



**NORTH MARIN  
WATER DISTRICT**

**NORTH MARIN WATER DISTRICT**  
**AGENDA - REGULAR MEETING**  
 February 4, 2025 – 4:00 p.m.  
 Location: 100 Wood Hollow Drive, Suite 300  
 Novato, California

Information about and copies of supporting materials on agenda items are available for public review at the District Office, at the Reception Desk, by calling the District Secretary at (415) 897-4133 or on our website at nmwd.com. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Secretary as soon as possible, but at least two days prior to the meeting.

Item	Subject
	<b>CALL TO ORDER</b>
1.	<b>APPROVE MINUTES FROM REGULAR MEETING</b> , January 21, 2025
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>  <b>ACTION CALENDAR</b>
5.	<b>Approve:</b> Approval of Salary, Terms and Conditions of Employment – General Manager
6.	<b>Approve:</b> On-Call Construction and Repair Services – Team Ghilotti and Argonaut Constructors
	<b>INFORMATION ITEMS</b>
7.	Training on Various State Laws Governing Board Actions
8.	<b>MISCELLANEOUS</b> Disbursements – Dated January 23, 2025 Disbursements – Dated January 30, 2025 NOAA Three-Month Outlook Precipitation Probability- January 16, 2025 NOAA Seasonal Drought Outlook – January 16, 2025 Marin County - Sea Level Rise Adaptation: Organizational Structure and Decision-making Process  <u>News Articles:</u> Marin IJ – LA tragedy a call to action for Marin County residents - MARIN VOICE Marin IJ – Sonoma pipeline favored over reservoir expansion – MARIN MUNICIPAL WATER SUPPLY Marin IJ – Water agency details supply, preparations to fight fires – MARIN MUNICIPAL Marin IJ – Marin officials considering options for ranch evictions – POINT REYES RANCHES
9.	<b>ADJOURNMENT</b>

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

**CALL TO ORDER**

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

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

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

**MINUTES**

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

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

NOES: None

ABSENT: None

ABSTAIN: None

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

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

1 secure in their ability to deal with drought. He also mentioned that Potter Valley is currently a big  
2 focus and that the change in diversions from the Eel river will impact the Russian River system,  
3 however they are working to enhance the storage at Lake Mendocino. The Board thanked Mr. Gylfe  
4 again and he and Mr. Sherwood left the meeting.

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

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

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

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

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

#### 27 **OPEN TIME**

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

#### 30 **STAFF/DIRECTORS REPORTS**

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

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



1 enough water. As far as power outages, the District does have some generators and some of the  
2 tanks are filled by gravity via the aqueduct. Director Petterle noted the importance of personal  
3 responsibility for maintaining defensible space and other practices at each private home in the  
4 community, noting that the District cannot prepare for a big fire, but people can make it better at their  
5 own home.

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

24 **ACTION CALENDAR**

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

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

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

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

5 NOES: None

6 ABSENT: None

7 ABSTAIN: None

8 **TAC MEETING – DECEMBER 2, 2024**

9 Tony Williams said that the City of Napa gave a very good presentation at the December 2,  
10 2024 TAC meeting. The presentation was on the City's water system response to the 2014 Napa  
11 earthquake and said that they relied heavily on support from East Bay Municipal Utility District after  
12 the earthquake. He said that he asked if they would come to the District and give the presentation to  
13 our staff.

14 **MISCELLANEOUS**

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

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

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

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

23 **CLOSED SESSION**

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

29 **OPEN SESSION**

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

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1 **ADJOURNMENT**

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

3 Submitted by

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Eileen Mulliner  
District Secretary

DRAFT

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**MEMORANDUM**

To: Board of Directors February 4, 2025  
From: Michael Joly, Board President  
Subj: Approval of Salary, Terms and Conditions of Employment – General Manager  
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**RECOMMENDED ACTION:** Consider Adopting Resolution No. 25-01 Approving the General Manager's Salary, Terms and Conditions of Employment

**FINANCIAL IMPACT:** Additional Salary of \$19,544 + \$283 in related employer payroll taxes (per year) and \$11,542 lump sum payment

The Board has recently met to discuss the General Manager's performance review and the salary, terms and conditions of the General Manager's employment. The Board recognizes that the General Manager has not had a salary increase since October 1, 2023 and desires to authorize an annual base salary increase, effective on February 16, 2025, in the amount of \$19,544 annually. The proposed salary maintains an appropriate internal equity structure between the General Manager and the Assistant General Manager classifications (17.7%).

In addition, the Board authorizes a one-time lump payment of \$5,000 for performance and a one-time cost of living adjustment (COLA) of 3.8%, retroactive to July 1, 2024 in the amount of \$6,542. This is the same COLA adjustment that all represented and unrepresented District staff received on July 1, 2024. The total one-time payment is \$11,542.

In addition to an annual salary increase above, employer payroll taxes, specifically Medicare, which will increase by \$283.

In accordance with applicable CalPERS' regulations, 2 CCR § 570.5, authorization is also requested from the Board to approve Resolution 25-01 (Attachment 1) to update the publicly available pay schedule for the General Manager position. After factoring in the above adjustments, the annual base salary for the General Manager position will be \$295,000, effective February 16, 2025 (see Attachment 2).

**RECOMMENDATION**

That the Board adopt Resolution 25-01 approving the General Manager's salary, terms and conditions of employment with the District.

**ATTACHMENTS:**

1. Resolution No. 25-01 North Marin Water District Conditions of Employment – General Manager
2. Exhibit A to Resolution No. 25-01 - Revised Salary Schedule for All Employees



**RESOLUTION No. 25-01**  
**OF**  
**THE NORTH MARIN WATER DISTRICT**  
**CONDITIONS OF EMPLOYMENT - GENERAL MANAGER**

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WHEREAS Anthony Bruce Williams was hired as Assistant General Manager/Chief Engineer of the District on October 12, 2020; and

WHEREAS Mr. Williams' appointment as General Manager was approved by unanimous vote of the Board of Directors on April 19, 2022; and

WHEREAS Mr. Williams appointment became effective May 4, 2022 and the following provisions applied:

WHEREAS Mr. Williams serves at the pleasure of the Board and shall:

- a. Have full charge and control of the maintenance, operation and construction of the water and wastewater systems of the District,
- b. Have full power and authority to employ and discharge all employees at pleasure (excluding the Executive Assistant/District Secretary, Auditor-Controller, and Assistant General Manager/Chief Engineer),
- c. Be designated as the District's Director of Emergency Services for the purposes of disaster management pursuant to the California Emergency Services Act, Government Code section 8630.
- d. Have full power to determine the duties of employees,
- e. Set the compensation of employees' subject to Board policy,
- f. Represent the District at various public entities/private groups and perform other duties imposed by the Board, and
- g. Report to the Board in accordance with Board policy.

NOW, THEREFORE, BE IT RESOLVED that the conditions of Mr. Williams' employment, remuneration and benefits are:

1. Annual salary of \$295,000 per year as reflected in EXHIBIT A (Salary Schedule), to be paid in semi-monthly installments, effective February 16, 2025. Said salary shall be reviewed annually.
2. Reimbursement of business- or business-related mileage incurred on privately owned vehicle at the normal rate per mile authorized by the District plus payment by District of \$338 per month. General Manager's use of privately-owned vehicle is for the convenience of the District and required as a condition of employment. General Manager shall maintain in force liability insurance on private vehicle of not less than \$300,000 for one individual and \$500,000 for two or more individuals.
3. Reimbursement of all reasonable expenses incurred in connection with the conduct or furtherance of District business and affairs.
4. Other benefits as are from time to time afforded all District unrepresented employees with the exception of overtime compensation. Except for vacation, such benefits, which are a function of time in service, shall be calculated from the date first employed by the District. For vacation eligibility purposes, the General Manager shall be credited with five additional vacation days annually until such time the maximum accrual rate is achieved.
5. The right to reside in any area within the District territorial boundaries.
6. The General Manager will timely cause to be placed on the Board's agenda each year a "closed session" for the purpose of his performance evaluation.

\* \* \* \* \*

I hereby certify that the foregoing is a true and complete copy of a resolution duly and regularly adopted/amended by the Board of Directors of NORTH MARIN WATER DISTRICT at a regular meeting of said Board held on the 4<sup>th</sup> day of February, 2025, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Eileen Mulliner, District Secretary  
North Marin Water District

(SEAL)

**North Marin Water District  
Employee Salary Ranges and Job Classifications - Effective 02/16/2025**

Approved by the Board of Directors on February 4, 2025

	Step 1 Monthly / Annual	Step 2 Monthly / Annual	Step 3 Monthly / Annual	Step 4 Monthly / Annual	Step 5 Monthly / Annual
<b>Administration Department</b>					
Receptionist/Customer Service Asst.	5,715 68,580	6,001 72,012	6,301 75,612	6,616 79,392	6,947 83,364
Account/Credit Clerk II	6,311 75,732	6,627 79,524	6,958 83,496	7,306 87,672	7,671 92,052
Field Service Rep I	6,358 76,296	6,676 80,112	7,010 84,120	7,361 88,332	7,729 92,748
Field Service Rep II	6,803 81,636	7,143 85,716	7,500 90,000	7,875 94,500	8,269 99,228
Field Service Representative Lead	7,675 92,100	8,059 96,708	8,462 101,544	8,885 106,620	9,329 111,948
Consumer Services Supervisor	9,478 113,736	9,952 119,424	10,450 125,400	10,973 131,676	11,522 138,264
Storekeeper/Safety Coord.	7,224 86,688	7,585 91,020	7,964 95,568	8,362 100,344	8,780 105,360
Executive Assistant/District Secretary	9,887 118,644	10,381 124,572	10,900 130,800	11,445 137,340	12,017 144,204
HR/Safety Manager	11,006 132,072	11,556 138,672	12,134 145,608	12,741 152,892	13,378 160,536
Accounting Clerk II	6,311 75,732	6,627 79,524	6,958 83,496	7,306 87,672	7,671 92,052
Staff Accountant	8,131 97,572	8,538 102,456	8,965 107,580	9,413 112,956	9,884 118,608
Senior Accountant	9,312 111,744	9,778 117,336	10,267 123,204	10,780 129,360	11,319 135,828
Accounting Supervisor	10,444 125,328	10,966 131,592	11,514 138,168	12,090 145,080	12,695 152,340
Auditor-Controller	15,868 190,416	16,661 199,932	17,494 209,928	18,369 220,428	19,287 231,444
Water Conservation Tech	4,678 56,136	4,912 58,944	5,158 61,896	5,416 64,992	5,687 68,244
Water Conservation & Communications Mgr	11,774 141,288	12,363 148,356	12,981 155,772	13,630 163,560	14,312 171,744
General Manager			24,583.33 295,000		
<b>Engineering Department</b>					
Engineering Administrative Assistant	7,032 84,384	7,384 88,608	7,753 93,036	8,141 97,692	8,548 102,576
Engineering Services Rep	7,695 92,340	8,080 96,960	8,484 101,808	8,908 106,896	9,353 112,236
Engineering Technician IV	8,557 102,684	8,985 107,820	9,434 113,208	9,906 118,872	10,401 124,812
Senior Engineering Technician	9,433 113,196	9,905 118,860	10,400 124,800	10,920 131,040	11,466 137,592
Junior Engineer	9,433 113,196	9,905 118,860	10,400 124,800	10,920 131,040	11,466 137,592
Assistant Engineer	10,312 123,744	10,828 129,936	11,369 136,428	11,937 143,244	12,534 150,408
Associate Engineer	12,124 145,488	12,730 152,760	13,367 160,404	14,035 168,420	14,737 176,844
Senior Engineer	13,457 161,484	14,130 169,560	14,837 178,044	15,579 186,948	16,358 196,296
Assistant General Manager/Chief Engineer	17,183 206,196	18,042 216,504	18,944 227,328	19,891 238,692	20,886 250,632

	Step 1 Monthly / Annual	Step 2 Monthly / Annual	Step 3 Monthly / Annual	Step 4 Monthly / Annual	Step 5 Monthly / Annual
<b>Construction Department</b>					
Utility Worker I	5,896 70,752	6,191 74,292	6,501 78,012	6,826 81,912	7,167 86,004
Utility Worker II	6,325 75,900	6,641 79,692	6,973 83,676	7,322 87,864	7,688 92,256
Utility Worker III	7,326 87,912	7,692 92,304	8,077 96,924	8,481 101,772	8,905 106,860
Heavy Equipment Operator	7,584 91,008	7,963 95,556	8,361 100,332	8,779 105,348	9,218 110,616
Distribution/Maintenance Foreman	9,099 109,188	9,554 114,648	10,032 120,384	10,534 126,408	11,061 132,732
Pipeline Foreman	9,099 109,188	9,554 114,648	10,032 120,384	10,534 126,408	11,061 132,732
Construction/Maintenance Superintendent	12,580 150,960	13,209 158,508	13,869 166,428	14,562 174,744	15,290 183,480

	Step 1 Monthly / Annual	Step 2 Monthly / Annual	Step 3 Monthly / Annual	Step 4 Monthly / Annual	Step 5 Monthly / Annual
<b>Operations Department</b>					
Utility Worker I	5,896 70,752	6,191 74,292	6,501 78,012	6,826 81,912	7,167 86,004
Utility Worker II	6,325 75,900	6,641 79,692	6,973 83,676	7,322 87,864	7,688 92,256
Program Assistant I	5,768 69,216	6,056 72,672	6,359 76,308	6,677 80,124	7,011 84,132
Program Assistant II	7,011 84,132	7,362 88,344	7,730 92,760	8,117 97,404	8,523 102,276
Program Assistant III	7,711 92,532	8,097 97,164	8,502 102,024	8,927 107,124	9,373 112,476
Cross Connection Tech I	6,681 80,172	7,015 84,180	7,366 88,392	7,734 92,808	8,121 97,452
Cross Connection Tech II	8,121 97,452	8,527 102,324	8,953 107,436	9,401 112,812	9,871 118,452
Auto/Equipment Mechanic	7,570 90,840	7,949 95,388	8,346 100,152	8,763 105,156	9,201 110,412
Apprentice Elec/Mech Tech	7,380 88,560	7,749 92,988	8,136 97,632	8,543 102,516	8,970 107,640
Electrical/Mechanical Tech	8,661 103,932	9,094 109,128	9,549 114,588	10,026 120,312	10,527 126,324
Senior Elec/Mech Tech	9,384 112,608	9,853 118,236	10,346 124,152	10,863 130,356	11,406 136,872
Maintenance Supervisor	11,324 135,888	11,890 142,680	12,485 149,820	13,109 157,308	13,764 165,168
Laboratory Technician	6,746 80,952	7,083 84,996	7,437 89,244	7,809 93,708	8,199 98,388
Lab Analyst I	8,043 96,516	8,445 101,340	8,867 106,404	9,310 111,720	9,776 117,312
Lab Analyst II	9,536 114,432	10,013 120,156	10,514 126,168	11,040 132,480	11,592 139,104
Senior Chemist	10,436 125,232	10,958 131,496	11,506 138,072	12,081 144,972	12,685 152,220
Water Quality Supervisor	12,736 152,832	13,373 160,476	14,042 168,504	14,744 176,928	15,481 185,772

