marin public agencies will still not uncover all of the agencies, due to inconsistent self-reporting to the California State Controller.

Using the agency-specific checklist, the Grand Jury assigned a minimum of two auditors to independently review each website to ensure audit correctness:

- Appendix D: Web Transparency Checklist for Marin Cities, Towns, and County
- Appendix E: Web Transparency Checklist for Marin School Districts
- Appendix F: Web Transparency Checklist for Marin Special Districts
- Appendix G: Web Transparency Checklist for Rail Districts
- Appendix H: Web Transparency Checklist for Marin Joint Powers Authorities (JPAs)

After completing the preliminary audit, the Grand Jury then shared with each agency a description of the audit process and the agency's audit results. Agencies that chose to improve their website could complete an online self-audit form<sup>18</sup>, which the Grand Jury utilized in our final follow-up audit. Based on these findings, we then assigned a grade to each agency according to the Sunshine Review's rubric<sup>19</sup> to produce a report card (see example at right).

The scoring rubric grade was determined based on the number of points on the checklist for which the criteria was completely met. If an agency partially met the criteria, no points were awarded (but partially meeting the checklist was denoted with an "incomplete"). A point scale determined the letter grade awarded:

Points	0-2	3	4	5	6	7	8	9	10
Grade	F	D-	D	C-	C	B-	B	A-	A+

Example Agency	
<b>GRADE: B</b>	
Overview	✓
Budget	✓
Meetings	✓
Elected Officials	✓
Administrative Officials	✓
Audits	✓
Contracts	✗
Public Records	✓
Revenue Sources	✓
Agency Specific	●

In 2013, Sunshine Review<sup>20</sup> calculated average web transparency grades for California counties (B), California cities (B+) and California schools (B). The Grand Jury believes that Marin should be as good as the California averages, and therefore selected B- as the minimum acceptable web transparency grade.

- ✓ PRESENT
- ✗ MISSING
- INCOMPLETE

The final scorecards<sup>21</sup> are listed in appendices:

- Appendix I: Marin Cities, Towns, and County Web Transparency Scorecards
- Appendix J: Marin School District Web Transparency Scorecards
- Appendix K: Marin Special District Web Transparency Scorecards
- Appendix L: Marin Rail District Web Transparency Scorecard
- Appendix M: Marin Joint Powers Authority Web Transparency Scorecards

<sup>18</sup> We provided a minimum of one month's time as well as technical support for the self-audit process.

<sup>19</sup> [http://ballotpedia.org/Transparency\\_report\\_card\\_%282013%29](http://ballotpedia.org/Transparency_report_card_%282013%29)

<sup>20</sup> Ibid.

<sup>21</sup> Scorecards were tabulated after the October 2015 - January 2016 audits were concluded.



## DISCUSSION

### Website Creation

Although most Marin agencies have web sites, there is still a perception that not every agency has the resources to easily create and maintain a website. But, modern website creation software has made it possible for a non-tech-savvy person to manage website content easily (see Appendix N). For small agencies, it is not necessary to make a large investment to create a website. A simple website highlighting what the agency does, key agency contacts, board agendas, and audited budgets can encourage citizen participation and improve staff efficiency (answering frequently asked questions online). For larger agencies, it is an opportunity to showcase achievements and build trust with local citizenry.

### Self-Auditing Feedback

After sharing the results of the preliminary web transparency audit with Marin County agencies, the Grand Jury received feedback, much of it agreeing with our preliminary audit's goals and results:

- "The best practices transparency checklist you provided was very helpful and I believe we have indeed improved the quality of our website, making key information more easily accessible. Based on this experience we plan to make additional changes to our website in a continuous effort to be as transparent as possible"
- "We have made substantive changes to our web site. Additional items will be added in the same spirit and intent as they become available. Thank you for your evaluation and the opportunity for response."
- "We believe that your recommendations regarding providing online/downloadable Public Records Act (or FOIA) request forms is an important topic for our Board to review and consider as a potential exhibit item..."
- "...We are always trying to improve our website and online resources. I find this report card very helpful and have already started to make some improvements... We are starting the process to procure a new website and I think this will help us greatly as we put together the design and specifications ..."
- "We are in the midst of a website redevelopment project, and have noted the need to make these important items easier to find. We are taking this opportunity to create a "Transparency" webpage where any user can find all items on your list in one easy to find location."
- "Thank you for the opportunity to demonstrate our agency's commitment to transparency on its website. The web transparency checklist was very helpful in two ways. First, to make sure our website contains all of the information on the checklist, but also going through the review process showed that we can (and will) reorganize some of the information to make it even easier to find. We also plan to supplement the information in a few areas."
- "We have spent the last month working with our web developer and the best practices transparency list you sent. We developed a page that follows the identical format listed in this best practice guide, with links to the information required. We are very excited about this addition to our site and look forward to augmenting beyond what the Grand Jury has listed."

Some of the feedback the Grand Jury received expressed a difference of opinion with the web transparency audit criteria:

- "One of the items of transparency listed is a biography of each elected board member. We have intentionally not posted this."
- "Our agency's staff relies on the public to tell us specifically what items are missing from our website that the public would like posted. We make every effort to then post the material in a timely manner."
- "The agency does not have a website. Public information is made available in accordance with the Public Records Act."
- "[Budget] available upon request ... and was advised not to post by legal counsel."

The Grand Jury granted an extension to any agency that needed more time to update their website and to complete their self-audit. Some agencies stated they had insufficient resources to complete work within the given timeframe.

### The County of Marin

The County of Marin is responsible for at least 28 special districts<sup>22</sup> and 4 JPAs<sup>23</sup>. The Grand Jury questions why 20 of these agencies do not have websites. After sharing the results of our preliminary audits of these 32 agencies with the County, we received correspondence<sup>24</sup> from the County indicating that while some of the transparency criteria will be implemented in the future (contracts and municipal-specific), the notion of "...providing and maintaining duplicative information regarding each distinct special district, community (sic) service area, flood control zone, permanent road division, joint powers agreement/agency (JPA's), etc. does not appear to be the best way to provide straightforward information to our residents. Most of these are better described as financing mechanisms rather than municipal agencies. We believe that a single source of information is easier for residents to review and understand." and "...we should also note that the Marin Local Agency Formation Commission (LAFCO) includes descriptive information regarding special districts and JPAs on its website, as well as information regarding other entities independent of the County of Marin."

While the Grand Jury supports the desire of the County to provide straightforward information, we disagree with the County's approach. Marin LAFCO's digital directory is provided as a service to the community, but there is no requirement that the directory be accurate or up-to-date. Since not all of the County Service Areas (CSAs) have websites, a citizen cannot easily understand a CSAs' purpose, decision-making, and budgetary actions. It is unreasonable to ask citizens to become experts in sleuthing to find information. As a service to the citizens, the County could create a single web page (for each of

<sup>22</sup> Dependent Special Districts: Bolinas Highlands Permanent Road Division, CSA #1 through CSA #33, Inverness Subdivision No. 2 Permanent Road Division, Marin County Fire Department, Marin County Flood Control and Water Conservation District, Marin County Lighting District, Marin County Open Space District, Monte Cristo Permanent Road Division, Mt View Ave-Lagunitas Permanent Road Division, Murray Park Sewer Maintenance District, Paradise Estate Permanent Road Division, Rush Creek Lighting and Landscape, and San Quentin Village Sewer Maintenance District.

<sup>23</sup> JPAs: Gateway Improvement Authority, Gateway Refinancing Authority, Marin County Capital Improvements Financing Authority, and Marin County Open Space Financing Authority.

<sup>24</sup> Dated December 8, 2015

the dependent special districts and JPAs), that describes the role of the local agency with links to all the transparency criteria that can be found elsewhere on the County's website, and create its own digital directory of these local agencies.

#### Common Web Transparency Deficiencies

In reviewing all the Marin County agency websites and self-audits, we found a number of transparency criteria that were commonly missed:

1. **Overview:** Agencies often mistakenly considered a departmental list the same as a description of the public benefits of their services/functions. A boundary of service area can be easily understood with a map.
2. **Budget:** Finding key information in these long and complex documents often requires a text search, which is impossible if the budgets are in a non-text-searchable document format.
3. **Meetings:** Keep the meeting schedule and archive up-to-date.
4. **Elected & Appointed Officials:** While most agencies listed the names of the Board members, complete information about the Board members (contact info, terms of office, compensation, and biography) was often missing. Agencies were sometimes confused about where election procedures and deadlines can be found, often suggesting this information can be found at Marin County's Elections/Registrar of Voters. While this website has a wealth of general information, specific information about the procedures and deadlines should be clearly described on the agency's website.
5. **Administrative Officials:** Instead of showing actual salaries and benefits (as required by Assembly Bill (AB) 2040), we often found salary schedules instead. This was most commonly seen with school districts. We recommend putting a link to the agency's Government Compensation in California page (<http://publicpay.ca.gov/>)
6. **Audits:** Finding key financial information in these long and complex documents often requires a text search, which is impossible if the audits are in a non-text-searchable document format.
7. **Contracts:** Agencies often did not show their approved vendor contracts.
8. **Public Records:** If an agency does not have an online/downloadable Public Records Act (or FOIA) request form, specify how the public can contact the agency for more information (an email address or phone number, for example).
9. **Revenue Sources:** Agencies generally understood this criterion.
10. **Other (Agency Specific):** Agencies also generally understood this criterion.

It is the hope of the Grand Jury that all local government agencies' websites will continue to improve the accessibility, accuracy, completeness and usefulness of available online information for the public's benefit. Having seen web transparency grades improve from F to A+ during the audit process, we know it is possible.

"A democracy requires accountability and accountability requires transparency."

□ President Barack Obama

## FINDINGS

- F1. As of January 4, 2016, 27 Marin local agencies lacked public websites (and of the 99 agencies that have web sites, 65 did not satisfy the Grand Jury's web transparency criteria as of that date).
- F2. Inspecting the Marin County Clerk's Roster of Public Agencies, the Grand Jury discovered a majority of local agencies out of compliance per California Government Code §53051 (no filings or outdated filings).
- F3. Effective January 1, 2015, Assembly Bill (AB) 2040 requires that if a public agency "maintains an Internet Web site, it shall post, in a conspicuous location on its Internet Web site, information on the annual compensation of its elected officials, officers, and employees that is submitted to the Controller under §53891." The Grand Jury discovered a majority of the agencies were out of compliance (and potentially at-risk for fines and/or audit), per California Government Code sections 53895, 53895.7, and 53896).
- F4. The County of Marin does not currently publish a definitive list of all its dependent special districts and JPAs.
- F5. Marin County's Roster of Public Agencies is available for viewing only as hard copy at the office of the Marin County Clerk.

## RECOMMENDATIONS

- R1. The agency should improve its web transparency score to "B-" (or better), by updating its website and submitting the appropriate self-audit form. The form may be obtained by emailing: [grandjury-audit@marincounty.org](mailto:grandjury-audit@marincounty.org)
- R2. The agency should file and keep updated its Statement of Facts with the California Secretary of State and the Marin County Clerk as required by California Code §53051.
- R3. The agency should update its website to include information of the annual compensation of its elected officials, officers and employees; and this information should also be submitted to the Controller, as required by Sections 12463 and 53909 of the California Government Code.
- R4. The Marin County Board of Supervisors should create a comprehensive online "digital directory" with links to all County of Marin's dependent special districts and JPAs.
- R5. To further improve web transparency, the County Clerk of Marin County should allow public remote Internet access to its Roster of Public Agencies.

## REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the Grand Jury requests responses as follows:

From the following governing bodies:

- Almonte Sanitary District (R1, R2, R3)
- Alto Sanitary District (R1, R2, R3)
- Bel Marin Keys CSD (R1, R2, R3)
- Belvedere-Tiburon Joint Recreation Committee District (R1, R2)
- Belvedere-Tiburon Library Agency (R2, R3)
- Bolinas Community Public Utility District (R2)
- Bolinas Fire Protection District (R1, R2, R3)
- Bolinas Highlands Permanent Road Division (R1, R2, R3)
- Bolinas-Stinson Union District (R1, R3)
- Central Marin Police Authority (R1, R3)
- Central Marin Sanitation Agency (R2)
- City Of Belvedere (R2)
- City Of Larkspur (R2)
- City Of Mill Valley (R2)
- City Of Novato (R2, R3)
- City Of San Rafael (R2)
- City Of Sausalito (R2)
- Corte Madera Sanitary District No 2 (R1, R2, R3)
- County Of Marin (R1, R4, R5)
- CSA #1 (Loma Verde) (R1, R2, R3)
- CSA #6 (Gallinas Creek) (R1, R2, R3)
- CSA #9 (Northbridge) (R1, R2, R3)
- CSA #13 (Lucas Valley) (R1, R2, R3)
- CSA #14 (Homestead Valley) (R1, R2, R3)
- CSA #16 (Greenbrae) (R1, R2, R3)
- CSA #17 (Kentfield) (R1, R2, R3)
- CSA #18 (Las Gallinas) (R1, R2, R3)
- CSA #19 (San Rafael) (R1, R2, R3)
- CSA #20 (Indian Valley, Dominga Canyon) (R1, R2, R3)
- CSA #23 (Terra Linda) (R1, R2, R3)
- CSA #25 (Unincorporated Novato) (R1, R2, R3)
- CSA #27 (Ross Valley Paramedic) (R1, R2, R3)
- CSA #28 (West Marin Paramedic) (R1, R2, R3)
- CSA #29 (Paradise Cay) (R1, R2, R3)
- CSA #31 (County Fire) (R1, R2, R3)
- CSA #33 (Stinson Beach) (R1, R2, R3)

- Dixie School District (R1, R3)
- Fairfax Financing Authority (R1, R2, R3)
- Firehouse Community Park Agency (R1, R2, R3)
- Gateway Improvement Authority (R2, R3)
- Gateway Refinancing Authority (R2, R3)
- Homestead Valley Sanitary District (R1, R2, R3)
- Inverness Public Utility District (R1, R2, R3)
- Inverness Subdivision No. 2 Permanent Road Division (R1, R2, R3)
- Kentfield Fire Protection District (R1)
- Kentfield School District (R1, R3)
- Laguna Joint School District (R1, R3)
- Lagunitas School District (R1, R3)
- Larkspur Marina Financing Authority (R1, R2, R3)
- Larkspur-Corte Madera School District (R3)
- Las Gallinas Valley Sanitary District (R2)
- Lincoln School District (R1, R3)
- Marin City CSD (R1, R2, R3)
- Marin Clean Energy (R1, R2, R3)
- Marin Community College District (R1, R3)
- Marin County Capital Improvements Financing Authority (R1, R2, R3)
- Marin County Fire Department (R1, R2, R3)
- Marin County Flood Control And Water Conservation District (R1, R2, R3)
- Marin County Hazardous And Solid Waste Joint Powers Authority (R2, R3)
- Marin County Lighting District (R1, R2, R3)
- Marin County Major Crimes Task Force (R1, R2, R3)
- Marin County Open Space District (R1, R3)
- Marin County Open Space Financing Authority (R1, R2, R3)
- Marin County Transit District (R3)
- Marin General Services Authority (R1, R2, R3)
- Marin Healthcare District (R1, R2, R3)
- Marin Municipal Water District (R3)
- Marin Municipal Water District Financing Corporation (R1, R3)
- Marin Pupil Transportation Agency (R1, R2, R3)
- Marin Resource Conservation District (R2)
- Marin Schools Insurance Authority (R1, R2)
- Marin Telecommunications Agency (R2, R3)
- Marin/Sonoma Mosquito & Vector Control District (R2)
- Marinnet Consortium Joint Powers Authority (R1, R2, R3)
- Mainwood Community Service District (R1, R2, R3)
- Mill Valley Financing Authority (R1, R2, R3)
- Mill Valley School District (R1, R3)

- Monte Cristo Permanent Road Division (R1, R2, R3)
- Mt View Ave-Lagunitas Permanent Road Division (R1, R2, R3)
- Muir Beach Community Services District (R1, R2, R3)
- Murray Park Sewer Maintenance District (R1, R2, R3)
- Nicasio School District (R1, R3)
- North Marin Water District (R2)
- Northern CA Community Colleges Self Insurance Authority (R1, R2, R3)
- Novato - Kendon Lane Improvement (R1, R2, R3)
- Novato Fire Protection District (R2)
- Novato Public Finance Authority (R1, R2, R3)
- Paradise Estate Permanent Road Division (R1, R2, R3)
- Reed Union School District (R1, R3)
- Richardson Bay Regional Agency (R1, R2, R3)
- Richardson Bay Sanitary District (R1, R2, R3)
- Ross School District (R1, R3)
- Ross Valley Fire Department (R1, R2)
- Ross Valley Paramedic Authority (R2)
- Ross Valley Sanitary District (R1, R2, R3)
- Ross Valley School District (R3)
- Rush Creek Lighting And Landscape (R1, R2, R3)
- San Quentin Village Sewer Maintenance District (R1, R2, R3)
- San Rafael City Schools (R1, R3)
- San Rafael Joint Powers Financing Authority (R1, R2, R3)
- San Rafael Sanitation District (R1, R3)
- Sausalito - Marin City Sanitary District (R2)
- Sausalito Marin City School District (R1, R3)
- Sewerage Agency Of Southern Marin (R1, R3)
- Shoreline Unified School District (R1, R3)
- Sleepy Hollow Fire Protection District (R1, R2, R3)
- Sonoma-Marin Area Rail Transit (R1, R2, R3)
- Southern Marin Emergency Medical-Paramedic System (R2)
- Southern Marin Fire Protection District (R2, R3)
- Stinson Beach County Water District (R1, R2, R3)
- Stinson Beach Fire Protection District (R1, R2, R3)
- Strawberry Recreation District (R1, R2)
- Tamalpais Community Services District (R2)
- Tamalpais Union High School District (R1, R3)
- Tiburon Fire Protection District (R1, R2, R3)
- Tiburon Sanitary District #5 (R1, R2, R3)
- Tomales Village Community Services District (R1, R2, R3)
- Town Of Corte Madera (R2)

- Town Of Fairfax (R2)
- Town Of Ross (R1, R2, R3)
- Town Of San Anselmo (R2)
- Town Of Tiburon (R2)
- Union Joint School District (R1, R3)

The governing bodies indicated above should be aware that the comment or response of the governing body must be conducted in accordance with Penal Code section 933 (c) and subject to the notice, agenda and open meeting requirements of the Brown Act.

## INVITED TO RESPOND

Since the following agencies have satisfied all applicable recommendations, the governing bodies are invited to respond to this report but are not required to do so:

- Marin Emergency Radio Authority
- Novato Sanitary District
- Novato Unified School District

Note: At the time this report was prepared, website transparency information was available at the sites listed.

Reports issued by the Civil Grand Jury do not identify individuals interviewed. Penal Code Section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Civil Grand Jury. The California State Legislature has stated that it intends the provisions of Penal Code Section 929 prohibiting disclosure of witness identities to encourage full candor in testimony in Grand Jury investigations by protecting the privacy and confidentiality of those who participate in any Civil Grand Jury investigation.



## APPENDIX A: Sample Marin Assessor Bill for Tax Year 2015

## Property Tax Breakdown By Fund

Fund Id	Tax Rate	Fund Title	Contact Information	Amount
	1.0000	BASIC TAX		7729.18
101160		COUNTY FREE LIBRARY MEAS A	LESLIE GALIANI (415) 473-4370	49.00
102587		FCZ #1 - NOVATO	DAVE NICHOLSON (415) 473-6535	9.00
105110		MS MOSQUITO #1	MARIA GARCIA-ADARVE (800) 273-5167	12.00
105250		NOVATO FIRE PROTECTION DISTRICT	DAN HOM (415) 878-2690	442.84
105427		SANITARY #6 - NOVATO	ROBIN MERRILL XT 109 (415) 892-1694	533.00
107651		NOVATO UNIFIED SCHOOL	RENEE BRACKEN (415) 493-4262	251.00
108934	0.0027	MARIN COM COLLEGE2004-1 C-11/04	DEPT OF FINANCE TAX DIVISION (415) 473-6168	20.86
108937	0.0161	NOVATO SCHOOL BNDS'05 A-11/2001	DEPT OF FINANCE TAX DIVISION (415) 473-6168	124.42
108940	0.0289	NOVATO SCHOOL BNDS'06 A-11/2001	DEPT OF FINANCE TAX DIVISION (415) 473-6168	223.36
108945	0.0067	MARIN COM COLLEGE2004-2 C-11/04	DEPT OF FINANCE TAX DIVISION (415) 473-6168	51.78
108949	0.0038	MARIN COM COLLEGE2004-3 C-11/04	DEPT OF FINANCE TAX DIVISION (415) 473-6168	29.36
108957	0.0167	NOVATO SCHOOLS-2011 REFUNDING	DEPT OF FINANCE TAX DIVISION (415) 473-6168	129.06
108967	0.0048	MARIN COM COLLEGE 2004-4 C-11/04	PROPERTY TAX DIVISION (415) 473-6168	37.10
109130		LIBRARY ZONE #2 COUN MARIN	LESLIE GALIANI (415) 473-4370	36.00
109159		CITY OF NOVATO-RUNOFF CHARGE	HARRIS & ASSOCIATES (866) 427-4304	15.00
109254	0.0037	NOVATO CITY BONDS-SERIES 2007	DEPT OF FINANCE TAX DIVISION (415) 473-6168	28.58
109278	0.0146	CITY OF NOVATO REFUNDING	DEPT OF FINANCE TAX DIVISION (415) 473-6168	112.84
<b>Total Bill Charges:</b>				<b>9834.38</b>

The above information has been extracted from the Assessor's Equalized Tax Roll and reflects the most recent tax bill.

