



NORTH MARIN WATER DISTRICT
AGENDA – REGULAR MEETING
 April 21, 2026 – 4:00 p.m.
 Location: 999 Rush Creek Place
 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
	CALL TO ORDER
1.	GENERAL MANAGER'S REPORT
2.	OPEN TIME: (Please observe a three-minute time limit) 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.
3.	STAFF/DIRECTORS REPORTS
	CONSENT CALENDAR The General Manager has reviewed the following items. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.
4.	Consent - Approve: Minutes from Regular Meeting – April 7, 2026
	ACTION CALENDAR
5.	Approve: Rate Increase (Prop. 218) Notice to Oceana Marin Sewer Customers
	INFORMATION ITEMS
6.	Fiscal Year 26/27 Budget Assumptions - Rate Study and Prop 218 Review
7.	San Mateo Tank Transmission Main - Project Completion Presentation
8.	North Marin Water District Organizational Structure Review and Recommendations
9.	NMWD Comment Letter for the Marin Water ARC Project Notice of Preparation
10.	NBWA Silver Anniversary Biennial Conference – April 9, 2026
11.	NEWS AND MISCELLANEOUS REPORTS Disbursements – Dated April 9, 2026 Disbursements – Dated April 16, 2026 Monthly Progress Report Operational Area Alert & Warning Program and Memorandum of Agreement NOAA Monthly Precipitation Probability – May, 2026 NOAA Monthly Drought Probability– April, 2026

Item	Subject
	<u>News Articles</u> Marin IJ – Smart meter slow rollout will be worth it – EDITORIAL Pt. Reyes Light – Grandi owner secures permit for renovation
	<u>Social Media Posts:</u> NMWD Web and Social Media Report – March 2026
12.	RECESS: 5 minutes before Closed Session
13.	CLOSED SESSION: Conference with Legal Counsel - Anticipated Litigation (California Government Code Section § 54956.9(d)(2)). Number of Potential Cases: one (1) regarding construction project and construction-related claims; Potential Plaintiff: contractor.
14.	RECONVENE: Reconvene as the Board of Directors
15.	ADJOURNMENT

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

2 NOES: None

3 ABSENT: None

4 ABSTAIN: None

5 Approve March 17, 2026 Board Regular Meeting minutes

6 Approve Text for Spring 2026 Novato *Waterline*, Issue 56.

7 President Eichstaedt said that he had some comments on the West Marin *Waterline* that he
8 had sent via email. Mr. Williams said that the edits will be made before final publication.

9 On the motion of Director Joly, seconded by Director Petterle, the Board approved the Text
10 for Spring 2026 West Marin "*Waterline*", Issues 25, by the following vote:

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

12 NOES: None

13 ABSENT: None

14 ABSTAIN: None

15 Approve Text for Spring 2026 West Marin "*Waterline*", Issue 25.

16 **ACTION CALENDAR**

17 **SET PUBLIC HEARING TO CONSIDER APPROVAL OF THE 2025 URBAN WATER**
18 **MANAGEMENT PLAN AND WATER SHORTAGE CONTINGENCY PLAN FOR NOVATO**

19 Ryan Grisso gave a brief overview of the item and then introduced Dawn Flores of EKI, Inc.
20 Ms. Flores gave a presentation to the Board on the Water Shortage Analysis. There was some
21 discussion with the Board with additional information provided by Ryan Grisso.

22 On the motion of Director Petterle, seconded by Director Joly, the Board approved Setting a
23 Public Hearing to Consider Approval of the 2025 Urban Water Management Plan and Water
24 Shortage Contingency Plan for Novato by the following vote:

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

26 NOES: None

27 ABSENT: None

28 ABSTAIN: None

29 **INFORMATION ITEMS**

30 **FY 2025-2026 MID-YEAR REPORT – OPERATIONS AND MAINTENANCE DEPARTMENT**

31 Tim Kennedy summarized the 2025-2026 Mid-Year Report for the Operations and
32 Maintenance Department. The Board thanked Mr. Kennedy for his report.

33 **AMERICAN WATER WORKS ASSOCIATION 2026 BEYOND THE REPLACEMENT ERA**
34 **REPORT**

35 Tony Willams gave an overview of the report and said that the full report is on our website.

36

1 **NEWS AND MISCELLANEOUS REPORTS**

2 The Board received the following miscellaneous items: Disbursements – Dated March 19
3 and 26, 2026, Auditor-Controller’s Monthly Report of Investments for February 2026, ACWA Update
4 on Priority Issues, Final AB 2180 Support, Final SB 1153 Support.

5 The Board received the following News Articles: Marin IJ – Trump team to break up
6 renowned climate lab, Marin IJ – County advances housing project, Marin IJ – MMWD pursues
7 planning of drought-fighting pipeline, Marin IJ – Funds allotted for bridge sites, Marin IJ – New Bay
8 Area radars boost storm-tracking capability, Marin IJ – MMWD should push forward with good
9 pipeline plan, Marin IJ – Pipeline plan is doable move for Marin now, Pt. Reyes Light – Marin Water
10 proposes Nicasio capture.

11 **RECESS**

12 The Board recessed from Open Session at 5:08 pm for 9 minutes before entering into
13 Closed Session.

14 **CLOSED SESSION**

15 President Eichstaedt convened the Board into closed session at 5:17 p.m. Closed Session
16 Item #12 was regarding property in Novato owned by a telecommunication company; APNs 160-
17 274-07 and 160-020-15. The discussion was in accordance with California Government Code
18 Section § 54956.8. In addition to Directors Eichstaedt, Joly, Petterle, Baker and Fraites, Tony
19 Williams, GM, and Eric Miller, Assistant GM/Chief Engineer, were present and represented the
20 District’s Property Negotiators.

21 Next, the Board and Staff present considered Item #13 regarding District-owned property in
22 unincorporated Marin County also in accordance with California Government Code Section §
23 54956.8). The property is APN 125-100-13 and may be of interest to another local agency.

24 **OPEN SESSION**

25 Upon returning to regular session at 6:38 p.m., President Eichstaedt stated that no
26 reportable action had been taken during Closed Session.

27 **ADJOURNMENT**

28 President Eichstaedt adjourned the meeting at 6:39 p.m.

29 Submitted by

30
31
32 Eileen Mulliner
33 District Secretary
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35

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MEMORANDUM

To: Board of Directors

April 21, 2026

From: Julie Blue, Auditor-Controller *JB*

Subj: Rate Increase (Prop. 218) Notice to Oceana Marin Sewer Customers

t:\ac\budget\fy-2025.26\prop 218 & rate increases\om prop 218 notice fy 25.26 board memo.docx

RECOMMENDED ACTION: Approve Oceana Marin Rate Increase Notice (Prop 218)

FINANCIAL IMPACT: \$250 Expense

This memo provides an overview of the proposed 9.7% sewer service charge increase for the Oceana Marin Sewer System, outlines the associated financial plan for fiscal years 26/27 through 30/31, and details the required Proposition 218 notification process in advance of the scheduled public hearing.

Section 6 of Article XIID of the California Constitution, a provision added with the passage of Proposition 218 in 1996 (Prop 218), requires that customers be notified of proposed increases at least 45 days prior to the public hearing where the Board considers adoption of the proposed rate increases. The public hearing is scheduled for Tuesday, June 16, 2026 at 4:00 PM. To meet the 45-day notice requirement, customer notifications must be mailed by May 1, 2026. Notification letters for the Oceana Marin Sewer System will be printed in-house, with a total estimated cost of \$250 for printing and postage.

Financial Plan

The fiscal year (FY) 26/27 financial forecast (Attachment 1) outlines the Oceana Marin Sewer System's five-year financial plan through FY 30/31.

Significant Assumptions:

- 1) *Rate Increases:* A 9.7% increase in the sewer service charge is proposed for FY 26/27, with continued 9.7% annual increases projected for the subsequent years. Subject to Board approval, the annual charge would increase from \$1,572 to \$1,724, effective July 1, 2026, billed via property tax statements.
- 2) *Capital Improvement Projects:* Within the upcoming five-year financial plan there are multiple small projects scheduled. Included in the FY 26/27 budget are crucial Electrical Service Improvements for \$40,000 as well as \$10,000 for the design costs for the Sewer Force Main (1A) improvements, although funding for the construction phase of this project

has not been secured. Additionally, \$25,000 is budgeted in FY 27/28 for the Force Main Wet Well Bypass Project. Over the five year period CIP average \$71,000 per year.

- 3) *Operating & Maintenance Costs*: These costs are forecasted to rise annually at a rate of 3% to accommodate inflation, in line with the average Consumer Price Index (CPI). Additionally, there is \$50,000 budgeted in FY 26/27 to facilitate an update to the Master Plan. This update will reassess the assumptions and projections within the current plan to ensure their alignment with the changing and aging infrastructure needs of the Oceana Marin Sewer System.
- 4) *Sewage Facilities Connection Fees*: The forecast projects a new connection every other year, with one new connection fee budgeted in FY 26/27. No fees have been collected year to date in FY 25/26.

Sewer Service Charge Rate Increase and Public Hearing Information

The 9.7% proposed rate increases are slightly higher than the prior year's five-year financial plan. The increases are needed to cover operations and to fund the capital improvement plan, which will address only some of the deferred major capital projects. The projects proposed are necessary to maintain a well-functioning sewer system. The forecast also includes borrowing \$200,000 in FY 27/28 to further support the CIP and operations. Once the Force Main project design is complete, the District will pursue grant funding for construction. The current financial plan ensures system stability through FY 30/31.

As outlined in the attached Proposition 218 notification (Attachment 2), the proposed 9.7% increase would raise the annual sewer service charge for Oceana Marin customers by \$152, bringing the total to \$1,724 per year. Charges will continue to be collected via property tax bills. The attached draft notification is submitted for Board review and approval.

RECOMMENDATION

Approve Oceana Marin Sewer rate increase notice (Prop 218) notifying customers of proposed increases and upcoming public hearing.

ATTACHMENTS:

1. Oceana Marin Sewer FY 26/27 Financial Plan Update
2. Oceana Marin Sewer– Proposition 218 Customer Notification

Oceana Marin Sewer
Five-Year Financial Forecast
Fiscal Year 26/27

	Budget FY 26/27	Forecast FY 27/28	Forecast FY 28/29	Forecast FY 29/30	Forecast FY 30/31
1 Sewer Rate Increase	9.70%	9.70%	9.70%	9.70%	9.70%
Operating Revenue					
2 Number of Connections	242	242	243	243	244
3 Annual Sewer Service Charge	\$1,724	\$1,891	\$2,074	\$2,275	\$2,496
4 Operating Revenue Sewer Service Charges	\$417,000	\$458,000	\$504,000	\$553,000	\$609,000
Operating Expenditures					
5 Sewage Collection	\$159,000	\$144,000	\$148,000	\$152,000	\$157,000
6 Sewage Treatment	89,000	92,000	95,000	98,000	101,000
7 Sewage Disposal	97,000	100,000	103,000	106,000	109,000
8 Consumer Accounting	4,000	4,000	4,000	5,000	5,000
9 General Administration	94,000	79,000	81,000	83,000	85,000
10 Total Operating Expenditures	\$443,000	\$419,000	\$431,000	\$444,000	\$457,000
11 Net Operating Revenue	(\$26,000)	\$39,000	\$73,000	\$109,000	\$152,000
Non-Operating Revenue/(Expenditures)					
12 Interest Earnings	\$5,000	\$1,000	\$3,000	\$3,000	\$2,000
13 Miscellaneous Revenue/Expense	1,000	1,000	1,000	1,000	1,000
14 Total Non-Operating Revenue/Expenditures	\$6,000	\$2,000	\$4,000	\$4,000	\$3,000
Other Sources/(Uses) Of Funds					
15 Total Capital Spending	(\$65,000)	(\$50,000)	(\$75,000)	(\$100,000)	(\$65,000)
16 Loan from Novato Water	-	200,000	-	-	-
17 Cash Funded Capital Projects	(\$65,000)	\$150,000	(\$75,000)	(\$100,000)	(\$65,000)
18 Debt Service	(\$42,000)	(\$64,000)	(\$64,000)	(\$64,000)	(\$64,000)
19 Sewage Facilities Connection Charges	30,000	-	30,000	-	30,000
20 Total Other Sources/(Uses)	(\$77,000)	\$86,000	(\$109,000)	(\$164,000)	(\$99,000)
21 Beginning Cash Reserve Balance	\$136,000	\$39,000	\$166,000	\$134,000	\$83,000
22 Cash Increase/(Decrease)	(\$97,000)	\$127,000	(\$32,000)	(\$51,000)	\$56,000
23 Ending Cash Reserve Balance	\$39,000	\$166,000	\$134,000	\$83,000	\$139,000



**NORTH MARIN
WATER DISTRICT**

999 Rush Creek Place
P.O. Box 146
Novato, CA 94948-0146

PHONE
415-897-4133

EMAIL
info@nmwd.com

WEB
www.nmwd.com

May 1, 2026

RE: Notice of Proposed Oceana Marin Sewer Service Charge Increase

Dear Customer:

This letter provides important information regarding a proposed increase to the Oceana Marin sewer service charge scheduled to take effect on July 1, 2026. It also provides information about a Public Hearing scheduled on June 16, 2026, where written protests and oral comments will be considered before the North Marin Water District Board of Directors votes on the proposal.