<b>Operations Department (cont.)</b>	<b>Step 1 Monthly / Annual</b>	<b>Step 2 Monthly / Annual</b>	<b>Step 3 Monthly / Annual</b>	<b>Step 4 Monthly / Annual</b>	<b>Step 5 Monthly / Annual</b>
Asst Water Distrib & TP Op - Tier 1 *	7,298 87,576	7,658 91,896	8,036 96,432	8,433 101,196	8,850 106,200
Asst Water Distrib & TP Op - Tier 2 *	7,398 88,776	7,758 93,096	8,136 97,632	8,533 102,396	8,950 107,400
Asst Water Distrib & TP Op - Tier 3 *	7,498 89,976	7,858 94,296	8,236 98,832	8,633 103,596	9,050 108,600
Water Distrib & TP Op - Tier 2 *	9,162 109,944	9,610 115,320	10,081 120,972	10,575 126,900	11,094 133,128
Water Distrib & TP Op - Tier 3 *	9,262 111,144	9,710 116,520	10,181 122,172	10,675 128,100	11,194 134,328
Water Distrib & TP Op - Tier 4 *	9,362 112,344	9,810 117,720	10,281 123,372	10,775 129,300	11,294 135,528
Sr. Water Distrib & TP Op - Tier 3 *	10,274 123,288	10,773 129,276	11,297 135,564	11,847 142,164	12,424 149,088
Sr. Water Distrib & TP Op - Tier 4 *	10,374 124,488	10,873 130,476	11,397 136,764	11,947 143,364	12,524 150,288
Sr. Water Distrib & TP Op - Tier 5 *	10,474 125,688	10,973 131,676	11,497 137,964	12,047 144,564	12,624 151,488
Treatment & Distribution Supervisor - Tier 3 *	13,346 160,152	13,998 167,976	14,683 176,196	15,402 184,824	16,157 193,884
Treatment & Distribution Supervisor - Tier 4 *	13,446 161,352	14,098 169,176	14,783 177,396	15,502 186,024	16,257 195,084
Treatment & Distribution Supervisor - Tier 5 *	13,546 162,552	14,198 170,376	14,883 178,596	15,602 187,224	16,357 196,284
Operations/Maintenance Superintendent	14,659 175,908	15,392 184,704	16,162 193,944	16,970 203,640	17,819 213,828

\* Treatment Operators Tiers 1-5 schedules are based on certifications held by Stafford Treatment Plant Operators issued by the State Water Resources Control Board. The certification tiers are outlined below:  
 Tier 1 = Distribution (D)1/ Transmission (T)1 -\$100 per month, Tier 2 = D2/T2 -\$200 per month,  
 Tier 3 = D3 /T3-\$300per month, Tier 4 = D4/T4-\$400per month & Tier 5 = D5/T5 -\$500 per month  
 The employee will be paid at the lower of the two certifications held.

**North Marin Water District  
 Temporary/Seasonal Employee Hourly Ranges and Job Classifications - Effective 07/1/2024**

Approved by the Board of Directors on July 16, 2024 Board

	<b>Step 1 Hourly</b>	<b>Step 2 Hourly</b>	<b>Step 3 Hourly</b>	<b>Step 4 Hourly</b>	<b>Step 5 Hourly</b>
Temporary/Seasonal Worker	\$ 27.00	\$ 28.00	\$ 29.00	\$ 30.00	\$ 32.00

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## MEMORANDUM

To: Board of Directors February 4, 2025  
 From: Eric Miller, Assistant GM/Chief Engineer *EM*  
 Subject: On-Call Construction and Repair Services – Team Ghilotti and Argonaut Constructors  
R:\NON JOB No ISSUES\Consultants\On-Call\2025-2027 On Call Construction\2025 0204 OnCall Construction Contracts BOD Memo.doc

**RECOMMENDED ACTION:** That the Board authorize the General Manager to execute the On-Call Construction and Repair Services Contracts with Team Ghilotti, Inc. and Argonaut Constructors, Inc.

**FINANCIAL IMPACT:** \$1,000,000 (included in CIP budget in various projects)

### Background

In 2016 the District entered into on-call construction and repair services contracts with two local contracting firms. The on-call approach to these services provides the District with flexibility during emergencies and aids in efficient completion of small construction and/or repair projects by saving time and administrative efforts. Over the course of 8 years, 2016 to 2024, the District executed the 2 original contracts and 3 contract amendments that allowed for the successful completion of numerous projects for a total combined amount of \$2,250,000.

In mid-2024 staff decided to exhaust the remainder of the on-call contracts and re-solicit for the same services under a new Request for Proposals (RFP). The RFP identified minimum qualifications for these services including the construction firm's experience, project manager's experience, satisfactory references, acceptable safety compliance record, and adequate licensing and pricing schedule. The RFP was consistent with previous District solicitations and industry standards. The following two local contracting firms submitted proposals responsive to the solicitation;

NAME	LOCATION
Argonaut Constructors, Inc.	Santa Rosa
Team Ghilotti, Inc.	Petaluma

### Selection

Staff from the Engineering and Construction Departments met to review the proposals and to discuss the merits of the two contracting firms listed above. Based on the content of the proposals and previous experience working with each firm, staff recommends entering into contract with the two firms for individual contracts not to exceed \$500,000 (for a total authorization of \$1,000,000).

Work under these contracts will be authorized based on negotiated task orders with the contractor that can most efficiently complete each task based on type of work and availability of resources. Pricing for projects under \$60,000 will be based on the proposed hourly rates (including mark-ups) or based on a negotiated not-to-exceed fee. For projects over \$60,000, pricing will be obtained from both contractors with the lowest price selected to ensure that pricing remains competitive.

In general, the maximum value for individual task orders will be \$150,000, however there is one known project where pricing is expected to be approximately \$250,000. Repairs to a recently failed retaining wall at the District's Cherry Hill Pump Station are needed this Spring as soon as weather conditions allow. The timber lagging retaining wall failed on January 6, 2025 due to excessive saturation of the hillside and failed wooden piles. Repair will require extensive earthwork grading, installation of new steel piles, and placement of new wooden lagging within the severely constrained site. Due to urgency of this repair project, use of the on-call construction and repair services contracts is favored over the traditional design-bid-build process. For this reason, staff is proposing to exceed the practice of limiting task orders to \$150,000 for this specific project.

#### Financial Impact

Except for unplanned emergency situations, construction and repair projects authorized under these contracts will be planned within the Capital Improvement Program (CIP), with approved budgets, that District's construction crews are not able to complete due to their other workload demands. Upcoming projects that may be utilized for construction and repair services in the Novato Water System include, but are not limited to:

- Stafford Dam Spillway Concrete Repair – \$75,000 (est.)
- Backflow Device Installation at Gateway Commons – \$25,000 (est. per bldg.)
- Cathodic Protection – Anode Installation – \$15,000 (annual est.)
- Asphalt Repairs at District Facilities – \$150,000 (est.)

#### RECOMMENDATION

That the Board authorize the General Manager to execute agreements with Team Ghilotti, Inc. and Argonaut Constructors, Inc. for on-call construction and repair services with a not to exceed limit of \$500,000 each.

ATTACHMENTS: none



**7**



**MEMORANDUM**

To: Board of Directors

February 4, 2025

From: Tony Williams, General Manager 

Subj: Training on Various State Laws Governing Board Actions  
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**RECOMMENDED ACTION:** None

**FINANCIAL IMPACT:** None at this time

Craig Judson and Sharon Nagle of the District's legal counsel of Bold, Polisner, Maddow, Nelson, and Judson (BPMNJ) will be providing an overview of various laws that affect the actions by your Board. The presentation (Attachment 1) will cover various topics but is not meant to include each and every state law relevant to the District or the Board's actions but rather a spotlight on some key laws and best practices.

**ATTACHMENT**

1. Presentation by Bold, Polisner, Maddow, Nelson, and Judson



**NMWD**

# Public Records Act Overview

February 4, 2025

Bold, Polisner, Maddow, Nelson & Judson

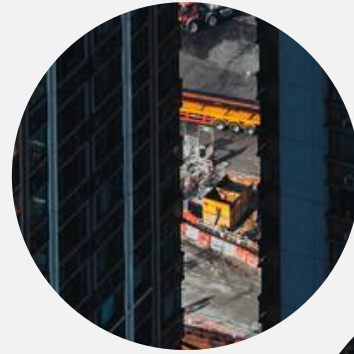
Craig L. Judson

Sharon M. Nagle



# Agenda

- Overview
- What is a Public Record?
- What is a Writing?
- What is the People's Business?
- Prepared, Owned, Used, or Retained
- Form of PRA Requests
- Timing
- Exempt Records
- Privileges
- Responses
- Questions?



# Public Records Act (“PRA”) Overview

## Source

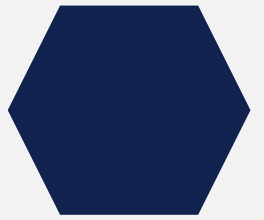
- The California Public Records Act governs the public’s access to government records. (Cal. Const. Art 1 § 3; Gov’t. Code § 7920.000 et seq.)

## Policy

- Access to information concerning the conduct of the people’s business is a fundamental and necessary right of every person in this state. (Cal. Gov. C. § 7921.000.)

## Take Away

- All local agency records must be disclosed to the public, upon request, unless those records are specifically made exempt. (Cal. Gov. C. § 7922.525.)



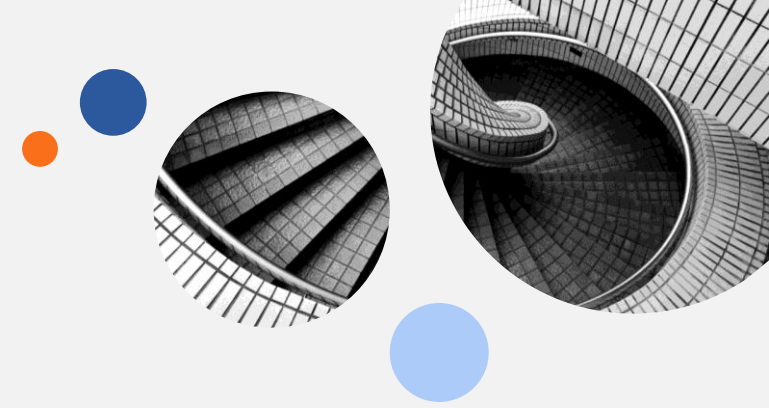
# What is a Public Record?



- Any writing
- Containing information relating to the conduct of the public's business
- Prepared, owned, used, or retained by any state or local agency
- Regardless of physical form or characteristics.

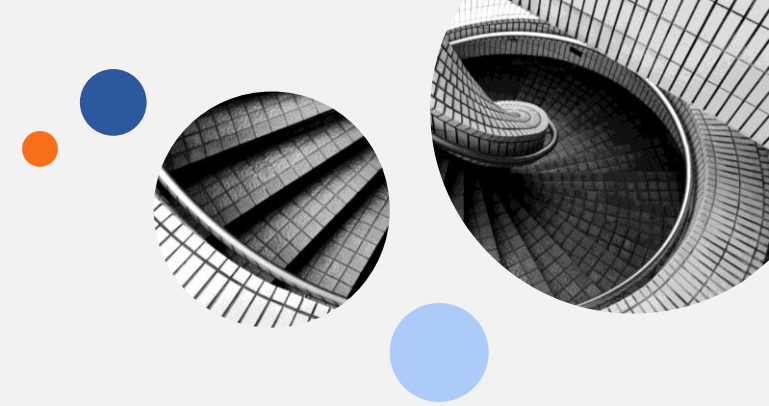
# What is a Writing?

- Handwritten notes
- Photographs
- Flash drives
- Server files
- Audio and video recordings
- Emails and texts
- Chats on Zoom or Teams



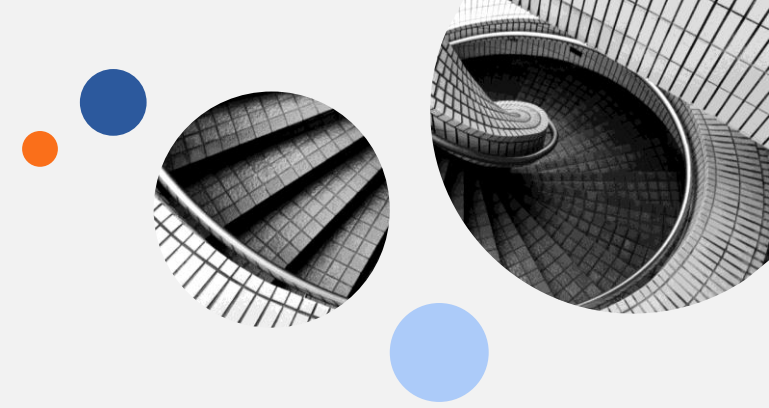
# What is the People's Business?