## APPENDIX B: Marin County Agency List

Agency Name	Type	Agency Web Address (URL)
Almonte Sanitary District	SPD	<a href="http://almontesd.org">almontesd.org</a>
Alto Sanitary District	SPD	<a href="http://altosanitarydistrict.org">altosanitarydistrict.org</a>
Bel Marin Keys CSD	SPD	<a href="http://bmkcscd.us">bmkcscd.us</a>
Belvedere, City Of	MUNI	<a href="http://cityofbelvedere.org">cityofbelvedere.org</a>
Belvedere-Tiburon Joint Recreation Committee District	JPA	<a href="http://cityofbelvedere.org/index.aspx?NID=211">cityofbelvedere.org/index.aspx?NID=211</a>
Belvedere-Tiburon Library Agency	JPA	<a href="http://beltlibrary.org">beltlibrary.org</a>
Bolinas Community Public Utility District	SPD	<a href="http://bcpud.org">bcpud.org</a>
Bolinas Fire Protection District	SPD	<a href="http://bolinasfire.org">bolinasfire.org</a>
Bolinas Highlands Permanent Road Division	SPD	-
Bolinas-Stinson Union District	SCH	<a href="http://bolinas-stinson.org">bolinas-stinson.org</a>
Central Marin Police Authority	JPA	<a href="http://centralmarinpolice.org">centralmarinpolice.org</a>
Central Marin Sanitation Agency	JPA	<a href="http://cmsa.us">cmsa.us</a>
Corte Madera, Town Of	MUNI	<a href="http://townofcortemadera.org">townofcortemadera.org</a>
Corte Madera Sanitary District No 2	SPD	<a href="http://townofcortemadera.org/391/Sanitary-District-No-2">townofcortemadera.org/391/Sanitary-District-No-2</a>
CSA #1 (Loma Verde)	SPD	-
CSA #6 (Gallinas Creek)	SPD	<a href="http://apps.marincounty.org/bosboardsandcomm/boardpage.aspx?BrdlD=27&amp;return=default.aspx">apps.marincounty.org/bosboardsandcomm/boardpage.aspx?BrdlD=27&amp;return=default.aspx</a>
CSA #9 (Northbridge)	SPD	-
CSA #13 (Lucas Valley)	SPD	-
CSA #14 (Homestead Valley)	SPD	-
CSA #16 (Greenbrae)	SPD	<a href="http://marincountyparks.org/depts/pk/about-us/main/board-meeting-archives/csa-16">marincountyparks.org/depts/pk/about-us/main/board-meeting-archives/csa-16</a>
CSA #17 (Kentfield)	SPD	-
CSA #18 (Las Gallinas)	SPD	<a href="http://apps.marincounty.org/bosboardsandcomm/boardpage.aspx?BrdlD=20&amp;return=default.aspx">apps.marincounty.org/bosboardsandcomm/boardpage.aspx?BrdlD=20&amp;return=default.aspx</a>
CSA #19 (San Rafael)	SPD	-
CSA #20 (Indian Valley, Dominga Canyon)	SPD	<a href="http://apps.marincounty.org/bosboardsandcomm/boardpage.aspx?BrdlD=100&amp;return=default.aspx">apps.marincounty.org/bosboardsandcomm/boardpage.aspx?BrdlD=100&amp;return=default.aspx</a>
CSA #23 (Terra Linda)	SPD	-
CSA #25 (Unincorporated Novato)	SPD	-

Agency Type: JPA = Joint Powers Authority / MUNI = Municipality / RAIL = Rail / SCH = School / SPD = Special District

## APPENDIX B: Marin County Agency List (cont'd)

Agency Name	Type	Agency Web Address (URL)
CSA #27 (Ross Valley Paramedic)	SPD	-
CSA #28 (West Marin Paramedic)	SPD	-
CSA #29 (Paradise Cay)	SPD	<a href="http://apps.marincounty.org/bosboardsandcommv/boardpage.aspx?BrdID=26&amp;return=default.aspx">apps.marincounty.org/bosboardsandcommv/boardpage.aspx?BrdID=26&amp;return=default.aspx</a>
CSA #31 (County Fire)	SPD	-
CSA #33 (Stinson Beach)	SPD	<a href="http://apps.marincounty.org/bosboardsandcommv/boardpage.aspx?BrdID=92&amp;return=default.aspx">apps.marincounty.org/bosboardsandcommv/boardpage.aspx?BrdID=92&amp;return=default.aspx</a>
Dixie School District	SCH	<a href="http://dixieschooldistrict.org">dixieschooldistrict.org</a>
Fairfax, Town Of	MUNI	<a href="http://town-of-fairfax.org">town-of-fairfax.org</a>
Fairfax Financing Authority	JPA	<a href="http://town-of-fairfax.org/html/council.html">town-of-fairfax.org/html/council.html</a>
Firehouse Community Park Agency	JPA	-
Gateway Improvement Authority	JPA	<a href="http://marincounty.org/depts/cd/divisions/planning/gateway-improvement-authority">marincounty.org/depts/cd/divisions/planning/gateway-improvement-authority</a>
Gateway Refinancing Authority	JPA	<a href="http://marincounty.org/depts/cd/divisions/planning/gateway-refinancing-authority">marincounty.org/depts/cd/divisions/planning/gateway-refinancing-authority</a>
Homestead Valley Sanitary District	SPD	<a href="http://homesteadvalleysd.org">homesteadvalleysd.org</a>
Inverness Public Utility District	SPD	<a href="http://invernesspud.org">invernesspud.org</a>
Inverness Subdivision No. 2 Permanent Road Division	SPD	-
Kentfield Fire Protection District	SPD	<a href="http://kentfieldfire.org">kentfieldfire.org</a>
Kentfield School District	SCH	<a href="http://kentfieldschools.org">kentfieldschools.org</a>
Laguna Joint School District	SCH	<a href="http://lagunaschool.org">lagunaschool.org</a>
Lagunitas School District	SCH	<a href="http://lagunitas.org">lagunitas.org</a>
Larkspur, City Of	MUNI	<a href="http://larkspurcityhall.org">larkspurcityhall.org</a>
Larkspur Marina Financing Authority	JPA	-
Larkspur-Corte Madera School District	SCH	<a href="http://lcmschools.org">lcmschools.org</a>
Las Gallinas Valley Sanitary District	SPD	<a href="http://lgvsd.org">lgvsd.org</a>
Lincoln School District	SCH	<a href="http://districts.marinschools.org/sites/lincoln/SitePages/Home.aspx">districts.marinschools.org/sites/lincoln/SitePages/Home.aspx</a>
Marin City CSD	SPD	<a href="http://marincitygov.org">marincitygov.org</a>
Marin Clean Energy	JPA	<a href="http://mccleanenergy.org">mccleanenergy.org</a>
Marin Community College District	SCH	<a href="http://marin.edu">marin.edu</a>

Agency Type: JPA = Joint Powers Authority / MUNI = Municipality / RAIL = Rail / SCH = School / SPD = Special District

## APPENDIX B: Marin County Agency List (cont'd)

Agency Name	Type	Agency Web Address (URL)
Marin County	MUNI	<a href="http://marincounty.org">marincounty.org</a>
Marin County Capital Improvements Financing Authority	JPA	-
Marin County Fire Department	SPD	<a href="http://marincountyfire.org">marincountyfire.org</a>
Marin County Flood Control And Water Conservation District	SPD	<a href="http://marinwatersheds.org/flood_control_zones.html">marinwatersheds.org/flood_control_zones.html</a>
Marin County Hazardous And Solid Waste Joint Powers Authority	JPA	<a href="http://zerowastemarín.org">zerowastemarín.org</a>
Marin County Law Library <sup>25</sup>	SPD	<a href="http://marincountylawlibrary.org">marincountylawlibrary.org</a>
Marin County Lighting District	SPD	-
Marin County Major Crimes Task Force	JPA	<a href="http://marinsheriff.org/about.aspx?gi_id=95">marinsheriff.org/about.aspx?gi_id=95</a>
Marin County Open Space District	SPD	<a href="http://marincountyparks.org/depts/pk/divisions/open-space">marincountyparks.org/depts/pk/divisions/open-space</a>
Marin County Open Space Financing Authority	JPA	-
Marin County Transit District	SPD	<a href="http://marintransit.org">marintransit.org</a>
Marin Emergency Radio Authority	JPA	<a href="http://meraonline.org/index.cfm">meraonline.org/index.cfm</a>
Marin General Services Authority	JPA	<a href="http://maringsa.org">maringsa.org</a>
Marin Healthcare District	SPD	<a href="http://marinhealthcare.org">marinhealthcare.org</a>
Marin Municipal Water District	SPD	<a href="http://marinwater.org">marinwater.org</a>
Marin Municipal Water District Financing Corporation	JPA	-
Marin Pupil Transportation Agency	JPA	-
Marin Resource Conservation District	SPD	<a href="http://marinrcd.org">marinrcd.org</a>
Marin Schools Insurance Authority	JPA	<a href="http://msiajpa.org">msiajpa.org</a>
Marin Telecommunications Agency	JPA	<a href="http://mtamarin.org">mtamarin.org</a>
Marin/Sonoma Mosquito & Vector Control District	SPD	<a href="http://msmosquito.com">msmosquito.com</a>
Marinnet Consortium Joint Powers Authority	JPA	<a href="http://marinnet.lib.ca.us/screens/help_marinnet.html">marinnet.lib.ca.us/screens/help_marinnet.html</a>
Marinwood Community Service District	SPD	<a href="http://marinwood.org">marinwood.org</a>
Mill Valley, City Of	MUNI	<a href="http://cityofmillvalley.org">cityofmillvalley.org</a>

Agency Type: JPA = Joint Powers Authority / MUNI = Municipality / RAIL = Rail / SCH = School / SPD = Special District

<sup>25</sup> Found too late for inclusion in web transparency audit

## APPENDIX B: Marin County Agency List (cont'd)

Agency Name	Type	Agency Web Address (URL)
Mill Valley Financing Authority	JPA	<a href="http://cityofmillvalley.org/Index.aspx?page=1694">cityofmillvalley.org/Index.aspx?page=1694</a>
Mill Valley School District	SCH	<a href="http://mvschools.org">mvschools.org</a>
Monte Cristo Permanent Road Division	SPD	-
Mt View Ave-Lagunitas Permanent Road Division	SPD	-
Muir Beach Community Services District	SPD	<a href="http://muirbeachcsd.com">muirbeachcsd.com</a>
Murray Park Sewer Maintenance District	SPD	<a href="http://marincounty.org/depts/pw/divisions/capital-projects/sewer-districts">marincounty.org/depts/pw/divisions/capital-projects/sewer-districts</a>
Nicasio School District	SCH	<a href="http://nicasio.school.org">nicasio.school.org</a>
North Marin Water District	SPD	<a href="http://nmwd.com">nmwd.com</a>
Northern CA Community Colleges Self Insurance Authority	JPA	-
Novato, City Of	MUNI	<a href="http://novato.org">novato.org</a>
Novato - Kendon Lane Improvement	SPD	-
Novato Fire Protection District	SPD	<a href="http://novatofire.org">novatofire.org</a>
Novato Public Finance Authority	JPA	<a href="http://novato.org/government/boards-commissions-committees/novato-public-finance-authority">novato.org/government/boards-commissions-committees/novato-public-finance-authority</a>
Novato Sanitary District	SPD	<a href="http://novatosan.com">novatosan.com</a>
Novato Unified School District	SCH	<a href="http://nUSD.org">nUSD.org</a>
Paradise Estate Permanent Road Division	SPD	-
Reed Union School District	SCH	<a href="http://reedschools.org">reedschools.org</a>
Richardson Bay Regional Agency	JPA	<a href="http://rbra.ca.gov">rbra.ca.gov</a>
Richardson Bay Sanitary District	SPD	<a href="http://richardsonbaySD.org">richardsonbaySD.org</a>
Ross, Town Of	MUNI	<a href="http://townofross.org">townofross.org</a>
Ross School District	SCH	<a href="http://rossbears.org">rossbears.org</a>
Ross Valley Fire Department	JPA	<a href="http://rossvalleyfire.org">rossvalleyfire.org</a>
Ross Valley Paramedic Authority	JPA	<a href="http://rossvalleypa.org">rossvalleypa.org</a>
Ross Valley Sanitary District	SPD	<a href="http://rvsd.org">rvsd.org</a>
Ross Valley School District	SCH	<a href="http://rossvalleyschools.org">rossvalleyschools.org</a>
Rush Creek Lighting And Landscape	SPD	-
San Anselmo, Town Of	MUNI	<a href="http://townofsananselmo.org">townofsananselmo.org</a>

Agency Type: JPA = Joint Powers Authority / MUNI = Municipality / RAIL = Rail / SCH = School / SPD = Special District

## APPENDIX B: Marin County Agency List (cont'd)


Agency Name	Type	Agency Web Address (URL)
San Quentin Village Sewer Maintenance District	SPD	<a href="http://marincounty.org/depts/pw/divisions/capital-projects/sewer-districts">marincounty.org/depts/pw/divisions/capital-projects/sewer-districts</a>
San Rafael, City Of	MUNI	<a href="http://cityofsanrafael.org">cityofsanrafael.org</a>
San Rafael City Schools	SCH	<a href="http://srcs.org">srcs.org</a>
San Rafael Joint Powers Financing Authority	JPA	-
San Rafael Sanitation District	SPD	<a href="http://cityofsanrafael.org/pubworks-home">cityofsanrafael.org/pubworks-home</a>
Sausalito, City Of	MUNI	<a href="http://ci.sausalito.ca.us">ci.sausalito.ca.us</a>
Sausalito - Marin City Sanitary District	SPD	<a href="http://sausalitomarincitysanitarydistrict.com">sausalitomarincitysanitarydistrict.com</a>
Sausalito Financing Authority <sup>26</sup>	JPA	-
Sausalito Marin City School District	SCH	<a href="http://smcsd.org">smcsd.org</a>
Sewerage Agency Of Southern Marin	JPA	<a href="http://cityofmillvalley.org/Index.aspx?page=49">cityofmillvalley.org/Index.aspx?page=49</a>
Shoreline Unified School District	SCH	<a href="http://shorelineunified.org">shorelineunified.org</a>
Sleepy Hollow Fire Protection District	SPD	<a href="http://shfpd.org">shfpd.org</a>
Sonoma-Marin Area Rail Transit	RAIL	<a href="http://sonomamarintrain.org">sonomamarintrain.org</a>
Southern Marin Emergency Medical-Paramedic System	JPA	<a href="http://smemps.org">smemps.org</a>
Southern Marin Fire Protection District	SPD	<a href="http://southernmarinfire.org">southernmarinfire.org</a>
Stinson Beach County Water District	SPD	<a href="http://stinson-beach-cwd.dst.ca.us">stinson-beach-cwd.dst.ca.us</a>
Stinson Beach Fire Protection District	SPD	<a href="http://stinsonbeachfire.com">stinsonbeachfire.com</a>
Strawberry Recreation District	SPD	<a href="http://strawberry.marin.org">strawberry.marin.org</a>
Tamalpais Community Services District	SPD	<a href="http://tcsd.us">tcsd.us</a>
Tamalpais Union High School District	SCH	<a href="http://tamdistrict.org">tamdistrict.org</a>
Tiburon, Town Of	MUNI	<a href="http://townoftiburon.org">townoftiburon.org</a>
Tiburon Fire Protection District	SPD	<a href="http://tiburonfire.org">tiburonfire.org</a>
Tiburon Sanitary District #5	SPD	<a href="http://sani5.org">sani5.org</a>
Tomaes Village Community Services District	SPD	<a href="http://tomaescsd.ca.gov">tomaescsd.ca.gov</a>
Transportation Authority of Marin <sup>27</sup>	JPA	<a href="http://tam.ca.gov">tam.ca.gov</a>
Union Joint School District	SCH	<a href="http://districts.marinschools.org/sites/Union/SitePages/Home.aspx">districts.marinschools.org/sites/Union/SitePages/Home.aspx</a>

!Agency Type: JPA = Joint Powers Authority / MUNI = Municipality / RAIL = Rail / SCH = School / SPD = Special District !

<sup>26</sup> Found too late for inclusion in web transparency audit

<sup>27</sup> Found too late for inclusion in web transparency audit

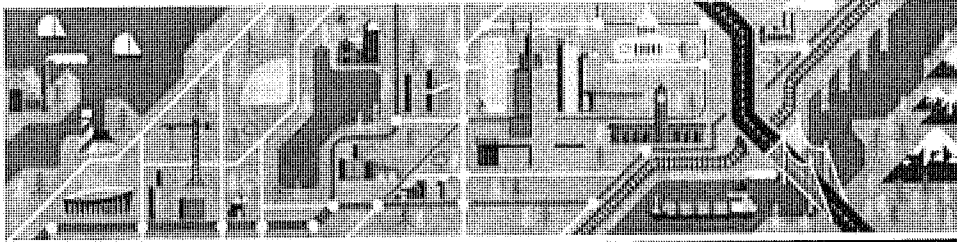
## APPENDIX C: State of California Statement of Facts

	<b>State of California</b> <b>Secretary of State</b>  <b>STATEMENT OF FACTS</b> <b>ROSTER OF PUBLIC AGENCIES FILING</b> (Government Code section 53051)	<div style="border: 1px solid black; height: 150px; width: 100%;"></div> <p>(Office Use Only)</p>
<p>Instructions:</p> <ol style="list-style-type: none"> <li>1. Complete and mail to: Secretary of State, P.O. Box 942870, Sacramento, CA 94277-2870 (916) 653-3984</li> <li>2. A street address must be given as the official mailing address or as the address of the presiding officer.</li> <li>3. Complete addresses as required.</li> <li>4. If you need additional space, attach information on an 8½" X 11" page, one sided and legible.</li> </ol>		
<p>New Filing <input type="checkbox"/>      Update <input type="checkbox"/></p>		
<p>Legal name of Public Agency: _____</p>		
<p>Nature of Update: _____</p>		
<p>County: _____</p>		
<p>Official Mailing Address: _____</p>		
<p>Name and Address of each member of the governing board:</p>		
<p><b>Chairman, President or other Presiding Officer (Indicate Title):</b> _____</p>		
<p>Name: _____ Address: _____</p>		
<p><b>Secretary or Clerk (Indicate Title):</b> _____</p>		
<p>Name: _____ Address: _____</p>		
<p><b>Members:</b></p>		
<p>Name: _____ Address: _____</p>		
<p>Name: _____ Address: _____</p>		
<p>Name: _____ Address: _____</p>		
<p>Name: _____ Address: _____</p>		
<p>Name: _____ Address: _____</p>		
<p>RETURN ACKNOWLEDGMENT TO: (Type or Print)</p>		
NAME [ _____ ]	Date _____	
ADDRESS [ _____ ]	Signature _____	
CITY/STATE/ZIP [ _____ ]	Typed Name and Title _____	

SEC/STATE: NPSF 405 Rev 04/2015

From: <http://www.sos.ca.gov/business-programs/special-filings/forms>

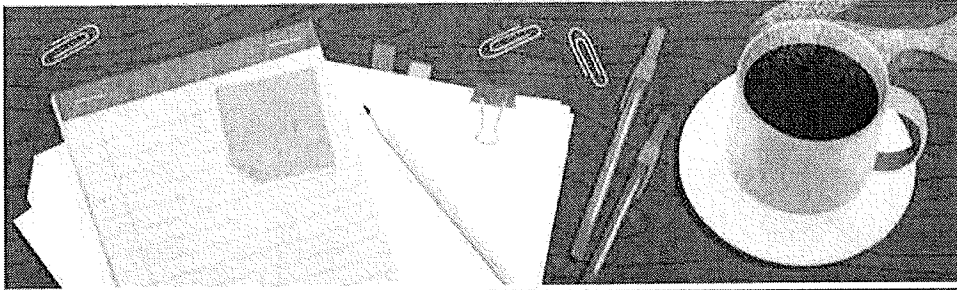
## APPENDIX D: Web Transparency Checklist for Marin Cities, Towns, and County



Criteria	Features
Overview	<input type="checkbox"/> Mission Statement ("What we do") <input type="checkbox"/> Description of services/functions <input type="checkbox"/> Boundary of service area
Budget	<input type="checkbox"/> Budget for current fiscal year, <input type="checkbox"/> Budget for the past three years <input type="checkbox"/> Financial reserves policy
Meetings	<input type="checkbox"/> Board meeting schedule <input type="checkbox"/> Archive of Board meeting agendas & minutes for at least the last 6 months
Elected & Appointed Officials	<input type="checkbox"/> Board members (names, contact info, terms of office, compensation, and biography) <input type="checkbox"/> Election procedure and deadlines, <input type="checkbox"/> Reimbursement and compensation policy
Administrative Officials	<input type="checkbox"/> General manager and key staff (names, contact info, compensation, and benefits)
Audits	<input type="checkbox"/> Current financial audit <input type="checkbox"/> Financial audits for the past three years
Contracts	<input type="checkbox"/> Current requests for proposals and bidding opportunities (more than \$25,000 in value) <input type="checkbox"/> Instructions on how to submit a bid or proposal <input type="checkbox"/> Approved vendor contracts (more than \$25,000 in value)
Public Records	<input type="checkbox"/> Online/downloadable Public Records Act (or FOIA) request form
Revenue Sources	<input type="checkbox"/> Summary of fees received and summary of revenue sources
Municipal Specific	<input type="checkbox"/> Total number of lobbyists employed and total spent on lobbying <input type="checkbox"/> Downloadable permit applications <input type="checkbox"/> Zoning ordinances

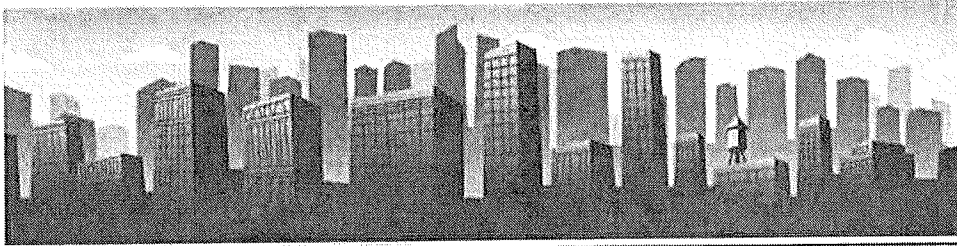


## APPENDIX E: Web Transparency Checklist for Marin School Districts



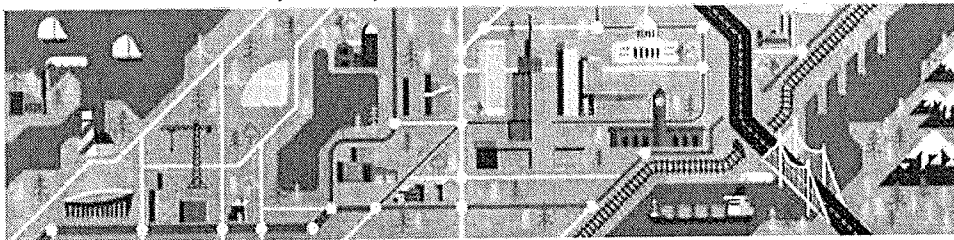
Criteria	Features
Overview	<input type="checkbox"/> Mission Statement ("What we do") <input type="checkbox"/> Description of services/functions <input type="checkbox"/> Boundary of service area
Budget	<input type="checkbox"/> Budget for current fiscal year, <input type="checkbox"/> Budget for the past three years <input type="checkbox"/> Financial reserves policy
Meetings	<input type="checkbox"/> Board meeting schedule <input type="checkbox"/> Archive of Board meeting agendas & minutes for at least the last 6 months
Elected Officials	<input type="checkbox"/> Board members (names, contact info, terms of office, compensation, and biography) <input type="checkbox"/> Election procedure and deadlines, <input type="checkbox"/> Reimbursement and compensation policy
Administrative Officials	<input type="checkbox"/> General manager and key staff (names, contact info, compensation, and benefits)
Audits	<input type="checkbox"/> Current financial audit <input type="checkbox"/> Financial audits for the previous three years
Contracts	<input type="checkbox"/> Current requests for proposals and bidding opportunities (more than \$25,000 in value) <input type="checkbox"/> Instructions on how to submit a bid or proposal <input type="checkbox"/> Approved vendor contracts (more than \$25,000 in value)
Public Records	<input type="checkbox"/> Online/downloadable Public Records Act (or FOIA) request form
Revenue Sources	<input type="checkbox"/> Summary of fees received and summary of revenue sources
Reports	For K-12: <input type="checkbox"/> School Accountability Report Card (SARC) <input type="checkbox"/> California Assessment of Student Performance and Progress (CAASPP) <input type="checkbox"/> The California Healthy Kids Survey (CHKS). For College: <input type="checkbox"/> California Community Colleges Student Success Scorecard

## APPENDIX F: Web Transparency Checklist for Marin Special Districts



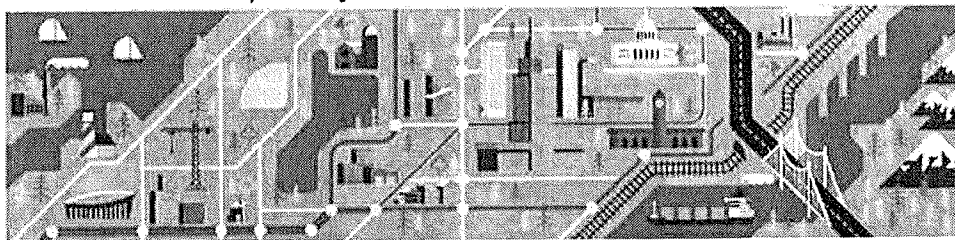
Criteria	Features
Overview	<input type="checkbox"/> Mission Statement ("What we do") <input type="checkbox"/> Description of services/functions <input type="checkbox"/> Boundary of service area
Budget	<input type="checkbox"/> Budget for current fiscal year, <input type="checkbox"/> Budget for the past three years <input type="checkbox"/> Financial reserves policy
Meetings	<input type="checkbox"/> Board meeting schedule <input type="checkbox"/> Archive of Board meeting agendas & minutes for at least the last 6 months
Elected Officials	<input type="checkbox"/> Board members (names, contact info, terms of office, compensation, and biography) <input type="checkbox"/> Election procedure and deadlines, <input type="checkbox"/> Reimbursement and compensation policy
Administrative Officials	<input type="checkbox"/> General manager and key staff (names, contact info, compensation, and benefits)
Audits	<input type="checkbox"/> Current financial audit <input type="checkbox"/> Financial audits for the past three years
Contracts	<input type="checkbox"/> Current requests for proposals and bidding opportunities (more than \$25,000 in value) <input type="checkbox"/> Instructions on how to submit a bid or proposal <input type="checkbox"/> Approved vendor contracts (more than \$25,000 in value)
Public Records	<input type="checkbox"/> Online/downloadable Public Records Act (or FOIA) request form
Revenue Sources	<input type="checkbox"/> Summary of fees received and summary of revenue sources
District Specific	<input type="checkbox"/> Authorizing statute/enabling act (Principal Act or Special Act) <input type="checkbox"/> Board member ethics training certificates