How much is the proposed rate increase?

Current Oceana Marin sewer service charges are \$1,572 per year. A proposed 9.7% increase would add \$152 per year, bringing the total to \$1,724 per year.

How will the proposed increase affect my sewer bill?

The sewer service charge is collected annually via the Marin County property tax bill for the fiscal year occurring July 1 through June 30. If approved, the new charge of \$1,724 will apply for Fiscal Year 2026–2027.

Why are rates being increased?

In 2016, the District adopted a Master Plan Update identifying over \$3 million in improvements needed to enhance the reliability and redundancy of the Oceana Marin Wastewater System. With only 241 customers in the system, the financial burden is significant—even when spread over 20 years, the cost averages \$150,000 annually.

If adopted, the proposed increase will generate an estimated \$37,000 in additional annual revenue. The current Master Plan is available online at:

<https://nmwd.com/wp-content/uploads/2020/10/4046-Oceana-Marin-2015-Master-Update-Final.pdf>

An updated Master Plan and is scheduled for 2026. This will reassess the current plan's assumptions and projections in light of the aging infrastructure and evolving needs of the Oceana Marin Sewer System.

Further increases are anticipated in future years to support capital improvements and ensure the system's long-term reliability. The District's current 5-year financial plan includes annual rate increases of 9.7% through FY 30/31 and assumes borrowing to complete the Capital Improvement Program.

DIRECTORS: JACK BAKER · KEN EICHSTAEDT · RICK FRAITES · MICHAEL JOLY · STEPHEN PETTERLE

OFFICERS: TONY WILLIAMS, General Manager · ERIC MILLER, AGM/Chief Engineer · EILEEN MULLINER, District Secretary · JULIE BLUE, Auditor-Controller

Public Hearing

A public hearing before the NMWD Board of Directors to consider the proposed sewer service charge increase is scheduled for 4:00 pm, Tuesday, June 16, 2026 at:

999 Rush Creek Place, Novato, CA 94945

The Board of Directors will accept and consider all written protests and will hear and consider all verbal comments to the proposed sewer service charge increase at the Public Hearing. Verbal comments must be accompanied by a written protest to qualify as a valid protest. At the conclusion of the Hearing, the Board of Directors will consider adoption of the proposed sewer service charge increase as outlined in this notice. If written protests to the proposed sewer service charge increase are presented by a majority of the property owners, the proposed increase will not be adopted.

Your written protest must be received prior to the close of the June 16, 2026 public hearing. Written protests must: 1) state that the property owner is opposing the proposed increase 2) include the name and signature of the property owner; and 3) must include a description of the parcel (parcel number or service address). Only one written protest will be counted for each property. Please send protests to:

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

Pursuant to Government Code Section 53759(d) there is a 120-day statute of limitation for any challenge to the new, increased or extended fee or charge.

For more information about the North Marin Water District, including a history of the Oceana Marin Sewer System, or the District's audited financial statement, visit NMWD's website at www.nmwd.com or call the office at (415) 897-4133.

Sincerely,



Tony Williams, PE
General Manager

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MEMORANDUM

To: Board of Directors Date: April 21, 2026
 From: Tony Williams, General Manager *TW*
 Julie Blue, Auditor/Controller *JB*
 Subject: Fiscal Year 26/27 Budget Assumptions - Rate Study and Prop 218 Review
T:\AC\Budget\FY-2026-27\Prop 218 & Rate Increases\FY 26.27 Budget Assumptions - Rate Study and Prop 218 Review.docx

RECOMMENDED ACTION: Information – Provide Direction to Staff

FINANCIAL IMPACT: None at this time

Overview

This memo provides background and context for the rate assumptions proposed for inclusion in the Fiscal Year (FY) 26/27 Budget for the Novato Water, Recycled Water (RW), and West Marin (WM) Water service areas.

In prior years, the District completed comprehensive cost-of-service rate studies for both the Novato and West Marin Water service areas to ensure that water rates continue to recover the cost of providing reliable and sustainable service. These studies evaluated operating costs, wholesale water supply expenses, capital improvement needs, debt service, reserve requirements, and projected water demand. This memo summarizes the timeline of prior rate studies and Proposition 218 approval processes.

Novato Water

The Novato and RW service areas were evaluated as part of the 2024 Novato & Recycled Water Rate Study, which was accepted by the Board of Directors at the April 2, 2024 meeting. A Proposition 218 notice covering three years of rate increases was mailed to customers in 2024. Reminders of each subsequent rate increase are included in the annual Spring Waterline newsletters mailed to each customer. This budget cycle reflects the third of those three planned rate increases.

For FY 26/27, the rate study specifies a base rate increase of 6%. In addition, for Novato Water, the study includes a mechanism allowing the District to passthrough increases in the cost of wholesale water purchased from Sonoma County Water Agency (SW). The SW increase of 9.42% exceeds the Prop 218 approved 6% increase for other commodity and service charges. The increased SW rate will be directly passed through to customers via their Tier 1 water charges. After applying the passthrough, Tier 1 charges are expected to increase by approximately 8%.

Overall bill impacts will be lower than the Tier 1 increase and will vary depending on meter size and water usage. The average residential customer is expected to see an approximate increase of 7.1% (see chart below), while both low and high use residential customers will see increases of about 6.7%. Commercial customers will see increases ranging from approximately 7.0% to 7.5%, depending on usage and meter size.

Single Family Median Use				
5/8" Meter	Gallons Used: 9,700			
	Rate/1000	Meter	Usage	Total
Current	\$7.44	\$61.89	\$72.17	\$134.06
Proposed	\$8.04	\$65.60	\$77.99	\$143.59
Difference	\$0.60	\$3.71	\$5.82	\$9.53
Rate Increase	8.1%	6.0%	8.1%	7.1%

West Marin Water

For the WM service area, the Board accepted the West Marin Water Rate Study on April 15, 2025. This study formed the basis for five years of proposed rate increases. A public hearing approving the associated rate increases was held on June 17, 2025 and a Proposition 218 notice covering the five-year schedule was mailed to customers in 2025. Reminders of each subsequent rate increase are included in the annual Spring Waterline newsletters mailed to each customer. This budget cycle reflects the second of those five planned rate increases. For FY 26/27, the rate study specifies a base rate increase of 19%, which will be incorporated into the budget.

Summary

In summary, the rate increases are expected to generate sufficient revenue to maintain financial stability while remaining consistent with the limits and assumptions previously presented to customers and approved by the Board of Directors during the Proposition 218 process. These rate increases will be incorporated into the FY 26/27 Budget, which will be presented to the Board of Directors at the June 2, 2026 meeting and considered for approval at the June 16, 2026 meeting. The Board of Directors may not approve rates that exceed those previously noticed under the Proposition 218 process but may elect to adopt lower rates for the upcoming fiscal year. Staff is not recommending a reduction to previously approved rates and requests Board direction if an alternative approach is desired.

ATTACHMENTS: NONE



7



MEMORANDUM

To: Board of Directors

Date: April 21, 2026

From: Avram Pearlman, Associate Engineer 
Eric Miller, AGM/Chief Engineer 

Subject: San Mateo Tank Transmission Main
Project Completion Presentation

R:\Projects\7000s\7150 San Mateo Tank Trans Main\BOD Memos\Board Memos\2026.04.21 Project closeout\7150 SMT Trans Project Closeout BOD Memo.doc

RECOMMENDED ACTION: Information Only – Receive Project Completion Report

FINANCIAL IMPACT: None

Discussion

The District awarded the construction contract for the San Mateo Tank Transmission Main Project (Project) to Team Ghilotti, Inc. (TG) of Petaluma, CA on June 2, 2025. All work performed was inspected by District staff and was deemed to be complete on January 7, 2026. The Project's Notice of Completion was filed with the Marin County Clerk on February 4, 2026 and publicly posted until March 11, 2026. The District did not receive any protests, liens or claims during the posting period and issued final payment (release of retention) to TG on March 20, 2026. Staff would like to take the opportunity to provide the Board with a brief presentation related to the Project.

Project Cost Summary

Project costs for various phases are detailed in the table below:

Project Component	Cost (\$)
Grant Support – GHD	9,918
CEQA Compliance – GHD	15,160
Permit Support and Fees – ESA	141,437
Hydraulic Modeling – Kennedy Jenks	3,820
Geotechnical Analysis – MPEG	17,475
Design Phase – Soft Costs	31,001
District Staff – Engineering	353,936
District Staff – Con/Ops/Maint.	60,416
Public Outreach	8,666
Easement Support	10,273
Construction – Team Ghilotti	1,390,195
Total	\$2,042,298

Alignment with Strategic Plan

Goal 1: Strengthen Infrastructure Resilience; Action 1.2 Implement system redundancy as a part of the overall CIP. This project constructed a new transmission main appropriately sized for the capacity of the San Mateo Tank while keeping the existing 12” pipeline in service for redundancy.

Goal 1: Strengthen Infrastructure Resilience; Action 1.5 Strengthen seismic and rural resilience. This project installed a seismic resilient connection (Flex-Tend) to increase the likelihood that the tank would remain in service following an earthquake.

Goal 1: Strengthen Infrastructure Resilience; Action 1.4 Pursue diversified funding for capital projects. District staff and GHD submitted a grant funding request with Cal OES to offset a portion of project costs. Although this project was not selected for grant funding, District staff gained experience of the grant funding process with Cal OES that can be applied to future projects.

ATTACHMENT: 1. Presentation Slides dated April 21, 2026



**NORTH MARIN
WATER DISTRICT**

San Mateo Tank Transmission Main Project Summary

April 21, 2026



Presentation Outline

Contents

1. Planning and Design
2. Project Summary
3. Project Scope
4. Timeline
5. Project Cost
6. Before and After
7. Key Players
8. Statistics
9. Lessons Learned
10. Follow Up Items

San Mateo Tank
Transmission Main

Legend



Tank Site/Pump Station



Pressure Reducing Station

Image Landsat / Copernicus
Data SIO, NOAA, U.S. Navy, NGA, GEBCO

Image: Google Earth



Planning and Design

Public Outreach

Glossy Mailer

Construction Signage

Neighborhood Project Update Emails

Social Media

NMWD Website

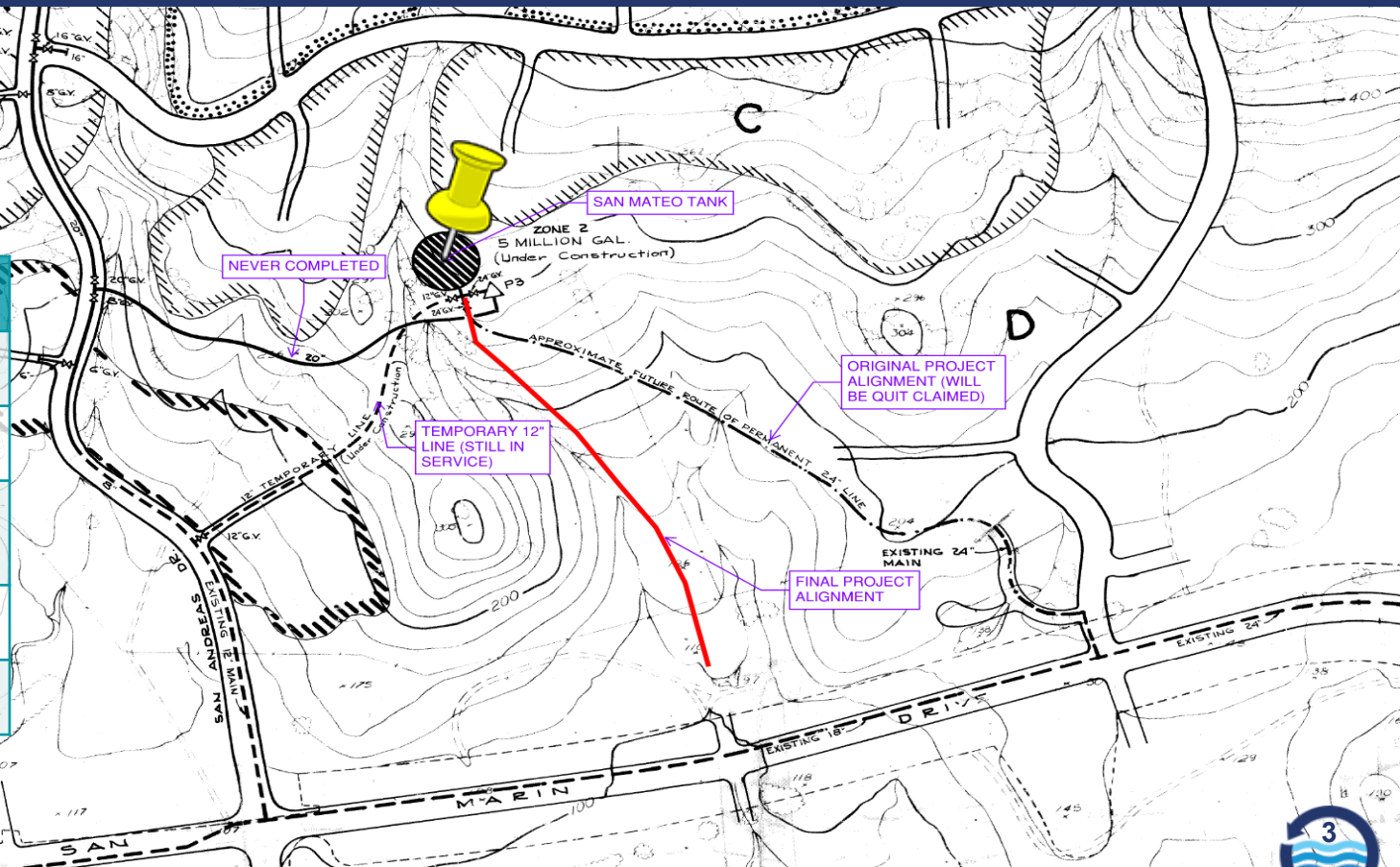


Image: NMWD Archives 1965 (J372-C-11)