- The record must contain information about the People's business
- Look to:
  - The content of the record
  - The context or purpose of the record
  - Who is the record intended for?
  - Was the record prepared by an employee acting within the scope of his or her employment?
- Examples
  - Your grocery list, even if written at work on NMWD letterhead, is not a public record
  - Text messages on a personal phone with Tony Williams about an upcoming board meeting are public records





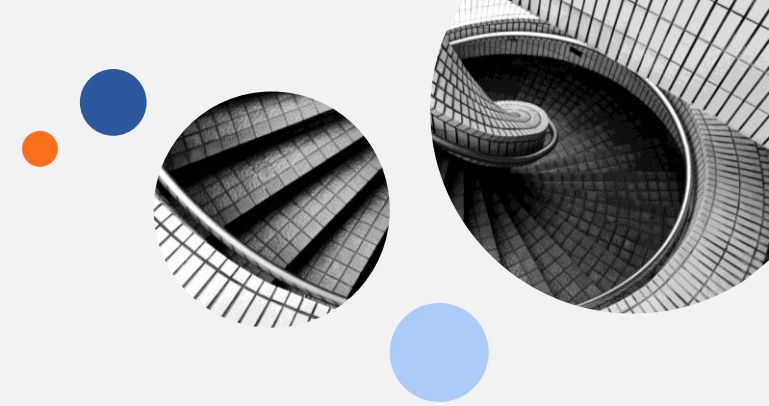
# Prepared, Owned, Used, or Retained



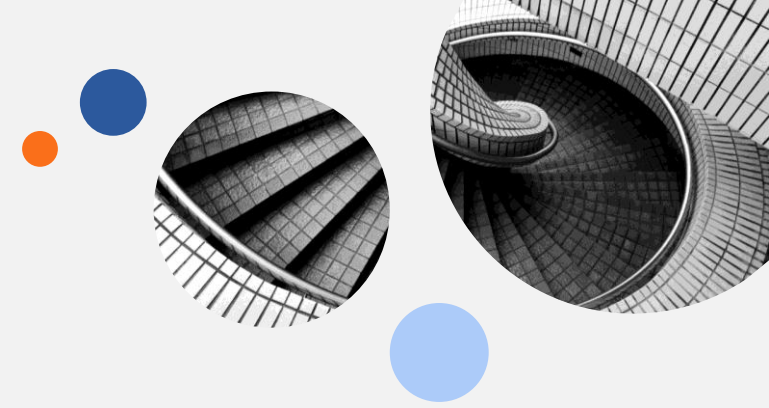
- The scope of potentially responsive documents are not only records in the physical possession of the public agency, but records within the agency's constructive possession
  - An agency has constructive possession of records if it has the right to control the records either directly or through another person.
- Note – courts have found that records on employee's personal devices are public records subject to disclosure under the PRA. (*City of San Jose v. Superior Court* (2017) 2 Cal.5<sup>th</sup> 608.)

# Form of PRA Request

- No specific format is required
- Requests can be verbal OR in writing
- If the scope of the records request is vague, the public agency is obligated to assist the requestor to modify the request.
- The request must be precise enough to allow the agency to locate responsive records.
- The request does not need to identify a specific record.



# Timing



- Within 10 days, the agency must
  - Determine whether the request seeks records which must be disclosed
  - Provide a written response
  - State the date when records will be produced
  - Ten-day period starts with first calendar day after date of receipt
  - If response date falls on a weekend or holiday, the next business day is the deadline
  
- Extensions
  - The agency may extend the time for 14 days if it will need to coordinate with multiple departments, field offices, or examine voluminous records. (Govt. Code § 7922.535 (b).)
  
- SB 1034
  - Signed into law in July 2024
  - Increases response time to 14 days if the Governor has declared a state of emergency.

# Exempt Records

- Drafts
- Pending litigation (until litigation adjudicated/settled)
  - Exemption applies only to documents specifically prepared for use in existing or anticipated litigation.
- Investigatory records
- Privileged information and communications(see next slide)
- Personnel, medical, etc.
- Real estate appraisals and engineering studies
- Taxpayer information gathered in collection of local taxes.
- Catch-all
  - Public-interest balancing test: the public interest served by nondisclosure clearly outweighs the public interest in disclosure.

# Privileges

- PRA exempts records, the disclosure of which are prohibited under state or federal law (including the California Evidence Code).
- Attorney-client
  - Just copying counsel doesn't guarantee privilege. The purpose of the communication must be to obtain legal advice or otherwise related to representation
- Official Information
  - Information acquired in confidence by a public employee in the course of his or her official duties and not normally disclosed to the public. (Evidence Code § 1040)
- Deliberative Process Privilege
  - Not an absolute privilege
  - Protects an official's thought process
  - Uses a balancing test (the public interest in nondisclosure clearly outweighs the public interest in disclosure)

# Responses

- If no responsive records, the agency must provide that information to the requestor
- Consider whether any portion of the records must be redacted to protect privileged information. Disclosure of privileged information is generally a waiver of the privilege.
- If the agency withholds records, it must identify the exemption claimed
  - No need to create a privilege log
- No need to recreate records which have been lawfully discarded prior to receipt of the request
- The agency cannot charge fees for searching for records, reviewing and redacting records, or assisting requestor in formulating a PRA request.
- The agency may charge fees for the direct costs of copying, but is not required to.

# Questions?







NMWD

# The Brown Act

February 4, 2025

Bold, Polisner, Maddow, Nelson &  
Judson

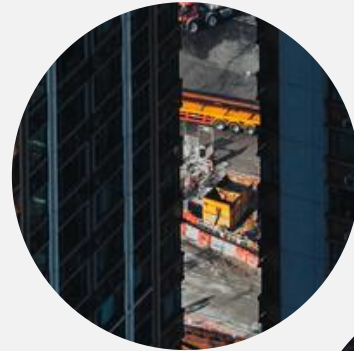
Craig L. Judson

Sharon M. Nagle



# Agenda

- Introduction
- Brown Act Overview
- What Are Meetings?
- Notice and Agenda Requirements
- Rights of the Public
- Closed Session
- New Legislation
- Questions

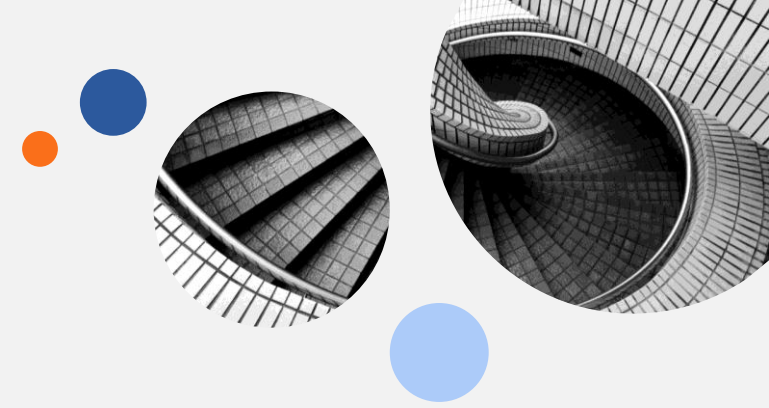


# Introduction

The guiding principle of the Brown Act is that the business of the public must be conducted in public, with ample opportunity for public participation.

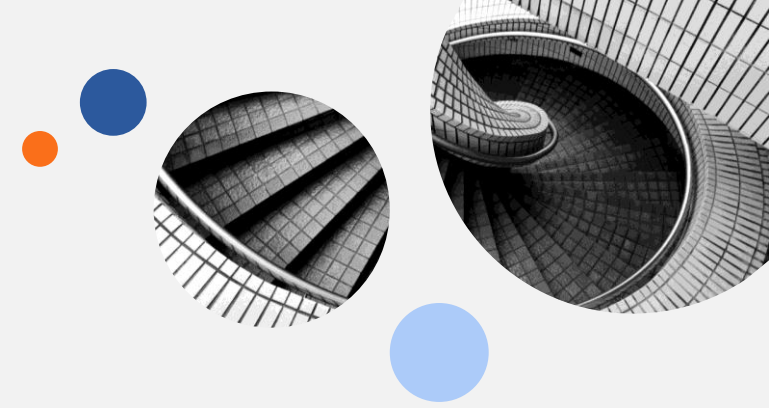


# Who is subject to the Brown Act?



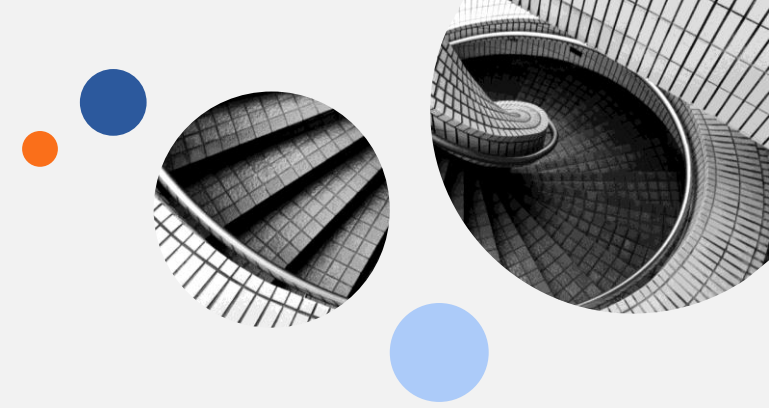
- The Brown Act applies to legislative bodies of local agencies, such as NMWD.
  - The Brown Act also applies to standing committees, even if made up of less than a quorum of members.
- It does not apply to ad hoc committees made up of less than a quorum of the body.
  - Ad hoc committees are temporary committees formed for a limited purpose, for example an advisory committee created to interview candidates for a vacant position.

# The Open Meeting Rule



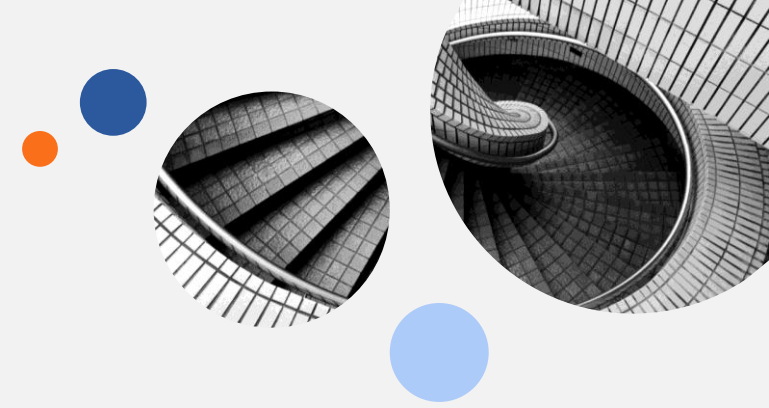
- Meetings must be open to the public
- Exceptions are narrowly construed
  - Exceptions are social or ceremonial occasions, conferences open to the public, open and public meetings held by another person or legislative body
- A majority of Board members may not discuss or transact business outside of a properly noticed meeting
- Role of General Counsel

# What is a “meeting”



- A meeting takes place whenever a majority of the board or committee comes together at the same time or place to hear, discuss, and/or deliberate on any time of business within NMWD’s subject matter jurisdiction
- Meetings may be informal
- Meetings may involve only discussion, action, or both
- Meetings can be in person or virtual
- Examples: retreats, site visits, social gatherings, gathering before or after a formal meeting

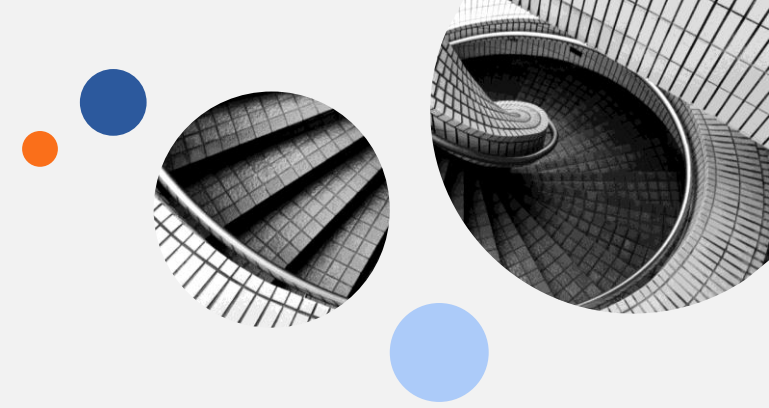
# Serial Meetings



- Daisy chain meetings
  - Member A contacts Member B; Member B contacts Member C; Member C contacts Member D.
- Hub and spoke meetings
  - Member A separately contacts Members B, C, and D until a quorum has been contacted.
  - Staff member contacts a majority of members for discussion on a topic.
    - Staff can answer questions or provide information to board member as long as any views or positions by the member are not communicated by staff to other board members.
- Serial meetings can occur informally, through text, email, or phone.
  - Be wary of “reply all.”

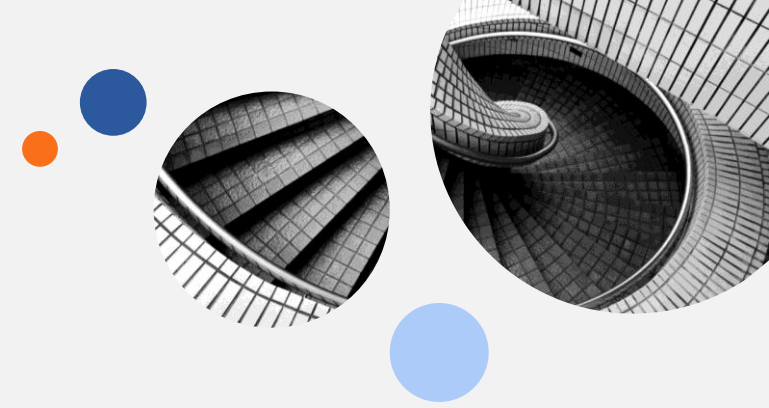


# Notice and Agenda Requirements



- Regular meeting agendas must be posted 72 hours in advance of the meeting
- Special meeting agendas must be posted 24 hours in advance of the meeting
- Agendas must describe the items to be considered with sufficient detail so that the public can understand. The board may not discuss and act on items not on the agenda or beyond the reasonable scope of the agenda.
- Exceptions:
  - Public health and safety
  - An items continued from the last agenda and that meeting was within the past five days
  - Newly arising item requiring immediate action

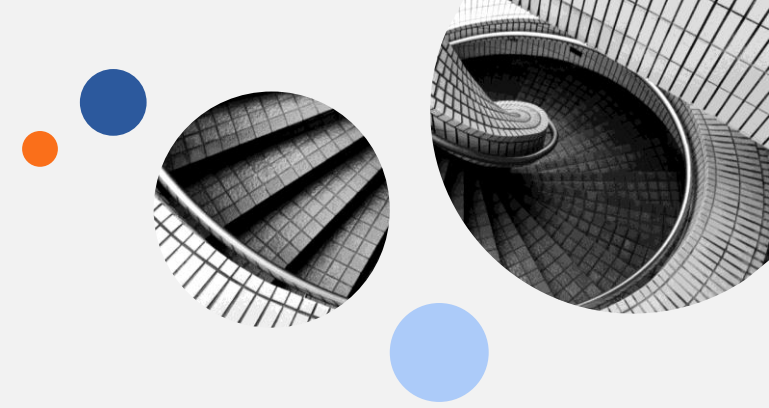
# Rights of the Public



- To have open and public meetings in an ADA compliant location
- To have access to agendas of public meetings and documents associated with agenda items
- To audio/video record meetings and inspect recordings made by the public entity
- To attend meetings without prior registration
- To address the Board regarding any item on the agenda before or while the Board takes action
- To address the Board regarding general topics within the scope of the Board's jurisdiction. Board cannot discuss or substantively respond