## APPENDIX G: Web Transparency Checklist for Rail Districts



Criteria	Features
Overview	<input type="checkbox"/> Mission Statement ("What we do") <input type="checkbox"/> Description of services/functions <input type="checkbox"/> Boundary of service area
Budget	<input type="checkbox"/> Budget for current fiscal year, <input type="checkbox"/> Budget for the past three years <input type="checkbox"/> Financial reserves policy
Meetings	<input type="checkbox"/> Board meeting schedule <input type="checkbox"/> Archive of Board meeting agendas & minutes for at least the last 6 months
Elected & Appointed Officials	<input type="checkbox"/> Board members (names, contact info, terms of office, compensation, and biography) <input type="checkbox"/> Election procedure and deadlines, <input type="checkbox"/> Reimbursement and compensation policy
Administrative Officials	<input type="checkbox"/> General manager and key staff (names, contact info, compensation, and benefits)
Audits	<input type="checkbox"/> Current financial audit <input type="checkbox"/> Financial audits for the past three years
Contracts	<input type="checkbox"/> Current requests for proposals and bidding opportunities (more than \$25,000 in value) <input type="checkbox"/> Instructions on how to submit a bid or proposal <input type="checkbox"/> Approved vendor contracts (more than \$25,000 in value)
Public Records	<input type="checkbox"/> Online/downloadable Public Records Act (or FOIA) request form
Revenue Sources	<input type="checkbox"/> Summary of fees received and summary of revenue sources
Governing Document	<input type="checkbox"/> As established by California State Assembly

## APPENDIX H: Web Transparency Checklist for Marin Joint Powers Authority (JPAs)























Criteria	Features
Overview	<input type="checkbox"/> Mission Statement ("What we do") <input type="checkbox"/> Description of services/functions <input type="checkbox"/> Boundary of service area
Budget	<input type="checkbox"/> Budget for current fiscal year, <input type="checkbox"/> Budget for the past three years <input type="checkbox"/> Financial reserves policy
Meetings	<input type="checkbox"/> Board meeting schedule <input type="checkbox"/> Archive of Board meeting agendas & minutes for at least the last 6 months
Elected & Appointed Officials	<input type="checkbox"/> Board members (names, contact info, terms of office, compensation, and biography) <input type="checkbox"/> Election procedure and deadlines <input type="checkbox"/> Reimbursement and compensation policy
Administrative Officials	<input type="checkbox"/> General manager and key staff (names, contact info, compensation, and benefits)
Audits	<input type="checkbox"/> Current financial audit <input type="checkbox"/> Financial audits for the past three years
Contracts	<input type="checkbox"/> Current requests for proposals and bidding opportunities (more than \$25,000 in value) <input type="checkbox"/> Instructions on how to submit a bid or proposal <input type="checkbox"/> Approved vendor contracts (more than \$25,000 in value)
Public Records	<input type="checkbox"/> Online/downloadable Public Records Act (or FOIA) request form
Revenue Sources	<input type="checkbox"/> Summary of fees received and summary of revenue sources
JPA Agreement	<input type="checkbox"/> A copy of the Joint Powers Agreement (as filed and adopted by member agencies)

## APPENDIX I: Marin Cities, Towns, and County Web Transparency Scorecards

(see Appendix D for details of the Marin Cities, Towns, and County Web Transparency Checklist)

<b>City of Belvedere</b> <b>GRADE: B-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Municipal Specific	<b>Town of Corte Madera</b> <b>GRADE: A+</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Municipal Specific	<b>Town of Fairfax</b> <b>GRADE: B-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Municipal Specific	<b>City of Larkspur</b> <b>GRADE: A-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Municipal Specific	<b>City of Mill Valley</b> <b>GRADE: A-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Municipal Specific
<b>City of Novato</b> <b>GRADE: B-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Municipal Specific	<b>Town of Rose</b> <b>GRADE: C</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Municipal Specific	<b>Town of San Anselmo</b> <b>GRADE: B-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Municipal Specific	<b>City of San Rafael</b> <b>GRADE: B</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Municipal Specific	<b>City of Sausalito</b> <b>GRADE: A+</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Municipal Specific

## APPENDIX I: Marin Cities, Towns, and County Web Transparency Scorecards (cont'd)

Town of Tiburon	County of Marin
<b>GRADE: A-</b>	<b>GRADE: C-</b>
Overview 	Overview 
Budget 	Budget 
Meetings 	Meetings 
Elected Officials 	Elected Officials 
Administrative Officials 	Administrative Officials 
Audits 	Audits 
Contracts 	Contracts 
Public Records 	Public Records 
Revenue Sources 	Revenue Sources 
Municipal Specific 	Municipal Specific 

## APPENDIX J: Marin School District Web Transparency Scorecards

(see Appendix E for details of the Marin School District Web Transparency Checklist)

<b>Bolinas-Stinson Union District</b>  <b>GRADE: F</b>  Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Dixie School District</b>  <b>GRADE: C</b>  Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Kentfield School District</b>  <b>GRADE: C-</b>  Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Laguna Joint School District</b>  <b>GRADE: F</b>  Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Lagunitas School District</b>  <b>GRADE: F</b>  Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports
<b>Larkspur-Corte Madera School District</b>  <b>GRADE: B-</b>  Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Lincoln School District</b>  <b>GRADE: F</b>  Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Mill Valley School District</b>  <b>GRADE: C</b>  Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Nicasio School District</b>  <b>GRADE: F</b>  Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Novato Unified School District</b>  <b>GRADE: A-</b>  Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports

## APPENDIX J: Marin School District Web Transparency Scorecards (cont'd)

<b>Reed Union School District</b>  <b>GRADE: F</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Ross School District</b>  <b>GRADE: D-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Ross Valley School District</b>  <b>GRADE: B-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>San Rafael City Schools</b>  <b>GRADE: F</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Sausalito Marin City School District</b>  <b>GRADE: F</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports
<b>Shoreline Unified School District</b>  <b>GRADE: F</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Tamalpais Union High School District</b>  <b>GRADE: D-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports	<b>Union Joint School District</b>  <b>GRADE: F</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports		
				<b>Marin Community College District</b>  <b>GRADE: C-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources Reports



## APPENDIX K: Marin Special District Web Transparency Scorecards

(see Appendix F for details of the Marin Special District Web Transparency Checklist)

<b>Almonte Sanitary District</b>  <b>GRADE: F</b> Overview ✓ Budget ✗ Meetings ◐ Elected Officials ◐ Administrative Officials ◐ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ District Specific ✗	<b>Alto Sanitary District</b>  <b>GRADE: F</b> Overview ◐ Budget ✗ Meetings ◐ Elected Officials ✗ Administrative Officials ◐ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ District Specific ✗	<b>Bel Marin Keys CSD</b>  <b>GRADE: F</b> Overview ◐ Budget ✗ Meetings ✓ Elected Officials ◐ Administrative Officials ◐ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ District Specific ✗	<b>Bolinas Community Public Utility District</b>  <b>GRADE: A+</b> Overview ✓ Budget ✓ Meetings ✓ Elected Officials ✓ Administrative Officials ✓ Audits ✓ Contracts ✓ Public Records ✓ Revenue Sources ✓ District Specific ✓	<b>Bolinas Fire Protection District</b>  <b>GRADE: F</b> Overview ✓ Budget ✗ Meetings ◐ Elected Officials ◐ Administrative Officials ◐ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ District Specific ✗
<b>Bolinas Highlands Permanent Road Division</b>  <b>GRADE: F</b> Overview ✗ Budget ✗ Meetings ✗ Elected Officials ✗ Administrative Officials ✗ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ District Specific ✗	<b>Corte Madera Sanitary District No. 2</b>  <b>GRADE: D</b> Overview ✓ Budget ✓ Meetings ◐ Elected Officials ✓ Administrative Officials ◐ Audits ◐ Contracts ✗ Public Records ✗ Revenue Sources ✓ District Specific ✗	<b>CSA #1 (Loma Verde)</b>  <b>GRADE: F</b> Overview ✗ Budget ✗ Meetings ✗ Elected Officials ✗ Administrative Officials ✗ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ District Specific ✗	<b>CSA #6 (Gallinas Creek)</b>  <b>GRADE: F</b> Overview ◐ Budget ✗ Meetings ✗ Elected Officials ◐ Administrative Officials ◐ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ District Specific ✗	<b>CSA #9 (Northbridge)</b>  <b>GRADE: F</b> Overview ✗ Budget ✗ Meetings ✗ Elected Officials ✗ Administrative Officials ✗ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ District Specific ✗

## APPENDIX K: Marin Special District Web Transparency Scorecards (cont'd)

<b>CSA #13</b> (Lucas Valley)  <b>GRADE: F</b>  Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>CSA #14</b> (Homestead Valley)  <b>GRADE: F</b>  Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>CSA #16</b> (Greenbrae)  <b>GRADE: F</b>  Overview ⓪ Budget ⓪ Meetings ✖ Elected Officials ⓪ Administrative Officials ⓪ Audits ✖ Contracts ⓪ Public Records ✖ Revenue Sources ✓ District Specific ✖	<b>CSA #17</b> (Kentfield)  <b>GRADE: F</b>  Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>CSA #18</b> (Las Gallinas)  <b>GRADE: F</b>  Overview ⓪ Budget ⓪ Meetings ✖ Elected Officials ⓪ Administrative Officials ⓪ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖
<b>CSA #19</b> (San Rafael)  <b>GRADE: F</b>  Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>CSA #20</b> (Indian Valley, Dominga Canyon)  <b>GRADE: F</b>  Overview ⓪ Budget ✖ Meetings ✖ Elected Officials ⓪ Administrative Officials ⓪ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>CSA #23</b> (Terra Linda)  <b>GRADE: F</b>  Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>CSA #25</b> (UnIncorporated Novato)  <b>GRADE: F</b>  Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>CSA #27</b> (Ross Valley Paramedic)  <b>GRADE: F</b>  Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖

## APPENDIX K: Marin Special District Web Transparency Scorecards (cont'd)

<b>CSA #28</b> <b>(West Marin Paramedic)</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>CSA #29</b> <b>(Paradise Cay)</b>  <b>GRADE: F</b> Overview ● Budget ✖ Meetings ✖ Elected Officials ● Administrative Officials ● Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>CSA #31</b> <b>(County Fire)</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>CSA #33</b> <b>(Stinson Beach)</b>  <b>GRADE: F</b> Overview ● Budget ✖ Meetings ✖ Elected Officials ● Administrative Officials ● Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>Homestead Valley Sanitary District</b>  <b>GRADE: D-</b> Overview ✔ Budget ✖ Meetings ✔ Elected Officials ● Administrative Officials ● Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✔ District Specific ✖
<b>Inverness Public Utility District</b>  <b>GRADE: F</b> Overview ✔ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>Inverness Subdivision No. 2 Permanent Road Division</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>Kentfield Fire Protection District</b>  <b>GRADE: C-</b> Overview ✔ Budget ● Meetings ✔ Elected Officials ● Administrative Officials ● Audits ✔ Contracts ✔ Public Records ✖ Revenue Sources ✔ District Specific ✖	<b>Las Gallinas Valley Sanitary District</b>  <b>GRADE: A-</b> Overview ✔ Budget ✔ Meetings ✔ Elected Officials ✔ Administrative Officials ✔ Audits ✔ Contracts ✔ Public Records ✔ Revenue Sources ✔ District Specific ●	<b>Marin City CSD</b>  <b>GRADE: F</b> Overview ● Budget ● Meetings ✔ Elected Officials ● Administrative Officials ● Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✔ District Specific ✖

## APPENDIX K: Marin Special District Web Transparency Scorecards (cont'd)

<b>Marin County Fire Department</b>  <b>GRADE: F</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific	<b>Marin County Flood Control and Water Conservation District</b>  <b>GRADE: F</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific	<b>Marin County Lighting District</b>  <b>GRADE: F</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific	<b>Marin County Open Space District</b>  <b>GRADE: F</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific	<b>Marin County Transit District</b>  <b>GRADE: B</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific
<b>Marin Healthcare District</b>  <b>GRADE: D-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific	<b>Marin Municipal Water District</b>  <b>GRADE: B-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific	<b>Marin Resource Conservation District</b>  <b>GRADE: A-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific	<b>Marin/Sonoma Mosquito &amp; Vector Control District</b>  <b>GRADE: A+</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific	<b>Marinwood Community Service District</b>  <b>GRADE: D-</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific

## APPENDIX K: Marin Special District Web Transparency Scorecards (cont'd)

<b>Monte Cristo Permanent Road Division</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>Mt. View Ave- Lagunitas Permanent Road Division</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>Muir Beach Community Service District</b>  <b>GRADE: F</b> Overview ✔ Budget ✖ Meetings ✔ Elected Officials ● Administrative Officials ● Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ● District Specific ●	<b>Murray Park Sewer Maintenance Division</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>North Marin Water District</b>  <b>GRADE: B</b> Overview ✔ Budget ● Meetings ✔ Elected Officials ✔ Administrative Officials ✔ Audits ✔ Contracts ✔ Public Records ✖ Revenue Sources ✔ District Specific ✔
<b>Novato - Kendon Lane Improvement</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>Novato Fire Protection District</b>  <b>GRADE: A+</b> Overview ✔ Budget ✔ Meetings ✔ Elected Officials ✔ Administrative Officials ✔ Audits ✔ Contracts ✔ Public Records ✔ Revenue Sources ✔ District Specific ✔	<b>Novato Sanitary District</b>  <b>GRADE: A+</b> Overview ✔ Budget ✔ Meetings ✔ Elected Officials ✔ Administrative Officials ✔ Audits ✔ Contracts ✔ Public Records ✔ Revenue Sources ✔ District Specific ✔	<b>Paradise Estate Permanent Road Division</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖	<b>Richardson Bay Sanitary District</b>  <b>GRADE: F</b> Overview ✔ Budget ✖ Meetings ● Elected Officials ● Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ District Specific ✖

## APPENDIX K: Marin Special District Web Transparency Scorecards (cont'd)

<b>Ross Valley Sanitary District</b>  <b>GRADE: C-</b> Overview ✓ Budget Meetings ✓ Elected Officials Administrative Officials Audits ✓ Contracts Public Records ✓ Revenue Sources ✓ District Specific	<b>Rush Creek Lighting and Landscaping</b>  <b>GRADE: F</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific	<b>San Quentin Village Sewer Maintenance Division</b>  <b>GRADE: F</b> Overview ✓ Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources ✓ District Specific	<b>San Rafael Sanitation District</b>  <b>GRADE: D</b> Overview ✓ Budget Meetings ✓ Elected Officials Administrative Officials Audits ✓ Contracts Public Records Revenue Sources ✓ District Specific	<b>Sausalito - Marin City Sanitary District</b>  <b>GRADE: A-</b> Overview ✓ Budget ✓ Meetings ✓ Elected Officials Administrative Officials ✓ Audits ✓ Contracts ✓ Public Records ✓ Revenue Sources ✓ District Specific ✓
<b>Sleepy Hollow Fire Protection District</b>  <b>GRADE: D</b> Overview ✓ Budget Meetings ✓ Elected Officials Administrative Officials Audits ✓ Contracts Public Records Revenue Sources ✓ District Specific	<b>Southern Marin Fire Protection District</b>  <b>GRADE: B</b> Overview ✓ Budget Meetings ✓ Elected Officials ✓ Administrative Officials Audits ✓ Contracts ✓ Public Records ✓ Revenue Sources ✓ District Specific ✓	<b>Stinson Beach County Water District</b>  <b>GRADE: F</b> Overview Budget Meetings ✓ Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources ✓ District Specific	<b>Stinson Beach Fire Protection District</b>  <b>GRADE: F</b> Overview Budget Meetings Elected Officials Administrative Officials Audits Contracts Public Records Revenue Sources District Specific	<b>Strawberry Recreation District</b>  <b>GRADE: D-</b> Overview Budget Meetings ✓ Elected Officials Administrative Officials Audits Contracts ✓ Public Records ✓ Revenue Sources District Specific

## APPENDIX K: Marin Special District Web Transparency Scorecards (cont'd)

Tamalpais Community Services District	Tiburon Fire Protection District	Tiburon Sanitary District #5	Tomales Village Community Services District
GRADE: A-	GRADE: D-	GRADE: D	GRADE: D
Overview ✓	Overview ✓	Overview ✓	Overview ✓
Budget ✓	Budget ⚪	Budget ⚪	Budget ⚪
Meetings ✓	Meetings ⚪	Meetings ✓	Meetings ✓
Elected Officials ⚪	Elected Officials ✗	Elected Officials ⚪	Elected Officials ⚪
Administrative Officials ✓	Administrative Officials ✗	Administrative Officials ⚪	Administrative Officials ⚪
Audits ✓	Audits ✓	Audits ✓	Audits ✓
Contracts ✓	Contracts ✗	Contracts ✗	Contracts ✗
Public Records ✓	Public Records ✗	Public Records ✗	Public Records ✗
Revenue Sources ✓	Revenue Sources ✓	Revenue Sources ✓	Revenue Sources ✓
District Specific ✓	District Specific ✗	District Specific ✗	District Specific ✗

**APPENDIX L: Marin Rail District Web Transparency Scorecard**  
(see Appendix G for details of the Marin Rail District Web Transparency Checklist)

Sonoma-Marín Area Rail Transit	
GRADE: C-	
Overview	✓
Budget	●
Meetings	✓
Elected Officials	●
Administrative Officials	●
Audits	✓
Contracts	●
Public Records	✗
Revenue Sources	✓
Governing Docs	✓



## APPENDIX M: Marin Joint Powers Authority Web Transparency Scorecards

(see Appendix H for details of the Joint Powers Authority Web Transparency Checklist)

<b>Belvedere-Tiburon Joint Recreation Committee District</b>  <b>GRADE: F</b> Overview ✓ Budget ✗ Meetings ✓ Elected Officials ✗ Administrative Officials ½ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ½ JPA Agreement ✗	<b>Belvedere-Tiburon Library Agency</b>  <b>GRADE: B-</b> Overview ✓ Budget ✓ Meetings ✓ Elected Officials ½ Administrative Officials ½ Audits ✓ Contracts ✗ Public Records ✓ Revenue Sources ✓ JPA Agreement ✓	<b>Central Marin Police Authority</b>  <b>GRADE: C-</b> Overview ✓ Budget ½ Meetings ✓ Elected Officials ½ Administrative Officials ½ Audits ½ Contracts ✗ Public Records ✓ Revenue Sources ✓ JPA Agreement ✓	<b>Central Marin Sanitation Agency</b>  <b>GRADE: B</b> Overview ✓ Budget ✓ Meetings ✓ Elected Officials ½ Administrative Officials ✓ Audits ✓ Contracts ✓ Public Records ✗ Revenue Sources ✓ JPA Agreement ✓	<b>Fairfax Financing Authority</b>  <b>GRADE: F</b> Overview ½ Budget ✗ Meetings ✗ Elected Officials ½ Administrative Officials ½ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ JPA Agreement ✗
<b>Firehouse Community Park Agency</b>  <b>GRADE: F</b> Overview ✗ Budget ✗ Meetings ✗ Elected Officials ✗ Administrative Officials ✗ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ JPA Agreement ✗	<b>Gateway Improvement Authority</b>  <b>GRADE: B-</b> Overview ½ Budget ✓ Meetings ✓ Elected Officials ✓ Administrative Officials ½ Audits ✓ Contracts ✓ Public Records ✓ Revenue Sources ✓ JPA Agreement ✗	<b>Gateway Refinancing Authority</b>  <b>GRADE: B-</b> Overview ½ Budget ✓ Meetings ✓ Elected Officials ✓ Administrative Officials ½ Audits ✓ Contracts ✓ Public Records ✓ Revenue Sources ✓ JPA Agreement ✗	<b>Larkspur Marina Financing Authority</b>  <b>GRADE: F</b> Overview ✗ Budget ✗ Meetings ✗ Elected Officials ✗ Administrative Officials ✗ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ JPA Agreement ✗	<b>Marin Clean Energy</b>  <b>GRADE: C-</b> Overview ✓ Budget ½ Meetings ✓ Elected Officials ½ Administrative Officials ½ Audits ✓ Contracts ½ Public Records ✗ Revenue Sources ✓ JPA Agreement ✓

## APPENDIX M: Marin Joint Powers Authority Web Transparency Scorecards (cont'd)

<b>Marin County Capital Improvements Financing Authority</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ JPA Agreement ✖	<b>Marin County Hazardous and Solid Waste Joint Powers Authority</b>  <b>GRADE: B-</b> Overview ✔ Budget ✔ Meetings ✔ Elected Officials ✔ Administrative Officials ✔ Audits ✔ Contracts ✖ Public Records ✔ Revenue Sources ✔ JPA Agreement ✔	<b>Marin County Major Crimes Task Force</b>  <b>GRADE: F</b> Overview ✔ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ JPA Agreement ✖	<b>Marin County Open Space Financing Authority</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ JPA Agreement ✖	<b>Marin Emergency Radio Authority</b>  <b>GRADE: B</b> Overview ✔ Budget ✔ Meetings ✔ Elected Officials ✔ Administrative Officials ✔ Audits ✔ Contracts ✖ Public Records ✔ Revenue Sources ✔ JPA Agreement ✔
<b>Marin General Services Authority</b>  <b>GRADE: D</b> Overview ✔ Budget ✔ Meetings ✔ Elected Officials ✔ Administrative Officials ✔ Audits ✔ Contracts ✖ Public Records ✖ Revenue Sources ✖ JPA Agreement ✔	<b>Marin Municipal Water District Financing Corporation</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ JPA Agreement ✖	<b>Marin Pupil Transportation Agency</b>  <b>GRADE: F</b> Overview ✖ Budget ✖ Meetings ✖ Elected Officials ✖ Administrative Officials ✖ Audits ✖ Contracts ✖ Public Records ✖ Revenue Sources ✖ JPA Agreement ✖	<b>Marin Schools Insurance Authority</b>  <b>GRADE: C-</b> Overview ✔ Budget ✖ Meetings ✔ Elected Officials ✔ Administrative Officials ✔ Audits ✔ Contracts ✖ Public Records ✖ Revenue Sources ✔ JPA Agreement ✔	<b>Marin Telecommunications Agency</b>  <b>GRADE: B-</b> Overview ✔ Budget ✔ Meetings ✔ Elected Officials ✔ Administrative Officials ✔ Audits ✔ Contracts ✔ Public Records ✔ Revenue Sources ✔ JPA Agreement ✔

## APPENDIX M: Marin Joint Powers Authority Web Transparency Scorecards (cont'd)

<b>Marinet Consortium Joint Powers Authority</b>  <b>GRADE: F</b> Overview ✓ Budget ✗ Meetings ✓ Elected Officials ✗ Administrative Officials ✗ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ JPA Agreement ✗	<b>Mill Valley Financing Authority</b>  <b>GRADE: D</b> Overview ✗ Budget ✓ Meetings ✗ Elected Officials ⦿ Administrative Officials ✗ Audits ✓ Contracts ✗ Public Records ✓ Revenue Sources ⦿ JPA Agreement ✓	<b>Northern CA Comm. Colleges Self Insurance Authority</b>  <b>GRADE: F</b> Overview ✗ Budget ✗ Meetings ✗ Elected Officials ✗ Administrative Officials ✗ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ JPA Agreement ✗	<b>Novato Public Finance Authority</b>  <b>GRADE: F</b> Overview ✓ Budget ✗ Meetings ✗ Elected Officials ⦿ Administrative Officials ✗ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ JPA Agreement ✗	<b>Richardson Bay Regional Agency</b>  <b>GRADE: F</b> Overview ✓ Budget ✗ Meetings ✓ Elected Officials ⦿ Administrative Officials ⦿ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ JPA Agreement ✗
<b>Ross Valley Fire Department</b>  <b>GRADE: C-</b> Overview ✓ Budget ⦿ Meetings ✓ Elected Officials ⦿ Administrative Officials ✓ Audits ✓ Contracts ✗ Public Records ✗ Revenue Sources ✓ JPA Agreement ✗	<b>Ross Valley Paramedic Authority</b>  <b>GRADE: B</b> Overview ✓ Budget ⦿ Meetings ✓ Elected Officials ⦿ Administrative Officials ✓ Audits ✓ Contracts ✓ Public Records ✓ Revenue Sources ✓ JPA Agreement ✓	<b>San Rafael Joint Powers Financing Authority</b>  <b>GRADE: F</b> Overview ✗ Budget ✗ Meetings ✗ Elected Officials ✗ Administrative Officials ✗ Audits ✗ Contracts ✗ Public Records ✗ Revenue Sources ✗ JPA Agreement ✗	<b>Sewerage Agency of Southern Marin</b>  <b>GRADE: C</b> Overview ✓ Budget ✓ Meetings ✓ Elected Officials ⦿ Administrative Officials ⦿ Audits ✗ Contracts ⦿ Public Records ✓ Revenue Sources ✓ JPA Agreement ✓	<b>Southern Marin Emergency Medical-Paramedic System</b>  <b>GRADE: B</b> Overview ✓ Budget ✓ Meetings ✓ Elected Officials ⦿ Administrative Officials ✓ Audits ✓ Contracts ✗ Public Records ✓ Revenue Sources ✓ JPA Agreement ✓

## APPENDIX N: Website Creation Software Tools

While the Grand Jury did not conduct a comprehensive evaluation of website creation software tools (and do not endorse any particular tool) we wanted to highlight the range of tools currently available to local agencies.