Project Summary



San Mateo Tank
Transmission Main Project

12" Temporary
Transmission
Main (1970s)

San Mateo Way 12"
Existing Main

24" Original Alignment
Palmo Way

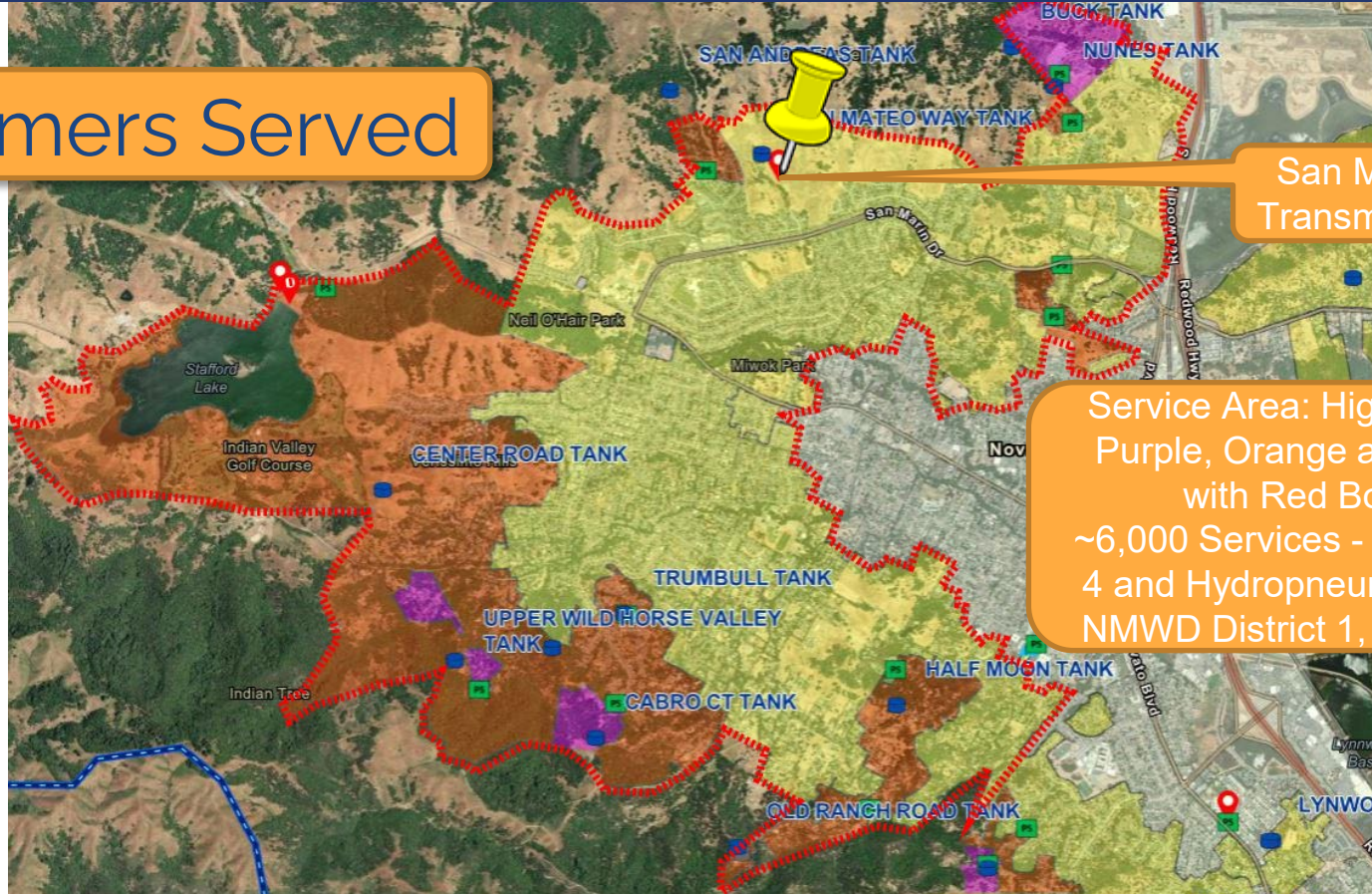
San Marin Drive 18"
Existing Main

Site Overview

San Marin Drive

Project Summary

Customers Served



San Mateo Tank
Transmission Main

Service Area: Highlighted in
Purple, Orange and Yellow
with Red Border
~6,000 Services - Zones 2, 3,
4 and Hydropneumatic Zone
NMWD District 1, 3, 4, and 5

Project Scope

Planning and Design

Alignment Selection Process

Permitting (Heavy Lift)

Public Outreach

Line Sizing

Material Selection

Field Surveys (plants and animals)