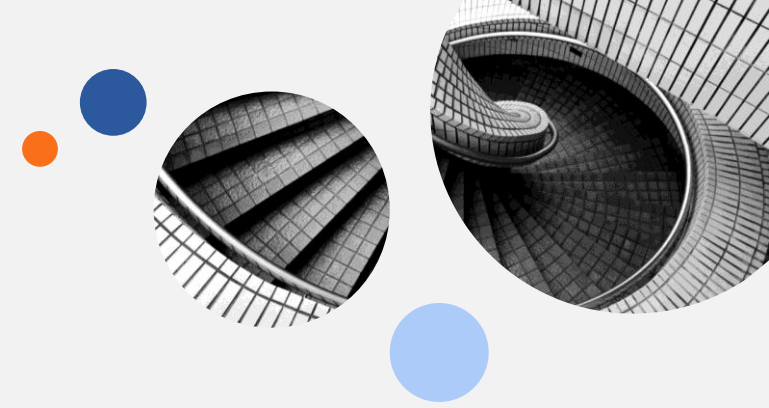


# Public Comments



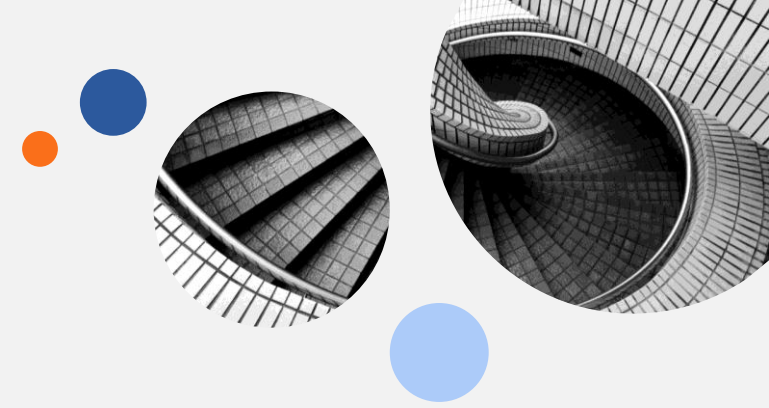
- The public has the right to equal time
- The public has the right to criticize
- No right to a response from the Board or staff
- The Board Chair may impose reasonable time, manner, and place restrictions on public participation
- The Board may exclude unruly speakers if necessary to allow the Board's business to continue

# Closed Session



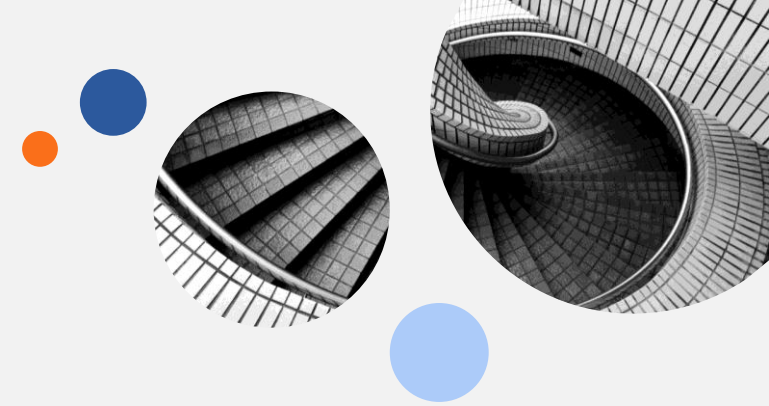
- All meetings must be open to the public unless the Brown Act authorizes a specific exception
  - Just because a topic may be sensitive, controversial, or embarrassing does not warrant a closed session
- The Brown Act authorizes closed sessions for certain topics, such as personnel, litigation, labor negotiations, and real estate negotiations
- Closed sessions items must be noted on the agenda, using “safe harbor” descriptions (Gov. Code § 54954.5)
- During a closed session, only Board members, necessary staff, and if needed, legal counsel may be present
- After a closed session, the Board must reconvene in open session and report any action taken in closed session

# Penalties for Brown Act Violations



- Board actions taken in violation of the Brown Act are void
- A party may seek an injunction or declaratory relief to stop or prevent future violations
- Prevailing plaintiff may get an award of attorney's fees and costs
- Criminal penalties can be assessed
  - Complaint to District Attorney and referral to Grand Jury
  - Disclosure of closed session discussion
  - Board Member intends to deprive the public of information to which the public is entitled.

# New Legislation



- AB 2302 - Hybrid meetings
  - Board members can participate in two remote meetings per year if the body meets once a month (or less); five remote meetings per year if the body meets twice per month; or seven remote meetings per year if body meets three or more times per month
  - Last year's new rule, which sunsets January 1, 2026, is still in effect: Board Member may participate remotely if there is a quorum of Board Members physically present within a location open to the public and within NMWD jurisdiction. A Board Member must demonstrate:
    - Just cause – specified reasons such as childcare needs, contagious illness, traveling on official business
    - Emergency – a physical or family medical emergency that prevents the Board Member from attending (requires Board approval)
  - Board Member must use both audio and visual technology, disclose whether any person over 18 is present in the room and disclose that person's general relationship to the Board Member
  - NMWD must provide an opportunity for the public to remotely see and hear the meeting, and the meeting must be broadcast live via streaming. No action may be taken if NMWD cannot broadcast the meeting
- AB 2715 – Closed Sessions to Discuss Cyberthreats
  - Currently, a board can hold a closed session to discuss threats to buildings, essential public services, public right of access to buildings. This legislation expands permissible closed sessions to “critical infrastructure controls” and “critical infrastructure information” relating to cybersecurity
    - Critical Infrastructure Controls – Networks and systems controlling assets
    - Critical Infrastructure Information – Information not typically in the public domain which pertains to physical or computer-based attacks, vulnerability of critical infrastructure, operational issues regarding critical infrastructure.

# Questions?





**NMWD**

# Prop 218 Overview

February 4, 2025

Bold, Polisner, Maddow, Nelson &  
Judson

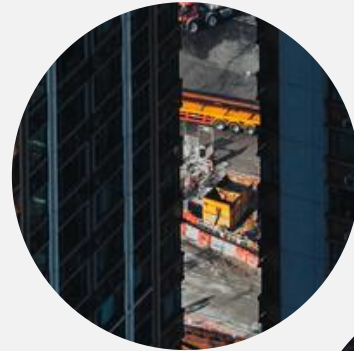
Craig L. Judson

Sharon M. Nagle



# Agenda

- Prop 218 Overview
- Substantive Requirements of Prop 218
- Procedural Requirements of Prop 218
- Notice of Hearing
- Ballots
- Challenges to Assessment
- Cases Interpreting Prop 218
- Questions?



# Prop 218 Overview



Adopted by voter initiative in 1996, Prop 218 added procedural and substantive requirements to the California Constitution for property related fees (including water.) Referred to as the “Right to Vote on Taxes Act.”



Essentially the policy which drove Prop 218 is that the general public should not pay for special benefits received by an assessed property.



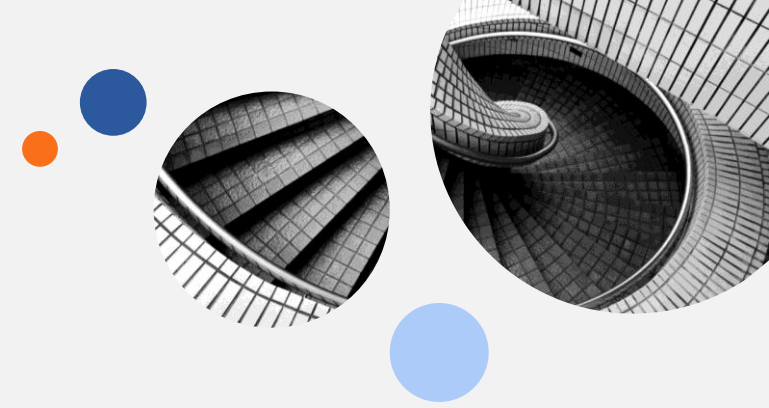
# Substantive Requirements of Prop 218



Revenues derived from the fee or charge shall not exceed the funds required to provide the property related service.

- Revenues derived from the fee shall not be used for any purpose other than that for which the fee was imposed
- Fees shall not exceed the proportional cost of the service attributable to the parcel
- Fees may not be imposed for a service unless the service is actually used by or immediately available to the owner of the property
- No fee may be imposed for general governmental services including, but not limited to, police, fire, ambulance or library services where the service is available to the public at large in the same manner as property owners
- The burden to demonstrate compliance is on the agency imposing the fee or charge

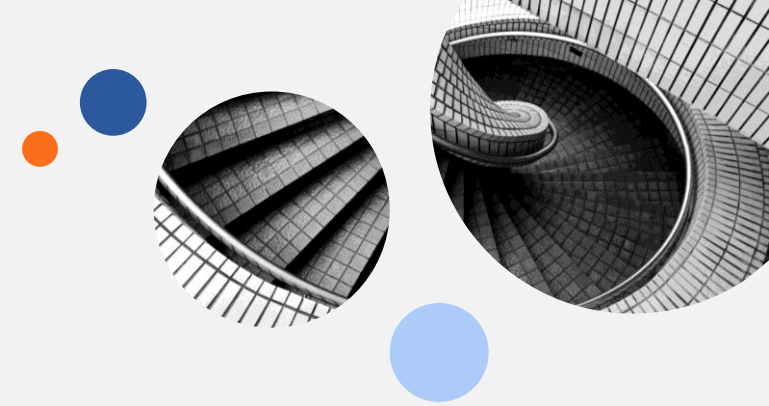
# Procedural Requirements of Prop 218



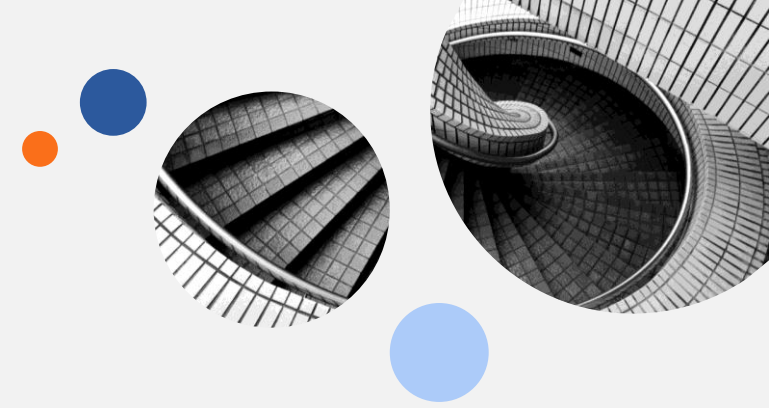
- Fees for water, sewer and refuse collection service fees are subject to a public hearing and majority protest procedure
- Public entity must provide 45 days written notice of a hearing and mail ballots to record owners of assessed parcels
  - Record owners is the owner whose name and address is on the last property tax assessment.
  - No need to provide separate notice to tenants
- All other property-related fees are subject to a public hearing and majority protest procedure plus a voter approval requirement
- Majority vote of affected property owners; or
- 2/3 vote of the electorate

# Notice of Hearing

- Total proposed assessment for the entire district and the owner's parcel.
- Reason for the assessment- identify improvements to be built or maintained or the services to be provided.
- Basis upon which the amount of the proposed assessment was calculated.
- Public Hearing Date, Time, and Location. The notice must state "the date, time, and location of a public hearing on the proposed assessment."
- Procedures Summary. The notice must include "a summary of the procedures applicable to the completion, return, and tabulation of the ballots." This information must be "in a conspicuous place" on the notice.
- Protest Statement. The notice must include a "disclosure statement that the existence of a majority protest will result in the assessment not being imposed."
- The assessment shall not be imposed if the ballots submitted, and not withdrawn, in opposition to the assessment exceed the ballots submitted, and not withdrawn, in favor of the assessment, with ballots weighted according to the proportional financial obligation of the affected property."

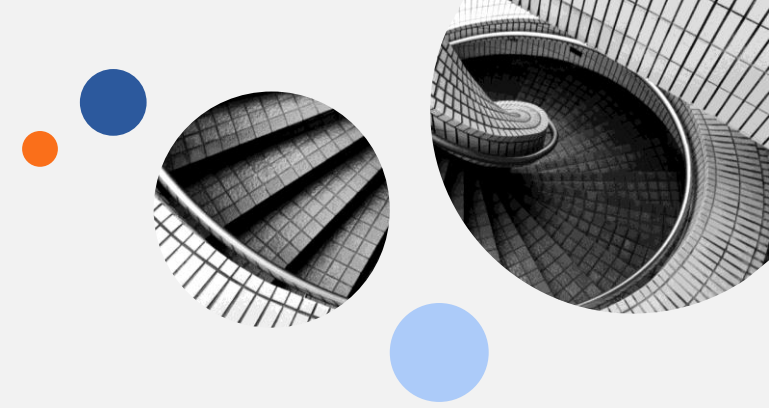


# Ballots



- Must contain agency's address where owner should send completed ballot
- Ballots must remain sealed until tallied
- Ballot can be submitted, changed, or withdrawn before the conclusion of public testimony at the hearing
- Impartial person to tabulate (can be clerk of agency)
- Ballots tabulated according to proportional financial obligation
- If there is a majority protest, the assessment cannot be imposed

# Challenges to Assessment



- In a legal challenge, the burden is on the agency.
- Courts do not defer to agencies but instead exercise independent judgment to determine whether the benefits are special and whether the assessments are proportional.
- Important to document the methodology used and justify the allocation of costs.
- Agency must demonstrate that the marginal cost of water justify rates within each tier.

# Legislative Updates

- **AB 2257 –Exhaustion of Administrative Procedures**

- If district complies, a ratepayer may only bring litigation after timely submission of a written objection
- Process:
  - The district must make the proposed rates available at least 45 days prior to the deadline for a property owner to submit objections, and provide notice of the administrative remedy procedure in the public hearing notice.
  - The district must post evidence supporting the rates on the agency’s website, and mail it to a property owner upon request.
  - The special district must provide property owners with a minimum of 45 days in which to submit a written objection alleging noncompliance with Proposition 218;
  - The special district must respond in writing to each written objection prior to the close of the public hearing during which the agency considers adopting the fee or assessment in question.