At the low-end of the cost spectrum there are a number of free tools to create a website (e.g., [Weebly.com](http://Weebly.com) or [Wordpress.com](http://Wordpress.com)). These tools can create a basic functional website with little effort. However, using these tools to create “professional looking” results requires additional graphical and technical skills.

Digital Deployment’s Streamline ([GetStreamline.com](http://GetStreamline.com)) website creation software is designed specifically for California’s special districts. Special District Leadership Foundation’s web transparency checklist is integrated into the software, making it easy for the user to ensure their agency follows best practices. A district can create a (or migrate an existing) website in a matter of hours. The resulting website’s appearance is Americans with Disabilities Act (ADA) compliant<sup>28</sup> and it is a responsive design adapting to the website visitor’s device (e.g., a smartphone, a tablet, a laptop, etc.). Current annual pricing for Streamline ranges from \$600-\$6,000 including unlimited technical support, based on the agency’s annual budget and California Special District Association (CSDA) membership status. While the transparency dashboard is designed for special districts, Streamline could be used by other types of local agencies.

CivicPlus ([CivicPlus.com](http://CivicPlus.com)) offers website creation software for municipalities. Currently used by over 2000 agencies throughout the United States, the software promotes ease of use by making an agency’s information accessible within two clicks. CivicPlus has over 25 modules that efficiently support an agency’s functions, including, Community Connection, Bid Postings, and Citizen Request Tracker™. CivicPlus’ strength is working with agency departments to create a consistent, attractive, and efficient visitor experience. Like Streamline’s software, the resulting website is both ADA-compliant and has a responsive design. Pricing for CivicPlus varies based on the number of modules needed, agency size, and scope of work needed, with a one-time upfront payment, and recurring annual pricing ranging from \$1,000-\$100,000.

At the upper-end of the cost spectrum are customized solutions. Creating a modern website that meets government regulations is a specialized skill that requires either hiring a consultant or using an in-house IT department. Since IT departments are often busy with a myriad of technical challenges, and consultant fees can be high, it is not unusual for an agency’s website content to be out-of-date.

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<sup>28</sup> While federal government organizations must follow web accessibility guidelines under Section 508 of the Workforce Rehabilitation Act of 1973, there is not yet an ADA-compliant requirement for local agency websites.

## GLOSSARY

- Assessment District: A method for financing public improvements.
- County Service Area: As defined by California Government Code §25210, allows for residents and property owners in unincorporated areas to finance and provide needed public facilities and services.
- Dependent Special District: A special district governed by an existing legislative body (e.g., a city council or board of supervisors).
- Independent Special District: A special district governed by an independent board of directors (either elected or appointed by another legislative body).
- Joint Powers Agreement: As defined by California Government Code §6503, a legal description of the purpose of the Joint Powers Authority, the power to be exercised, and the method and manner by which it will be accomplished.
- Joint Powers Authority: As defined by California Government Code §6500-6537, two or more public authorities that create a new legal entity to jointly work on a common problem (e.g., financing or regional wastewater treatment).
- JPA: see Joint Powers Authority. Alternately known as a Joint Powers Agency.
- Local Agency: California Government Code §6252 defines a local agency as including "...a county; city, whether general law or chartered; city and county; school district; municipal corporation; district; political subdivision; or any board, commission or agency thereof..."
- Municipality: A city or town government.
- Principal Act: A generic state law that applies statewide to all special districts of specific type.
- Rail District: A special district that provides rail service.
- School District: As defined by the United State Census Bureau, "a geographic entity within which state, county, local officials, the Bureau of Indian Affairs, or the U.S. Department of Defense provide public educational services for the area's residents"
- Special Act: A law specific to the unique needs of an area.
- Special District: As defined by California Government Code §56036, a separate local government with its own governing body that delivers public services to a particular area (e.g., fire protection or sewer maintenance). Special districts can either be independent or dependent.
- Transparency: As defined by [OpenGovData.org](http://OpenGovData.org), data that is: complete, primary, timely, accessible, machine processable, non-discriminatory, non-proprietary, and license-free.
- Web Transparency: The presentation of transparency information on an agency's website.

April 6, 2016

Victoria Harrison, Foreperson Pro term  
Marin County Grand Jury  
3501 Civic Center Drive, Room #275  
San Rafael, CA 94903

Re: 2015-16 Web Transparency Report Card – Request for Response

Dear Ms. Harrison:

The referenced report requests that the District respond to Recommendation R2:

The agency should file and keep updated its Statement of Facts with the California Secretary of State and the Marin County Clerk as required by California Code §53051 .

Be advised that the North Marin Water District regularly updates its Statement of Facts and files it in compliance with California Code §53051 with the Secretary of State (notice attached). North Marin Water District has failed to file with the County of Marin since 2008, but has since provided a copy of the Statement of Facts to the County on March 23, 2016.

North Marin Water District will provide a copy of the Statement of Facts to the County of Marin going forth after the Board has reorganized in December each year.

Sincerely,

Chris DeGabriele  
General Manager

t:\ac\word\grand jury\response to 2016 rpt - web transparency 1.docx

## RESPONSE TO GRAND JURY REPORT

Report Title: 15/16 Web Transparency Report Card

Report Date: 3/10/16

Agenda Date: 4/5/16

Response by: Chris DeGabriele Title: General Manager

### FINDINGS

- I (we) agree with the findings numbered: \_\_\_\_\_
- I (we) disagree *partially* with the findings numbered: R2
- I (we) disagree *wholly* with the findings numbered: \_\_\_\_\_

(Attach a statement specifying any portions of the findings that are disputed; include an explanation of the reasons therefor.)

### RECOMMENDATIONS

- Recommendations numbered R2 have been implemented.  
(Attach a summary describing the implemented actions.)
- Recommendations numbered \_\_\_\_\_ have not yet been implemented, but will be implemented in the future.  
(Attach a timeframe for the implementation.)
- Recommendations numbered \_\_\_\_\_ require further analysis.  
(Attach an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.)
- Recommendations numbered \_\_\_\_\_ will not be implemented because they are not warranted or are not reasonable.  
(Attach an explanation.)

Date: 4/6/16 Signed: \_\_\_\_\_

Number of pages attached 2



State of California  
Secretary of State

STATEMENT OF FACTS  
ROSTER OF PUBLIC AGENCIES FILING  
(Government Code section 53051)

FILED  
Secretary of State  
State of California  
DEC 10 2015

Instructions:

1. Complete and mail to: Secretary of State,  
P.O. Box 942870, Sacramento, CA 94277-2870 (916) 653-3984
2. A street address must be given as the official mailing address or as  
the address of the presiding officer.
3. Complete addresses as required.
4. If you need additional space, attach information on an 8½" X 11" page, one sided and legible.

New Filing ☒

Update ☒

(Office Use Only)

Legal name of Public Agency: North Marin Water District

Nature of Update: Reorganization of Board

County: Marin and Sonoma

Official Mailing Address: 999 Rush Creek Place, PO BOX 146, Novato, CA 94948-0146

Name and Address of each member of the governing board:

**Chairman, President or other Presiding Officer** (Indicate Title): President

Name: John Schoonover

Address: \_\_\_\_\_

**Secretary or Clerk** (Indicate Title): Secretary

Name: Katie Young

Address: PO Box 146, Novato CA 94948

**Members:**

Name: Jack Baker

Address: \_\_\_\_\_

Name: Rick Fraites

Address: \_\_\_\_\_

Name: Stephen Petterle

Address: \_\_\_\_\_

Name: Dennis Rodoni

Address: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

RETURN ACKNOWLEDGMENT TO: (Type or Print)

NAME Katie Young

ADDRESS PO BOX 146

CITY/STATE/ZIP Novato, CA 94948-0146

December 2, 2015

Date

Signature

Katie Young, District Secretary

Typed Name and Title



# Marin watchdog flunks 64 public agencies on website transparency



The Novato Fire District website. (NovatoFire.org)

By Nels Johnson, *Marin Independent Journal*

POSTED: 03/27/16, 11:40 AM PDT | UPDATED: 19 HRS AGO 10 COMMENTS

Most public agencies in Marin fail to provide adequate websites, and 20 entities overseen by county officials do not maintain a website at all, according to a public information “transparency” probe by the Marin County Civil Grand Jury.

The jury audited 126 agencies, special districts and joint powers authorities and found “serious deficiencies” in the quantity and quality of online information provided — if at all.

Some 27 agencies lacked websites, and of 99 agencies with sites, 65 did not satisfy the grand jury’s website transparency criteria. Of those with sites, “a majority of the agencies were out of compliance” with state codes requiring the posting of annual pay for officials and employees, the jury reported.

A half-dozen agencies including the Novato Fire Protection District got top website scores from the grand jury. “It’s about content, and ease of use, not flashy appearance,” Novato Fire Chief Mark Heine said. “Since I became fire chief two years ago, we’ve had a strong commitment to transparency and public information, and I think the jury recognized that.”

ATTACHMENT 3

About half the agencies contacted in advance by the jury improved their sites as a result, but even then, only 34 agencies received what the jury regarded as an adequate “B-” or better grade. The county government at the Civic Center got a “C-.” Sixty-four Marin agencies and entities were deemed public information web failures with an “F.”

“Increasing transparency ... makes it easier to understand where tax dollars go,” the jury said. “Residents should be able to easily find the description of services provided, the names and contact information of board members and management, the budget, agendas and minutes of meetings, and other information” including employee pay, the jury said in its “Web Transparency Report Card: Bringing Marin County’s Local Government to Light.”

Jurors awarded a top “A+” website information grade to six agencies. The top scores went to Corte Madera and Sausalito as well as the Novato Fire Protection District, the Novato Sanitary District, Marin/Sonoma Mosquito and Vector Control District and the Bolinas Community Public Utility District.

“We try to get out as much information as we can,” said Sandeep Karkal, general manager of the Novato Sanitary District. The district site is informative but “not glitzy or glamorous,” he said.

Grades of “A-” were given to Larkspur, Mill Valley and Tiburon. San Rafael got a “B” and Ross got a “C” while other cities scored “B-.”

Other “A-” grades went to the Novato Unified School District, Las Gallinas Valley Sanitary District, Marin Resource Conservation District, Sausalito-Marín City Sanitary District and Tamalpais Community Services District.

## 64 AGENCIES FLUNK

The list of 64 agencies flunked by the jury was dominated by neighborhood service areas, small school and joint power authorities and financing entities — but also included larger agencies such as the San Rafael city schools, where top officials were unavailable for comment Friday.

Other “F” grades went to Reed Union School District, Shoreline Unified School District, the county Open Space District, the Marin Major Crimes Task Force and the county Flood Control and Water Conservation District.

Advertisement

County administrators said the jury erred in putting the county fire department on the failure list, noting it is not a special district. In any event, “We will continue to cooperate and collaborate with the grand jury on the recommendations and are looking at improvements from the standpoint of county government as a whole,” county Fire Chief Jason Weber said.

Agencies with poor scores included Tamalpais High School District, “D-”; Marin County Healthcare District,

“D-”; Ross School District, “D-”; Marin Community College District, “C-”; Kentfield School District, “C-”; Central Marin Police Authority, “C-”; Sonoma-Marín Area Rail Transit “C-” and Marin Clean Energy, “C-”. The jury asked all agencies to improve their scores to a “B-” or better.

Checklist criteria on which websites were graded included information about mission statements, budgets, board meetings, elected and appointed officials, administrators, audits, contracts and other public records, as well as agency-specific criteria that varied depending on the type of agency or district.

## PANEL SCRAMBLES

The jury’s web test ran into an early hurdle: “There was no single comprehensive list of agencies in Marin County,” with a welter of organization lists jurors called “inconsistent, incomplete and or out of date.” The list the jury eventually developed was incomplete as well, as it overlooked two high-profile, big budget agencies — the Transportation Authority of Marin and the Marin County Office of Education. The jury did note that regional agencies such as the Golden Gate Bridge district were intentionally excluded.

The jury said that even small districts can create a handy website at minimal cost with easily available software tools that allow a “non-tech savvy person to manage website content easily.” It listed several website vendors and price ranges.

The jury found that county officials oversee 28 special districts and four joint powers agencies, including 20 that do not have websites. The county told the jury that while it will improve some website listings, “providing and maintaining duplicative information regarding each district, special district, community service area, flood control zone, permanent road division, joint powers agreement ... does not appear the best way to provide straightforward information to our residents.”

Many of these are “best described as financing mechanisms rather than agencies,” the county added.

“We disagree with the county’s approach,” the jury said. “It is unreasonable to ask citizens to become experts in sleuthing to find information.”

The panel suggested a web page for each small district, financial authority or joint powers entity that describes its role and provides links to information found elsewhere on the county website.

## COUNTY REACTION

Common website deficiencies, the jury said, include failure to enable text searches of budget and audit documents, dated meeting schedules and archives, incomplete board member data, failure to list actual pay figures, failure to display vendor contracts, and failure to explain how to get more information.

Supervisor Steve Kinsey, president of the county board, credited the jury for its “interest in better Internet access to governmental information,” and added he especially appreciated the self-audit checklist the panel developed.

“Our views diverge at the fine-grained level they recommend for individual financial structures like community service areas or road improvement districts,” he said. “If constituents have questions that reach that depth, a single call to their district supervisor can connect them with appropriate staff to help.”

“We certainly share the grand jury’s goal of transparency,” said Assistant County Administrator Daniel Eilerman. “Last year, for example, we launched [marincountyca.opengov.com](http://marincountyca.opengov.com) to provide our residents access to our spending information on a 24/7 basis.”

Eilerman said some jury recommendations already have been put to work. The Department of Finance is developing a single website with summary descriptions that will link to special district budget information, he added.

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## MEMORANDUM

To: Board of Directors

April 1, 2016

From: Chris DeGabriele, General Manager 

Subj: Consider Resolution Regarding the State Board Drought Emergency Urban Water Conservation Regulations

L:\gm\2016 misc\edr resolution memo to bod.docx

**RECOMMENDED ACTION:** Board adopt a Resolution requesting the State Water Resources rescind the application of Emergency Drought Water Conservation Regulations to NMWD's Novato and West Marin service areas.

**FINANCIAL IMPACT:** None at this time

On February 2, 2016 the State Water Resources Control Board adopted an extended and revised Emergency Regulation to ensure that urban potable water conservation continues in 2016. The readopted Emergency Regulation extends restrictions on urban water use through October 2016. The State Board's Resolution readopting the Emergency Regulation directed State Board staff to report back on the possible additional modification once more complete water supply information is known in April.

The State Board intends to hold a workshop on April 20<sup>th</sup> (Attachment 1), where the State Board staff will report on water supply conditions. Comments must be submitted by noon on Thursday, April 14<sup>th</sup> in advance of the State Board workshop.

Previously, North Marin has submitted individual comments and comments collectively through the Sonoma-Marín Saving Water Partnership. These comments reviewed by North Marin's Board were unsuccessful in lessening or modifying the State Board requirements. The tactic proposed at this point is to adopt a Board resolution (Attachment 2), hopefully a locally elected official emphasis will be more persuasive to urge the State Board to rescind the Drought Regulations.

Additionally, the Water Advisory Committee will be requested to adopt a similar resolution. Other Water Contractors will have North Marin's resolution to use as a template and also be urged to weigh in with the State Board. I have reached out to the County of Marin as well to request their adoption of a similar resolution but at this time, am unaware whether they will proceed or not.

**RECOMMENDED ACTION:**

Board adopt a Resolution concerning the State Water Resources Control Board Drought Emergency Urban Water Conservation Regulations requesting the State Board rescind the Emergency Regulations to NMWD's Novato and West Marin service areas.

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State Water Resources Control Board

## NOTICE OF PUBLIC WORKSHOP

### Urban Water Conservation

Wednesday, April 20, 2016 – 1:00 p.m.

Joe Serna Jr. - CalEPA Headquarters Building  
Coastal Hearing Room  
1001 I Street, Second Floor  
Sacramento, CA 95814

**NOTICE IS HEREBY GIVEN** that the State Water Resources Control Board (State Water Board or Board) will hold a public workshop to receive input on the potential modification of the current Emergency Regulation for Statewide Urban Water Conservation. This will be an informational workshop only and the State Water Board will take no formal action.

#### BACKGROUND

On April 1, 2015, Governor Brown issued the fourth in a series of executive orders on actions necessary to address California's severe drought conditions. On May 5, 2015, the State Water Resources Control Board (State Water Board) adopted an Emergency Regulation to address specific provisions of the April 1 Executive Order, including the mandatory 25 percent statewide reduction in potable urban water use between June 2015 and February 2016. On November 13, 2015, Governor Brown issued Executive Order B-36-15, which directed the State Water Board to extend the May 2015 Emergency Regulation through October 31, 2016, if drought conditions continued through January 2016. Executive Order B-36-15 also directed the State Water Board to consider modifications to the May 2015 Emergency Regulation as appropriate.

With California still experiencing severe drought through January 2016, on February 2, 2016 the State Water Board adopted an extended and revised emergency regulation to ensure that urban potable water conservation continues in 2016. The readopted emergency regulation extends restrictions on urban water use through October 2016 while making modest adjustments for issues raising statewide water use equity concerns. The Board's Resolution readopting the emergency regulation directs staff to report back on possible additional modifications once more complete water supply information is known in April. The Office of Administrative Law approved the extended emergency regulation, which became effective on February 11, 2016. A copy of the adopted and approved regulation is located on the [Water Conservation Portal - Emergency Conservation Regulation](#) webpage.

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FELICIA MARCUS, CHAIR | THOMAS HOWARD, EXECUTIVE DIRECTOR

1001 I Street, Sacramento, CA 95814 | Mailing Address: P.O. Box 100, Sacramento, CA 95812-0100 | [www.waterboards.ca.gov](http://www.waterboards.ca.gov)

The emergency regulation assigns each urban water supplier (serving more than 3,000 connections) a conservation standard between 4 percent and 36 percent based on their residential gallons per capita per day (R-GPCD) for the months of July through September 2014, with some adjustment factors. This is expected to equate to approximately one million acre-feet of water saved between February and October 2016. Additional information on the Emergency Regulation and conservation standards is available at the Water Conservation Portal referenced above

From June 2015 through January 2016, the state's 411 urban water suppliers have saved 1.15 million acre-feet of water or 96 percent of the 25% reduction goal for February 2016. Over this period 234 water suppliers (58%) have exceeded or are within one percent of their cumulative conservation standard, while 71 water suppliers (18%) are 1-5 percentage points from meeting their standard, 88 water suppliers (22%) are 5-15 percentage points from meeting their conservation standard, and 8 suppliers are more than 15 percentage points below their conservation standard.

Severe drought conditions decreased water levels in California's reservoirs and groundwater basins, reduced flows in the state's rivers. Rains in this water year, including early March, are encouraging, but some regions have above normal precipitation and snow pack, while others are still well below average. Rainfall deficits from prior years will further exacerbate local drought conditions. In some regions, the drought continues to present challenges including water shortages, over-drafted groundwater basins and land subsidence, dying trees and increased wildfire activity, diminished water for agricultural production, degraded habitat for many fish and wildlife species, and an increased threat of saltwater intrusion.

## **WORKSHOP OVERVIEW**

The purpose of this workshop is to solicit input on potential adjustments to the February 2016 Emergency Regulation in response to precipitation amounts and other drought indicators across the state since February 2016, for consideration and possible action by the State Water Board in May 2016.

The workshop will include a staff presentation and information on water supply conditions followed by public comments and Board Member discussion. The State Water Board is interested in receiving public input on the following questions:

1. What elements of the existing February 2016 Emergency Regulation, if any, should be modified and how so?
2. How should the State Water Board account for regional differences in precipitation and lingering drought impacts, and what would be the methods of doing so?
3. To what extent should the State Water Board consider the reliability of urban water supplier supply portfolios in this emergency regulation?

## **PROCEDURAL MATTERS**

The workshop will be informational only. While a quorum of the State Water Board may be present, the Board will not take formal action at the workshop. There will be no sworn testimony or cross-examination of participants, but the State Water Board and its staff may ask clarifying questions. The workshop is an opportunity for interested persons to provide input to the State Water Board. To ensure a productive and efficient workshop, oral comments may be limited to three (3) minutes or otherwise limited at the discretion of the Board Chair or any Board member



present. So that all commenters have an opportunity to participate, presentations and questions may be time-limited.

#### **SUBMISSION OF WRITTEN COMMENTS**

Interested persons must submit written comments by **12 noon on Thursday, April 14, 2016.**

Written comment letters must be submitted to the attention of:

Jeanine Townsend, Clerk to the Board  
State Water Resources Control Board  
1001 I Street, 24th floor  
Sacramento, CA 95814

Comment letters may be submitted to the Clerk of the Board via email at: [commentletters@waterboards.ca.gov](mailto:commentletters@waterboards.ca.gov) (15 megabytes, or less, in size) or by fax at (916) 341-5620.

#### **ADDITIONAL INFORMATION**

Please indicate in the subject line **“Comment Letter – Urban Water Conservation Workshop.”**

Comments may also be hand delivered. Couriers delivering comment letters must check in with lobby security personnel on the first floor of the CalEPA Building at the above address. Questions on comment submittals may be directed to Ms. Townsend, at (916) 341-5600.

More information on the State Water Board's Emergency Water Conservation Regulation can be found here:

[http://www.waterboards.ca.gov/water\\_issues/programs/conservation\\_portal/emergency\\_regulation.shtml](http://www.waterboards.ca.gov/water_issues/programs/conservation_portal/emergency_regulation.shtml)

For directions to Cal/EPA, visit: <http://www.calepa.ca.gov/EPABldg/location.htm>

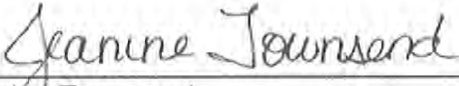
Notices and submittals are available electronically at:

[http://www.waterboards.ca.gov/board\\_info/calendar/index.shtml](http://www.waterboards.ca.gov/board_info/calendar/index.shtml)

All visitors must check-in upon arrival to CalEPA and then proceed to the meeting room. Individuals who require special accommodations are requested to contact the Clerk to the Board at (916) 341-5600.

Please direct other questions about this notice to Kathy Frevert at (916) 322-5274 or [kathy.frevert@waterboards.ca.gov](mailto:kathy.frevert@waterboards.ca.gov).