Boring - MPEG

Modeling - KJ

Bid

Plans and Specifications

Construction

30" OD/25" ID Transmission Main

Telemetry and future use conduit

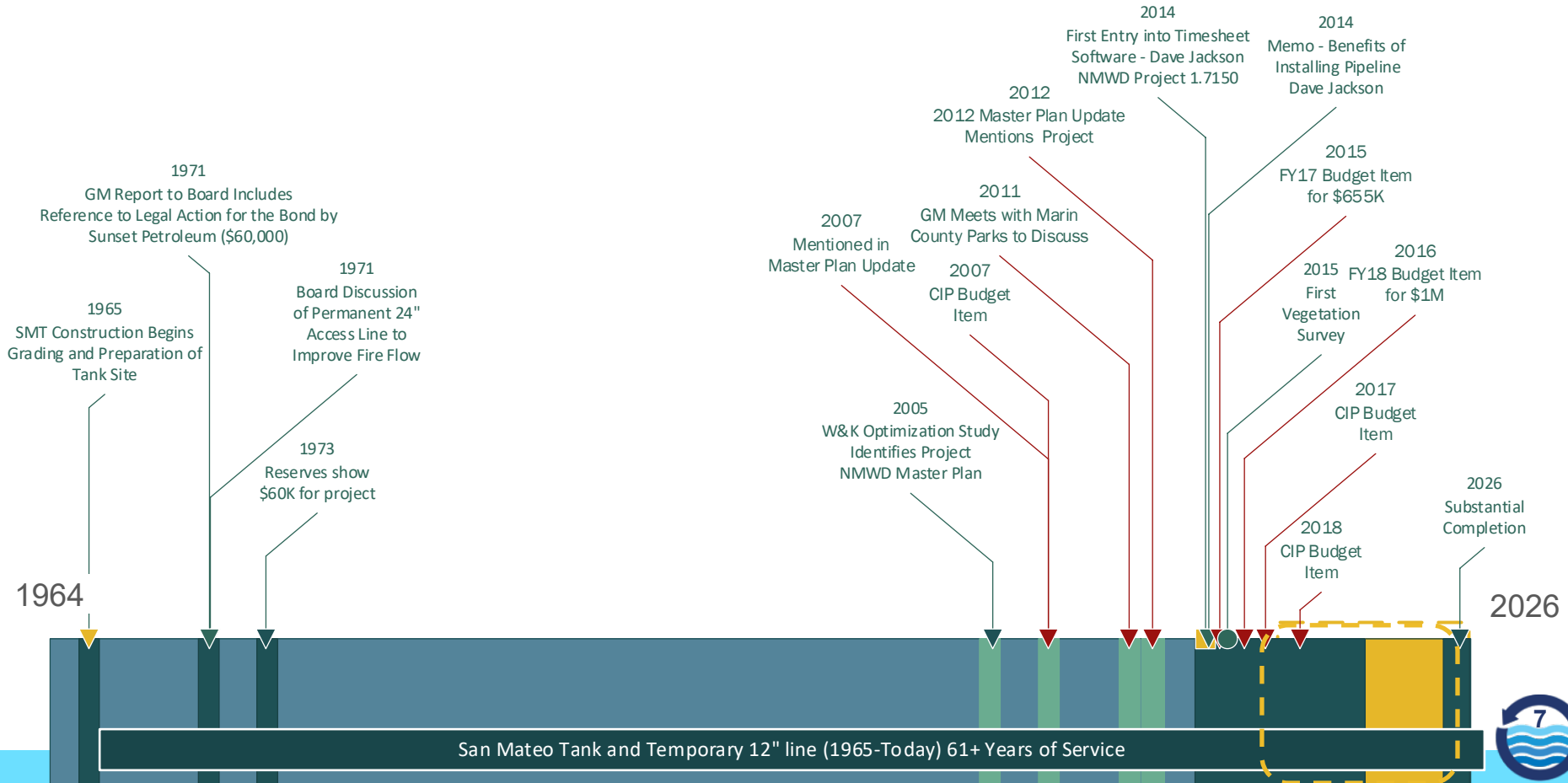
Gate and fence Improvements

Earthquake retrofit at tank

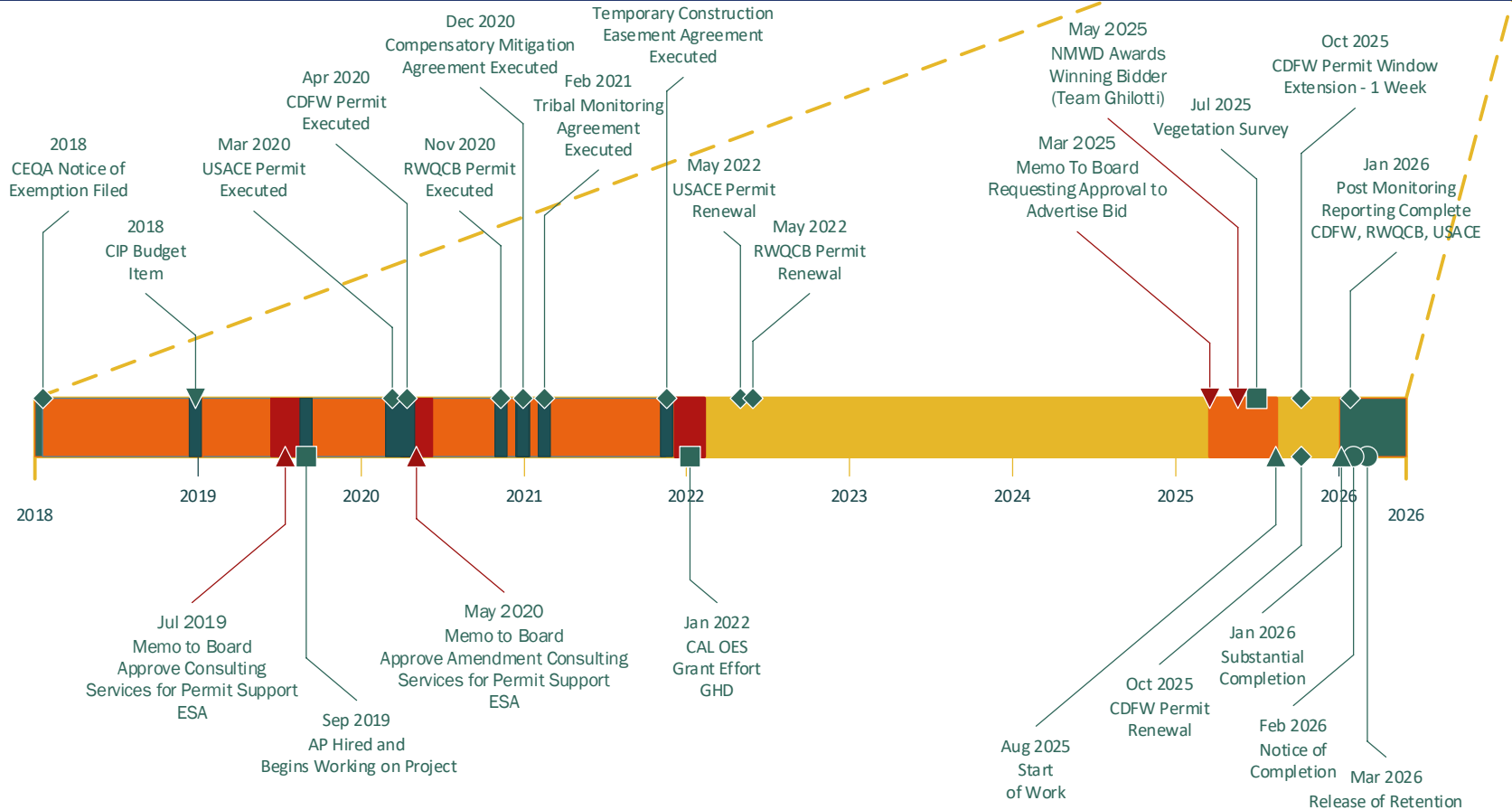
Manway for TV or Pigging

Easements and Access Agreement

Project Timeline



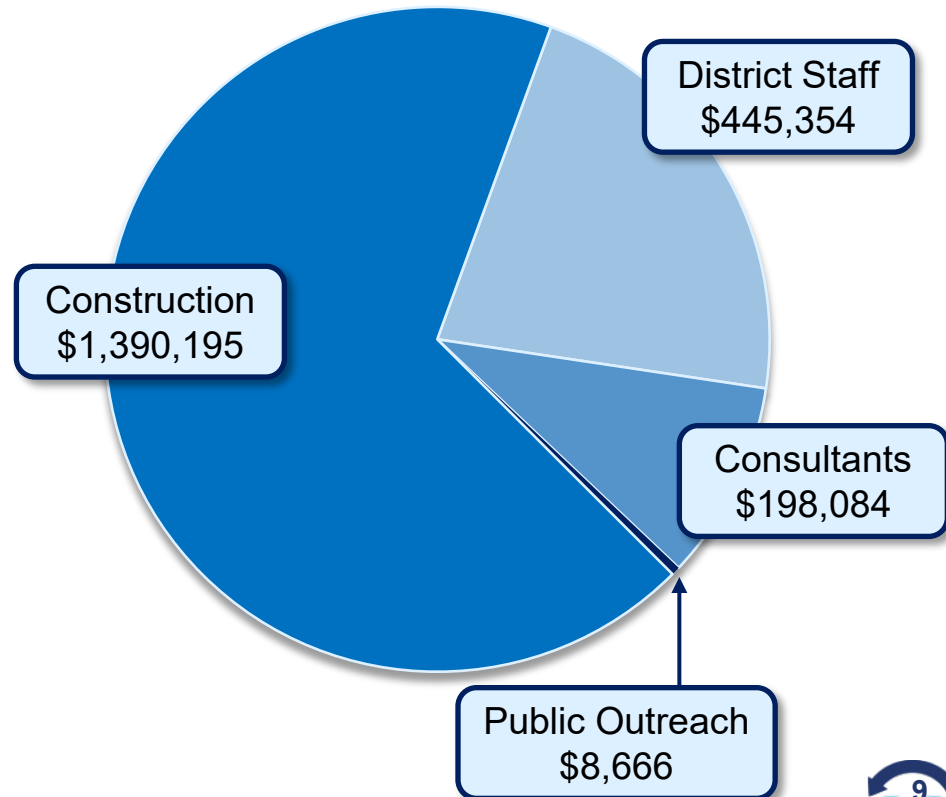
Project Timeline - Construction



Project Cost

Category	Cost	%
Design Phase Soft Costs	\$31,001	2%
District Staff – Engineering	\$353,936	17%
District Staff – Con/Ops/Maint	\$60,416	3%
GHD - Environmental Compliance	\$15,160	1%
GHD - Grant Support	\$9,918	0.5%
ESA – Permit Support and Fees	\$141,437	7%
Public Outreach	\$8,666	0.4%
KJ – Modeling	\$3,820	0.2%
MPEG - Geotec	\$17,475	1%
Easement Support	\$10,273	1%
TG - Construction	\$1,390,195	68%

Total: \$2,042,298



Before and After

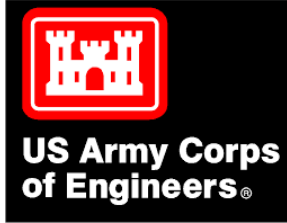


Comparison	Temp 12"	New Main
Inner Diameter (Nominal)	12	24+12
San Marin PS Pressure during fill (PSI - Discharge)	144	126
San Mateo Tank Fill Rate (GPM two pumps)	3,977	4,550
Hydrant 624 Pressure Logger (PSI)	55.6-102.3	77.5-89.2



Key Players

Permit Agencies



**NORTH MARIN
WATER DISTRICT**

Property Owner



Contractor



Consultants



Key Players – NMWD Effort

Impact: A coordinated effort across all departments ensured the project was a success

- Design, Management, Inspections, Drawings, Specifications
- Monitoring Tank Levels, Turn on/off pump station for flushing and testing
- Input with Security Fence
- Tapping, Tie ins
- Water Quality Testing
- POs, Change Orders, Progress Payments

District-Wide Effort

<i>Engineering</i>	<i>Operations</i>
<i>Maintenance</i>	<i>Construction</i>
<i>Water Quality</i>	<i>Accounting</i>



Statistics



Project Included

Permitting

Modeling

*~1500 ft of new 30" transmission main
HDPE (24.22" ID, 30" OD)*

2x manway vaults for access

*~80 ft new fence sections at tank site
Ditch excavation and roadway restoration
at tank site*

*Flex Tend earthquake coupling at tank
(force balanced).*

Easements with County (pending)

Project Duration: 10/31/2014 – 2/3/2026 (11 years – first timesheet entry to project completion)

Active Construction: 8/13/2025 – 2/3/2026 (~6 Months)

Permitting Effort: 1/19/2018 – 11/17/2020 (~3 Years)

Lessons Learned



- Add additional work around the project as a bid item
- Permitting effort should not be discounted
- Open top tank is very useful for flushing and testing of larger projects
- Avoid pre-fabricated specials if possible
- Public outreach is key (a little goes a long way)

Follow Up Items

Work Remaining

Main Upsize (San Marin and San Mateo Way)

Additional Baserock at San Mateo Tank

As Built Drawings

Apply Experience to Future HDPE Lines (Stafford Lake??)

Easement Effort – getting there (not to be understated)

Questions?



8



MEMORANDUM

To: Board of Directors Date: April 21, 2026
 From: Tony Williams, General Manager *[Signature]*
 Subject: North Marin Water District Organizational Structure Review and Recommendations
t:\gm\strategic plan\plan execution and reporting\bod memos\4-21-26 bod memo strategic plan org chart.docx

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None currently; future impact to FY27 Budget

This memorandum provides an overview of a specific action within the 2025-2030 Strategic Plan related to the organizational structure of the District. It is presented as an informational item to receive input from the District's Board of Directors. After over a year of analyzing, planning and development, staff feel that the proposed changes presented herein are warranted and represent a strategic action for the District's administration and operations.

2025-2030 Strategic Plan Goal 2

The District's 2025-2030 Strategic Plan (Plan) includes Goal 2 "Foster Organizational Excellence". One of the actions under this goal is the comprehensive review of the organizational structure to improve effectiveness with a 2026 completion milestone (action 2.1). Specifically, action 2.1 is a review of the District's organizational structure:

The review will examine: (a) the District's org chart, roles, responsibilities, and reporting lines to strengthen capacity and review use of third parties, including for IT and OT (SCADA); (b) centralizing oversight of District-wide safety, security, training, emergency management, and regulatory compliance to improve accountability and reduce risk (c) the role and structure of the Water Quality Division to ensure strategic focus and capacity to meet growing regulatory demands (d) adjusting senior leadership and department-level reporting lines to improve clarity and collaboration (e) rebalancing management workloads by assessing span of control and better aligning staffing levels with functional needs.

Beginning as early as January 2025, well before the Plan was finalized, the District's Management Team (the Department Heads and the General Manager) began a series of meetings with Claire Garvie of Kiosk to formulate and execute this review, anticipating it would be a key action in the Plan. Meetings and workshops were held between January and July 2025. In late August 2025, Tim Kennedy was hired to succeed Robert Clark as Operations & Maintenance Manager and additional meetings were held through the end of 2025. The desired outcome of these meetings was to fill known gaps in District operations and administration with a focus on the areas highlighted in the plan: use of third parties, safety, security, emergency management and regulatory compliance. The Management Team ultimately developed organizational structure changes that consist of the following elements:

- Creation of a New Department
- Creation of New Positions
- Renaming Departments and Department Heads
- Updating Existing Positions and Reporting Structure
- Long-term Vision/Changes

These proposed elements are detailed in the next section.

Proposed Organizational Structure Changes

The proposed organizational structure elements are in direct alignment with Strategic Action 2.1 and are designed to address known gaps in District functionality as well as ensuring compliance with new and future regulatory requirements. One example of regulatory impacts to the District is California’s Environmental Laboratory Accreditation Program (ELAP), which requires specific designations of laboratory personnel. Accredited laboratories, like the District’s laboratory, must identify a Technical Manager and a Quality Manager. The proposed changes include new laboratory positions that will satisfy these requirements. Another key outcome of the proposed changes is to rebalance the workload that is currently managed by the Operations & Maintenance Department. In addition, the proposed structure better aligns with organizational models used by other water districts in California.

The proposed organizational changes are detailed in the table below.

Org Chart Element	Proposed Action/Result
Creation of a New Department	<ul style="list-style-type: none"> • Water Resources Department <ul style="list-style-type: none"> a. Reports to the GM b. Responsible for water quality and regulatory compliance, surface and groundwater management and more
Creating New Positions	<ol style="list-style-type: none"> 1. Director of Water Resources <ul style="list-style-type: none"> a. Lab “Technical Manager” 2. Laboratory Supervisor* <ul style="list-style-type: none"> a. Lab “Quality Manager” 3. Safety & Emergency Manager 4. Technology Services Manager
Rename Departments	<ul style="list-style-type: none"> • Administrative Services • Engineering • Utilities • Operations • <i>Water Resources</i>
Rename Department Head Positions	“Director of <department name>”
Update Positions and Reporting	<ul style="list-style-type: none"> • Auto/Equip Mechanic • HR & Safety

Org Chart Element	Proposed Action/Result
	<ul style="list-style-type: none"> • Storekeeper/Safety Coordinator • Cross-Connection Control Staff
Long-term Vision/Changes	Additional positions in various departments

*in lieu of a current Senior Chemist position; replacement of WQ Supervisor

The Management Team has developed a multi-phase implementation plan that allows for changes over a period of time based on priority. The phased implementation allows for proper integration and effectiveness as well as ensuring the District can afford the proposed new positions. The implementation would begin this summer (fiscal year 2026-27), pending Board approval, and consists of changing department names and department heads, transition of the Auto/Equipment Mechanic to Utilities; creation of the Water Resources department and recruitment for the department head; transition of the Water Quality laboratory staff, and recruitment of the Laboratory Supervisor. The next phase may begin in the same upcoming fiscal year or in the following fiscal year, depending on budget constraints. The actions in the second phase consist of recruiting for the Safety & Emergency Manager and subsequent updates to the HR & Safety Manager and Storekeeper/Safety Coordinator positions; and transition of the cross-connection control staff to Water Resources. The third phase, the timing of which is currently not specified, consists of recruitment of the Technology Services Manager.

A future phase of implementation includes adding new positions to the Engineering, Utilities, and Water Resources departments to better fulfill the District’s mission and obligations. This future phase is included in this discussion for planning context, but will require further refinement. This future phase could be included as a specific action item as part of the next strategic plan horizon.

Staff will present an overview of proposed changes and the phased implementation (Attachment 1) at the meeting.

New Positions and Costs

The new positions proposed and the associated annual salaries are provided in the table below. The table also includes positions that would be replaced by the new positions and the currently budgeted vacant position:

Position Name	Proposed Salary (annual range)
Director of Water Resources	\$163,836 - \$199,458
Laboratory Supervisor	\$140,628 - \$171,217
Safety & Emergency Manager	\$129,012 - \$157,056
Technology Services Manager	\$139,860 - \$170,262

Position Name	Proposed Salary (annual range)
<i>Senior Chemist (1) replaced</i>	<i>(\$128,052 - \$155,652)</i>
<i>WQ Supervisor replaced</i>	<i>(\$156,276 - \$189,960)</i>
<i>Current open position</i>	<i>(\$122,232 - \$148,584)</i>

Some of the new laboratory positions would replace existing positions, resulting in a lower overall cost impact as detailed in the table. A more detailed analysis of the impacts on the budget and the subsequent final recommendations for the new positions will be presented at an upcoming Board meeting. Copies of the draft position descriptions are included as Attachment 2.

Engagement with Staff

The General Manager and Assistant GM met with the Employee Association leadership¹ in July 2025 and again in March 2026 to present the proposed organizational changes and to answer questions and receive feedback. Additional meetings were held with staff whose positions would be impacted by the proposed changes. “All Hands” staff meetings were held in December 2025 and April 2026 to review the proposed changes as well.