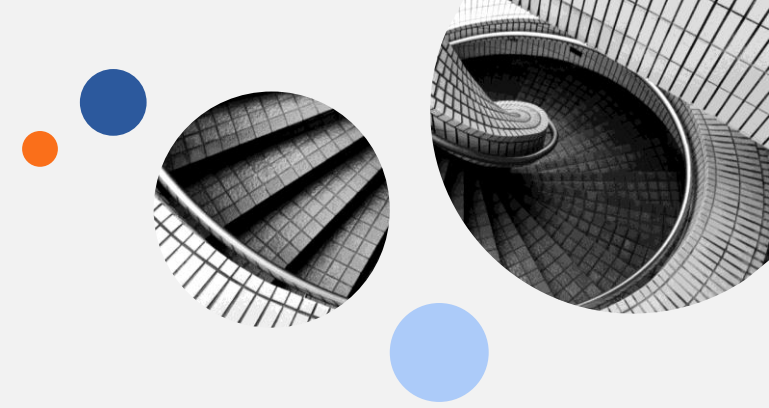
- **SB 1072 – Remedies**

- In response to *Coziahr v. Otay Water District*, which found that an agency can’t use conservation as justification to exceed the cost of service to a parcel.
- If a court finds an agency violated Prop 218, refunds must instead credit the amount of the property-related fee attributable to the Proposition 218 violation to reduce the agency’s cost of service.
- Need to see how the courts and agencies will interpret this.

# Legislative Updates

- **AB 1827 – Recovering Incremental Costs for Water Use**
  - Codifies authority in *Capistrano Taxpayers Association v. City of San Joan Capistrano*, that tiered water rates do not violate Prop 218 if agency demonstrates (with evidence) that the rate within each tier reflects the proportional cost of service within each tier.
  - Agencies can consider:
    - Higher water usage demand of parcels
    - Maximum potential water use
    - Projected peak water usage

# Cases Interpreting Prop 218



- *City of Palmdale v. Palmdale Water District:*
  - Tiered water rate structures do not violate Prop 218
  - Under Prop 218, water structure rates that incidentally encourage water conservation are permissible
- *Moore v. City of Lemon Grove*
  - An agency has a “reasonable degree of flexibility to apportion the costs”
  - “Water Service” means more than just supplying water
  - The cost of water includes planning and constructing capital facilities, even those over multiple years
  - The cost of water service includes all the required costs of providing water service both short-term and long-term
- *Coziahr v. Otay Water District*
  - Water rates must strictly adhere to proportionality requirement when using tiered rates.
  - Water rates must be based on actual cost of providing service
  - Conservation is an impermissible factor in structuring water rates if the rates exceed the proportional cost of service.



# Questions?



8

**DISBURSEMENTS - DATED JANUARY 23, 2025**

Date Prepared 1/21/25

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 1/15/25	\$190,569.31
90815*	Internal Revenue Service	Federal & FICA Taxes PPE 1/15/25	90,677.22
90816*	State of California	State Taxes & SDI PPE 1/15/25	21,266.16
90817*	CalPERS	Pension Contribution PPE 1/15/25	58,157.56
90818*	Nationwide	Deferred Compensation-457 PPE 1/15/25	16,916.96
90819*	Nationwide	Deferred Compensation 1/15/25-401A Match	2,841.41
EFT*	US Bank	December Bank Analysis Charge (Lockbox \$912 & Other \$545 Less Interest \$383)	\$1,073.26
64769*	Amazon Invoices	Cordless Tool Battery Charger (\$223), Kitchen Supplies, Lithium Batteries, LED Light Bar (\$357) & Office Supplies	771.19
64770*	US Bank Card	Job Postings (4) (\$281), Internet for PRTP & Gallagher Well #2, Monthly Electric Car Charge, Zoom for Board Meetings, Labor & Law Posters (3), Lodging Deposit for CSMFO Conference (\$341), Labels for Lab, Lunch Event for Staff & Board of Directors (\$5,857), Retiring Employee Event (\$292), UC Davis Webinar (STP) (\$450), Snap-pay Software (Auto) & Filing Fees for 941's, State Quarterly's & 1099's.	8,238.25
1		Retiree Exp Reimb (2025 Health Ins)	1,088.28
2	Alpha Analytical Labs	Lab Testing	3,722.00
3	Angelese, Rachael	Refund Overpayment on Open Account	308.43
4		Retiree Exp Reimb (Jan Health Ins)	1,572.71
5	AT&T	Leased Lines	63.14
6		Retiree Exp Reimb (2025 Health Ins)	547.80


Seq	Payable To	For	Amount
7	Bank of Marin	Bank of Marin Loan Principal & Interest (Pymt#159 of 240) Aqueduct Energy Efficiency Project	46,066.67
8	Bay Area Air Quality Mgmt Dist	Annual Permit Renewal Fees (Lanai & Tahiti Streets-Oceana Marin) (3/1/25-3/1/26) & Permit Fee to Operate Generator at 999 Rush Creek Place (\$2,985)	3,638.00
9		Retiree Exp Reimb (2025 Health Ins)	1,088.28
10	Brady Industries	First Aid Supplies	239.21
11	B.W.S. Distributors	Emergency Air Supply Bottle Repair (STP)	640.81
12		Retiree Exp Reimb (Jan Health Ins)	595.05
13	California Water Service	January Water Service	33.54
14		Retiree Exp Reimb (Jan Health Ins)	626.75
15	Charles Custom Welding	Welding Services (25 Bahama Reef)	740.00
16		Retiree Exp Reimb (Jan Health Ins)	626.75
17	Comcast	January Internet (Buck Institute)	366.97
18	Core & Main	6" & 8" Steel Pipe (126') (\$6,972), Brass Caps (10) (\$306), Corp Stops (8) & Unions (4)	7,485.65
19		Retiree Exp Reimb (2025 Health Ins)	286.32
20	Durkin Signs & Graphics	Signs w/Logo for Valve at Entrance of Admin Bldg, Board Rooms & Employee Entrance	7,679.09
21	Electrical Equipment Co	Fuses for Electrical Equipment (12)	503.00
22	Environmental Express	Conical Tube With Break Cap (Lab)	363.83
23		Retiree Exp Reimb (2025 Health Ins)	286.32
24	Fisher Scientific	Petri Dishes (600) (Lab)	126.65
25	Grainger	Miscellaneous Tools & Supplies	291.58
26		Retiree Exp Reimb (2025 Health Ins)	547.80
27	Hildebrand Consulting LLC	West Marin Rate Study (Balance Remaining on Contract \$31,750)	7,750.00


Seq	Payable To	For	Amount
28		Retiree Exp Reimb (2025 Health Ins)	1,088.28
29		Retiree Exp Reimb (Jan Health Ins)	626.75
30	Krusinski, Patricia	Novato "Water Smart Landscape Efficiency Program" Residential - Reissue Check to Correct Address	200.00
31		Retiree Exp Reimb (2025 Health Ins)	286.32
32		Retiree Exp Reimb (Jan Health Ins)	626.75
33		Retiree Exp Reimb (Jan Health Ins)	1,572.71
34	Lincoln Life Employer Serv	Deferred Compensation 1/15/25	7,300.31
35	Maggiora & Ghilotti	Prog Pymt#5 (\$230,237) & Prog Pymt#6: (\$316,685) Crest Pump Station Project (Balance Remaining on Contract \$803,099)	546,922.38
36		Retiree Exp Reimb (Jan Health Ins)	626.75
37	Marin County Ford	Tire Pressure Sensor Kits (4) ('12 F250) & Bumper Assembly ('19 F550) (\$957)	1,228.91
38	Marin Independent Journal	Annual Digital Subscription (Williams)	86.53
39	McLellan Co, WK	Miscellaneous Paving (\$20,713) & Striping (740 Sunset Pkwy) (\$1,003)	21,715.99
40		Retiree Exp Reimb (2025 Health Ins)	1,088.28
41		Retiree Exp Reimb (2025 Health Ins)	1,088.28
42	ODP Business Solutions, LLC	Miscellaneous Office Supplies	55.41
43	Pace Supply	Leak Clamps (2) & 4" Spool (\$346)	447.66
44	Pacific Gas & Electric Co	Power: Bldgs/Yard (\$3,079), Other (\$282), Pumping (\$47,856), Rect/Cont (\$758) & TP (\$153)	52,129.22
45	Brandon Pirinjian	Exp Reimb: Class A Driver's Tests	294.00
46		Retiree Exp Reimb (2025 Health Ins)	286.32
47	Point Reyes Prop Mgmt Assn	January HOA Fee (25 Giacomini Rd)	75.05
48		Retiree Exp Reimb (Jan Health Ins)	626.75



Seq	Payable To	For	Amount
49		Retiree Exp Reimb (2025 Health Ins)	547.80
50	Soiland Co., Inc.	Asphalt Recycling (5 yds)	171.25
51	Sonoma County Water Agency	December Contract Water	661,884.77
52	SPG Solar Facility XII, LLC	December Energy Delivered Under Solar Services Agreement	5,710.24
53	Thomas Scientific	Potassium, Ammonium, Lithium, Nitrate, Fluoride & Chlorate Standards, Thermometer & Beaker Brush (Lab)	502.20
54	Township Building Services	December Janitorial Services (Yard - \$1,198 & STP - \$381)	1,579.21
55		Retiree Exp Reimb (2025 Health Ins)	547.80
56	VWR International LLC	Inoculating Loops (24) (Lab)	188.53
57	White & Prescott	Prog Pymt#49: 30 Truman Drive Pump Station (\$180) & Prog Pymt#50: Verandah Oaks Water Line Easement (\$495) (Balance Remaining on as needed Contract \$20,000)	675.00
58		Retiree Exp Reimb (2025 Health Ins)	286.32
59	Wise, Janet	Novato "Toilet Rebate" Program	100.00
60	Wood Rodgers, Inc.	Prog Pymt#8: Gallagher Well #1 Assessment/Rehab (Balance Remaining on Contract \$129)	3,990.00
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$1,792,351.72</u></b>

The foregoing payroll and accounts payable vouchers totaling \$1,792,351.72 are hereby approved and authorized for payment.


01/22/25  
 \_\_\_\_\_  
 Auditor-Controller Date


01/22/2025  
 \_\_\_\_\_  
 General Manager Date

## DISBURSEMENTS - DATED JANUARY 30, 2025

Date Prepared 1/27/2025

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:

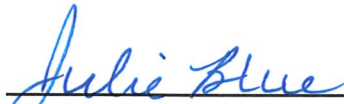
Seq	Payable To	For	Amount
64802*	City of Novato	Building Permit Development Fees (Admin& Lab Upgrade Project)	\$70,431.20
1	100 Wood Hollow	February 2025 Rent for 100 Wood Hollow	44,602.82
2	Alameda Electrical Distributors	Meter Center (PRTP) (\$785), Bushings (4), Locknuts (4) & Nipples (2)	878.39
3	American Family Life Ins	January 2025 Employee Paid Benefit	4,358.17
4	Associated Right of Way Services	Prog Pymt#18: Valuation Services for Lynwood Pump Station (Balance Remaining on Contract \$34,603)	287.50
5	Bearings & Hydraulics	4" Lever Valve ('13 Excavator & Trailer)	270.60
6	Bold & Polisner	December Legal Fees-General	1,530.00
7	Borges & Mahoney	Parts for Chlorine Analyzers, Annual Replacements & Recertification of Emergency Valves (STP)	1,631.73
8	Buck Institute	February 2025 Rent for Lab Space @ Buck Institute	13,584.00
9	Calmels, Suzanne	Novato "Cash for Grass" Rebate Program	1,000.00
10	Community Action Marin	Return Payment-Not Our Account	121.96
11	Consolidated CM	Prog Pymt#45: Construction Management Services Admin & Lab Upgrade Project (Balance Remaining on Contract \$69,481)	17,661.00
12	Core Utilities, Inc	December IT Support (\$6,000), SCADA & PLC Support (\$525), IT Services for Admin & Lab Upgrade Project (\$675)	7,200.00
13	ERM C/O Don Ludlam	Refund Security Deposit on Hydrant Meter Less Final Bill	421.40

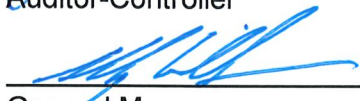
Seq	Payable To	For	Amount
14	D.L. Falk Construction, Inc.	Prog Pymt#29: Admin & Lab Upgrade Project (Balance Remaining on Contract \$328,278)	181,889.94
15	D.L. Falk Construction Escrow Acct	5% Retainer: DL Falk Construction-CA Bank of Commerce-Admin & Lab Upgrade Project	9,573.15
16	Freyer & Laureta, Inc.	Prog Pymt#26: Engineering & Design Services for Lynwood Pump Station (Balance Remaining on Contract \$97,574)	3,547.50
17	GHD Inc.	Prog Pymt#19: GIS Conversion to ESRI & Mapping Support (Balance Remaining on Contract \$6,508)	844.78
18	Grainger	Wet Well Blower & Filter Silencer (O.M. Lift Station) (\$1,504), Solenoid Valve (\$389), Plastic Wrap (200') (\$342), Ultrasonic Level Sensor (O.M. Lift Station) (\$2,084), Shelving Bins (10) (\$332) & Miscellaneous Tools & Supplies	6,702.29
19	Home Depot	Adapter Fittings (4), 27 Gal Storage Totes (19) (\$396) & LED Tri-pods (2)	663.37
20	Leete Generators	Deposit on 300 kw Generator (Office/Yard Refurbish)	47,435.00
21	McLellan Co, WK	Striping (\$1,049) & Concrete Sidewalks (\$1,270)	2,320.30
22	MISCOWater	Rebuild Kits for Chemical Metering Pumps at PRTP (4)	1,118.96
23	Mutual of Omaha	February 2025-Group Life/ADD Insurance Premium & Vision	2,240.76
24	Novato Sanitary District	October (\$21,170) & November (\$14,098) 2024- RW Operating Expense	35,268.49
25	OCT Water Quality Academy	Registration for "Math for Water Distribution" Class (M. Williamson) (3/12-3/13/2025)	530.00
26	Pace Supply	6" Service Saddles (8) (\$587), Box Lids (3) (\$670), Flanges (22) (\$1,046), PVC Pipe (140'), Adaptor, Couplings (18) (\$2,205), Nipples (48) (\$427), Bell Restrainers (4), Nuts (16), Tees (5) (\$510), 4" Pipeline Probe (\$287), Bushings (3), Caps (6) & Gate Valves (8) (\$383)	6,936.75



Seq	Payable To	For	Amount
27	Roy's Sewer Service	Cleaning Services & Dumping Fees (Oceana Marin North Street Lift Station)	4,100.00
28	City of Santa Rosa	NMWD's Share of Urban Water Management Plan Demand & Conservation Analysis Update-Streamline Report	16,428.00
29	Schwaab Inc	Date Stamps (5) & Stamp Pads (2) (Admin & Engineering)	490.21
30	Scott Technology Group	January Monthly Maintenance on Engineering, Admin Copiers & Contract Overage Charge	423.26
31	SMART	Flagging Services (Rush Creek Place Recycled Water Extension) (10/17-10/18/2024)	2,485.00
32	Thomas Scientific	Nitrate Standard (Lab)	23.98
33	United Site Services	Portable Restroom Rental (Construction Locker Room Renovation Project) (1/22-2/21/2025)	4,826.74
34	Vulcan Materials Company	Power Patch (4 yds)	819.28
35	VWR International LLC	Caps for Volumetrics (6) & Bottles (72) (Lab)	127.14
36	Waste Management	Waste Disposal	289.13
37	White Cap L.P.	Visqueen (20' x 100') (Construction)	217.99
38	ZORO	Building Wire (\$360) & Female Socket Outlet	373.65
		<b>TOTAL DISBURSEMENTS</b>	<b><u>\$493,654.44</u></b>

The foregoing payroll and accounts payable vouchers totaling \$493,654.44 are hereby approved and authorized for payment.