March 22, 2016  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Jeanine Townsend  
Clerk to the Board

**DRAFT  
RESOLUTION 16-XX**

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
NORTH MARIN WATER DISTRICT  
Novato, California**

*RESOLUTION OF THE NORTH MARIN WATER DISTRICT BOARD OF DIRECTORS CONCERNING THE  
STATE WATER RESOURCES CONTROL BOARD DROUGHT EMERGENCY URBAN WATER  
CONSERVATION REGULATIONS*

WHEREAS, on April 1, 2015, Governor Jerry Brown issued Executive Order B-29-15, which required in part that the State Water Resources Control Board impose restrictions to achieve a 25% reduction in urban potable water use by February 29, 2016, compared to usage in 2013; and

WHEREAS, on May 5, the State Water Resources Control Board adopted drought emergency water conservation regulations to implement the Governor's mandate, including a range of conservation standards to reduce potable water production by urban water suppliers; and

WHEREAS, the emergency water conservation regulations required the North Marin Water District (NMWD) Novato service area to achieve a 24% reduction in potable water production and required other smaller public water suppliers in Marin County including NMWD's West Marin service area to achieve a 25% reduction or limit outdoor irrigation to no more than two days per week; and

WHEREAS, precipitation and surface water storage levels in NMWD's Stafford Lake during 2015 were adequate to meet customers needs; nevertheless the NMWD did comply with the emergency water conservation regulations, achieving a 33% reduction in water production respectively from June 1, 2015 through February 29, 2016 meeting the State standards; and

WHEREAS, the smaller public water suppliers in Marin County including NMWD's West Marin service area also complied with the State emergency water conservation regulations; and

WHEREAS, the NMWD receives Russian River Water supply from Sonoma County Water Agency and is member of the Sonoma-Marín Saving Water Partnership which members have collectively reduced water production by 23% from June 1, 2015 through February 29, 2016 compared to a collective water conservation standard of 19%; and

WHEREAS, the smaller public water suppliers in the Sonoma-Marín region have also complied with the State emergency water conservation regulations; and

WHEREAS, the Sonoma-Marín Saving Water Partnership members are committed to continued water conservation and have agreed to expend \$15 million dollars on water conservation implementation from July 2008 through July 2018 and have agreed to maintain membership in good standing with the California Urban Water Conservation Council (CUWCC) and implement the Best Management Practices as outlined by the CUWCC; and

WHEREAS, the Sonoma-Marín Saving Water Partnership members commitment to water conservation has resulted in a 37% reduction in per capita water use since 2000; and

WHEREAS, on November 13, 2015, Governor Brown issued Executive Order B-36-15, which specified in part that, should drought conditions persist through January, 2016, the State Water Resources Control Board would continue restrictions through October 31, 2016 to achieve statewide reductions in potable water usage, including modifications to address potable and non-potable water, and to incorporate insights gained from existing restrictions; and

WHEREAS, on February 2, 2016, the State Water Resources Control Board adopted an extension of the conservation regulations until October 31, 2016, which contained no changes in the provisions relevant to Marin County water agencies, although the regulations did provide reductions in conservation requirements for water agencies in warmer and drier parts of the state, for those that recently implemented potable recycled water or desalination projects, and for those that had experienced population growth since 2013; and

WHEREAS, on April 20, 2016, the State Water Resources Control Board will conduct a public workshop on potential modifications to the emergency water conservation regulations to address hydrologic conditions through March, and will consider changes to the regulations at a subsequent meeting in May, 2016; and

WHEREAS, the Sonoma-Marin region has received above average rainfall to-date this water year and surface water reservoirs in Marin County, including NMWD's Stafford Lake, filled to capacity and over topped spillways on March 11, 2016 and the water supply pools in Russian River surface water reservoirs filled on March 6, 2016 and now encroach into the flood control pools, all resulting in normal water year conditions, and;

WHEREAS, the U.S. Department of Agriculture Drought Monitor currently classifies Marin County and Sonoma County as having no drought conditions; and

WHEREAS, there are no physical facilities in place to move available water supplies from the Sonoma-Marin region to other areas of California which may or may not have insufficient water supplies.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the North Marin Water District that, due to adequate water supplies and the lack of any drought conditions, the Board of Directors of NMWD request that the State Water Resources Control Board rescind the application of emergency drought water conservation regulations to NMWD Novato and West Marin service areas; and

BE IT FURTHER RESOLVED that this resolution shall take effect upon its adoption.

PASSED AND ADOPTED by the NMWD Board of Directors on this 5<sup>th</sup> day of April, 2016.

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
John Schoonover, President  
North Marin Water District Board of Directors

ATTEST:

\_\_\_\_\_  
Katie Young, District Secretary  
North Marin Water District

# Marin, Northern California drought rules likely to be relaxed



**The spillway of Alpine Lake Dam dumps overflow water in January. The lake near was full for the first time after a long drought.** Frankie Frost — Marin Independent Journal

*By Paul Rogers, Bay Area News Group*

POSTED: 03/29/16, 5:27 PM PDT | UPDATED: 2 HRS AGO 2 COMMENTS

Mandatory statewide water restrictions could be relaxed or eliminated in Marin and other areas in Northern California following the state's wettest winter in five years and a key Sierra snowpack reading expected to show big gains, according to top state water officials.

"We are likely to ease the rules or lift the rules," said Felicia Marcus, chairwoman of the State Water Resources Control Board. "We are in better shape."

The board imposed California's first statewide water rules last May at the insistence of Gov. Jerry Brown — forcing hundreds of cities to limit lawn watering, ratchet up conservation programs and, in some cases, fine residents for using excessive amounts of water. Brown's goal was to cut urban water use 25 percent on average from 2013 levels. From June through January, urban residents delivered, cutting 24.8 percent.

But with significant rain and snow in recent months, the drought emergency has softened considerably as it enters its fifth year, particularly in Northern California. The state water board is scheduled to hold a public

hearing April 20 in Sacramento and will likely make a final decision May 3 on how much water rationing, if any, Californians should expect this summer, Marcus said.

Among the possible changes: lower conservation targets or perhaps no drought targets at all in parts of Northern California that have big rainfall totals, full reservoirs and healthy groundwater basins, she said. All seven reservoirs in Marin County are 100 percent full.

But Southern California cities with lower rainfall totals, struggling reservoirs and depleted reservoirs could continue to see strict rules, Marcus added.

“We’re not interested in keeping these emergency regulations going any longer than we have to, but we want to be judicious,” she said.

The board also is likely to make permanent the water wasting rules it imposed statewide last year. Those include prohibitions on hosing off pavement, a requirement that all restaurants ask customers if they want water before serving it, and a ban on watering lawns within 48 hours of rainfall.

## WINTER CONTRASTS

The change between this winter and last winter has been dramatic.

On Wednesday, state surveyors will trudge into a snow-packed Sierra Nevada meadow at Phillips Station near Lake Tahoe with TV crews and reporters in tow. Last year, it was a barren meadow.

The most important snowpack reading of the year, the measurement, taken on or around April 1, provides a summary at the end of every winter of how much snow is in the Sierra, which makes up a third of California’s water supply.

The event is largely a symbolic photo opp. Through more than 200 electronic sensors, state officials already know that the Sierra Nevada snowpack was at 87 percent of its historic average on Tuesday, up from a shocking 5 percent last April 1.

“It’s been a great year. We could not have roadmapped a better ski season,” said Kevin Cooper, a spokesman for the Heavenly and Kirkwood ski resorts near Lake Tahoe.

Last winter, Kirkwood received 124 inches of snow. This year, that has already more than tripled to 440 inches so far. Heavenly has enjoyed 340 inches this year, four times the 84 inches last winter.

“We’ve seen a lot of skiers and riders return,” he said.  
“Businesses have doing really well.”

## RESERVOIRS FILLING

Other barometers of hydrologic health also are looking

Advertisement

good. Among them:

- **State reservoirs:** After drenching storms in March, the two largest reservoirs in California, Shasta Lake and Lake Oroville, are now 88 percent and 86 percent full. As snow melts in the next few months, the massive lakes, which are critical to the water supply for farms and cities, are expected to fill to the top.

In early December, Shasta, near Redding, was 29 percent full. Its water level has risen 135 feet since then. Similarly, Oroville, in Butte County, was 27 percent full, and it has risen 217 feet. Together in the last four months, they have added 4.8 million-acre-feet of water -- enough for the needs of 24 million people for a year.

- **Rainfall:** After four dry winters, San Jose through Tuesday was at 100 percent of normal. San Francisco was at 103 percent, Oakland 86 percent, Fresno 135 percent and Salinas 116 percent.

- **Bay Area reservoirs:** Santa Cruz's main reservoir, Loch Lomond, is 100 percent full. Pardee Reservoir, the main reservoir that serves 1.4 million customers of the East Bay Municipal Utility District, is 99 percent full. Hetch Hetchy Reservoir is 72 percent full. And the 10 reservoirs in Santa Clara County are 67 percent full, up from 49 percent a year ago.

## **SOCAL STILL DRY**

But the El Niño storms that delivered rain and snow mostly hit north of Monterey, leaving Southern California dry.

"Everybody down here is disappointed," said Bill Patzert, a research scientist and oceanographer at NASA's Jet Propulsion Laboratory in Pasadena. "The storms were headed for L.A. and made a sharp left for Northern California."

Scientists still don't know why, he said. And while the soaking storms all but wiped out droughts in Washington and Oregon, rainfall in Los Angeles is at 50 percent of historic average, Riverside 44 percent and San Diego 76 percent.

Water agencies around the state are waiting for the state water board to give them direction. Together, they have lost hundreds of millions of dollars in revenue from selling less water, and they are pushing hard for relief.

"We've got to adjust to the changing conditions. Local leaders should have more flexibility," said Jennifer Persike, deputy director for the Association of California Water Agencies. "We asked the public to go all hands on deck and cut back, and they did it. Now conditions have changed. It's very important to retain credibility. The boy crying wolf comes to mind."

Environmental groups, however, are urging caution, noting that groundwater in many areas remains overdrawn.


"We're not opposed to reductions in mandatory targets. But we want them to be conservative," said Tracy Quinn, a senior policy analyst with the Natural Resources Defense Council. "We don't know what next year will bring."

11



## MEMORANDUM

To: Board of Directors

From: Drew McIntyre, Assistant General Manager/Chief Engineer 

Subject: North Bay Water Reuse Authority Board Meeting – March 28, 2016  
R:\Folders by Job No\7000 jobs\7127\Board Memos\7127 NBRWA Update 3\_28\_16.doc

April 1, 2016

**RECOMMENDED ACTION:** Information Only

**FINANCIAL IMPACT:** None

Supplemental information is provided as follows using item numbers referenced in the attached meeting agenda and draft minutes (Attachment 1). A complete agenda packet is available via [www.nbwra.org](http://www.nbwra.org)

**2. Roll Call**

NMWD Board was represented by Director Schoonover. Director Baker was also in attendance as NMWD's Board Alternate.

**7. Financial Report for the Period Ending February 29, 2016**

The program manager reports that all budgeted items are tracking normally for the FY15/16 budget. Discretionary expenses for meeting room rentals and Federal/State Congressional tours during this FY total \$4,486 leaving a current fund balance of \$37,396. NMWD's FY15/16 contribution remains unchanged at \$62,649 (vs. \$61,076 in FY14/15). As reported previously, the NBWRA Board will take action at the April 25, 2016 meeting to approve the previously presented FY16/17 budget. NMWD's Phase 1 member agency cost for FY16/17 is \$57,179 (~9% below the current budget year) and is included in NMWD's proposed FY16/17 budget (the first review of which is scheduled for the April 19, 2016 NMWD Board meeting). Due to uncertainty in the number of Phase 2 projects scheduled for environmental review, an amended budget will be brought back to the NBWRA Board at the October 24, 2016 meeting for approval. No changes are expected in NMWD's Phase 1 member agency costs.

**8. Program Development, Federal, and State Advocacy Reports**

The attached meeting minutes summarize both state and federal advocacy updates. Not mentioned in the minutes is that 10<sup>th</sup> District (Marin – Sonoma) Assemblymember Marc Levine remains as chair of the Water, Parks and Wildlife Committee under the new assembly leadership of Anthony Rendon. The recently completed "NBWRA Day" state tour on March 9 (which was attended by NMWD Board Alternate, Jack Baker) focused on highlighting NBWRA's ongoing efforts, need to appropriate remaining recycled water funds in the State's 2016/2017 budget and SB163 concerns (Hertzberg re; ocean discharge of treated wastewater.) At the federal level, reference to Sen. Feinstein's S.2533 bill includes



Reclamation Infrastructure Financing and Innovation Act (RIFIA) loans funded at \$200M, WaterSMART grants funded at \$150M and Title XVI eligibility for un-authorized Title XVI projects funded at \$200M.

Regarding the March 22, 2016 White House Water Summit, NBWRA Chair and SCWA Director David Rabbitt participated in the meeting and represented NBWRA. NBWRA was one of four North Bay projects recognized. A press release of Chair Rabbitt's participation in the White House Summit is provided as Attachment 2.

**9. Outreach Program Update**

In addition to the attached discussion, I attended the annual California WaterReuse conference on Monday, March 14 to moderate an afternoon session on piloting advanced water purification potable reuse treatment systems and also staffed the NBRWA booth.

**10. Engineering, Environmental, and Public Involvement Services**

A total of 28 Phase 2 member agency projects were evaluated in the Phase 2 Feasibility Report which is nearing completion. What remains to be determined is how many of these projects will continue to be studied in the EIR at either the Project or Programmatic level. This list is expected to be finalized over the next couple of months and will impact pro-rata Phase 2 cost allocations moving forward.

**12. NBWRA Beyond Phase 2**

Program Manager Chuck Weir provides a good summary of Chair Rabbitt's presentation on NBWRA accomplishments and evaluating options for NBWRA after Phase 2. Some key points include that NBWRA operating costs are not sustainable and limit the long term viability of the organization. Chair Rabbitt also recommended that a task force of NBWRA Board members be created to provide guidance on restructuring NBWRA for long term viability.

**North Bay Water Reuse Authority  
Board of Directors Meeting  
Minutes  
March 28, 2016**

**1. Call to Order**

Chair Rabbitt called the meeting to order at 9:44 a.m. on Monday, March 28, 2016 at the Novato City Hall Council Chambers, 901 Sherman Avenue, Novato, CA 94945. Consultants and others who were unable to attend participated via telephone, 1 (602) 567-4030, passcode 1980; <https://conferencing.brwnncald.com/conference/1980>.

**2. Roll Call**

<b>PRESENT:</b>	David Rabbitt, Chair	Sonoma County Water Agency
	Bill Long, Vice Chair	Novato Sanitary District
	Keith Caldwell	Napa County
	Rabi Elias	Las Gallinas Valley Sanitary District
	David Glass	City of Petaluma
	Susan Gorin	Sonoma Valley County Sanitation District
	Liz Lewis	Marin County
	John Schoonover	North Marin Water District
	Paul Sellier	Marin Municipal Water District
	Jill Techel	Napa Sanitation District

**ABSENT:** City of American Canyon

**OTHERS**

<b>PRESENT:</b>	Chuck Weir, Program Manager	Weir Technical Services
	Jack Baker	North Marin Water District
	Kevin Booker	Sonoma County Water Agency
	Ginger Bryant	Bryant & Associates
	Jennifer Burke	City of Santa Rosa
	Jill Chamberlain	Brown and Caldwell
	Robin Gordon	Data Instincts
	David Graves	Napa Sanitation District
	Tim Healy	Napa Sanitation District
	Pam Jeane	Sonoma County Valley Sanitation District
	Sandeep Karkal	Novato Sanitary District
	Susan McGuire	Las Gallinas Valley Sanitary District
	Drew McIntyre	North Marin Water District
	Phillip Miller	Napa County
	Pilar Oñate-Quintana	The Oñate Group (by telephone)
	Larry Russell	Marin Municipal Water District
	Mike Savage	Brown and Caldwell
	Dan St. John	City of Petaluma
	Dawn Taffler	Kennedy Jenks Consultants (by telephone)
	Melanie Tan	Kennedy Jenks Consultants (by telephone)

Jeff Tucker  
Leah Walker

Napa Sanitation District  
City of Petaluma

### **3. Public Comments**

There were no comments from the public

### **4. Introductions**

Introductions were made for the benefit of new participants.

### **5. Board Meeting Minutes of January 25, 2016.**

A motion by Director Schoonover, seconded by Director Gorin to approve the January 25, 2016 minutes was unanimously approved.

### **6. Report from the Program Manager**

The Board reviewed the consultant progress reports for January and February 2016. The Program Manager highlighted the remaining agenda items.

#### **a. Consultant Progress Reports**

The Board reviewed the consultant progress reports for January and February 2016.

### **7. Financial Report for the Period Ending February 29, 2016**

The Board reviewed the Financial Report and noted expenses for Fiscal Year 2015/16 are tracking within budget.

### **8. Program Development, Federal, and State Advocacy Update**

The following items were discussed: State Advocacy, Program Development and Federal Advocacy, and the White House Water Summit.

Pilar Oñate-Quintana discussed State Advocacy and covered the following topics: leadership changes in the Assembly, an estimated \$3.6 billion State budget surplus, summary of the March 9, 2016 NBWRA Day in Sacramento, possible constitutional amendment (ACA 8) to assist local water and wastewater agencies, SB 163 (Hertzberg) banning ocean discharges, and AB 2022 (Gordon) allowing agencies to bottle and distribute advanced purified recycled water for educational purposes.

Ginger Bryant provided an update on federal and state advocacy including: Phase 2 Construction Authorization, S.2533 and other Legislation, Western Water Priorities outreach and the White House Water Summit. The language issue for Phase 2 construction authorization had been resolved to NBWRA's satisfaction. S.2533 includes all key provisions of RE-Act that NBWRA has advocated. Efforts continue with Western Waters Priorities and other states and organizations in the support of other legislation. A possible late spring trip to Washington D.C. is in the planning stages. The White House Water Summit's goals and commitments were also discussed. A total \$250 million has been identified for the North Bay Water Reuse Program. Bryant thanked Chair Rabbitt for his efforts at the Summit. Lastly Chair Rabbitt discussed the White House Water Summit that he was invited to attend.

## **9. Outreach Program Update.**

Robin Gordon provided an update for the Board. She discussed their efforts to update materials and present the Program at an Exhibitor Booth at the WaterReuse Conference, updated materials for Salt Marsh Tour, Western Water Priorities social media updates in support of S.2533, White House Water Summit press release and distribution, and updated packet materials for the USBR Tour on March 30, 2016.

## **10. Engineering, Environmental, and Public Involvement Services Report**

Mike Savage and Lisa Chamberlain discussed the Feasibility Report status and the report schedule challenges. There are ten chapters to the report in various stages of completion. The schedule anticipates completion of the report by early July 2016. Up to three sections will be distributed to the member agencies for review in staggered 3-4 week periods to allow adequate time for member agency review. They asked that each agency submit one set of combined comments.

## **11. Joint Board and TAC Work Session: NBWRA Beyond Phase 2**

Chair Rabbitt gave a presentation on Beyond Phase 2 Summary and Moving Forward. He provided a summary of NBWRA accomplishments to date. Since its inception NBWRA has received \$34.75 Million in state and federal funding and the agencies have invested \$9.85 Million in supporting the program and studies. NBWRA has had numerous positive impacts on federal and state policy and funding. The program is viewed as a model by federal and state agencies.

Chair Rabbitt provided a brief summary of the past work sessions including the Program's purpose and objectives and alternatives for engagement and participation. He discussed the value that the Program has added to the region including a regional identity, providing a forum for collaboration, and economies of scale for participation.

He then noted limitations with the current governance structure and cited examples. A different structure is likely needed to better obtain funding outside of Title XVI. He discussed two concurrent tasks. The first is to continue the ongoing Title XVI program and the second is a Restructuring Governance Task Force. The Task Force would include NBWRA Board members who would investigate options and provide guidance on restructuring NBWRA.

Board members thanked Chair Rabbit for the presentation and asked if the program would continue to focus on the North Bay. Chair Rabbitt indicated that was likely the case.

## **12. Adjournment**

Chair Rabbitt adjourned the meeting at 10:54 a.m. The next meeting will be Monday, April 25, 2016 at 9:30 a.m. at Novato City Hall Council Chambers.

Minutes approved by the Board \_\_\_\_\_.

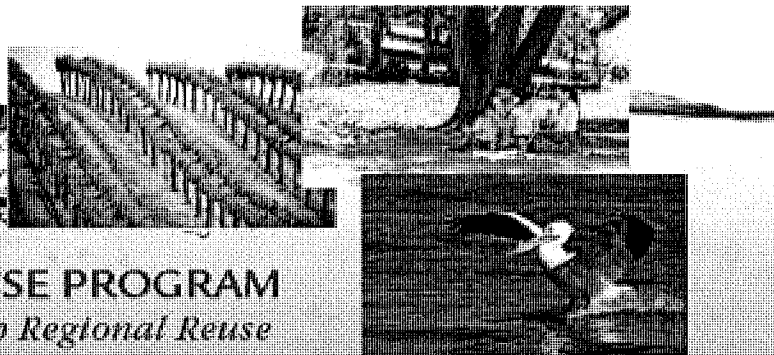
Charles V. Weir  
Program Manager

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## **NORTH BAY WATER REUSE PROGRAM**

*Expanding Water Supplies with Regional Reuse*



**FOR IMMEDIATE RELEASE**

March 22, 2016

Contact: David Rabbitt, NBWRA Chair  
Sonoma County Supervisor  
& Water Agency Director  
Phone: (707) 565-3754

### **North Bay Water Reuse Program Representative, Supervisor David Rabbitt, participates in White House Water Summit with spotlight on innovative water projects**

*Water Summit to look at how we can boost water sustainability through the greater utilization of water-efficient and water reuse technologies*

#### **Santa Rosa, CA**

Tuesday, March 22, 2016—World Water Day—the Administration is hosting a White House Water Summit to raise awareness of the national importance of water, and to highlight new commitments and announcements that the Administration and non-Federal institutions are making to build a sustainable water future.

The North Bay Water Reuse Authority (NBWRA) is an organization of water and wastewater agencies working together on regional water recycling projects in the North Bay region of Napa, Sonoma and Marin counties and has been invited to participate in the White House Water Summit.

“It is an honor to be recognized for the North Bay’s innovative water projects,” said Sonoma County Supervisor and Water Agency Director David Rabbitt, who also serves as chair of the NBWRA. “We will be participating with other water planners and leaders nationwide who have developed innovative approaches to sustainable water management.”

Safe, sufficient, and reliable water resources are essential to the functioning of every aspect and sector of U.S. society, including agricultural and energy production, industry and economic growth, human and environmental health, and national security. As climate change affects our Nation’s water supplies, and

**North Bay Water Reuse Authority • c/o Sonoma County Water Agency • 404 Airport Boulevard, Santa Rosa, CA 95403  
707-235-8965 • NBWRA.org**

Las Gallinas Valley Sanitary District • Napa County • Napa Sanitation District • North Marin Water District • City of Petaluma • Marin County  
Novato Sanitary District • Sonoma County Water Agency • Sonoma Valley County Sanitation District • Marin Municipal Water District • City of American Canyon

our population continues to grow and shift, it will become increasingly important to build a sustainable water future. To reduce and mitigate the incidence and impact of water stresses on U.S. communities, it is essential to develop, implement, and deploy the type of sustainable, integrated, and long-term water-management strategies that will be highlighted during the Water Summit.

### **The North Bay Water Reuse Program (NBWRP)**

The NBWRP is comprised of elected officials from three counties, and board members and general managers from seven water supply and wastewater districts. Through the efforts of this regional group, 30,000 AFY of treated wastewater – currently discharged into San Francisco Bay – has been identified and projects initiated to redirect this valuable resource toward building regional water supply reliability.

This group provides a forum for discussions from diverse water sectors; agency managers with different mandates have ‘learned each other’s business’ and now understand we can no longer operate in silos. We all have to work together to manage our limited resources if we are to have a secure and resilient water supply for the future.

### **Commitment being put forward by NBWRP Director Rabbitt at the Water Summit:**

*“The North Bay Water Reuse Program is committed to developing a \$250 million portfolio of recycled water and water management infrastructure projects to deliver a new, carbon free, sustainable, drought proof water supply for agricultural irrigation, environmental restoration, and municipal purposes. The projects will capture and put to beneficial use up to 25,000 acre-feet per year (AFY) of recycled water as new supply through a diverse portfolio of projects designed to meet the needs of urban, agricultural and environmental water users. These projects include: cutting-edge water treatment using advanced filtration and UV processes, small-scale reservoirs, storage tanks, distribution systems and groundwater management facilities.”*

Rabbitt expressed, “As residents of the northern San Francisco Bay area, we embrace the rapid emergence and adoption of leading-edge technology. However, we are also home to a sophisticated community that demands a safe, high-quality water supply for their homes, businesses and the environment.” The NBWRP facilitates an informed ‘big-picture review’ as member agencies begin to consider adopting new technologies including: regulatory parameters, alternative energy options, long-term end-user needs, future indirect and direct potable options for drinking water, best and safest approaches to treating and delivering water, project design and operation to meet multiple community needs and, how are we going to share the cost of paying for it.

### **Today’s White House Water Summit announcements include:**

- Nearly \$4 billion in private capital committed to investment in a broad range of water-infrastructure projects nationwide. This includes \$1.5 billion from Ultra Capital to finance decentralized and scalable water-management solutions, and \$500 million from Sustainable Water to develop water reclamation and reuse systems.