Alignment with Strategic Plan

Goal 2: Foster Organizational Excellence; Action 2.1 *Undertake a comprehensive organizational structure review to improve District effectiveness.*

The content provided in this report is in direct response to the Strategic Plan and Action 2.1, which has a target date for this year.

Goal 2: Foster Organizational Excellence; Action 2.2 *Standardize safety training and emergency preparedness using new Emergency Response Plan (ERP) as a guide.*

One of the proposed new positions, Safety & Emergency Manager, would be responsible for oversight of all aspects of the District’s safety and emergency management activities, including development, implementation and maintenance of the Emergency Response Plan, as well as associated staff training and awareness. The target date for this action is 2028.

ATTACHMENTS:

1. Presentation – Organizational Structure Changes
2. Proposed New Job Descriptions:
 - a. Director of Water Resources
 - b. Laboratory Supervisor
 - c. Safety & Emergency Manager
 - d. Technology Services Manager

¹ EA Leadership consists of: Jeff Corda, Shawn Kane, Marc Reischmann, Nancy Williamson (replaced by Vincent Verissimo), Adam Briet (replaced by Jeff Sjoblom), Kent LeBrun, and Susan Dove.



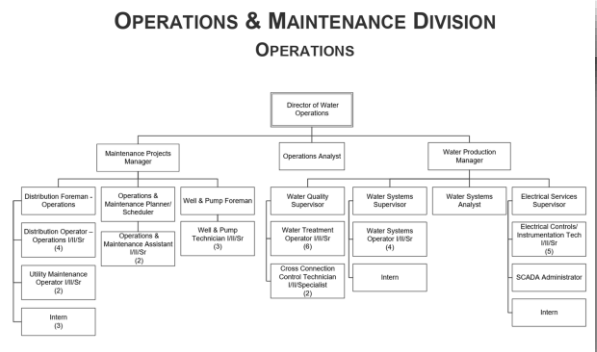
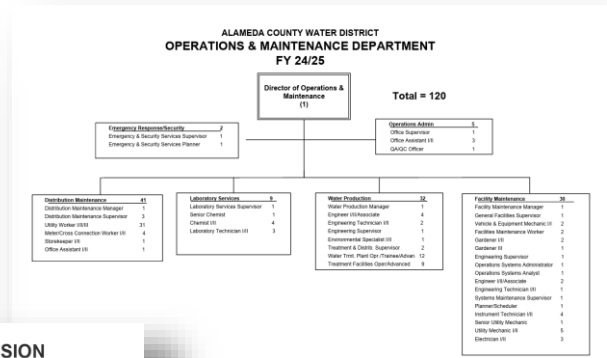
**NORTH MARIN
WATER DISTRICT**

Organizational Structure Review

Board of Directors Meeting 4-21-2026

Peer Organizational Chart Reviews

NMWD: Peer Agency Review 2025 # Positions Per Department	Engineering
Amador Water Agency	2
Beaumont-Cherry Valley Water District	5
Big Bear City Community Services District	
Citrus Heights Water District	6
Diablo Water District	
East Valley Water District	4
Goleta Water District	53
Hi-Desert Water District	
Kern County Water Agency	7
Kern Delta Water District	1
Las Virgenes Municipal Water District	37
Marina Coast Water District	14
Mesa Water District (Orange)	4
Mission Springs Water District	5
Monte Vista Water District	3
North Marin Water District	11
Olivenhain Municipal Water District	14
Padre Dam Municipal Water District	13
Palmdale Water District	12
Placer County Water Agency	
Ramona Municipal Water District	
Running Springs Water District	
San Juan Water District	5
Solano County Water Agency	2
Soquel Creek Water District	7
Sweetwater Authority	24
Walnut Valley Water District	
West Basin Municipal Water District	9
West Valley Water District	10



Internal Organizational Analysis

April 2024 Combined Results

District Requirements - Priority and Potential Resource Solutions	Average Score	Min	Max	Count
Function, Activity or Business Area		lowest score	highest score	number of scores (max =9)
Environmental/Permit/Water Use Compliance and Reporting	4.8	4	5	5
Project-specific permits and conditions	3.5	3	5	5
Laboratory Accreditation Standards	4.3	3	5	5
Real Estate, Property Management	2.5	1	4	5
Emergency Management, Mitigation, and Response	3.8	1	5	8
Watershed Management	3.0	2	5	4
Public Outreach and Communications (including media)	3.5	1	5	7
District Regulations	3.3	2	5	7
District Policies	3.0	2	5	8
Contract Management, Grant Management	2.9	1	4	7
Legislative Affairs/Rulemaking	2.8	1	4	5
District Agreements – Administration	2.6	1	4	7
Inventory Management	3.3	2	5	6
Project or Program Planning and Permitting	3.0	1	4	5
Recycled Water	2.8	1	4	7
Information Technology (IT)	3.7	2	5	6
Operational Technology (SCADA)	3.7	3	4	6

Highest Ranked

- Compliance and Reporting
- Laboratory Standards
- Emergency Management
- IT & OT



Current Organizational Structure

58 Full-time Equivalents (FTEs) Budgeted
Executive Team and Four Departments

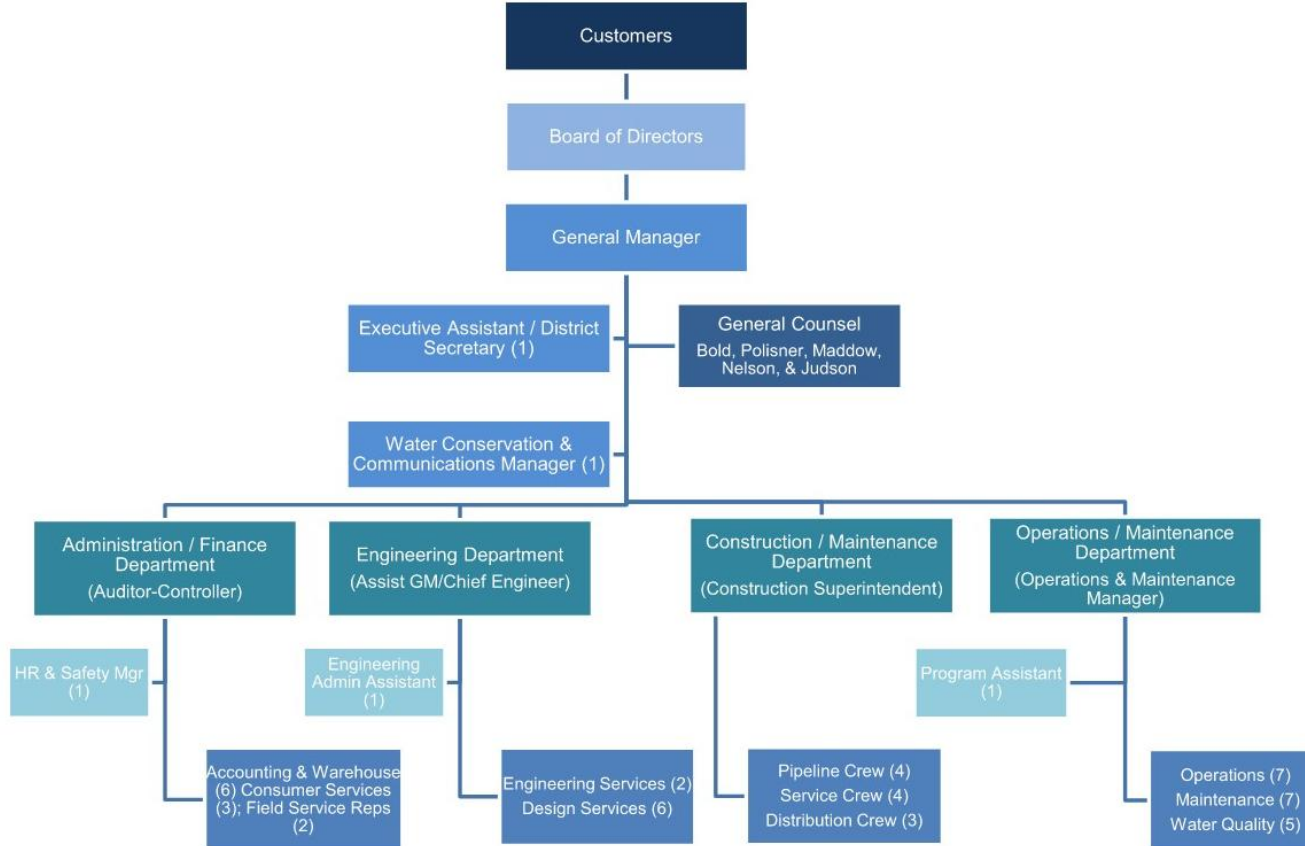
- ❖ Executive
- ❖ Administration
- ❖ Operations/Maintenance
- ❖ Construction/Maintenance
- ❖ Engineering



***1 Staff member for every ~1,100 customers (MMWD ~1:789)**



Current Org Chart



2025-2030 Strategic Plan

Goal 2 - Action 2.1



2.1

Undertake a comprehensive organizational structure review to improve District effectiveness

The review will examine: (a) the District's org chart, roles, responsibilities, and reporting lines to strengthen capacity and review use of third parties, including for IT and OT (SCADA); (b) centralizing oversight of District-wide safety, security, training, emergency management, and regulatory compliance to improve accountability and reduce risk (c) the role and structure of the Water Quality Division to ensure strategic focus and capacity to meet growing regulatory demands (d) adjusting senior leadership and department-level reporting lines to improve clarity and collaboration (e) rebalancing management workloads by assessing span of control and better aligning staffing levels with functional needs.

Target completion date: 2026



Overview

- Create New Department
- Create New Positions
- Update Positions and Department Names
- Reporting Changes
- Future Additions



Overview

- Create New Department

- Water Resources

- Reports to the General Manager

Responsible for:

- Overall quality of domestic water, recycled water, and wastewater and associated regulatory compliance and technical requirements of such systems;
- Serves as Laboratory Technical Manager
- Watershed and groundwater management programs, activities, and operations.
- *Provides oversight and ensures implementation of the District's cross connection control/backflow prevention program*
- *Supports and monitors the District's Water Conservation Program*



Overview

Water Resources Department

Initial actions/priorities:

- Transition WQ Laboratory Staff
- New Laboratory Positions* (to comply with state regulations)
 - *Laboratory Supervisor*
 - Serves as Quality Manager
 - *Senior Lab Analyst (replaces Senior Chemist)*
- Future transitions of existing positions/programs

*Currently 2 Senior Chemists: (1) becomes Senior Lab Analyst; (1) becomes Laboratory Supervisor (also could replace WQ Supervisor)



Overview

Create New Positions

- Director of Water Resources
- Safety & Emergency Manager
- Technology Services Manager



Overview

Safety & Emergency Manager

- Reports to Operations

Duties:

- Plans, organizes, administers, and oversees a wide range of safety and emergency management services in compliance with District policy and state/federal regulations.
 - RMP, RRA + ERP, EAPs, LHMP, HMBP, SPPs, EOC
 - District representative on Safety Committee, SWECC, County OEM, City EOC, CalWARN, CUEA*
 - Training



Overview

Technology Services Manager

- Reports to Administrative Services

Duties:

- All aspects of the District's information technology (IT) and operational technology (OT) systems. This includes oversight of networks, servers, Supervisory Control and Data Acquisition (SCADA) systems, phones, cybersecurity, enterprise software, audio-visual systems, and office technology such as copy machines, printers, postage machines, and programmable logic controllers; communication technology such as radios, modems and other telemetry systems.
- **Cybersecurity & AI Lead**



Overview

Update Positions

Current Position	Proposed Change
Senior Chemist	Lab Supervisor
Senior Chemist	Senior Lab Analyst
HR & Safety Manager	HR & Risk Manager
Storekeeper/Safety Coordinator	Storekeeper; <i>reporting</i>
Auto/Equipment Mechanic	<i>reporting</i>

Reporting Changes – Shown on Org Charts



Overview

Update Department Names and Titles

Current	Proposed
Administration is now	Administrative Services
Engineering remains	Engineering
Operations / Maintenance becomes	Operations
Construction / Maintenance becomes	Utilities
New Department called	Water Resources
<i>Each Department Head renamed Director of <department name></i>	



Overview

Phased Implementation (**assuming BOD approval**)

Phase 1 (starting July 1)

- *Rename Departments; transition Auto/Equip Mechanic*
- *Create new department and recruit for department head*
- *Once hired, transition lab staff*
- *Recruit for Lab Supervisor*

Phase 2 (~FY 2026-2027)