  
 Auditor-Controller 01/28/2025  
 Date

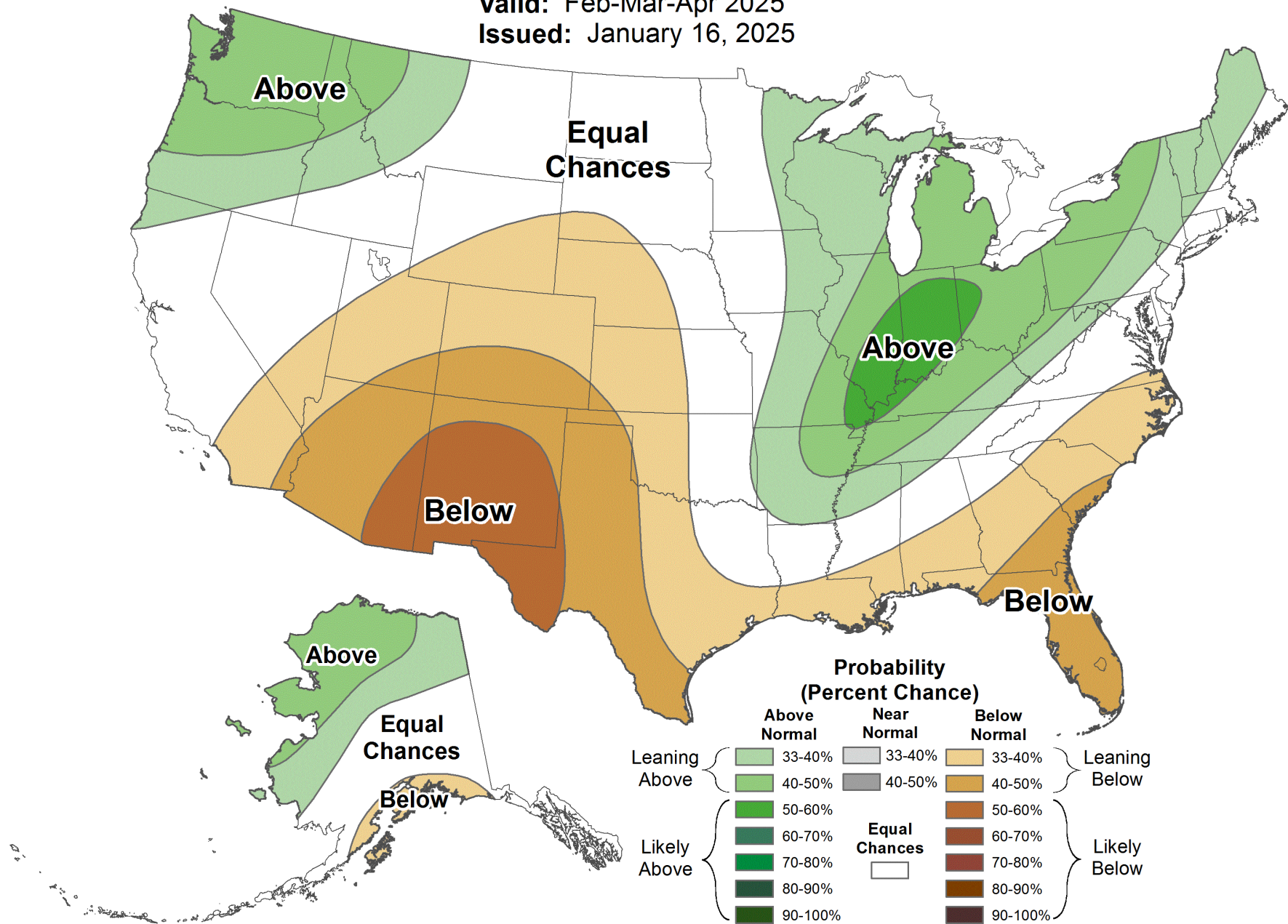
  
 General Manager 01/28/2025  
 Date



# Seasonal Precipitation Outlook



Valid: Feb-Mar-Apr 2025  
Issued: January 16, 2025

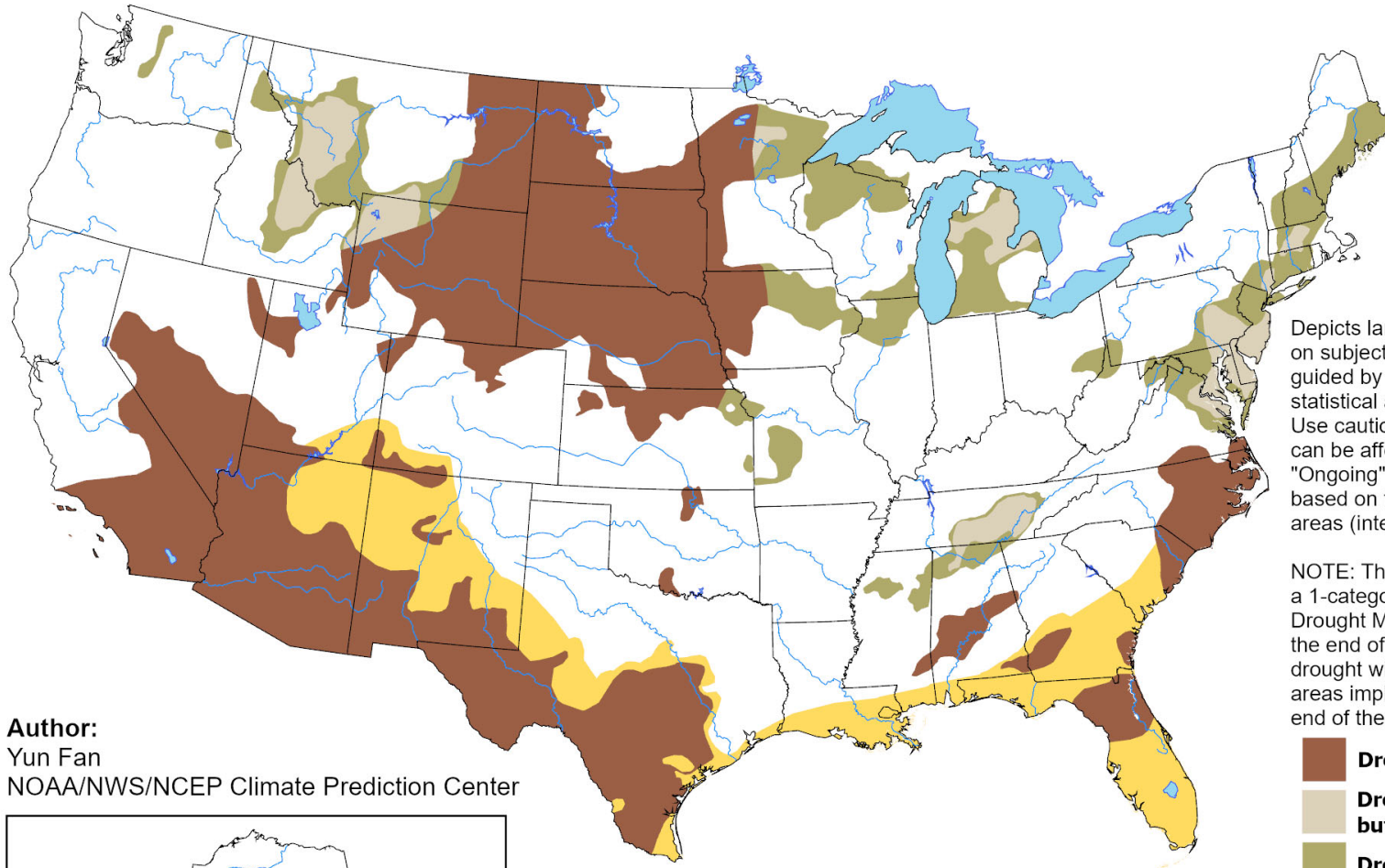




# U.S. Seasonal Drought Outlook






## Drought Tendency During the Valid Period

Valid for January 16 - April 30, 2025  
Released January 16, 2025

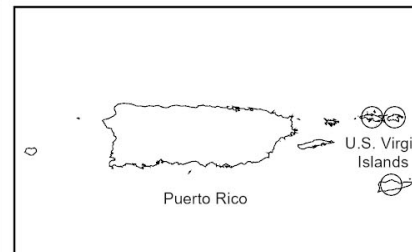
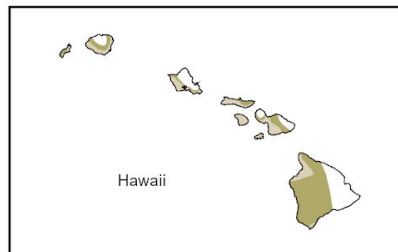
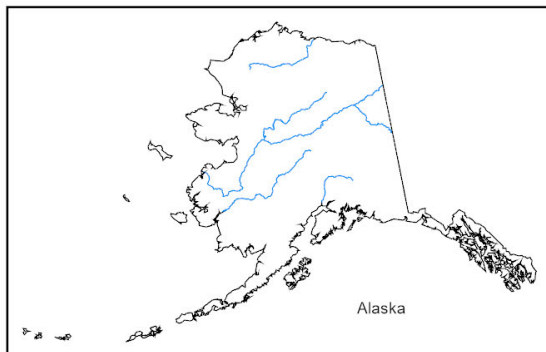


Depicts large-scale trends based on subjectively derived probabilities guided by short- and long-range statistical and dynamical forecasts. Use caution for applications that can be affected by short lived events. "Ongoing" drought areas are based on the U.S. Drought Monitor areas (intensities of D1 to D4).

NOTE: The tan areas imply at least a 1-category improvement in the Drought Monitor intensity levels by the end of the period, although drought will remain. The green areas imply drought removal by the end of the period (D0 or none).

-  **Drought persists**
-  **Drought remains, but improves**
-  **Drought removal likely**
-  **Drought development likely**
-  **No drought**

**Author:**  
Yun Fan  
NOAA/NWS/NCEP Climate Prediction Center



<https://go.usa.gov/3eZ73>

Marin County  
**Sea Level Rise Adaptation  
Organizational Structure and Decision-making  
Process**

Special Districts Focus Group  
January 29, 2025



# Agenda

1. Introductions
2. Project Overview
3. Discussion: Challenges and Opportunities
4. Looking Ahead: Process & Next Steps

# Introductions



## Meet our team



**Ariel Espiritu Santo**  
County of Marin



**Emily Schwimmer**  
AECOM



**Steve Kinsey**  
CivicKnit



**Chris Choo**  
County of Marin



**Christine O'Rourke**  
O'Rourke & Associates



**Ricardo Huerta Niño**

# Project Overview

# Why Do We Need a Countywide Approach to Sea Level Rise?

Project Overview

**1** Much of Marin County's 110-mile shoreline is in low-lying areas that are susceptible to the threats of SLR

**2** SLR doesn't adhere to boundaries – it requires a collaborative response between stakeholders

**3** Everyone will be impacted by sea level rise - it will impact critical assets like roads, wastewater and water infrastructure, schools, property owners, and equity priority communities

Sea level rise adaptation requires:





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# Purpose

## Project Overview

This project aims **to identify, through collaboration with local agencies and community partners, a multijurisdictional, collaborative approach to SLR adaptation across the county.**

The project aims to answer two questions:

- 1** How can cities, towns, communities, and the county collaborate to advance sea level rise adaptation planning and implement solutions to sea level rise?
- 2** How can the County organize its staff and resources effectively and efficiently to both support a potential new governance structure and prepare for sea level rise and deliver future adaptation projects in unincorporated areas?

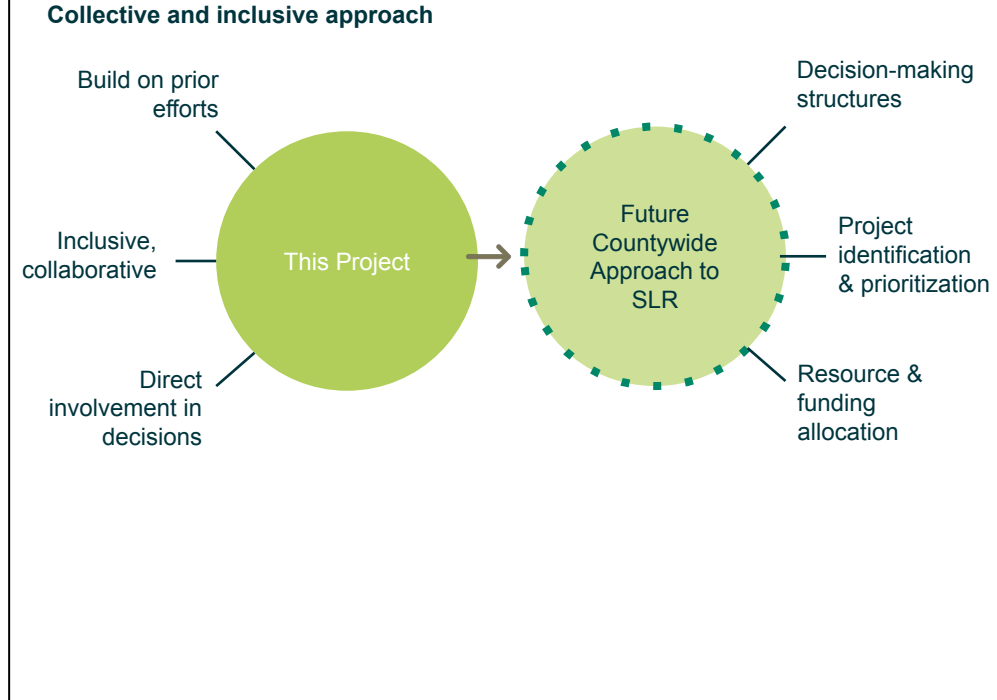
While the roles and responsibilities of this governance structure will be determined **in collaboration with agencies and communities** across the county, they may include:

- **Creating and implementing an inclusive approach to SLR adaptation planning**
- **Leading and implementing a coordinated adaptation program**
- **Facilitating and maximizing funding opportunities**

# Project Objectives

## Project Overview

- **Build upon existing local, County, and community efforts**
- **Create and implement an inclusive and comprehensive approach to defining what a collaborative approach to SLR adaptation planning**



# External Drivers

**SB 272 Regional  
Shoreline Adaptation  
Plan**



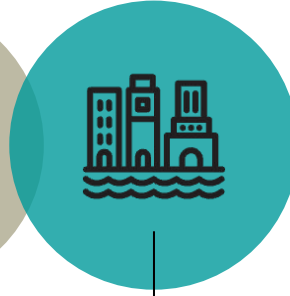
**Competitive and  
shifting funding  
landscape**



**High cost of SLR  
adaptation projects**



**Shared infrastructure  
and/or infrastructure of  
regional importance that  
will be impacted by SLR**



# Project Approach

Project Overview

## Steering Committee

A process and political oversight body comprised of elected officials from across the county.