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- More than \$1 billion from the private sector over the next decade to conduct research and development into new technologies. This includes \$500 million from GE to fuel innovation, expertise, and global capabilities in advanced water, wastewater, and reuse technologies.
- A Presidential Memorandum and supporting Action Plan on building national capabilities for long-term drought resilience in the United States, including by setting drought resilience policy goals, directing specific drought resilience activities to be completed by the end of the year, and permanently establishing the National Drought Resilience Partnership as an interagency task force responsible for coordinating drought-resilience, response, and recovery efforts.
- Nearly \$35 million this year in Federal grants from the Environmental Protection Agency, the National Oceanic and Atmospheric Administration, the National Science Foundation, and the U.S. Department of Agriculture to support cutting-edge water science;
- The release of a new National Water Model that will dramatically enhance the Nation's river-forecasting capabilities by delivering forecasts for approximately 2.7 million locations, up from 4,000 locations today (a 700-fold increase in forecast density).

Moving forward, the Administration will continue to carefully examine and take action in areas where further effort is needed to protect our Nation's water resources and build a sustainable water future.

###

For more information about the North Bay Water Reuse Authority, visit <http://www.nbwra.org/>

To contact NBWRA email [info@nbwra.org](mailto:info@nbwra.org) or call (707) 235-8965.

**World Water Day** is an international observance and an opportunity to learn more about water related issues, be inspired to tell others and take action to make a difference. World Water Day dates back to the 1992 United Nations Conference on Environment and Development where an international observance for water was recommended. The United Nations General Assembly responded by designating 22 March 1993 as the first World Water Day. It has been held annually since then. Each year, UN-Water - the entity that coordinates the UN's work on water and sanitation - sets a theme for World Water Day corresponding to a current or future challenge.

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12



FOR ACCESSIBLE  
MEETING INFORMATION  
CALL: (707) 543-3350  
ADD: (707) 543-3031



**WATER ADVISORY COMMITTEE  
AND  
TECHNICAL ADVISORY COMMITTEE**

**MONDAY, APRIL 4, 2016**

**9:00AM**

Utilities Field Operations Training Center  
35 Stony Point Road, Santa Rosa, CA

This is a combined WAC and TAC meeting.

1. Check In
2. Public Comment
3. Recap from the February 1, 2016 WAC/TAC Meeting and Approval of Minutes
4. Recap from the March 7, 2016 TAC Meeting and Approval of Minutes
5. Water Supply Coordination Council
6. Water Supply Conditions and Temporary Urgency Change Order
7. Sonoma Marin Saving Water Partnership
  - a. Water Production Relative to 2013 Benchmark
  - b. Approve Resolution concerning SWRCB Emergency Urban Water Conservation Regulations
  - c. "Take it from the Tap" Outreach Kick-Off Postponed
8. Approve FY 2016/17 SCWA Budget
9. Biological Opinion Status Update
10. SCWA/Sonoma County/NBWRA Participation at White House Water Summit
11. Items for Next Agenda
12. Check Out

Draft Minutes of Water Advisory Committee and Technical Advisory Committee  
35 Stony Point Road, Santa Rosa, California  
February 1, 2016

Attendees: Tom Schwedhelm, City of Santa Rosa  
David Guhin, City of Santa Rosa  
Jennifer Burke, City of Santa Rosa  
Linda Reed, City of Santa Rosa  
Rocky Vogler, City of Santa Rosa  
Elise Howard, City of Santa Rosa  
Linda Hall, City of Santa Rosa  
Mark Millan, Town of Windsor  
Stuart Hayre, Town of Windsor  
Jim Smith, Town of Windsor  
Paul Piazza, Town of Windsor  
Elizabeth Cargay, Town of Windsor  
Susan Harvey, City of Cotati  
Craig Scott, City of Cotati  
Dan Muelrath, Valley of the Moon Water District  
Laurie Gallian, City of Sonoma  
Dan Takasugi, City of Sonoma  
Jake Mackenzie, City of Rohnert Park  
Mary Grace Pawson, City of Rohnert Park  
Mark Bautista, City of Rohnert Park  
Mike Healy, City of Petaluma  
Dan St. John, City of Petaluma  
Kent Carothers, City of Petaluma  
Dennis Rodoni, North Marin Water District  
Rick Fraites, North Marin Water District  
Chris DeGabriele, North Marin Water District  
Drew McIntyre, North Marin Water District  
Jack Gibson, North Marin Water District  
Mike Ban, Marin Municipal Water District  
Efren Carrillo, Board of Supervisors  
Grant Davis, SCWA  
Pam Jeane, SCWA  
Michael Gossman, SCWA  
Lynne Rosselli, SCWA  
Brad Sherwood, SCWA  
Carrie Pollard, SCWA  
Don Seymour, SCWA

Public Attendees: Brenda Adelman, RRWPC  
Dietrich Stroeh, Stuber-Stroeh Engineering Group  
David Keller, FOER  
Bob Anderson, United Wine Growers  
Jim Downey  
Margaret DiGenova, California American Water  
Evan Jacob, California American Water  
Monty Foster, California American Water

1. Check-in

Dennis Rodoni, WAC Chair, called the meeting to order at 9:06a.m.

2. Public Comments

None

3. Election of WAC Chair and Vice Chair

Mike Healy, City of Petaluma, and Laurie Gallian, City of Sonoma, were nominated as the new Chair and Vice Chair respectively. Mark Millan, Town of Windsor, moved and Tom Schwedhelm, City of Santa Rosa, seconded to elect; unanimously elected.

4. 2016 WAC/TAC Meeting Schedule

The 2016 schedule was distributed to the members and copies were available at the meeting.

5. Recap from the November 2, 2015 WAC/TAC Meeting and Approval of Minutes

Moved by Laurie Gallian, City of Sonoma, seconded by Susan Harvey, City of Cotati, to approve the minutes of the November 2, 2015 WAC/TAC meeting; unanimously approved.

6. Recap from the January 4, 2016 TAC Meeting and Approval of Minutes

Moved by David Guhin, City of Santa Rosa, seconded by Dan Takasugi, City of Sonoma, to approve the minutes of the January 4, 2016 TAC meeting; unanimously approved.

7. Water Supply Coordination Council

Efren Carrillo, SCWA, asked for any comments on the summary distributed via email to the committee. There were no comments.

8. Water Supply Conditions and Temporary Urgency Change Order

Grant Davis, SCWA, reported Lake Mendocino storage is encroaching into the control pool and there is a minor deviation approved by the Army Corps of Engineers to stay in the flood pool without releasing water. A formal request may likely be made for a major deviation and possibly increase the amount allowed to be stored. Lake Sonoma is at 95% of capacity. Pam Jeane, SCWA, reported that Decision 1610 requirements are being followed with very little release from either reservoir. If storage is adequate in April SCWA will ask only for a change to satisfy Biological Opinion flow requirements.

9. Sonoma Marin Saving Water Partnership – Water Production Relative to 2013 Benchmark

a. SMSWP Annual Report and 2015 GPCD Memo

Newly elected Chair Mike Healy, Petaluma, asked for comments on the report, which were made by members of the committee. The published annual report was available to attendees at the meeting and copies were distributed to each committee member.

b. Water Production Relative to 2013 Benchmark

Chris DeGabriele, NMWD, reviewed the report distributed via email to the members. We are exceeding the State standard by 5%.

c. Extended SWRCB Emergency Urban Water Conservation Regulations

Chris DeGabriele, NMWD, reviewed the comment letter to the State Board on proposed extended emergency urban water conservation regulations.

10. Safe Medicine Disposal Ordinance for Sonoma County – Support Letter

A letter of support for an ordinance detailing safe disposal requirements was recommended by the WAC/TAC for approval. Moved by Jake Mackenzie, City of Rohnert Park, seconded by Mark Millan, Town of Windsor, to authorize the WAC Chair to send a letter to RRWA

signifying support of a safe medicine disposal ordinance in Sonoma County; unanimously approved.

11. FY 2016/17 Draft SCWA Budget

Michael Gossman, SCWA, gave a brief overview of the FY 2016/17 budget process. Deliveries of water have been dropped below last year's level to 41K acre feet. A presentation will be given to TAC next month and a special WAC/TAC in April, with April 30 approval by the SCWA Board of Directors.

12. Biological Opinion Status Update

Pam Jeane, SCWA, reviewed the update that was sent to the members. Comments followed by Efren Carrillo.

13. Integrated Regional Water Management Plan(s) Update

Supervisor Carrillo reported the North Coast Resource Partnership meeting was held on January 21 in Ukiah. A celebration will be held later this year to commemorate ten years of the committee's work.

Bay Area IRWMP report was given by Brad Sherwood, SCWA. Prop 1 implementation has begun. Projects will be better defined to use the \$40M allotted funds. \$19M is going to a San Francisco Bay Area Advanced Quantitative Precipitation Information System project to place 5 new radar systems around the bay area to help with atmospheric river tracking. Questions and comments followed from the committee.

14. Items for next Special WAC/TAC Agenda on April 4

FY 2016/17 SCWA Budget  
Water Supply Conditions  
Biological Opinion Status Update

15. Items for next TAC Agenda on March 7

FY 2016/17 SCWA Budget  
Water Supply Conditions  
Biological Opinion Status Update

16. Check Out

Next TAC meeting is March 7  
Next WAC/TAC meeting is April 4

Meeting was adjourned at 9:50a.m.

Draft Minutes of Technical Advisory Committee  
35 Stony Point Road, Santa Rosa, California  
March 7, 2016

Attendees: Jennifer Burke, City of Santa Rosa  
Linda Reed, City of Santa Rosa  
Rocky Vogler, City of Santa Rosa  
Linda Hall, City of Santa Rosa  
Nicole Dorotinsky, City of Santa Rosa  
James Smith, Town of Windsor  
Paul Piazza, Town of Windsor  
Mary Grace Pawson, City of Rohnert Park  
Mark Bautista, City of Rohnert Park  
Kent Carothers, City of Petaluma  
Craig Scott, City of Cotati  
Laurie Gallian, City of Sonoma  
Dan Takasugi, City of Sonoma  
Dan Muelrath, Valley of the Moon Water District  
Chris DeGabriele, North Marin Water District  
Drew McIntyre, North Marin Water District  
Mike Ban, Marin Municipal Water District  
Grant Davis, SCWA  
Pam Jeane, SCWA  
Michael Gossman, SCWA  
Carrie Pollard, SCWA  
Ann DuBay, SCWA  
Lynne Roselli, SCWA  
Don Seymour, SCWA

Public Attendees: Brenda Adelman, RRWPC  
David Keller, FOER  
J. Dietrich Stroeh  
Bob Anderson, United Wine Growers  
Margaret DiGenova, California American Water  
Evan Jacobs, California American Water

1. Check-in

Chair Chris DeGabriele called the meeting to order at 9:06 a.m.

2. Public Comment

None

3. Water Supply Conditions and Temporary Urgency Change Petition

Pam Jeane, SCWA, reported Lake Sonoma is in the flood pool, as is Lake Mendocino, and they are both now under the control of the Army Corps of Engineers to determine water releases. The minor deviation that was approved by the Corps is still in place allowing for more water to be stored. If storage is adequate in April SCWA will ask only for a change to satisfy Biological Opinion flow requirements. The Potter Valley penstock repair project has been completed by PG&E and water is being transferred through the project. Questions and comments followed.

4. Sonoma Marin Saving Water Partnership –

i. Water Use Relative to 2013 Benchmark

Chris DeGabriele, NMWD, reviewed the table which was included with materials emailed to the committee.

ii. SWRCB Extended Regulation for Urban Water Conservation

The requirements have been extended through October. Additional changes will be considered. We have asked that our region be looked at differently since our water supply conditions have improved.

Jennifer Burke, City of Santa Rosa, gave a PowerPoint presentation on the Regional "Take it from the Tap" campaign which launches on March 15.

Nicole Dorotinsky, City of Santa Rosa, described the toolkit that will be available to the partners on the Santa Rosa City website.

5. SCWA Draft FY 2016/17 Budget

Linda Reed, City of Santa Rosa, gave background details on the involvement of the TAC budget subcommittee in the budget preparation. Michael Gossman, SCWA, made a PowerPoint presentation overview of the proposed budget. Chris DeGabriele, TAC Chair, asked for a motion to request the WAC approve the budget. It was moved by Dan Muelrath, Valley of the Moon, to recommend the budget be approved as presented, seconded by Mary Grace Pawson, City of Rohnert Park; unanimously accepted. City Councils and District Boards will be given presentation as requested during March. The WAC will vote to consider the proposed budget at the Special WAC/TAC meeting on April 4, with final adoption by the Board of Directors by April 30. Comments followed from the members and public.

6. Biological Opinion Status Update

Pam Jeane, SCWA, reviewed the Biological Opinion Status Update distributed at the meeting. Questions and comments followed from the committee and the public.

7. Items for Next Agenda

April 4 Special WAC/TAC Meeting

SCWA FY 16-17 Budget

Water Supply Conditions and Temporary Urgency Change Order

Sonoma Marin Saving Water Partnership

Biological Opinion Status Update

8. Check Out

Next Special WAC/TAC meeting is April 4, 2016

Next WAC/TAC meeting is May 2, 2016

Meeting was adjourned at 10a.m.

MEMORANDUM

To: Water Advisory Committee

April 1, 2016

From: Chris DeGabriele, TAC Chair 

Subj: Consider Resolution Regarding the State Board Drought Emergency Urban Water Conservation Regulations

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**RECOMMENDED ACTION:** WAC adopt a Resolution requesting the State Water Resources rescind the application of Emergency Drought Water Conservation Regulations to Sonoma-Marín Retail Water Agencies

**FINANCIAL IMPACT:** None at this time

On February 2, 2016 the State Water Resources Control Board adopted an extended and revised Emergency Regulation to ensure that urban potable water conservation continues in 2016. The readopted Emergency Regulation extends restrictions on urban water use through October 2016. The State Board's Resolution readopting the Emergency Regulation directed State Board staff to report back on the possible additional modification once more complete water supply information is known in April.

The State Board intends to hold a workshop on April 20<sup>th</sup> where the State Board staff will report on water supply conditions. Comments must be submitted by noon on Thursday, April 14<sup>th</sup> in advance of the State Board workshop.

Previously, several Water Contractors have submitted individual comments and comments have been submitted collectively through the Sonoma-Marín Saving Water Partnership. These comments were unsuccessful in lessening or modifying the State Board requirements. The tactic proposed at this point is to adopt a WAC resolution adding a local elected official emphasis and be more persuasive in urging the State Board to rescind the Drought Regulations.

**RECOMMENDED ACTION:**

WAC adopt a Resolution concerning the State Water Resources Control Board Drought Emergency Urban Water Conservation Regulations requesting the State Board rescind the Emergency Regulations to the Water Contractors and small water suppliers in the Sonoma-Marín region.

**DRAFT**

**RESOLUTION OF THE WATER ADVISORY COMMITTEE TO  
SONOMA COUNTY WATER AGENCY**

*RESOLUTION OF THE WATER ADVISORY COMMITTEE TO SONOMA COUNTY WATER AGENCY  
CONCERNING THE STATE WATER RESOURCES CONTROL BOARD DROUGHT EMERGENCY URBAN  
WATER CONSERVATION REGULATIONS*

WHEREAS, the Water Advisory Committee (WAC) is advisory to Sonoma County Water Agency (SCWA) and holds certain powers and responsibilities enumerated in the Restructured Agreement for Water Supply between SCWA and its Water Contractors (Cities of Cotati, Petaluma, Rohnert Park, Santa Rosa, Sonoma, Town of Windsor and the Forestville, North Marin and Valley of the Moon Water Districts) including acting as collective spokesperson for the Water Contractors; and

WHEREAS, on April 1, 2015, Governor Jerry Brown issued Executive Order B-29-15, which required in part that the State Water Resources Control Board impose restrictions to achieve a 25% reduction in urban potable water use by February 29, 2016, compared to usage in 2013; and

WHEREAS, on May 5, the State Water Resources Control Board adopted drought emergency water conservation regulations to implement the Governor's mandate, including a range of conservation standards to reduce potable water production by urban water suppliers; and

WHEREAS, the emergency water conservation regulations required the Water Contractors to reduce potable water production ranging from 16% to 28% and required smaller public water suppliers to achieve a 25% reduction or limit outdoor irrigation to no more than two days per week; and

WHEREAS, the Water Contractors and Marin Municipal Water District receive Russian River Water supply from Sonoma County Water Agency and are members of the Sonoma-Marin Saving Water Partnership which members have collectively reduced water production by 23% from June 1, 2015 through February 29, 2016 compared to a collective water conservation standard of 19%; and

WHEREAS, the smaller public water suppliers in the Sonoma-Marin region have also complied with the State emergency water conservation regulations; and

WHEREAS, the Sonoma-Marin Saving Water Partnership members are committed to continued water conservation and have agreed to expend \$15 million dollars on water conservation implementation from July 2008 through July 2018 and have agreed to maintain membership in good standing with the California Urban Water Conservation Council (CUWCC) and implement the Best Management Practices as outlined by the CUWCC; and

WHEREAS, the Sonoma-Marin Saving Water Partnership members commitment to water conservation, has resulted in a 37% reduction in per capita water use since 2000; and

WHEREAS, on November 13, 2015, Governor Brown issued Executive Order B-36-15, which specified in part that, should drought conditions persist through January, 2016, the State Water Resources Control Board would continue restrictions through October 31, 2016 to achieve statewide reductions in potable water usage, including modifications to address potable and non-potable water, and to incorporate insights gained from existing restrictions; and

WHEREAS, on February 2, 2016, the State Water Resources Control Board adopted an extension of the conservation regulations until October 31, 2016, which contained no changes in the provisions relevant to WAC agencies, although the regulations did provide reductions in conservation requirements for water agencies in warmer and drier parts of the state, for those that recently implemented potable recycled water or desalination projects, and for those that had experienced population growth since 2013; and



WHEREAS, on April 20, 2016, the State Water Resources Control Board will conduct a public workshop on potential modifications to the emergency water conservation regulations to address hydrologic conditions through March, and will consider changes to the regulations at a subsequent meeting in May, 2016; and

WHEREAS, the Sonoma-Marín region has received above average rainfall to-date this water year and surface water reservoirs in Marin County, filled to capacity and over topped spillways on March 11, 2016 and the water supply pools in Russian River surface water reservoirs filled on March 6, 2016 and now encroach into the flood control pools, all resulting in normal water year conditions, and;

WHEREAS, the U.S. Department of Agriculture Drought Monitor currently classifies Marin County and Sonoma County as having no drought conditions; and

WHEREAS, there are no physical facilities in place to move available water supplies from the Sonoma-Marín region to other areas of California which may or may not have insufficient water supplies.

NOW THEREFORE, BE IT RESOLVED by the WAC that, due to adequate water supplies and the lack of any drought conditions, the WAC requests that the State Water Resources Control Board rescind the application of emergency drought water conservation regulations to the Water Contractors and small water suppliers in the Sonoma-Marín region; and

BE IT FURTHER RESOLVED that this resolution shall take effect upon its adoption.

PASSED AND ADOPTED by the WAC on this 4<sup>th</sup> day of April, 2016.

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Michael T. Healy, Chairman  
Water Advisory Committee to Sonoma County Water  
Agency

**MEMORANDUM**

To: Water Advisory Committee

April 1, 2016

From: Chris DeGabriele, TAC Chairman 

Subject: Approve FY 2016/17 SCWA Budget  
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**RECOMMENDED ACTION:** WAC approve the SCWA FY 2016/17 Budget

The latest draft of the Sonoma County Water Agency Water Transmission System Budget for Fiscal Year 2016/17 will be available at the April 4 meeting. At the March 7<sup>th</sup> TAC meeting, the TAC received a presentation from SCWA on the proposed budget, and voted to recommend approval by the WAC.

The budget proposes deliveries next year at 40,520 Acre Feet (AF) consistent with prescriptive requirements of the Restructured Agreement and 10,000AF below the deliveries used in the current year budget. The total O & M charge proposed is \$691.47/AF. With the addition of Storage, Common Facilities, Aqueduct Bond Charges, and Aqueduct Capital Charges the total rate, depending on delivery aqueduct, ranges from \$806.59 to \$894.62/AF, an increase of 5.98% to 6.94% from FY 2015/16. This rate increase is less than the 7% projected in the SCWA long range financial plan.

SCWA will make a presentation on the budget to the WAC at the April 4 meeting. SCWA staff has previously met with the TAC budget subcommittee and made budget presentations to Santa Rosa BPU and City Council, Town of Windsor Council, and the Cities of Sonoma, Cotati and Petaluma.

**RECOMMENDATION:**

WAC approve the FY 2016/17 SCWA Budget.

## State Water Resources Control Board Conservation Standard Tracking for the Sonoma-Marín Saving Water Partnership

**Table 1: Monthly Water Use Relative to 2013 Benchmark**

Water Retailer	February 2016 (Gallons)	2013 Benchmark (Gallons)	Relative to 2013 Benchmark	Conservation Standard	February 2016 GPCD*
Cal Am	13,614,000	15,601,000	13%	25%	52
Cotati	15,980,405	17,824,050	10%	20%	76
Marin Municipal	435,828,971	498,422,343	13%	20%	80
North Marin	62,049,883	148,000,000	58%	24%	35
Petaluma	141,419,334	168,775,481	16%	16%	79
Rohnert Park	80,224,516	90,000,000	11%	16%	64
Santa Rosa	326,626,876	375,588,310	13%	16%	66
Sonoma	24,858,228	31,575,003	21%	28%	74
Valley of the Moon	42,607,455	49,825,942	14%	20%	65
Windsor	53,704,481	61,177,302	12%	16%	68
<b>SMSWP Total</b>	<b>1,196,914,150</b>	<b>1,441,188,430</b>	<b>17%</b>	<b>19%</b>	<b>68</b>

\* GPCD is provided as information only

**Table 2: Aggregate June 2015 to Current Month Relative to 2013 Benchmark**

Water Retailer	Aggregate June 2015 to Date (Gallons)	2013 Benchmark (Gallons)	Relative to 2013 Benchmark	Conservation Standard
Cal Am	176,862,088	234,278,000	25%	25%
Cotati	189,812,958	248,428,802	24%	20%
Marin Municipal	5,509,814,559	6,899,385,863	20%	20%
North Marin	1,641,864,261	2,457,000,000	33%	24%
Petaluma	1,849,188,132	2,392,250,680	23%	16%
Rohnert Park	1,049,709,445	1,267,000,000	17%	16%
Santa Rosa	4,077,711,486	5,454,466,874	25%	16%
Sonoma	412,263,915	562,964,712	27%	28%
Valley of the Moon	575,988,721	800,493,133	28%	20%
Windsor	744,972,939	963,136,985	23%	16%
<b>SMSWP Total</b>	<b>16,228,188,505</b>	<b>21,065,970,788</b>	<b>23%</b>	<b>19%</b>



## **Russian River Biological Opinion Update – April 2016**

The Sonoma County Water Agency is continually planning and implementing the Russian River Biological Opinion requirements. The following project updates provide a brief synopsis of current work. For more detailed information about these activities, please visit [www.sonomacountywater.org](http://www.sonomacountywater.org).

### **Dry Creek Habitat Enhancement Project**

Easement agreements have been signed with six property owners for work in 2016 and right-of-way staff are busy securing agreements for construction in 2017. Planning has also been initiated for Miles 4-6. Three engineering design firms (Inter-Fluve, ESA, and Cardno) met with staff from the Water Agency, US Army Corps of Engineers, US Fish and Wildlife Service, NMFS, and California Dept. of Fish and Wildlife to kick-off the Mile 4-6 engineering design process on February 25. The US Army Corps is using information from both the Mile 2-3 and Mile 4-6 efforts to complete two feasibility studies that should pave the way for federal funding. The first Army Corps study under the Continuing Authorities Program (CAP) will be completed this spring and will recommend reaches in Miles 2 and 3 that are eligible for less than \$10 million dollars in total federal funding. The second Army Corps effort for Mile 4-6 planning, called a General Investigation (GI) Ecosystem Restoration study, has less funding restrictions and should be completed by 2018.

The Water Agency has been working with NOAA's NMFS on a programmatic Dry Creek Safe Harbor Agreement (SHA) that would provide extra protection to landowners participating in the Dry Creek Habitat Enhancement Project. The SHA was signed on March 3 and staff from NMFS and the Water Agency are meeting with property owners to discuss enrollment in the Safe Harbor Program

### **Fish Monitoring**

During the week of March 29, Water Agency biologists began operating traps to capture downstream migrating juvenile salmonids in several Russian River tributaries. The downstream migrant trapping season typically extends through early summer.

### **Mirabel Screen and Fish Ladder Replacement**

Construction has stopped and started several times during the winter, as the river has risen and fallen. It is anticipated that construction will end in late spring, with the project officially complete sometime in the fall.