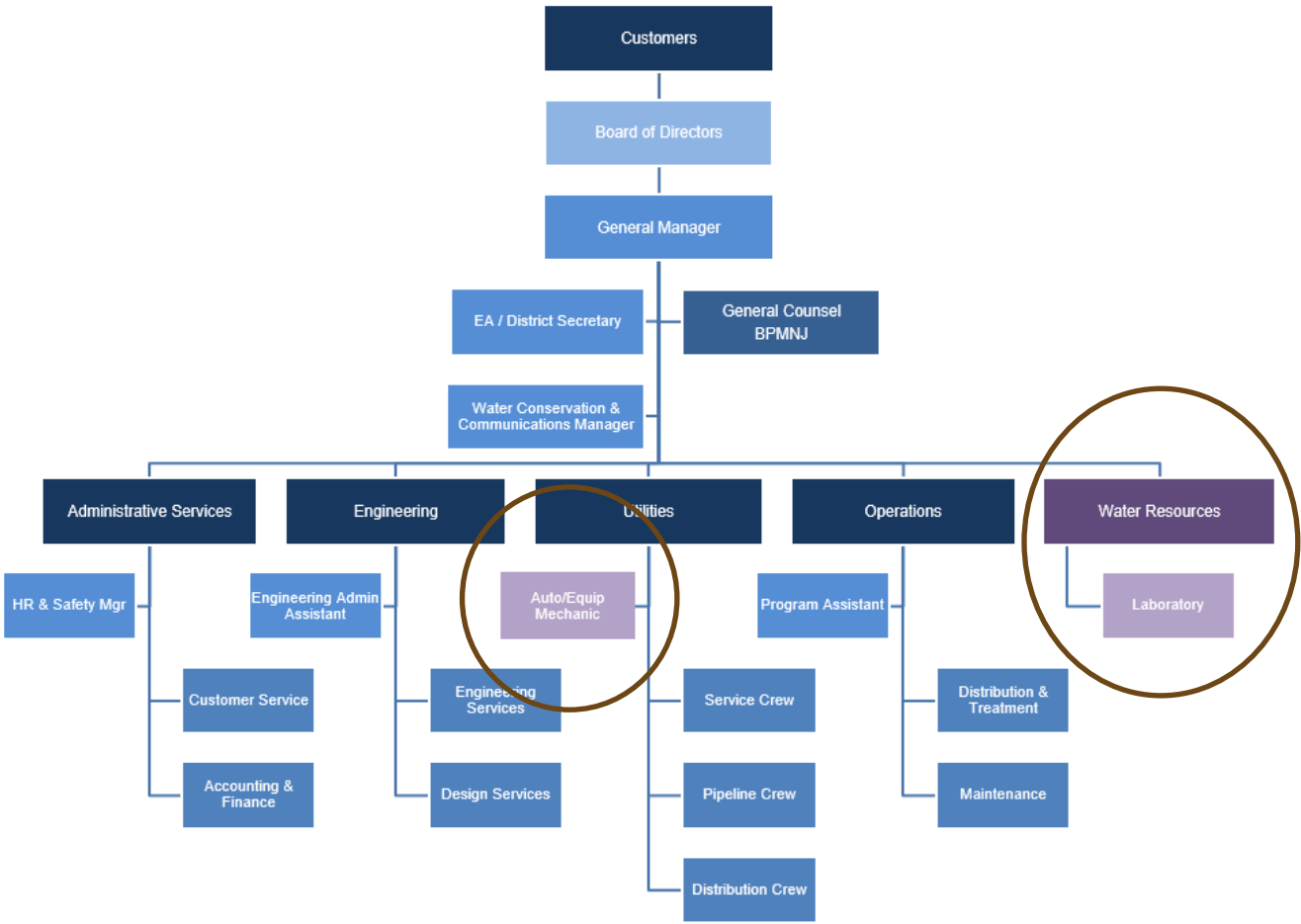
- *Recruit for Safety & Emergency Manager*
- *Once hired, revise HR/Safety and Storekeeper/Safety*
- *Move Storekeeper to Utilities; CCC&BF to Water Resources*

Phase 3 (TBD)

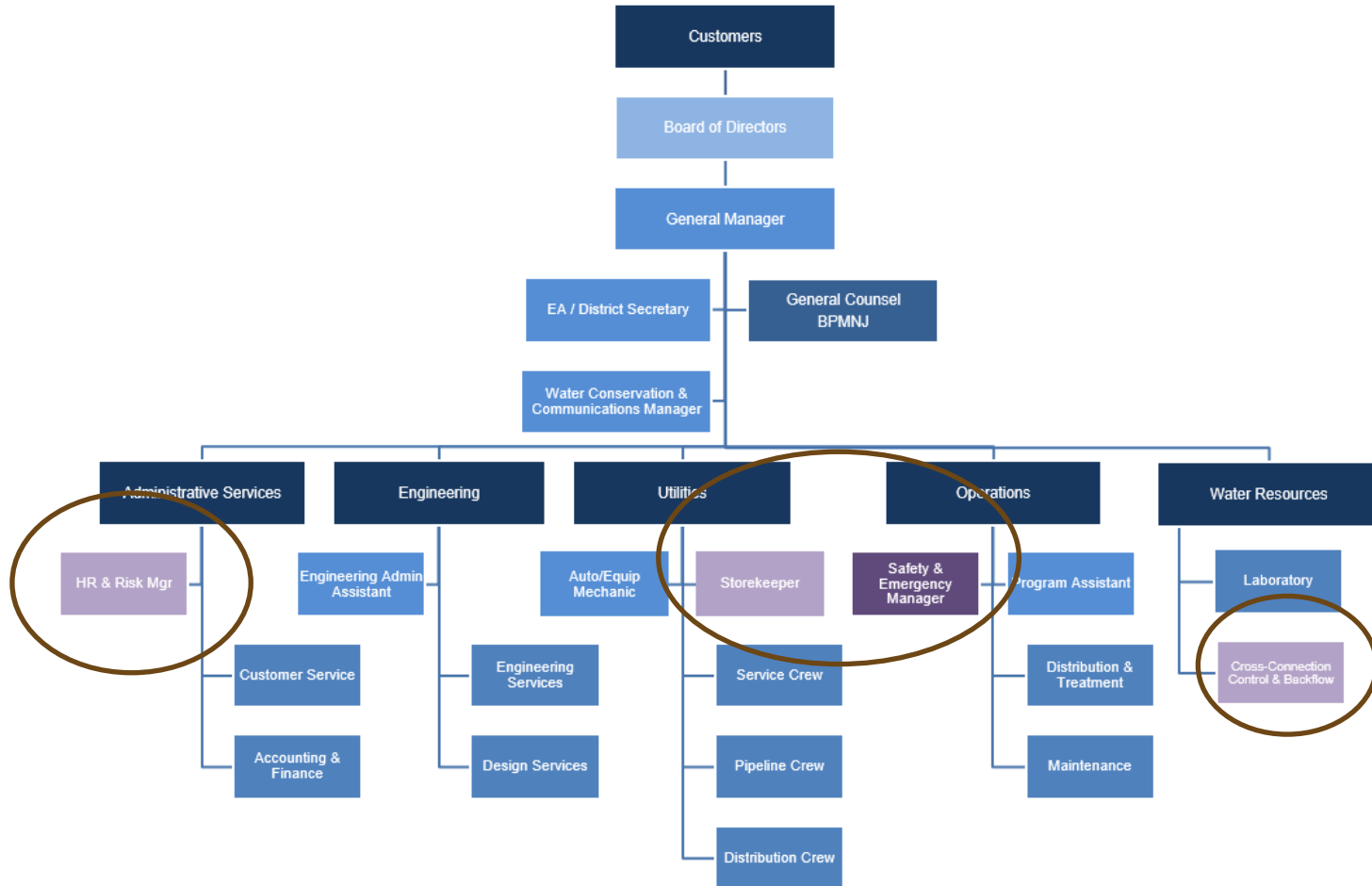
- *Recruit for Technology Services Manager*