**Stakeholder Engagement**  
Stakeholder engagement is foundational to this process and will inform all components of the process and recommendations.



## TBD: Technical Advisory Committee\*

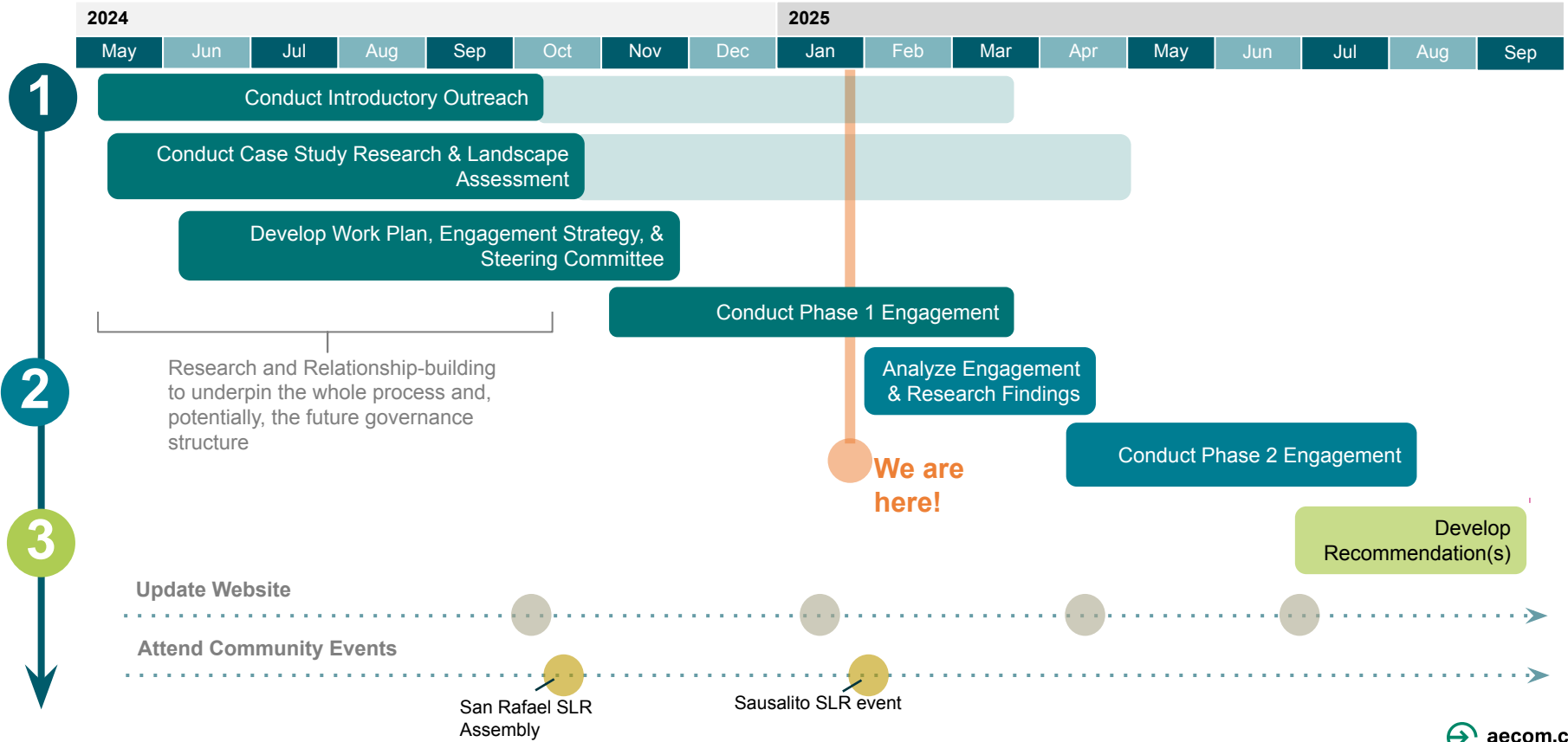
A subject matter body comprised of agency and organization staff with experience in SLR planning, delivery, operations, and funding.

*\*This may end up being an recommended next step of this study*



**Backbone: County & Consultant Team**

# Project Schedule



**Discussion**

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# Current State

## Discussion

- **On a scale of 1-10, how well does your agency understand the risks of sea level rise?**
- **On a scale of 1-10, how high/low of a priority is sea level rise adaptation for your agency? For your customers?**
- **Are your agencies working on any sea level rise-related projects or studies?**
  - Time horizons of CIPs, infrastructure aging
  - Regulatory landscape:
- **What are your primary challenges related to sea level rise adaptation planning? (e.g., leadership support, resources, staffing)**
  - **Tony: coordination with transportation agencies?**



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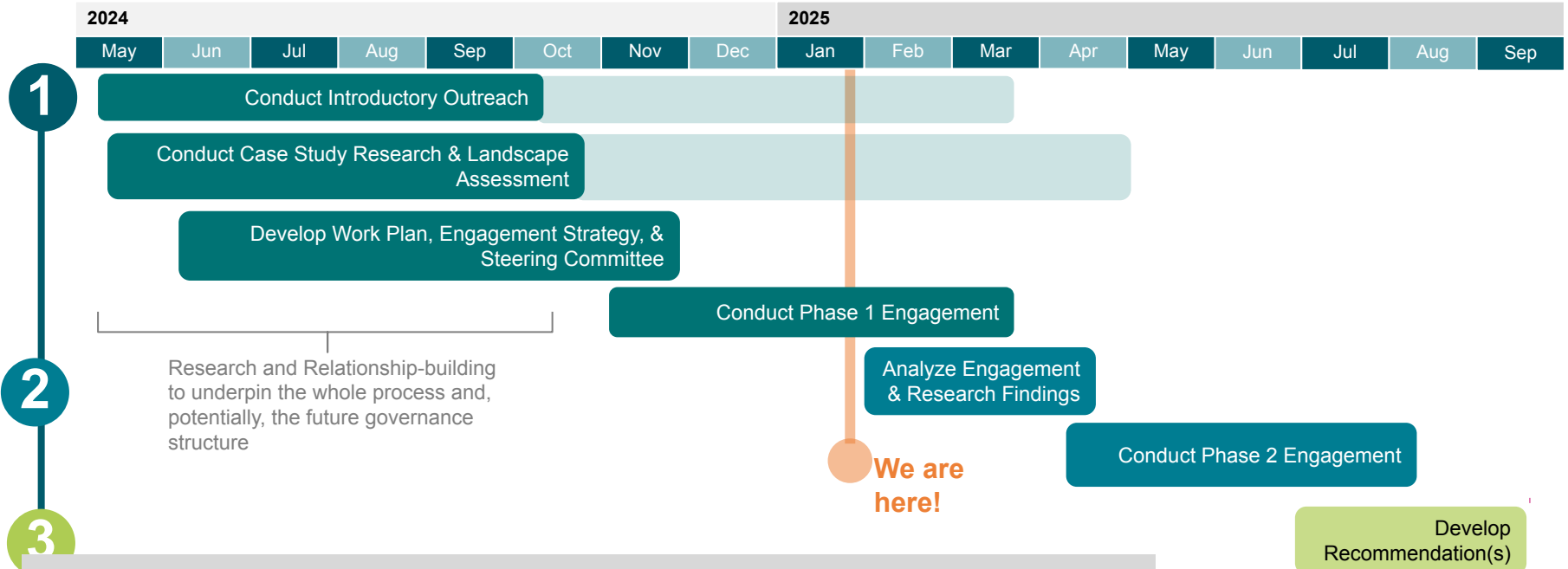
# Future State

## Discussion

- **What kind of additional support does your agency need to address sea level rise? (e.g staffing, funding, permitting, technical skills)**
- **Are there any current or planned projects that would benefit from collaboration with an adjacent jurisdiction ?**
- **Are there any sea level rise planning or infrastructure efforts that would best be accomplished through countywide collaboration? Are there critical infrastructure assets or specific geographic areas that are of regional importance?**
- **What are your concerns and priorities related to collaborating with other local agencies? Lessons learned?**
- **As of today, do you have a suggested existing or new public entity that could serve as the collaboration backbone?**

# Looking Ahead

# Looking Ahead



**Discussion:**

- What questions do you have that would need to be addressed by this process?
- How will you know that the outcome(s) of this process are legitimate?

# Questions?

Project Website: [MarinSLR.org](http://MarinSLR.org)

**Please sign up for the Newsletter for updates!**

Contact:

Emily Schwimmer: [emily.schwimmer@aecom.com](mailto:emily.schwimmer@aecom.com)

Ariel Espiritu Santo: [ariel.espiritusanto@marincounty.gov](mailto:ariel.espiritusanto@marincounty.gov)



**Thank You!**

## LA tragedy a call to action for Marin County residents

As the world reflects on yet another devastating wildfire event, a scene Californians have sadly become all too familiar with, we collectively ask ourselves, “What can we do to ensure this doesn’t happen in Marin?”

Your local leadership, all of the Marin County fire chiefs, Marin Wildfire Prevention Authority officials and policy leaders around wildfire prevention and protection share your concerns and want to share our perspective.

Following the 2017 North Bay fires, Marin supervisors commissioned a “lessons learned” study that resulted in over 60 recommendations to guide fire departments, law enforcement, emergency managers and the public. This led to significant investments by local governments, homeowners and, ultimately, the electorate supporting Measure C to establish and fund the MWPA.

While progress has been made, recent events in Los Angeles, Hawaii, Northern California and elsewhere show that no community is fully prepared for the increasing intensity and frequency of wildfires due to climate change. Fire seasons are 45 days longer, on average, than in the 1970s. More regular and increasingly devastating wind events occur more commonly, extending well into what historically has been winter months.

Fires spread rapidly in each of these events, propagated by millions of burning embers carried by ferocious winds finding their way to receptive beds of landscape and combustible materials in yards and into homes’ attics, crawl spaces, decks and combustible fences. They set off a chain of unstoppable home-to-home and building-to-building ignitions.

Marin has a well-equipped, well-trained, experienced group of firefighters, many with countless hours logged on the frontline of these horrific fires. But the reality of these new megafires is we can’t fight our way out of them. Taking collective actions ahead of these fires would give firefighters the best chance of both ensuring your safe evacuation and saving of your homes and businesses.

Through the investment of Measure C funding and the organization of the MWPA, significant investments have been leveraged to improve evacuation routes and software to manage evacuations; enhanced warning systems; and increased attention to defensible space, home hardening and fuel reduction zones around our communities. These actions, though helpful, are only part of the solution needed.

Here is our call to action: There are three things that residents must do collectively across Marin. These are critical steps: All must ensure personal preparedness, create defensible space around homes and harden homes against ember storms.

Personal preparedness involves registering online with AlertMarin, creating an evacuation plan, having a “go bag,” preparing to evacuate with pets, assisting neighbors with mobility challenges and being ready for safe evacuation.

Creating a “fire smart yard” includes developing defensible space around homes to slow or stop a wildfire. This involves creating buffer zones between buildings and combustible materials, with different zones requiring specific actions. The area from 0 to 5 feet from the house (aka Zone 0) is most critical. It is intended to create an ember-resistant buffer.

Home hardening is essential to protect buildings from igniting during wildfires. By resisting ember ignition through proper vent installation, removing combustible materials, sealing openings, enclosing soffits and correctly installed gutters with guards, homes can better withstand wildfires.

Preventing the devastation seen in Los Angeles is possible through a collective effort of every homeowner in the county. By creating fire-resistant yards and ember-resistant homes, as well as promoting early and safe evacuations, communities can become more resilient to wildfires. If every homeowner does their part, we will see resiliency at a scale that will have the impact necessary to become fire-adapted communities.

The time to act is now. Together, we can work toward a future where wildfires are less destructive, and communities are better prepared for the challenges of climate change.

Visit Fire Safe Marin at [firesafemarin.org](https://firesafemarin.org) to learn more about evacuation preparedness, creating fire-smart yards and hardening homes. Then, go to [alertmarin.org](https://alertmarin.org) and sign up.

Let’s roll up our sleeves and work together to build a safer, more-resilient future. Small investments now will save lives and billions of dollars later.

*Ross Valley Fire Chief Dan Mahoney is president of the Marin County Fire Chiefs Association. Mark Brown is executive officer of the Marin Wildfire Prevention Authority.*

## Sonoma pipeline favored over reservoir expansion

Minimal disturbance to environment, public cited



A plan to raise the Soula Jule Reservoir in northwestern Marin would yield great water gains, but the loss of farmland and homes would be a big impact on the ranching community, Marin Municipal Water District staff said. SHERRY LAVARS — MARIN INDEPENDENT JOURNAL, FILE





A sprinkler irrigates a lawn at a park in Novato. District staff said that constructing a pipeline to convey water from Sonoma County would be the most efficient way to boost supply. ALAN DEP — MARIN INDEPENDENT JOURNAL, FILE

**BY ADRIAN RODRIGUEZ**

[ARODRIGUEZ@MARINIJ.COM](mailto:ARODRIGUEZ@MARINIJ.COM)

Marin Municipal Water District managers appear to be placing a controversial reservoir expansion proposal on the back burner.

District staff said Tuesday that constructing a pipeline to convey water from Sonoma County would be the most efficient way to boost supply with minimal disturbances to the environment and residents.