### **Russian River Estuary Management Project**

- The 2015 Lagoon Management Period ended on October 15. The Water Agency did not have an opportunity to implement an outlet channel during the management period. Since the management period ended, the estuary has closed four times. Dangerous beach conditions during a closure in December prevented the Water Agency from breaching the sand bar and water levels rose to approximately 12 feet, inundating the Jenner Visitors Center and briefly interrupting traffic on Highway 1. The estuary self-breached on December 12.
- Baseline monitoring of harbor seals and other pinnipeds is conducted regularly and prior, during and after every artificial breaching. Water quality monitoring at datasonde stations has ended

for the season. The Annual Pinniped Monitoring Volunteer Training is scheduled for April 5 and 6. Please spread the word, as volunteer numbers are low.

- Field investigations of the jetty are complete. The purpose of the studies are to determine if and how the jetty impacts the formation of the barrier beach and lagoon water surface elevation. Consultants completed a draft report which is currently being review by the relevant resource agencies. A final report is expected to be released in April.

#### **Fish Flow Project**

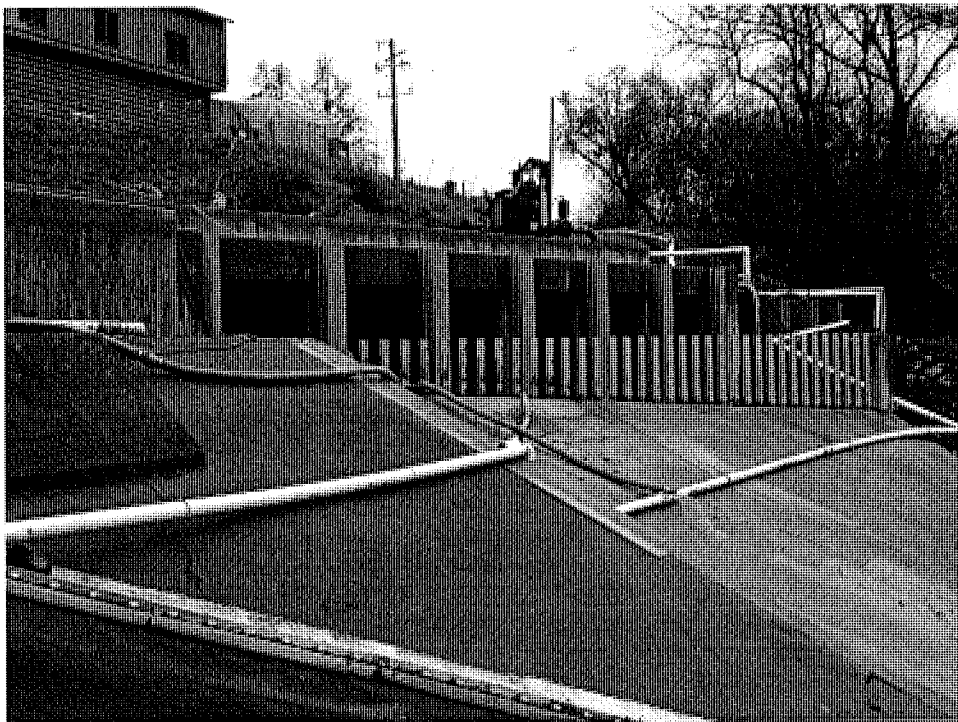
Work is occurring internally on the preparation of the draft Environmental Impact Report for the Fish Habitat Flows and Water Rights Project. The EIR is being prepared by Water Agency staff, with assistance from consultants on some areas of impact analysis. A draft EIR is anticipated to be released in Summer 2016.

#### **Interim Flow Changes**

The most recent Temporary Urgency Change Petition expired on October 27. PG&E filed another variance with FERC to reduce flows in order to perform major maintenance on its penstock. The Water Agency will file a Temporary Urgency Change Petition (TUCP) with the State Water Board in order to comply with the Biological Opinion.

#### **Public Outreach, Reporting & Legislation**

- The annual Public Policy Facilitating committee meeting was held on March 3. A total of about 80 people attended either the PPFC meeting or the Safe Harbor Agreement signing ceremony.
- The annual Estuary Community Meeting will be held on April 20, 6-8 p.m. at the Monte Rio Community Center.



*Mirabel Fish Passage Improvement Project, early March.*

13

**DISBURSEMENTS - DATED MARCH 31, 2016**

Date Prepared 3/29/16

The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

Seq	Payable To	For	Amount
*	US Bank	February Bank Analysis Charge (Lockbox \$912, Credit Card Processing \$768, & Other \$641) (Less Interest of \$97)	\$2,224.21
1	Allied Heating & Air Conditioning	Office HVAC Mixing Valve Replacement	5,710.00
2	Alpha Analytical Labs	Lab Testing	2,128.00
3	Altisource	Refund Overpayment on Closed Account	83.34
4	Barrilleaux, Nick	Exp Reimb: Hotel for AWWA Math & D1 Review Class	60.64
5	Beckstrom, Patti Villa	Novato "Toilet" Rebate Program	200.00
6	Berman, Penny	Refund Overpayment on Closed Account	21.94
7	California Water Service	January-March 2016 Water Service (O.M.) (0 CCF)	143.53
8		Vision & Cafeteria Uninsured Medical Reimbursement	552.00
9	Carpenter Rigging & Supply	Pulling Cable to Replace Plastic Water Services (1,000')	549.95
10	Carpiniello, Christopher & Dona	Novato "Washer" Rebate	50.00
11	CED of Santa Rosa	Memory Card for Chlorine Dioxide Generator (STP)	511.00
12	Clark, Robert	Exp Reimb: Hotel Lodging for AWWA Conference in Sacramento (3/22-3/24)	286.74
13	Core Utilities	Consulting Services: Feb IT Support (\$5,000), Program SCADA for San Antonio P/S (\$600), Program PLC for Reservoir Hill RW Tank (\$2,400), Programming Labor for Truman P/S (\$1,800), P RTP SCADA Power Problem (\$125), Center Rd Tank Alarm Problem (\$75), STP Outlook Problem (\$150), SCADA Reports Update (\$2,050), & Website Maintenance (\$475)	12,794.06

Seq	Payable To	For	Amount
14	Cummings Trucking	Rock (33 yds) (\$1,192), & Sand (64 yds) (\$3,290)	4,481.85
15	Czubak, Eva	Novato "Washer" Rebate	50.00
16	Dalmon Property Mgt	Refund Overpayment on Closed Account	11.00
17	Deaner, Chris	Novato "Smart Irrigation Controller" Rebate	210.00
18	Dell Computers	Replacement PC's (Cantiller, Chandrasekera & Jackson)	3,290.42
19	Draeger Safety	Annual Quantitative Fit Testing for Self Contained Breathing Apparatus (STP) (5)	946.45
20	Fisher Scientific	Reagent, Yellow Tape (4), Blue Tape (4), Stop Watch (3) (\$82), Sulfuric Acid (500 ml) (\$96), Potassium Chloride (4 L), Chlorine (\$146), Alkalinity Reagent, Felt Tip Marker, Indicator (\$148), Chlorine Test Paper (100)	829.32
21	Gaddini, Theresa	Novato "Toilet" Rebate	100.00
22	Ghilotti Construction	Progress Pymt#22: Construct AEEP Reaches A-D/MSN B3 Project (Balance Remaining on Contract \$143,714)	79,363.43
23	Golden Gate Petroleum	Gasoline (\$2.17/gal) & Diesel (\$1.96/gal)	820.90
24	Grainger	Electrical Relays & Bases (\$218), Light Bulbs (6) (\$101), Multi-Meter Test Leads, ARC Flash Face Shields (2) (\$268), ARC Flash Coveralls (2) (\$372), Battery Packs (2) (\$216), Cordless Spotlight (\$105), Dead Blow Hammer, & Sump Pump (\$231)	1,593.88
25	Hamilton, Ryan	Novato "Toilet" Rebate	300.00
26	Hudson Mgmt	Refund Overpayment on Closed Account	283.95
27	InfoSend	Print "The Drought's On, Turn the Water Off" Insert (21,000)	1,344.00
28	Lari, Ali	Novato "Washer" Rebate	50.00
29	Maltby Electric	Strut Channel, Conduit Connectors, & Mounting Nuts	57.68



Seq	Payable To	For	Amount
30	McIntyre, Drew	Exp Reimb: SWRCB Central RW Meeting 3/23, CA/NV AWWA Conf in Sacramento 3/21-3/24. Parking (\$45), Meals (\$28) & Mileage (\$246)	318.86
31	McLellan, WK	Misc Paving	15,488.38
32	McConnell, G.	Novato "Washer" Rebate	50.00
33	McMaster-Carr Supply	PLC Receptacles (2)	53.65
34	Neopost USA	March Postage Meter Rental	85.92
35	Nervo, Gregory	Novato "Toilet" Rebate	200.00
36	Nosal, Corinne	Refund Overpayment on Closed Account	66.70
37	Novato Builders Supply	Concrete (1 yard) & Cement (5 sacks)	195.11
38	Novato Sanitary District	Non-Domestic Discharge Permit (\$1,240), & FY16 Scheduled Monitoring Fees	1,639.10
39	Nye, Trudy	Novato "Toilet" Rebate	200.00
40	Nygren, Charles	Novato "Toilet" Rebate	300.00
41	Pace Supply	Replace Broken 3" Air Release Valve (Bahia Ave)	961.38
42	Pape Machinery	Backhoe Bucket Pins	79.87
43	PES Environmental	Progress Payment#4: Groundwater Exploration @ Gallagher, Nobman, & Osborn Ranches (Balance Remaining on Contract \$29,783)	1,190.12
44	Point Reyes Prop Mgmt Assn	March HOA Fees (25 Giacomini Rd)	75.05
45	Pollard Water	Dechlorinator Diffuser (2) (\$2,163), Diffuser Brackets (2) (\$423), Chlorine Test Strips (152), & Hose Assembly (2)	3,069.30
		Cafeteria Plan: Uninsured Medical Reimbursement	523.06
46	Ross, Edward	Refund on Deposit/ New Development/ WC Restriction-Novato	1,000.00
47	Shamash, Elias	Novato "Toilet" Rebate	300.00
48	Sinicropi, Dominick	Novato "Washer" Rebate	50.00

Seq	Payable To	For	Amount
49	Sonoma County Water Agency	February Contract Water	148,237.53
50	SPG Solar	Feb Energy Delivered Under Solar Services Agreement	8,222.95
51	Steele, Benjamin	Safety Boots	200.00
52	Tarantino, Carol	Novato "Toilet" Rebate	100.00
53	United Parcel Service	Delivery Service: Sent Fluke Meter Back for Repair	10.81
54	Univar	Sodium Hypochlorite (4 drums)	740.84
55	Verizon California	Leased Line	302.90
56	Verizon Wireless	March CIMIS Station Data Transfer Fee	37.63
57	Waste Management	Dump Fee-Misc Debris	1,630.98
58	White & Prescott	Progress Payment #3: Engineering Services: Sutter Hospital Easement (Balance Remaining on Contract \$10,990)	2,070.00
59	Wine Country Balance	Annual Scale Cleaning & Calibration	499.00
60	Winzer Corporation	Nuts, Washers, Bolts, Screws, & Wire Ties	503.84
61		Vision Reimbursement	263.75
<b>TOTAL DISBURSEMENTS</b>			<b><u>\$305,490.81</u></b>

The foregoing payroll and accounts payable vouchers totaling \$305,490.81 are hereby approved and authorized for payment.



Auditor-Controller

3/29/16

Date



General Manager

3/28/2016

Date

## ***DISBURSEMENTS - DATED MARCH 24, 2016***

Date Prepared 3/18/16

The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

Seq	Payable To	For	Amount
P/R*	Employees	Net Payroll PPE 3/15/16	\$124,672.85
EFT*	US Bank	Federal & FICA Taxes PPE 3/15/16	55,645.24
EFT*	State of California	State Taxes & SDI PPE 3/15/16	9,711.80
EFT*	CalPERS	Pension Contribution PPE 3/15/16	33,105.24
1	Abell, Gregory	Novato "Washer" Rebate	50.00
2	Aberegg, Michael	Progress Pymt #5: Drafting Services: RW Central Service Area (Balance Remaining on Contract \$8,720)	2,090.00
3	Able Tire & Brake	4 Tires & Alignment ('12 Ford F250) (\$942), Flat Repair	974.29
4	AC3	Annual Certification of Cranes in Auto Shop, Forklift Room, Pump Station & STP	1,000.00
5	Alpha Analytical Labs	Lab Testing	842.00
6	Ash, Isaac	Novato "Toilet" Rebate	200.00
7	Asset Works	Final Pymt: Property Appraisal of District Assets (Total \$38,500)	11,550.00
8	AT&T	Leased Lines	66.58
9	Automation Direct	PLC Parts for Truman Pump Station	973.00
10	Badger Meter	Jan Cellular Meter Monthly Charge (19)	16.72
11	Borges & Mahoney	Chlorine Supply Valve (STP)	51.21
12	Building Supply Center	Conduit & Adaptor Bolts, Washers, Posts (4) (\$66) & Trim Boards, Roof Cement (30 oz) & Putty Knife (PRE P/S #2)	124.56

Seq	Payable To	For	Amount
13	CalPERS	April Health Insurance Premium (Employees \$50,834, Retirees \$10,192 & Employee Contribution \$13,356)	74,382.23
14	Caltest Analytical Laboratory	Lab Testing	35.00
15	Carew, Thomas	Novato "Toilet" Rebate	200.00
16	CED of Santa Rosa	PLC Back Panel	99.38
17	Cla-Val	Rubber Repair Kit (\$97), Brass Seat (\$217) for Harbor Dr. Regulator O-Ring	348.24
18	Clark Joan	Refund Overpayment on Open Account	420.35
19	Consolidated Plastics	Floor Mats (3) (Admin Office Front Door & Warehouse)	349.30
20	Cummings Trucking	Rock (32 yds)	1,189.94
21	E & M	Annual Wonderware Support (Distrib) (STP) (Budget \$7,400) (3/16-2/17)	7,808.29
22	Farwest Corrosion Control	Flange Insulating Sleeves (18) for Sunset Tank	104.88
23	GHD	Engineering Services (Balance Remaining on Contract \$27,728)	400.50
24	Golden Gate Petroleum	Gasoline (\$1.85/gal) & Diesel (\$1.78/gal)	684.18
25	Goodpaster, Stacie	CA-NV AWWA SC16 Registration	445.00
26	Grainger	Reducing Tees (2), Couplings (17), Unions (6), Tees (8), Elbows (22), Bushings (10), Nipples (24), Pipe Insulation Protectors (3) & Sump Pump (\$230.79)	579.30
27	Groeniger	Meter Adaptors (28)	598.19
28	InfoSend	February Processing Fee for Water Bills (\$1,797) & Postage (\$5,156)	6,953.05
29	Lemos, Kerry	Safety Boots (K. Lemos)	155.00
30	MacArthur	Touch-Up Paint for Filters (2 qts)	89.70

Seq	Payable To	For	Amount
31	Maltby Electric	Emergency Generator Connection Receptacle for Admin Office Electrical Panel	882.24
32	Marin County Treasurer	Semi-Annual Bond Service PRE-1 Revenue Bond	12,525.00
33	Marin County Ford	Brake Calipers, Core Charge & Mounting Hardware ('08 Ford F350 4x4)	367.42
34	Marin County Fair	Sponsorship of the Professional Garden Department at the Marin County Fair "Best Water Conserving Garden"	100.00
35	Marin Coalition	Luncheon & Speaker Regarding Climate Change (DeGabriele)	27.00
36	Maselli & Sons	Pipe Fittings	13.75
37	McMaster-Carr Supply	PLC Fuses (5)	38.26
38	Mutual of Omaha	April Group Life Insurance	837.89
39	Nissen, Edward	Refund Overpayment on Closed Account	60.38
40	Norman, William	Refund Overpayment on Closed Account	32.23
41	Novato Builders Supply	Concrete (1 yard) & Cement (5 sacks)	195.11
42	Novato Sanitary District	Recycled Water Operating Expense December (\$1,397), January (\$3,563) (0 MG)	4,959.82
43	Pace Supply	Corp Stops (39) (\$659), Flange (4), Nipple (4) & Reducer (2)	778.82
44	Pape Material Handling	Intake Manifold ('01 Hyster H50XM Forklift)	277.84
45	Parkinson Accounting Systems	February Accounting Support	195.00
46	Peterson Trucks	Backup Light (3)	103.54
47	NMWD Petty Cash	Petty Cash Reimbursement: Safety Snacks (\$55), Mileage & Bridge Toll (\$23)	78.44
48	Pacific Gas & Electric	Power: Bldgs/Yard (\$3,367), Treatment (\$145), Rectifier/Controls (\$525), Pumping (\$15,082) & Other (\$111)	19,230.22

Seq	Payable To	For	Amount
49	Poldino, Lee	Novato "Cash for Grass" Rebate	135.00
50	Pollard Water	"Out of Service" Hydrant Signs (12)	116.02
51		Cafeteria Plan: Uninsured Medical Reimbursement	143.00
52	State Water Resources Control	D1 Certification Renewal (Baccai) (Budget \$60) (9/16-9/19), D1 Certification Renewal (Ortiz) (Budget \$70) (9/16-9/19)	140.00
53	Township Building Services	Feb Janitorial Services	1,822.84
54	T & T Valve & Instrument	GAC Butterfly Valves (2) (STP)	2,043.95
55	U.S. Bank	Flowers for Employee (\$50), ACWA Spring Conf Reg (\$695) (Bentley), AWWA Re-instatement Applic (\$135) (Grisso), AWWA Math & D1 Review (\$390) (Barrilleaux), 2015 Caltrans Plans & Specs (\$119) (McIntyre), Phone Case & Screen Protector (2) (\$40) (Construction), Calif Water Policy Conf (\$270) (McIntyre), Notary 3 Year Membership (\$139) (Kehoe, T), Lunch for Special Board Meeting 2/9/16 (\$153) & Credit Report for Giacomini Rd Tenant (\$60)	2,086.78
56	Verizon California	Leased Lines	184.67
57	VWR International	Ammonium Hydroxide (1 L) PH Buffer Solution Kit (4 L)	332.41
<b>TOTAL DISBURSEMENTS</b>			<b><u>\$383,623.65</u></b>

The foregoing payroll and accounts payable vouchers totaling \$383,623.65 are hereby approved and authorized for payment.

 3/21/16  
Auditor-Controller Date

 3/21/2016  
General Manager Date

## **DISBURSEMENTS - DATED MARCH 17, 2016**

Date Prepared 3/15/16

The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

Seq No.	Payable To	For	Amount
1	Aberegg, Michael	Progress Pymt #4: Drafting Services: RW Central Service Area - East (Bal Remaining on Contract \$10,810)	\$2,200.00
2	Alpha Analytical Labs	Lab Testing	154.00
3	ARB	Refund of RW Load Security Deposit	50.00
4	AT&T	Leased Lines	58.39
5	Automation Direct	PLC Analog Card for PRE Pump Station #1	83.00
6	Bank of Marin	Bank of Marin Loan Principal & Interest (Pymt 53 of 240)	46,066.67
7	Bay Area Barricade Service	Metal Signs (4) ("Yard Rack" & "Pedestrian Crossing")	158.06
8	Bryson, Larry	Novato "Washer" Rebate	50.00
9	CA Urban Water Conservation	Annual Dues (Grisso) (1/16-12/16) (Budget \$3,320)	3,239.19
10	California State Disbursement	Wage Assignment Order	811.50
11	Cla-Val	Limit Switch (\$338), O-Rings (2), Stem & Washer for Reservoir Hill Altitude Valve	492.24
12	Clipper Direct	Commuter Benefit Program (1) (April)	173.00
13	Comcast	Mar Office Internet Connection	146.45
14	Diggs, James	Retiree Exp Reimb (March Health Ins)	306.09
15	ECOLAB Equipment Care	Autoclave Exhaust Valve Replacement	1,092.37
16	Environmental Resource Assoc	Reference Samples for Quality Control	114.98
17	Evoqua Water Technologies	Service on Deionization System	222.50
18	Golden Gate Petroleum	Gasoline (\$1.85/gal)	246.04
19		Cafeteria Plan: Uninsured Medical Reimbursement	226.22

Seq No.	Payable To	For	Amount
20	Grainger	Black Stripping Paint (\$158), Knee Boots (5) (STP) (\$497), Canless Air System to Clean Smoke Detectors & Computers (\$158), Test Leads ('15 Ford F150 4x4), Kneeling Pad, & Hard Hats (2)	959.62
21	Hesemery, Gunilla	Novato "Hot Water Recirculation System" Rebate	75.00
22	Kaiser Foundation Health Plan	Pre-Employment Physical (Steele)	145.00
23		Cafeteria Plan: Uninsured Medical	34.20
24	Keeton Industries	Aeration Filters (4)	71.53
25	Kessler, Sue	Retiree Exp Reimb (March Health Ins)	315.28
26	Landeros, Dianne	Exp Reimb: Mileage	22.14
27		Cafeteria Plan: Uninsured Medical Reimbursement	55.00
28	Lincoln Life	Deferred Compensation PPE 3/15/16	14,764.26
29	MacArthur	Aquapoxy (1 gal)	234.38
30	Marin County Recorder	Jan Official Record Copy (4)	48.00
31	Marin County Ford	Brake Pad Kit ('08 Ford F350 4x4), Oil (7 Qts), Oil Filters, Wiper Blades (2) ('12 Ford F250)	145.85
32	McLellan, WK	Misc Paving	1,373.50
33	Medora Corporation	Replacement Battery for SolarBee Mixing Unit in Stafford Lake	1,104.46
34	Mello, John	Retiree Exp Reimb (March Health Ins)	949.78
35	Microtech Scientific	Lauryl Sulfate Broth (Lab)	181.22
36	Moore, Doug	Retiree Exp Reimb (March Health Ins)	949.78
37	Nationwide Retirement Solutions	Deferred Compensation PPE 3/15/16	1,400.00
38	North Bay Gas	Argon (\$349), Nitrogen (\$98), & February Cylinder Rental	490.30



Seq No.	Payable To	For	Amount
39	Pace Supply	Meter Boxes (40) (\$989), Couplings (3), Plugs (5), Pipe (20'), Corp Stops (31) (\$514), & 10" Flanged Coupling Adaptors (2)	2,106.29
40	Pape Material Handling	Flywheel, Exhaust Manifold (\$544), Gasket, & Battery Cable ('01 Hyster Forklift)	793.83
41	Pape Machinery	Backhoe Bucket Spacers	40.60
42	Pesticide Applicators	Balance Due on Applicators Seminar in Petaluma 4/5/16 (Total \$100)	20.00
43	Peterson Trucks	Mirror Brackets & Brake Lights	283.48
44	Point Blue Conservation Science	Refund of RW Load Security Deposit Less Charge for 2.5 Recycled Water Loads	87.50
45	Purdy, Ralph	Novato "Cash for Grass" Rebate	345.00
46	Ribbel, Merrilee	Novato "Cash for Grass" Rebate	400.00
47	Schneider, Ronald	Novato "Cash for Grass" Rebate	400.00
48	Sequoia Safety Supply	Gloves, Rain Pants & Jackets (Foster & Steele)	241.90
49	Shirrell Consulting Services	February & March Dental Insurance Administration Fee	587.60
50	Sonoma County Water Agency	Conservation Program Support (4/1/15-6/30/15)	9,390.32
51	Sonoma County	Pest Control Seminar 5/5/16 (Cilia)	75.00
52	Stafford, Vernon	Retiree Exp Reimb (March Health Ins)	315.28
53	Staples Business Advantage	ID Badge Clips (25) (\$32), Copy Paper-Letter Size (60 reams) (\$222) & Legal Size (1 ream) (\$41)	295.92
54	TelePacific Communications	Telephone Charges (Feb)	624.51
55	Ultra Scientific	Reference Samples	192.05
56	US Bank	Feb Safekeeping Fee-Treasury Securities	83.25
57	Vallejo Nissan	2016 Nissan Frontier Pickup (Budget \$25,000)	22,043.77
58	Verizon California	Leased Line	166.13
59	VWR International	Sterile Dilution Water (\$129), Reagent (\$46), & Nitric Acid (500 mL) (\$96) (Lab)	270.83
<b>TOTAL DISBURSEMENTS</b>			<b><u>\$117,973.26</u></b>

Seq No.	Payable To	For	Amount
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Auditor-Controller

Date

3/15/16



General Manager

Date

3/15/2016

April 7, 2016.  
**Fictitious Business Name Statement.** File No. 16139369. The following person(s) is (are) doing business as: DOT DOT DOT Productions, 45 Mono Way, Mill Valley, CA 94941. This business is conducted by an individual: Matthew B Clarke, 45 Mono Way, Mill Valley, CA 94941. This statement was filed with the County Clerk of Marin County on March 10, 2016, signed J. Mannion, Deputy Clerk, in the Point Reyes Light March 17, 24, 31, April 7, 14, 2016.