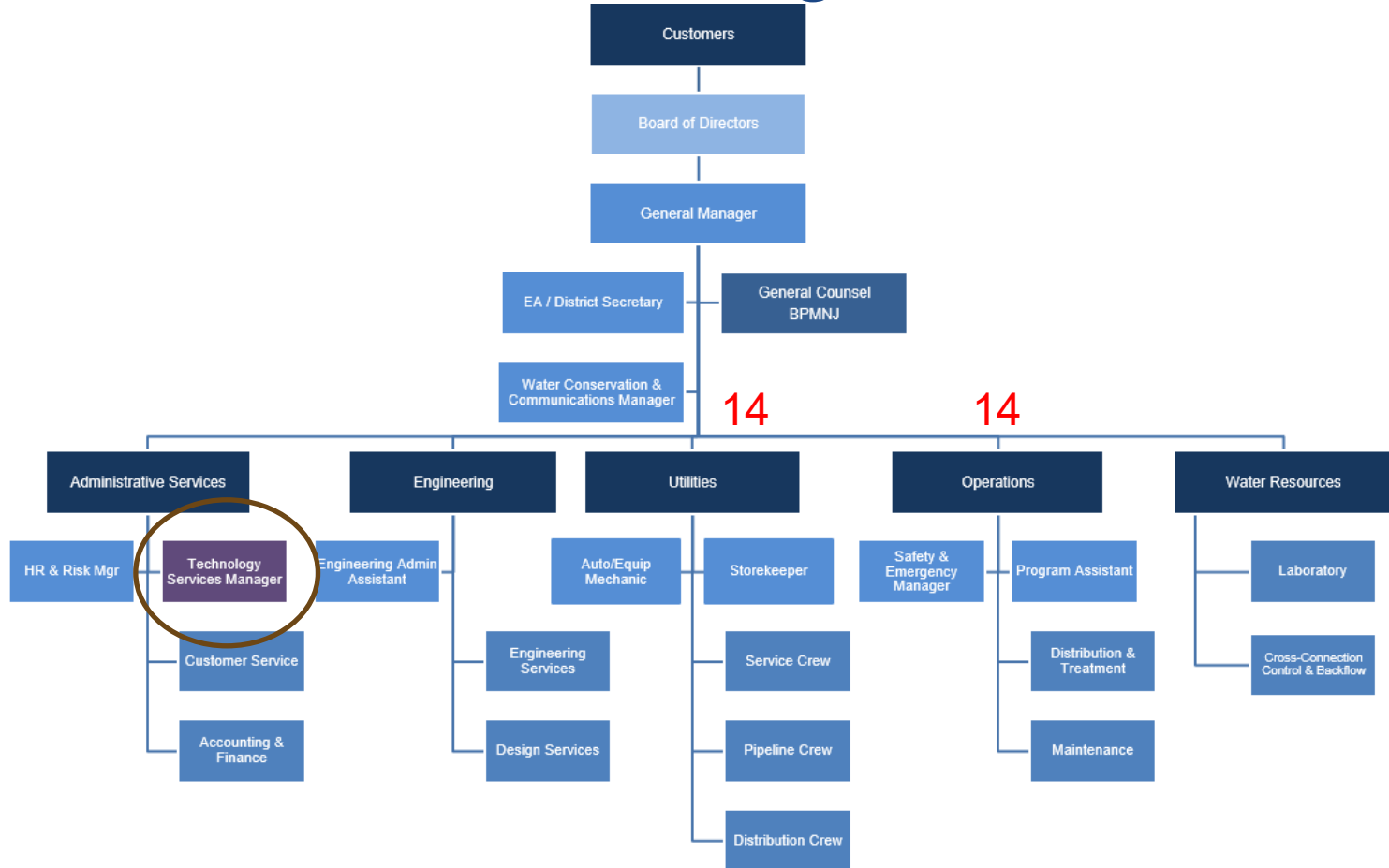
Phase 1



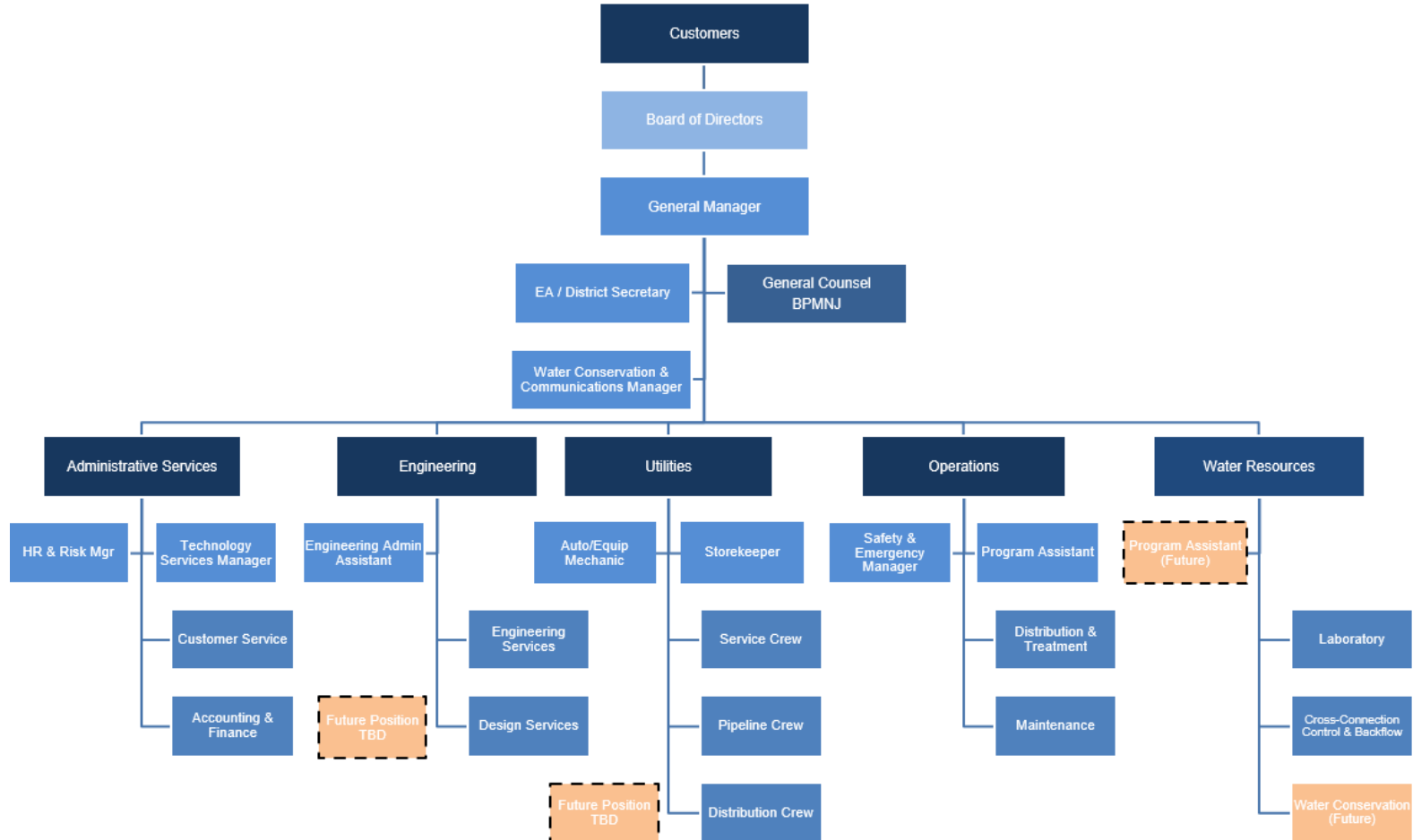
Phase 2



Phase 3



Future



2025-2030 Strategic Plan

Position Recruitments

Priority	Position	Timing
1	Water Resources	Summer 2026
2	Lab Supervisor	Fall 2026
3	Safety & Emergency Manager	2027
4	Technology Services Manager	TBD
	Future	TBD



Questions?

DRAFT

North Marin Water District**DIRECTOR OF WATER RESOURCES**

*This class description is only intended to present a summary of the range of duties and responsibilities associated with the positions. Descriptions **may not include all** duties performed by individuals within the class. In addition, descriptions outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

Reports to: General Manager

FLSA Status: Exempt

DEFINITION

Under general administrative direction from the General Manager, plans, organizes, and directs the District's Water Resources Department; establishes goals and objectives for the department and internal policies and procedures related to departmental program activities; through subordinate managers and supervisors, directs the work of staff engaged in Water Resources and Water Quality program activities and ensures the effectiveness of departmental programs; provides responsible advice and counsel to the Board, General Manager, and District managers on a variety of water resources, water conservation and water quality issues; participates on the Executive Management team to develop District-wide policies and procedures and to advance the goal and mission of the District; provides highly responsible administrative staff assistance to the General Manager; represents the District to outside groups and organizations; serves as District liaison on various inter- agency coordination projects; and performs related work as required. Ensures overall compliance with various federal and state regulations associated with water quality and environmental health, primarily the federal and state Safe Drinking Water Acts, and the Clean Water Act.

DISTINGUISHING CHARACTERISTICS

The **Director of Water Resources** assumes full leadership and management responsibility for all activities and services within the Water Resources Department. Under general administrative direction, within a framework of overall goals and objectives, the incumbent directs water resources and water quality activities and has programmatic responsibilities that include water quality, conservation, groundwater resources, and Stafford Lake watershed management and operations. This position remains fully abreast of all personnel, operational and administrative activities; provides oversight to activities performed under the direct supervision of other District supervisors and complex support to the Department's supervisors as well as other District Departments.

SUPERVISION RECEIVED/EXERCISED

Receives administrative direction from the General Manager. Exercises direct supervision over Laboratory Supervisor, Cross-Connection Control and Water Conservation staff and support staff.

ESSENTIAL DUTIES (including, but not limited to the following)

Plans, supervises, directs and coordinates the activities, operations and services of the Water Resources Department including the overall quality or characteristics of domestic water, recycled water, and wastewater and associated regulatory compliance and technical requirements of such systems; insures the Water Resources Department activities comply with regulatory requirements, including potable, recycled and wastewater; oversees the management of data collection and generation of regulatory reports; oversees and/or participates in the development, implementation and maintenance of the Water Resources Department goals, objectives, policies and procedures; plans, coordinates and reviews the work plan for assigned programs and projects

Approved	
Date	

and responsibilities related to Water Resources Department activities and services including management of consultant contracts; provides administrative and technical direction to staff and consultants.

Serves as Laboratory Technical Manager and responsible for all District laboratory protocols, procedures and applicable state of California Code of Regulations, including the California Environmental Laboratory Accreditation Program (ELAP). The Laboratory Supervisor position is responsible for day-to-day supervision of Laboratory staff, as described in Title 22 of the California Code of Regulations.

Provides oversight and ensures implementation of the District's cross connection control/backflow prevention program. Ensures enforcement of consumer compliance with District policies, State and local laws. Coordinates schedules and conducts cross connection surveys of potable or recycled water systems; reviews construction plans and plumbing specifications; provides information and assistance to other departments, contractors, engineers, developers, and the general public; and maintains a variety of records, files and documentation.

Supports and monitors the District's Water Conservation Program; analyzes water use patterns and identifies effective conservation measures; maintains relationships with local and regional agencies and stakeholders, including the Sonoma-Marín Saving Water Partnership and ensures compliance with the state's Urban Water Use Objectives.

Directs, coordinates, and participates in watershed management programs, activities, and operations, which includes data collection, monitoring efforts, sanitary surveys and other water sources assessments. Oversees, manages and is responsible for cooperative agreements, memorandum of understandings or master agreements with other local or regional agencies or entities related to District watershed lands. Coordinates various operational activities within the watersheds, including sediment removal, lake, dam and groundwater well operations.

Maintains effective regulatory compliance in accordance with District, local, state and federal requirements and policies; develops, evaluates and updates all water quality programs for the District including those related to the laboratory, operations, treatment and water and sewer facilities construction. Prepares or oversees preparation, certifies and submits regulatory reports to comply with various state-implemented requirements. Monitors legislative and regulatory activities and coordinates with District's external representative(s) and other managers, as appropriate, on legislative or regulatory issues to protect the interests of the District.

Prepares and presents staff reports and agenda items for consideration by the Board/Board Committees; serves as advisor to the General Manager and Board on water resources and regulatory issues. Works closely with key District staff on water quality issues related to potable and recycled water distribution as well as emergency management/preparedness and related programs. Responsible for reviewing and updating District Regulations related to water quality, water conservation, cross-connection and backflow and Board Policies related to water quality and water conservation programs.

Responsible for instilling esprit de corps and a healthy, positive work attitude in employees supervised. Coordinates the selection, orientation, and evaluation programs for Water Resources personnel; develops job descriptions as necessary; plans and coordinates staff training; identifies and resolves staff deficiencies; implements discipline and/or termination procedures; develops, implements, maintains and improves various computer programs for the division; develops the

Water Resources Department budget; participates in the forecast of necessary staffing, materials and supplies; proposes, presents and justifies divisional programs, projects, operations and services. Attend and participate in organizational and community meetings as necessary.

OTHER DUTIES

- Work overtime, weekends, evenings, and holidays as required to accommodate the District's needs, in addition to responding as a Disaster Emergency Service Worker.
- Regular attendance at the work site.

QUALIFICATIONS (The following minimum qualifications are necessary for entry into the class)

Education/Experience

Minimum Qualifications- A Bachelor of Science degree in chemistry, biochemistry, biology, microbiology, natural or physical science, environmental engineering, sanitary engineering, or chemical engineering and five years' experience in the analysis of chemical, biological, or microbiological samples in an environmental laboratory for the water utility industry.

Desired Qualifications- Ten years of increasingly responsible management experience in laboratory operations in the water utility or equivalent field.

Knowledge/Skill/Ability

Knowledge of: the principles, methods, materials and equipment used in the chemical analysis and treatment of water and/or sewage; knowledge of the physical, chemical and biological factors affecting water quality and ability to identify and correct undesirable conditions; modern and complex principles and practices of program development and administration; principles and practices of budget preparation and administration; principles of supervision and leadership, training and performance evaluation; office equipment including computers, network systems and applicable software; pertinent environmental, environmental/public health and water quality related Federal, State and local laws, codes and regulations.

Ability to: mentor and develop staff through annual evaluations and review process, plan, organize, manage and direct the work of subordinate staff and consultants; select, supervise, train and evaluate staff; identify and respond to community and organizational issues, concerns and needs; develop, implement and administer goals, objectives and procedures for providing assigned services; analyze work problems, develop effective programs in accordance with local, state and federal regulations or guidelines; communicate clearly and concisely, both orally and in writing to staff, the Board and the public; establish and maintain effective working relationships with vendors, land owners, other agencies, supervisory personnel, subordinates, District Board of Directors and the general public.

License/Certificate

Possession of a valid Class C California driver's license.

Possession of a California Water Environment Association (CWEA) Laboratory Analyst III or CA-NV AWWA Water Quality Analyst III.

Possession of a California Drinking Water Operator Certification Program (DWOC) Grade D2 Water Distribution Operator Certificate or the ability to obtain certification within 18 months of appointment to position.

Possession of a Water Treatment Operator T2 certification from DWOC is desirable but not

required.

WORKING CONDITIONS/PHYSICAL REQUIREMENTS

This position requires the following working conditions and physical requirements:

Mobility: Ability to work in an office setting with prolonged periods of sitting, standing, twisting, bending, and reaching. Fieldwork may include walking on various surfaces, kneeling, bending, stooping, and squatting.

Manual Dexterity: Frequent use of both hands for simple and power grasping, fine manipulation, and coordinated movements. Tasks may involve operating office and field equipment, specialized instruments, and tools, requiring repetitive arm/hand movements and coordination of multiple limbs.

Physical Activities: Ability to use arms above the shoulder, walk on level, uneven and slippery surfaces, climb, balance, stoop, kneel, and crouch.

Computer Use: Proficiency in retrieving data using a computer keyboard.

Vision: Near and far vision for visual checks of facilities, reading plans, reports, and using a computer.

Hazard Exposure: Potential exposure to hazardous equipment, chemicals, and contaminants.

Driving: Ability to drive a vehicle.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."

North Marin Water District

LABORATORY SUPERVISOR

*This class description is only intended to present a summary of the range of duties and responsibilities associated with the positions. Descriptions **may not include all** duties performed by individuals within the class. In addition, descriptions outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

Reports to: Director of Water Resources Manager

FLSA Status: Exempt

DEFINITION

Under general supervision of the Water Resources Manager, manages laboratory operations and ensures laboratory quality systems comply with state requirements and standards (currently the TNI 2016 Laboratory Standard). Designated Quality Manager under TNI 2016 4.1.7.1. Directs and supervises activities of the laboratory and laboratory programs while adhering to the highest ethical standards, holding a position of public trust.

DISTINGUISHING CHARACTERISTICS

Designated as the Laboratory Quality Manager, the Laboratory Supervisor is responsible for maintaining the currency of the laboratory quality manual, related SOPs and other elements of the laboratory quality systems. They are also responsible for carrying out sampling and testing for various water quality programs and for producing high quality, legally defensible test data to be reported to State and/or Federal agencies. Performs complex analyses requiring knowledge of the principles and methods of analytical techniques.

SUPERVISION RECEIVED/EXERCISED

Receives supervision from the Director of Water Resources. Exercises independence in undertaking tasks as the Laboratory Quality Manager. Supervises laboratory staff (Laboratory Technicians and Laboratory Analysts). May be assigned to act as the Laboratory Technical Manager (responsibility held by Director of Water Resources) in their absence.

ESSENTIAL DUTIES (including, but not limited to the following)

- Directs, supervises, and participates in the operation of laboratory activities, sampling programs, and responds to all water quality complaints or emergencies.
- Prepares and submits reports and/or presentations.
- Conducts the required annual internal audits (TNI 2016 4.14)
- Prepares and controls laboratory budgets.
- Attends and conducts staff meetings, participates in management activities and projects as required.

OTHER DUTIES:

- Work overtime, weekends, evenings, and holidays as required to accommodate the District's needs, in addition to responding as a Disaster Emergency Service Worker
- Regular attendance at the work site. (Not a remote or hybrid position)

Approved	
Date	

QUALIFICATIONS (The following minimum qualifications are necessary for entry into the class)

Education/Experience

Graduation from an accredited college with a Bachelor of Science degree in chemistry, biology, sanitary engineering or the equivalent, and five years of experience in water/sewage treatment/chemistry and laboratory analysis; with at least two years in a position of supervisory responsibility or increasing supervisory responsibility.