Staff said the plan to raise the Soulajule Reservoir in northwestern Marin would yield great water gains, and it offers the district flexibility and resilience. However, the loss of farmland and homes would be a big impact on the ranching community, staff said.

The board took no vote Tuesday, but members tended to agree.

“I wouldn’t take anything off, but in terms of focus in the short term, I believe that the conveyance has both regional and local impact, and I think there’s a lot that we can do there,” said board member Jed Smith.

“I’m comfortable with the direction you’re going and I look forward to the next steps,” Smith said.

A staff presentation provided an analysis of more than a dozen proposals of potential ways to bolster water supply and protect the county from drought.

In addition to cost, the staff analysis judged the projects on factors such as social and environmental effects, flexibility, resiliency, water quality, reliability and sustainability.

Paul Sellier, the district’s water resources manager, said the goal set by the “water supply road map,” a plan to build drought resiliency, was to construct a project in the short term that could add about 8,500 acre-feet of water. An acre-foot equals about

326,000 gallons.

Instead of planning just one project, or one effort, the district could take an integrated approach to meet that goal, Sellier said.

Water-saving efforts by customers amount to about 2,000 acre-feet of water a year, he said.

Additionally, the district is in the environmental review phase of a plan to reshape the Nicasio Reservoir. That project could add 3,000 acre-feet of storage, producing 750 acre-feet a year. The project would modify the spillway gates of the dam.

Sellier said there are a host of other district improvements adding up to about 1,000 acre-feet of water gains a year.

With those projects in mind, the new goal is a project yielding 4,750 acre-feet of storage, Sellier said.

The advantages of a pipeline project is that it could provide a good water yield, be constructed in phases and be functioning in as few as four years, Sellier said. The pipeline, which would feed into the Nicasio Reservoir, could also make it easier and more practical to consider reservoir storage expansion projects in the future, he said.

One of the reservoir projects being considered is the expansion of Kent Lake. The only way to do the construction, though, is to empty the lake. That would require deep planning and flawless execution because of a shortened construction season squeezed by environmental constraints, Sellier said.

If a new pipeline were in place, the district would have enough supply to offset the absence of Kent Lake during construction, Sellier said.

The pipeline project could be done in phases, with the first phase yielding about 3,800 acre-feet of water and costing around \$168 million. The second phase would increase supply to 8,100 acre-feet and increase the total cost to \$405 million, according to the district.

The Kent Lake expansion is expected to cost \$519 million, compared to expanding Soulajule Reservoir, which would cost \$484 million.

Desalination projects would range from \$352 million to \$520 million, with annual costs expected to range from \$27 million to \$51 million.

The analysis also looked at a range of recycled water options, with a potential project at Peacock Gap standing out as a viable contender. The project would cost about \$28 million, but annual operations and maintenance would remain under \$1 million.

Board member Diana Maier said she has been concerned about the Soulajule project because of permitting, environmental effects and inundating the farmland that many ranchers call home.

A chorus of Marin ranchers has been against expanding the reservoir, which they say would upend their livelihood. Multigenerational homes and ranches could be threatened by the footprint of a bigger dam, requiring the water district to acquire land, likely by eminent domain.

"I personally have big concerns about that, and concerns for what kind of a conflict that could create that might take many, many years to get over if we were to go that route," Maier said, recommending that staff move forward with the pipeline proposal.

Board member Larry Russell said the Soulajule project would not only create conflict, but doesn't seem practical. He said it would not capture the same watershed as the other reservoirs.

"I think that we need to trim out things like the Soulajule consideration altogether because of its impact and also because of the practicality," Russell said.

West Marin ranchers urged officials to continue with the pipeline project and other ideas, but not the Soulajule option.

"I just think we need to remember that it will devastate the farmland and terminate all the operations," said Annie Dolcini. "We need to remember the immense emotional stress that it will put on the families, to force them to leave their homes and their family history that's been part of their land for hundreds of years."

Board members said that although the pipeline project looks like the best short-term option to pursue next, they are still interested in projects to construct a desalination plant and to add more recycled water opportunities in the future.

Staff is expected to make a formal recommendation on a project at a board meeting next month.



## Water agency details supply, preparations to fight fires

District describes pipe work, mitigation, controlled burns



A Marin County firefighter tends to a prescribed burn on Mount Tamalpais on Oct. 23. The Marin Municipal Water District's fire prevention efforts include ongoing work to replace low-pressure and leaky water pipes, clearing hazardous vegetation and conducting controlled burns. ALAN DEP — MARIN INDEPENDENT JOURNAL, FILE





A Marin County Fire engine uses a hydrant in a residential neighborhood during controlled burns in San Rafael in 2021.  
SHERRY LAVARS — MARIN INDEPENDENT JOURNAL, FILE

**BY ADRIAN RODRIGUEZ**

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As the Southern California wildfire catastrophe continues to unfold, water officials in Marin County are evaluating the area's level of disaster readiness.

Ben Horenstein, general manager of the Marin Municipal Water District, said the unavailability of water during the Los Angeles crisis this month mirrors the Hawaii inferno that killed more than 100 people in 2023, the North Bay fires of 2017 and the Camp wildfire in Butte County that killed 85 people and destroyed 13,500 homes in 2018.

"The water industry is not designing the system for urban wildfires coming in with all the hydrants being tapped and used and structures burned down and the pipes feeding them continuing to run," Horenstein said during a recent meeting on fire preparedness. "The level of demand that occurs in these situations is simply inconsistent with the design of a municipal water system, and it's a challenge."

The district, which manages 22,000 acres of Mount Tamalpais watershed to serve 191,000 customers, has 900 miles of pipes, 120 water storage tanks and 97 pump stations. Its seven reservoirs have a capacity of about 80,000 acre-feet, or around three years' worth of drinking water.

The district has invested in ongoing work to replace low-pressure and leaky water pipes, clear hazardous vegetation, conduct controlled burns and train for disasters.

"It's really important to understand ourselves and share with our community everything that's being done to manage fire risks on the watershed," said Ranjiv Khush, a district board member. "For multiple reasons it's obviously a high priority for us to continue with all of these activities and improve on them."

The crisis in Los Angeles began on Jan. 7 when 100-mph hurricane-force winds whipped up several conflagrations, burning tens of thousands of acres, leveling many homes, killing dozens of people and forcing thousands to evacuate. Firefighters are still struggling to wrangle the blazes.

“Water systems cannot handle that kind of demand,” said Chief Jason Weber of the Marin County Fire Department.

For the Marin Municipal Water District, preparations began years ago with its “fire flow improvements program,” a voter-approved effort in response to the Oakland Hills fire of 1996. The district partnered with fire officials to assess some 7,473 hydrants throughout the county to upgrade deficiencies and ensure adequate water pressure for a major fire.

The standard, set by Insurance Services Office Inc., is for residential fire flow to range from 500 gallons to 1,500 gallons per minute, depending on the space between buildings.

“The closer the buildings are to one another, the higher the fire flow needed,” said Adriane Mertens, a district official.

Alex Anaya, a district engineer, said that under the fire flow program, the utility upgraded approximately 50 miles of pipe from 1997 and 2012. Another 26 miles have been upgraded since then, and the district is working to make more replacements, Anaya said.

In the event of a massive emergency, there are options other than tapping into the county fire hydrants, Weber said.

For example, the county fire department has three water tenders, other local fire agencies have about 10 and the water district has one, Weber said. In larger emergencies, private water tender operators could be called upon for assistance, Weber said.

“Our reservoirs are full, and we have the bay and the ocean,” Weber said. “Water supply is not an issue.”

To help prepare for a fire, the water district has created a “biodiversity, fires and fuels integrated plan,” which in part involves removal of wildfire hazards. Those efforts have ramped up recently with grant funding from the California Department of Forestry and Fire Protection, the California Wildlife Conservation Board and the California State Coastal Conservancy, said Shaun Horne, the district’s watershed resources manager.

The district has a wildland fire staff of 17 equipped with ranger trucks, a 2,200-gallon water tender, a wildland engine, a boat with portable pumps, a fire-rated dozer and portable fire pumps.

In the past five years, the district has performed invasive plant removal and fuel break maintenance on 7,200 acres in the watershed, Horne said. That includes work by Pacific Gas and Electric Co. on the water district’s land.

PG&E runs about 37 miles of its distribution lines through the watershed. It has performed vegetation management on about 436 acres of land under lines and replaced more than 30 older utility poles to reduce fire hazards, Horne said.

In partnership with the Marin County Fire Department, the water district performed a prescribed burn on 11 acres at Ridgecrest Boulevard and Rock Spring on Mount Tamalpais. The district has plans for prescribed burns on dozens of more acres, including a new 20-acre project in the area of the Rock Spring trailhead.

Last year, the water district approved a new contract with county firefighters through 2031 to help with vegetation management and prescribed burns.

The district is also improving fire roads and emergency access routes, as well as hardening district facilities, including at ranger residences and pump stations to make them more resilient to fire, Horne said.

As for its emergency response preparation, the district has partnered with the Marin County Office of Emergency Management, which is under the purview of the Marin County Fire Department, to conduct regular meetings and training sessions.

Water district staff are ready to jump on an emergency to ensure pumps are working and support firefighters, Weber said.

Jed Smith, a district board member, said he’s interested in a report analyzing the district’s weak spots to share with the public. He said it’s an opportunity to revisit the district’s capital plan and maybe focus more attention on fire preparedness.

“Let’s get it out there and let’s make sure we invest in it,” Smith said.

Elsewhere in the county, the North Marin Water District said that each day it ensures there are at least 25 million gallons of water in 30 water storage tanks that range in capacity from 5,000 gallons to 5 million gallons. That capacity could be increased to 35 million gallons.

In an effort to continually improve the system, the district is replacing the Lynwood pump and Crest pump stations and adding a 24-inch transmission water main to a storage tank on San Mateo Way.

“The district has an extensive distribution system to ensure we always have available water for human consumption and firefighting purposes,” the district said in a statement.



# Marin officials considering options for ranch evictions

‘Shelter crisis’ status could help find housing



Cattle graze near a mix of ranch and residential buildings in the Point Reyes National Seashore. Officials are looking to speed the creation of temporary housing for residents being displaced from ranches and dairies. PHOTOS BY ALAN DEP — MARIN INDEPENDENT JOURNAL, FILE



Six ranches and six dairies in the Point Reyes National Seashore must close, and the workers living there must leave.

**BY RICHARD HALSTEAD**

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Marin County officials might declare a “shelter crisis” to speed the creation of temporary housing for residents being displaced from ranches and dairies in the Point Reyes National Seashore.

The declaration would be paired with an alternative building code to allow the county to authorize dwellings that lack a foundation, such as a recreational vehicle or tiny house, for interim housing.

The Board of Supervisors will consider the moves at its meeting March 11.

Under a legal settlement announced Jan. 8, six ranches and six dairies in the federal park must close within the next 15 months, and the workers living there must leave. The operators agreed to close in return for payment following litigation by environmental organizations to deny them new leases.

It is estimated that at least 90 people will lose their homes because of the agreement. Most are Latino workers and some are undocumented.

“This is a dramatic shift,” said Marin County Executive Derek Johnson. “Dozens of families are going to be impacted. It’s going to essentially change the social fabric of the community.”



The Shelter Crisis Act allows counties and cities to suspend standards on housing, health, habitability, planning, zoning or safety during emergencies. It also permits them to adopt local standards for the design and operation of homeless shelters and structures.

The law will let the county lease private land and place temporary shelters there without having to comply with the California Environmental Quality Act.

Senate Bill 1395, signed into law in September, expanded the California Environmental Quality Act exemption in the Shelter Crisis Act.

Sarah Jones, director of the Marin County Community Development Agency, said the Shelter Crisis Act also will remove the necessity of getting the California Coastal Commission's permission before creating temporary housing.

Jones said the county's building code forbids approval of housing that lacks a foundation. She said that is why the county designated the "Bo-Linda Vista" project in Bolinas as an "RV campground" when it issued the permit.

In 2023, the Bolinas Community Land Trust leased 27 recreational vehicles to provide temporary housing for about 60 Latino service and agricultural workers living in substandard conditions on the 66-acre Tacherra ranch. The community has been named Bo-Linda Vista by the people who live there.

A group called Bolinas for Compassionate Land Use has sued to challenge Bo-Linda Vista's approvals by county supervisors and the California Coastal Commission. The suit, which is unresolved, asserts that the project violates the rules of the county's local coastal program and the 1965 Williamson Act, which protects farm and ranch land. The suit also contends that the project fails to comply with the California Environmental Quality Act.

Ed Yates, the attorney representing Bolinas for Compassionate Land Use, questioned the county's new plan for a crisis declaration.

"How is it an emergency?" he said. "The landowners and the county have been sitting on their thumbs doing nothing for seven years knowing this was coming."

Yates said Latino residents throughout the county are struggling to pay rent and avoid eviction.

"I don't understand why they're favoring these people that are in the coastal zone," he said. "It's not a place for housing. It hasn't been for 40 years, and it shouldn't be now."

Johnson, however, noted that a report commissioned by the county, the Marin Community Foundation and the West Marin Fund found that the coastal area needs to create at least 1,000 new residences affordable to households earning less than \$65,000 a year.

Johnson added that Marin County is engaged in a code enforcement action similar to the one that resulted in the Bo-Linda Vista project. After an inspection last May, the county red-tagged a dozen dwellings where 40 people, a majority of them Latino residents, are living on the Martinelli ranch near Point Reyes Station.

The alleged violations included the habitation of mobile homes/trailers/RVs without an approved septic system or water source; the installation of septic holding tanks; the construction of accessory structures; and substandard housing conditions.



The county was moving forward with enforcement actions until the ranch owner, Vicki Martinelli, threatened to evict the people living there. Martinelli said she couldn't afford all the improvements the county was mandating.

Jones said, "In working with the property owner, we decided that the first step was to focus on the situation with the water and the septic. We've been working with her on that."

In September, the Marin Community Foundation gave the Community Land Trust Association of West Marin a \$150,000 grant to look for potential locations for interim housing in western Marin.

"It will take time to figure out interim and permanent housing solutions at the scale that is now needed," said Jarrod Russell, the nonprofit's director. "While this is no small task and is highly complex, the team is making progress."

Johnson said the county is contemplating making a financial contribution to help people who have been living on the ranches and dairies but not working on them. He wouldn't say how large a contribution.

"What I understand," Johnson said, "is that the settlement likely covers the ranchers and ranch hands. It may not cover people who were unpermitted to be on the property."

The Nature Conservancy, which is paying the owners of the ranches and dairies to give up their livelihoods, has declined to disclose the financial terms or assistance for workers.