**RECEIPTION: Fictitious Business Name Statement.** File No. 139101. The following person(s) is (are) doing business as: 01: Gypsy Wind, Highway One, Marshall, CA 94024; 02: Doug Adamz, Highway One, Marshall, CA 94024. This business is conducted by an individual: Brandon Adams, Highway One, Marshall, CA 94024. This statement was filed with the County Clerk of Marin County on February 18, 2016, signed C. Sanchez, Deputy Clerk, in the Point Reyes Light February 18, 25, March 4, 11, 18, 25, April 1, 8, 15, 22, 29, May 6, 13, 20, 27, June 3, 10, 17, 24, 31, July 7, 14, 21, 28, August 4, 11, 18, 25, September 1, 8, 15, 22, 29, October 6, 13, 20, 27, November 3, 10, 17, 24, 31, December 7, 14, 21, 28, 2016.

**Business Name Statement.** File No. 2016-139101. The following person(s) is (are) doing business as: Third Lab, 1416 Sir Francis Drake Blvd., San Anselmo, CA 94060. This business is conducted by an individual: Chris Charamunte, 1416 Sir Francis Drake Blvd., San Anselmo, CA 94060. This statement was filed with the County Clerk of Marin County on February 18, 2016, signed C. Sanchez, Deputy Clerk, in the Point Reyes Light February 18, 25, March 4, 11, 18, 25, April 1, 8, 15, 22, 29, May 6, 13, 20, 27, June 3, 10, 17, 24, 31, July 7, 14, 21, 28, August 4, 11, 18, 25, September 1, 8, 15, 22, 29, October 6, 13, 20, 27, November 3, 10, 17, 24, 31, December 7, 14, 21, 28, 2016.

April 7, 2016.  
**Fictitious Business Name Statement.** File No. 139404. The following person(s) is (are) doing business as: 01: Fulcrum Development, 336 Bon Air Center #354, Greenbrae, CA 94904; 02: Fulcrum Real Estate, 336 Bon Air Center #354, Greenbrae, CA 94904. This business is conducted by a corporation: Fulcrum Real Estate and Development, 336 Bon Air Center #354, Greenbrae, CA 94904. This statement was filed with the County Clerk of Marin County on March 14, 2016, signed J. Mannion, Deputy Clerk, in the Point Reyes Light March 14, 21, 28, April 4, 11, 18, 25, May 2, 9, 16, 23, 30, June 6, 13, 20, 27, July 4, 11, 18, 25, August 1, 8, 15, 22, 29, September 5, 12, 19, 26, October 3, 10, 17, 24, 31, November 7, 14, 21, 28, December 5, 12, 19, 26, 2016.

**Fictitious Business Name Statement.** File No. 139390. The following person(s) is (are) doing business as: 01: Fulcrum Development, 336 Bon Air Center #354, Greenbrae, CA 94904; 02: Fulcrum Real Estate, 336 Bon Air Center #354, Greenbrae, CA 94904. This business is conducted by a corporation: Fulcrum Real Estate and Development, 336 Bon Air Center #354, Greenbrae, CA 94904. This statement was filed with the County Clerk of Marin County on March 14, 2016, signed J. Mannion, Deputy Clerk, in the Point Reyes Light March 14, 21, 28, April 4, 11, 18, 25, May 2, 9, 16, 23, 30, June 6, 13, 20, 27, July 4, 11, 18, 25, August 1, 8, 15, 22, 29, September 5, 12, 19, 26, October 3, 10, 17, 24, 31, November 7, 14, 21, 28, December 5, 12, 19, 26, 2016.

written objection is timely filed, the court may grant the petition without a hearing.  
**NOTICE OF HEARING**  
DATE: 4/22/2016  
TIME: 8:30 AM DEPT. B, ROOM B. The address of the court is same as noted above: 3501 Civic Center Drive, San Rafael, CA 94913. A copy of this Order to Show Cause shall be published at least once each week for four successive weeks prior to the date set for hearing of the petition in the Point Reyes Light, a newspaper of general circulation in the County of Marin. Dated: March 4, 2015. Roy O. Chermus, Judge of the Superior Court. James M. Kim, Court Executive Officer. C. Lucchesi, Deputy. Published in the Point Reyes Light March 24, 31, April 7, 14, 2016.

**Notice:**

Salinity intrusion into the Point Reyes well supply serving the West Marin communities of Point Reyes, Olema, Inverness Park, and Paradise Ranch Estates has occurred and has caused sodium levels to increase from background levels of 15-30 milligrams per Liter (mg/L). The table below lists the most recent concentrations for sodium in the West Marin water supply:

Date	Chloride	Sodium	Units
3/22/16	71	50	mg/L
3/15/16	97	52	mg/L

\*milligrams per liter  
Chris DeGabriele, General Manager  
North Marin Water District

Salinity  
Notice  
3/22/16

Deputy. Pub-  
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tion for change of name should not be granted. Any person objecting to the name changes described above must file a written objection that includes the reasons for the objection at least two court days before the matter is scheduled to be heard and must appear at the hearing to show cause why the petition should not be granted. If no written objection is timely filed, the court may grant the petition without a hearing.

**NOTICE OF HEARING**  
DATE: 4/25/2016  
TIME: 9:00 AM DEPT. E,  
ROOM E. The address of the court is same as noted above: 3501 Civic Center Drive, San Rafael, CA 94913. A copy of this Order to Show Cause shall be published at least once each week for four successive weeks prior to the date set for hearing of the petition in the Point Reyes Light, a newspaper of general circulation in the County of Marin. Dated:

**Statement. File No. 139342.**  
The following person(s) is (are) doing business as: Sausalito Paperie, 112 B West St., Sausalito, CA 94965. This business is conducted by an individual: Sara Evert, 112 B West St., Sausalito, CA 94965. This statement was filed with the County Clerk of Marin County on March 7, 2016, signed C. Sanchez, Deputy. Published in the Point Reyes Light March 17, 24, 31, April 7, 2016.

**Fictitious Business Name Statement. File No. 139361.**  
The following person(s) is (are) doing business as: Silverlining Productions, 217 Forbes Ave., San Anselmo, CA 94960. This business is conducted by an individual: Laurel Ladevich, 217 Forbes Ave., San Anselmo, CA 94960. This statement was filed with the County Clerk of Marin County on March 8, 2016, signed O. Lobato, Deputy. Pub-

**Notice:**

Salinity intrusion into the Point Reyes well supply serving the West Marin communities of Point Reyes, Olema, Inverness Park, and Paradise Ranch Estates has occurred and has caused sodium levels to increase from background levels of 15-30 milligrams per Liter (mg/L). The table below lists the most recent concentrations for sodium in the West Marin water supply:

Date	Chloride	Sodium	Units
3/15/16	97	52	mg/L

\* milligrams per liter

Chris DeGabriele, General Manager  
North Marin Water District



April 1, 2016

NMWD Account # <AccountNo>

<SCpostal Info> <BreakLine>  
<FullName>  
<Company>  
<Add2>  
<Add1>  
<<City> <State> <Zip>  
<BarCode>

999 Rush Creek Place  
P.O. Box 146  
Novato, CA 94948

**PHONE**  
415.897.4133

**EMAIL**  
info@nmwd.com

**WEB**  
www.nmwd.com

## Re: Notice of Proposed Water Rate Increase

Dear Customer:

The North Marin Water District's mission is to provide an adequate supply of safe, reliable and high-quality water to our customers at reasonable cost consistent with good conservation practices and minimum environmental impact. To fulfill this mission, NMWD must generate revenue sufficient to cover its cost of operations.

Accordingly, the North Marin Water District is proposing an increase in the cost of water which averages \$2.85 per month (5%) for the typical Novato customer, effective June 1 of 2016. In addition, should the state mandated drought regulations remain in effect, implementation of a Temporary Drought Revenue Recovery Surcharge (Drought Surcharge) is proposed, adding \$1.00 per 1,000 gallons for all residential water use exceeding 300 gallons per day, and \$1.00 per 1,000 gallons for all non-residential water use. The State will consider rescission or adjustment of the mandatory drought regulations in May 2016.

This letter provides details on the need for the increase and information about the public hearing where public comment will be taken prior to a vote by the District Board of Directors on the proposed water rate increase and Drought Surcharge.

**You can determine the increase in your annual water cost based on your personal water use over the past year from our website. Insert your NMWD account number and the name on your account into the Rate-Increase Model on NMWD's website at [https://www.nmwd.com/account\\_balance.php](https://www.nmwd.com/account_balance.php)**

### REASON FOR THE PROPOSED INCREASE

**Higher Water Cost:** The Sonoma County Water Agency (SCWA), which provides 80% of Novato's water supply, is increasing the rate it charges NMWD for Russian River water by 6.6% effective July 1, 2016. In addition, the State mandated Emergency Water Conservation Regulation has reduced Novato water consumption by over 30%, compared to the 2013 base year, significantly reducing the water sales revenue used to operate and maintain the Novato water system.

**Water System Infrastructure Maintenance:** The Novato water system includes 326 miles of pipeline, 38 million gallons of finished water storage distributed across 33 tanks, 26 pump stations, 13 pressure regulating stations, over 2,600 fire hydrants and a multitude of valves, all of which require ongoing maintenance. The District is now 68 years old, and much of the pipeline installed in the early years is nearing the end of its useful life requiring future replacement.



### **RATE COMPARISON**

NMWD's rates remain reasonable. You can assess this for yourself by comparing NMWD's cost of water service to 16 counterpart Bay Area water agencies (see Urban Area Water Cost Comparison on page 5 of this letter). The comparison shows that the typical cost of service for a Novato single-family residence is just below the median of our counterpart agencies.

### **PROPOSED RATE INCREASE**

A table showing the existing rates and charges, and the amounts proposed, is included on page 4 of this letter.

**Residential Accounts:** It is proposed that a commodity rate increase of 7% for all water used be implemented effective June 1, 2016. No increase in the bimonthly service charge is proposed. For the typical Novato single-family residence, the proposed increase in the total cost of water (commodity charge plus bimonthly service charge) is 5%. The proposed increase would add \$2.85 per month (\$5.70 per bimonthly bill) to the cost of water for a typical single-family residence beginning June 2016.

**Non-Residential Accounts (Commercial, Institutional & Irrigation):** It is proposed that an increase in the commodity rate of 7% for all water used be implemented effective June 1, 2016. No increase in the bimonthly service charge is proposed. The increase for non-residential customers will vary based upon water use. In Novato the median non-residential account uses more water than the median residential account, but would still see an increase in the total cost of water (commodity charge plus bimonthly service charge) of 5%. You can determine the increase in your annual water cost based on your consumption over the past year from our website. See the boxed area above for instructions.

### **PROPOSED TEMPORARY DROUGHT REVENUE RECOVERY SURCHARGE**

On June 1, 2015, California enacted an Emergency Water Conservation Regulation mandating reduced water use statewide. Novato was ordered to reduce consumption by 24%. Since June 1 Novato water use has fallen over 30%. The reduction in water consumption has significantly reduced the revenue required to operate and maintain the water system. In response, effective June 1, 2016, a temporary Drought Surcharge for each 1,000 gallons of potable water use is proposed as follows:

Residential Accounts: Use exceeding 300 gallons per day per dwelling unit.....\$1.00

Commercial, Institutional & Irrigation Accounts: All Use.....\$1.00

The Drought Surcharge would add \$0.90 per month (1.6%) on average to the typical residential water bill and \$9.00 per month (12%) on average to the typical non-residential water bill.

The State mandated Emergency Water Conservation Regulation is currently scheduled to remain in effect through October 31, 2016, but will be reviewed by the State in May. Collection of the proposed temporary Drought Surcharge will be

suspended at the time the State Regulation is rescinded.

You can determine the impact of the proposed Drought Surcharge on your annual water cost based on your consumption over the past year from our website. See the boxed area above for instructions.

### **WATER RATE PUBLIC HEARING**

**A public hearing will be held at the NMWD office (999 Rush Creek Place, Novato) at 7:00 p.m. on Tuesday, May 17, 2016, to consider enactment of an increase averaging 5%, and enactment of a temporary Drought Surcharge, both effective June 1, 2016.**

### **HOW TO PARTICIPATE**

You are invited to present oral or written testimony on these proposals at the public hearing. You have the right to protest these proposed rate increases. If you do, you must submit your protest in writing, even if you plan to attend the public hearing. If written protests are submitted by a majority of the affected property owners or customers, the proposed increases will not be imposed.

Your written protest must be received prior to the close of the May 17, 2016 public hearing. Written protests must be signed by the property owner or customer of record and must include a description of the parcel (parcel number) or NMWD account number. Send or deliver written protests to:

District Secretary  
North Marin Water District  
PO Box 146  
Novato, CA 94948

For more information visit NMWD's website at [www.nmwd.com](http://www.nmwd.com) or call the District Secretary at (415) 897-4133.

Sincerely,

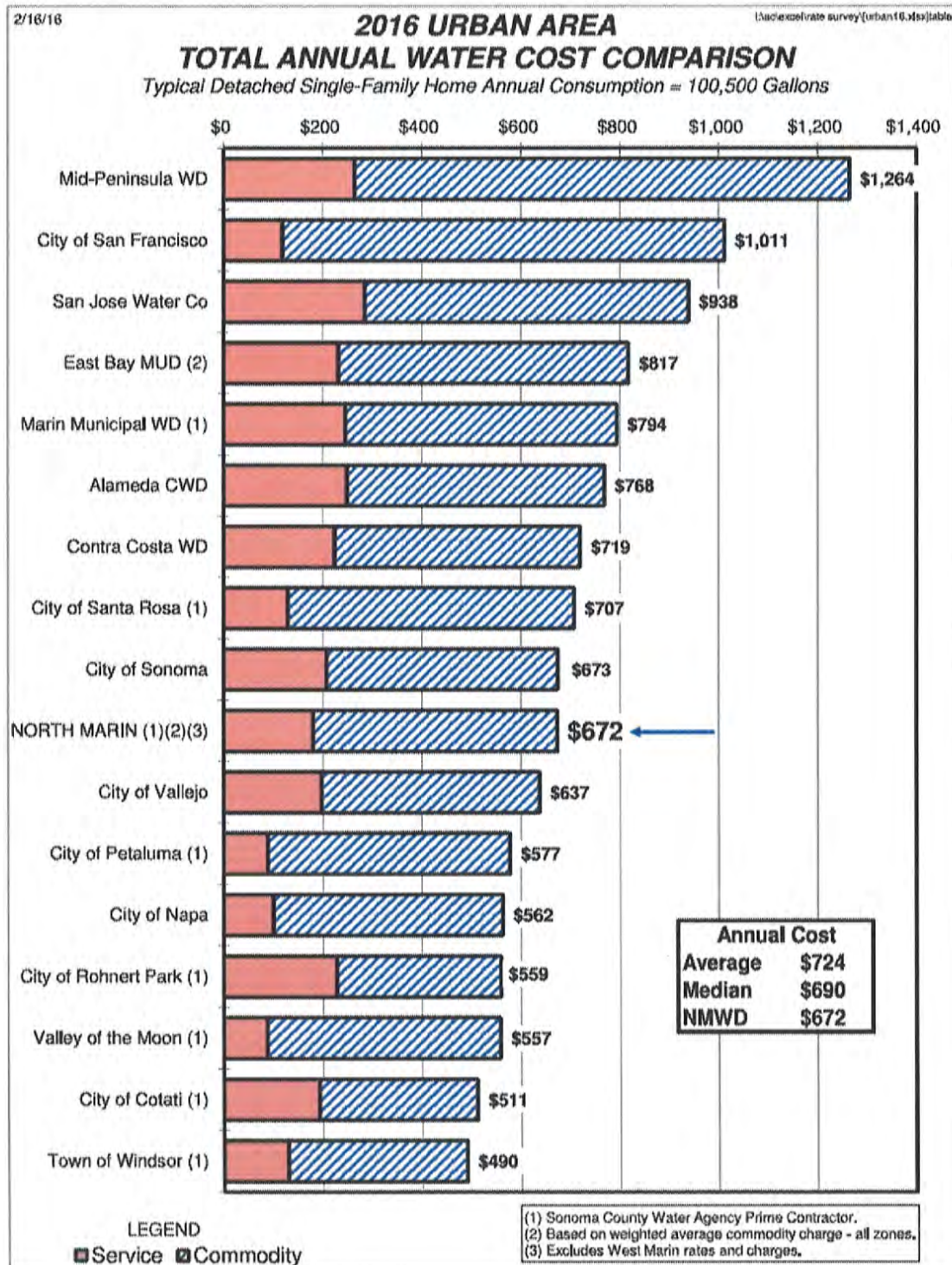


Chris DeGabriele  
General Manager

## NOVATO WATER CHARGES

	Existing 6/1/15	Proposed 6/1/16	% Increase
<b>A BI-MONTHLY SERVICE CHARGE OF:</b>			
STANDARD 5/8-INCH METER .....	\$30.00	\$30.00	0%
1 -inch residential meter for fire sprinklers .....	\$34.00	\$34.00	0%
1 -inch meter .....	\$60.00	\$60.00	0%
1.5 -inch meter .....	\$73.00	\$73.00	0%
2 -inch meter .....	\$114.00	\$114.00	0%
3 -inch meter .....	\$227.00	\$227.00	0%
4 -inch meter .....	\$364.00	\$364.00	0%
6 -inch meter .....	\$761.00	\$761.00	0%
8 -inch meter .....	\$1,134.00	\$1,134.00	0%
<b>PLUS A QUANTITY RATE OF:</b>			
<u>Residential rate for each 1,000 gallons</u>	<u>Rate</u>	<u>Rate</u>	
First 615 gallons per day .....	\$4.46	\$4.77	7%
616 - 1,845 gallons per day .....	\$7.11	\$7.61	7%
Use in excess of 1,845 gallons per day .....	\$12.38	\$13.25	7%
<u>Rate for each 1,000 gallons for all other potable water accounts</u>			
Commercial, institutional & irrigation accounts - 11/1-5/31 .....	\$4.92	\$5.26	7%
Commercial, institutional & irrigation accounts - 6/1-10/31 .....	\$5.28	\$5.65	7%
<u>Rate for each 1,000 gallons for non-potable water</u>			
Recycled Water .....	\$4.92	\$5.26	7%
Raw (Untreated) Water .....	\$2.03	\$2.17	7%
<b>PLUS AN ELEVATION ZONE RATE FOR EACH 1,000 GALLONS OF:</b>			
<u>Zone</u> <u>Elevation</u>	<u>Rate</u>	<u>Rate</u>	
A 0 through 60 feet .....	\$0.00	\$0.00	-
B 60 feet - 200 feet .....	\$0.53	\$0.57	7%
C 200 feet + .....	\$1.71	\$1.83	7%
<b>Hydrants or Temporary Service .....</b>	<b>\$6.99</b>	<b>\$7.48</b>	<b>7%</b>





[http://www.marinscope.com/news\\_pointer/news/water-reserves-improve/article\\_50efd54c-f14c-11e5-ae28-07d366ad7943.html](http://www.marinscope.com/news_pointer/news/water-reserves-improve/article_50efd54c-f14c-11e5-ae28-07d366ad7943.html)

## Water reserves improve

conservation rules still apply

By Chris Rooney Marinscope contributor 18 hrs ago

### Craftsman 5.0 Engine Torque Rear...



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orders of \$35 or more  
Sears

So far, the well-hyped El Nino season has been pretty much a welcome deliverance. The predicted massive storms, floods and mudslides have yet to materialize in great form; instead, the depleted water reserves from a years-long drought have been replenished.

“Our seven reservoirs are at 100 percent capacity,” said Ann Vallee, public information representative for the Marin Municipal Water District (MMWD). “Rainfall year-to-date — July 1, 2015 to March 15, 2016 — is 46.33 inches, which is 108 percent of the average 42.74 for this date. Last year at this time we had 36.88 inches.”

MMWD reports that central and southern Marin have gained more water than in the past five years.

Phoenix Lake in Greenbrae is actually overflowing. Reportedly, MMWD Engineering Manager Mike Ban announced that the county would not run out for two years.

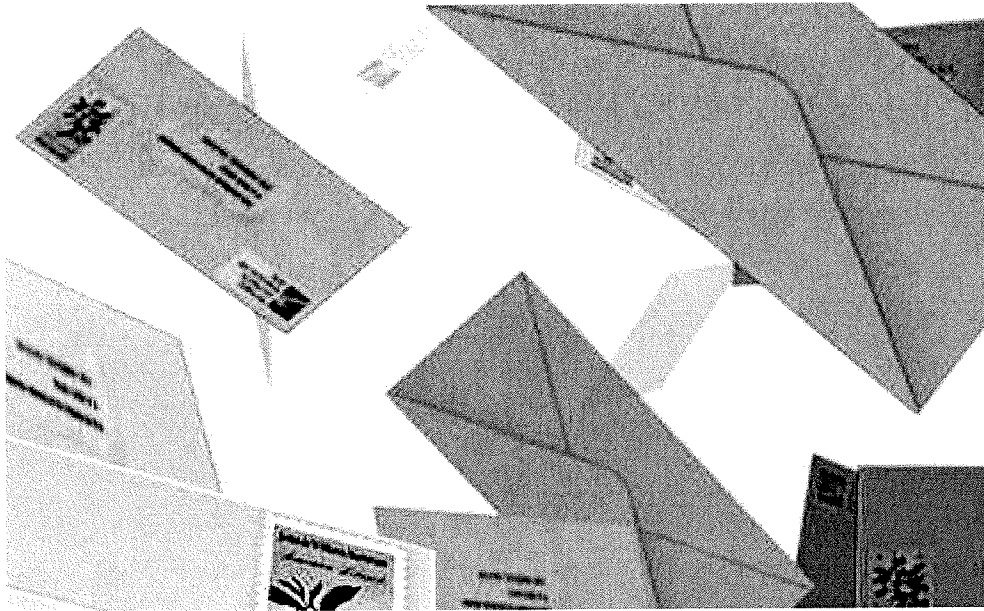
That doesn't mean residents are supposed to back off their conservation efforts.

“Currently the state is continuing to require MMWD to reduce water use by 20 percent through October, and we continue to ask our customers to voluntarily conserve as they have been doing,” said Vallee. “In addition to being mandated by the state, conservation is common sense for MMWD customers: Even when full, our reservoirs hold only about a two-year supply of water. A dry year or two can have a big impact on our supply. For example, in January 2013 our reservoirs were completely full; just one year later they were nearly half empty due to drought. Since we don’t know from one year to the next how much rainfall we will receive, it’s always important to use water wisely to help preserve as much water in our reservoirs as possible.”

Vallee said residents “have been doing a great job: From June 2015 to February 2016, MMWD customers saved 20.1 percent compared to the same months in 2013, surpassing our state target. Thanks in large part to their efforts, we’re moving into spring and summer with our reservoirs in excellent shape.”

For customers looking for more ways to save, MMWD’s [marinwater.org/conservesite](http://marinwater.org/conservesite) offers tips.

# Marin IJ Readers' Forum for April 1



POSTED: 03/31/16, 1:42 PM PDT

UPDATED: 12 HRS AGO 0 COMMENTS

## Brown's clout in ordering water cuts?

When Gov. Jerry Brown came up with water rationing, I was wondering how long it would take for our elected politicians to react to this mandate. I waited in vain. It took several months before some citizens started to express some doubts about this thing.

I had checked into the workings of the water departments and I found out that there are over 600 individual water departments in California and the water supply is not furnished by the state, but by the municipal, county or various water districts. Each district has their sources and is not tied into a statewide grid.

Therefore, where does the governor get the authority to enact such water rationing?

It seems to me that he is totally out of his jurisdiction and has no right to interfere with any of the 600 individual water departments, since he is not supplying water at all.

I am surprised that from all the politicians there was no protest.

This is not a good sign because it might encourage him to ignore the boundaries in other situations.

I hope that some better versed in politics than me will look into this situation.

— *Walter Brennan, Forest Knolls*