Knowledge/Skill/Ability

The ideal candidate will have:

Knowledge of:

- The principles, methods, materials and equipment used in the chemical analysis and treatment of water and/or sewage;
- The physical, chemical and biological factors affecting water quality and ability to identify and correct undesirable conditions.
- Ability to read and interpret technical information, analyze problems, multitask, and operate under deadlines.
- Ability to demonstrate experience and capability to handle multiple projects and maintain accurate work progress
- Ability to establish and maintain effective working relationships with contractors, other agencies, supervisory personnel, and peers.

Ability to: plan, organize and supervise a technical work program and staff; ability to establish and maintain effective relationships with other public agencies, vendors, contractors and the general public. Meets the minimum manager qualifications in 2016 TNI 5.2.6.1.

License/Certificate

Possession of a valid Class C California driver's license.

Possession of a California Water Environment Association (CWEA) Laboratory Analyst III or CA-NV AWWA Water Quality Analyst III.

Possession of a California Drinking Water Operator Certification Program (DWOCP) Grade D2 Water Distribution Operator.

Possession of a Water Treatment Operator T2 certification from DWOCP is desirable.

WORKING CONDITIONS/PHYSICAL REQUIREMENTS

Position requires working in a standard office environment and involves prolonged sitting, repetitive motion, walking, kneeling, squatting, stooping, turning, bending and upper body twisting in the performance of daily activities. The position also requires grasping, repetitive hand movement, and fine coordination in preparing statistical reports and data and using a computer keyboard. Additionally, the position requires near and far vision in reading statistical data and for computer use; hearing is required when providing phone service and working with customers (internal and external). Incumbents may be required to lift files, papers and reports weighing up to 25 pounds.

The work requires exposure to conditions that may be hazardous or unpleasant. Employees may be exposed to raw and treated sewage, chemicals, sharp and dull objects, domestic and wild

animals, and in general may come in contact with a variety of potentially dangerous working situations that require a combination of good judgment, field knowledge of potential problems, problem identification and solutions. May be exposed to a variety of hazardous chemicals or contaminants.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."

DRAFT

North Marin Water District

SAFETY AND EMERGENCY MANAGER

*This class description is only intended to present a summary of the range of duties and responsibilities associated with the positions. Descriptions **may not include all** duties performed by individuals within the class. In addition, descriptions outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

Reports to: Operations/Maintenance Manager

FLSA Status: Exempt

DEFINITION

Under general direction from the Operations/Maintenance Manager, the Safety and Emergency Manager plans, organizes, coordinates and administers the District’s safety and emergency response programs; performs highly complex professional, technical, and analytical work involved in the implementation and development of the safety management programs including occupational and industrial safety; assures District compliance with all relevant state and federal safety regulations; and represents the District in related local and regional programs. The Safety and Emergency Manager ensures all appropriate plans, protocols, processes and training are implemented to respond to, and recover from, a wide variety of emergencies and disasters. Performs other work as required.

DISTINGUISHING CHARACTERISTICS

The **Safety and Emergency Manager** is responsible for the District’s safety and emergency management programs. This is a single staffed division and the position has no direct reports.

SUPERVISION RECEIVED

Receives supervision from the Operations/Maintenance Manager, works closely with District staff, supervisors and department heads as required.

ESSENTIAL DUTIES (may include but are not limited to the following)

- Plans, organizes, administers, and oversees a wide range of safety and emergency management services in compliance with District policy.
- Researches, analyzes and develops recommendations on emergency management and safety-related issues.
- Monitors and analyzes laws and pending legislation which impact District operations.
- Stays current of new trends and innovations in the field of safety and emergency management, and continually monitors the District’s compliance with federal and state laws and regulations.
- Performs policy analysis on a wide range of programs, District procedures, and services.
- Receives, researches and prepares responses to correspondence. maintains records and database of employee safety and emergency response training.
- Determines employee safety and emergency response training needs.
- Delivers presentations to various groups, inside and outside the agency.
- Represents the District to outside agencies and organizations.

Approved	
Date	X-X-2026

- Participates in outside community and professional groups and committees.
- Represents the District in safety and emergency response inspections.
- Develops, updates, and implements legally compliant district-wide safety programs and training.
- Coordinates all safety related testing and medical examinations.
- Conducts periodic inspections of facilities and operations to identify safety hazards.
- Investigates accidents and injuries, prepares and submits required reports.
- Recommends corrective actions to potentially hazardous work methods to comply with safety regulations and prevent injuries.
- Manages regularly scheduled safety meetings.
- Acts as the lead of the District Safety Committee.
- Coordinates with Operations/Maintenance Manager, and Treatment and Distribution Supervisor, to update and administer the District's Chlorine System Risk Management Plan at Stafford Lake Water Treatment Plant.
- Manages emergency response and recovery efforts in response to all types of emergencies; Coordinates with emergency responders and outside agencies in the event of an emergency.
- Develops policies to be followed in an emergency or natural disaster.
- Conducts emergency response assessments to evaluate disaster preparedness and make recommendations to improve efficiency and readiness.
- Develops and implements a multi-year Training and Exercise Plan that incorporates the District's Emergency Response Plan (ERP) and Stafford Dam Emergency Action Plan (EAP) elements.
- Identifies threats, risks, hazards, and vulnerabilities to District facilities and infrastructure in coordination with the Engineering, Construction, Operations/Maintenance departments.
- Coordinates with Operations/Maintenance Manager to update, administer and implement the District's ERP.
- Coordinates with District departments and leads periodic updates to the District's Annex in the Marin County Multi-Jurisdictional Local Hazard Mitigation Plan (LHMP).
- Reviews, updates, and submits Hazardous Materials Business Plans (HMBPs) for all District facilities that store hazardous materials through the California Environmental Reporting System (CERS).

OTHER DUTIES

- Assists in implementing safety and emergency response work documentation through Asset Management work orders.
- May assist District management with safety-related issues such as physical security, ergonomics, and worker's compensation investigations.

QUALIFICATIONS (The following minimum qualifications are necessary for entry into the class):

Education/Experience

Sufficient education and experience in safety and emergency management to perform the duties of the Safety and Emergency Manager.

Minimum Qualifications - Possession of a high school diploma, or equivalent, supplemented with relevant specialized training in safety management (OSHA courses) and/or emergency management (FEMA, NIMS, SEMS courses) and five (5) years' experience in construction, operations, or maintenance in the water industry.

Desired Qualifications - Possession of a bachelor's degree from an accredited college or university with major course work in industrial engineering, safety engineering, occupational health, business administration or related field; or full-time professional work experience in workplace safety which includes seven (7) years' experience in water, wastewater or utilities.

Knowledge/Skill/Ability (The ideal candidate will have the knowledge of and ability to):

Knowledge of:

- The roles and responsibilities of emergency management including mitigation & prevention, preparedness, response and recovery phases;
- Cal/OSHA and Fed/OSHA regulations and requirements; current safety practices, construction safety orders, mandates and relevant trends related to injury and illness prevention;
- Incident command systems and incident management;
- The fundamentals of employee training;
- Conditions that lead to major emergencies;
- Principles and practices of program management;
- Incident investigation practices; cybersecurity threats.

Ability to:

- Evaluate and update policies and procedures;
- Interpret laws and regulations related to safety and emergency management;
- Provide current and compliant safety training to employees on a variety of topics;
- Evaluate specific jobs to identify specific job hazards;
- Exercise initiative, good judgment, tact, and discretion, as well as excellent interpersonal skills;
- Maintain a variety of sophisticated spreadsheets and accurate records;
- Problem solve and communicate effectively; manage and complete a variety of tasks and assignments concurrently;
- Analyze, evaluate and assess program effectiveness;
- Work effectively under pressure and meet deadlines;
- Apply a high degree of independent judgment;
- Read and interpret complex and often conflicting plans, specifications, laws, regulations, rules and policies;
- Prepare clear/concise written reports, memoranda, procedures and correspondence;
- Speak clearly, concisely, and give public presentations;

- Effectively train others in front of an audience;
- Establish and maintain productive work relationships with a variety of people contacted in the course of work.

License/Certificate

Possession of a valid DMV Class C California driver's license.

Possession of a Water Treatment Operator T3 or higher, or possession of a Water Distribution Operator D3 or higher.

WORKING CONDITIONS/PHYSICAL REQUIREMENTS

This position requires the following working conditions and physical requirements

Mobility: Ability to work in an office setting with prolonged periods of sitting, standing, twisting, bending, and reaching. Fieldwork includes walking on various surfaces, kneeling, bending, stooping, squatting, turning, lifting, climbing, twisting, and reaching.

Manual Dexterity: Frequent use of both hands for simple and power grasping, fine manipulation, and coordinated movements. Tasks may involve operating office and field equipment, specialized instruments, and tools, requiring repetitive arm/hand movements and coordination of multiple limbs.

Physical Activities: Ability to use arms above the shoulder, walk on level and slippery surfaces, climb, balance, stoop, kneel, and crouch. Works outdoors in all weather conditions, climbing ladders, working in confined spaces.

Computer Use: Proficiency in retrieving data using a computer keyboard.

Vision: Near and far vision for visual checks of facilities, reading plans, reports, and using a computer.

Sensory Abilities: Use of smell and hearing to detect odors and mechanical equipment conditions.

Hazard Exposure: Potential exposure to electrical and mechanical hazards, hazardous chemicals, and contaminants. Work around moving equipment.

Driving: Ability to drive a vehicle, including a four-wheel drive on dirt roads in varying weather and road conditions.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."

TECHNOLOGY SERVICES MANAGER

*This class description is only intended to present a summary of the range of duties and responsibilities associated with the positions. Descriptions **may not include all** duties performed by individuals within the class. In addition, descriptions outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.*

Reports to: Director of Administrative Services

FLSA Status: Exempt

DEFINITION

The Technology Services Manager is responsible for managing and maintaining all aspects of the District's information technology (IT) and operational technology (OT) systems. This includes oversight of networks, servers, Supervisory Control and Data Acquisition (SCADA) systems, phones, cybersecurity, enterprise software, audio-visual systems, and office technology such as copy machines, printers, postage machines, and programmable logic controllers. This also includes oversight of a wide variety of communication technology such as radios, modems and other telemetry systems. The position requires broad technical knowledge, independent judgment, and the ability to manage multiple systems, workflows and priorities.

DISTINGUISHING CHARACTERISTICS-

The Technology Services Manager is a single-position, management level, classification responsible for managing both strategic planning and daily administration of the District's technology infrastructure. Regular attendance at the work site is required.

SUPERVISION RECEIVED/EXERCISED

Receives administrative direction and reports to the Director of Administrative Services. Receives functional direction from the Director of Operations for matters involving operational technology (SCADA) and cybersecurity. This is a single staffed division, and the position has no direct reports.

ESSENTIAL DUTIES (include but are not limited to the following):

- Manage and maintain all IT and OT systems, including physical and virtual servers, network infrastructure, SCADA, and telemetry systems to ensure continuous and secure operations.
- Provide responsive and effective end-user support to District staff and Board of Directors (BOD) for hardware, software, and telecommunications issues, including troubleshooting and resolving technical problems.
- Administer and support a variety of enterprise software applications such as Geographic Information System (GIS), utility billing, financial systems, and asset management platforms, ensuring data integrity and system performance.
- Maintain up-to-date licensing, renewals, and maintenance agreements for all software used by staff, including Microsoft products, PDF tools, and other critical applications, ensuring compliance and uninterrupted access.
- Oversee cybersecurity practices by implementing and maintaining firewalls, endpoint protection, intrusion detection systems, and regular data backups to safeguard District information. Advise District management on cybersecurity and related policy.

Approved	
Date	

- Maintain and troubleshoot the District's phone systems, including VoIP and mobile devices, ensuring reliable communication services.
- Maintain and troubleshoot the District's audio-visual systems, including public meeting spaces and ensure compliance with accessibility requirements.
- Coordinate with external vendors and service providers for procurement, implementation, and support of hardware, software, and technology services.
- Develop, implement, and regularly update IT and OT policies, standard operating procedures, and disaster recovery/business continuity plans.
- Ensure compliance with applicable local, state, and federal regulations, as well as industry best practices related to IT and OT systems.
- Provide technical training and guidance to District staff to enhance user proficiency and promote effective use of technology resources.
- Plan, manage, and execute technology-related projects, including system upgrades, new technology deployments, and infrastructure improvements.
- Monitor and respond to cybersecurity threats, vulnerabilities and incidents, coordinating with external parties when needed.
- Program, configure, test, install and maintain programmable logic controllers (PLCs) and Human Machine Interfaces (HMIs); Design, implement, modify and troubleshoot process control and SCADA systems, including SCADA local area networks (LAN) and wide area networks (WAN).

OTHER DUTIES

- Develop and manage the District's IT and OT budget, including forecasting, cost monitoring, and recommendation of cost-effective solutions.
- Prepare technical reports and documentation related to technology systems.
- Attend meetings, trainings, and industry events as required.
- Perform related duties and responsibilities as required.
- Work overtime, weekends, evenings, and holidays as required to accommodate the District's needs, in addition to responding as a Disaster Emergency Service Worker.

QUALIFICATIONS (The following minimum qualifications are necessary for entry into the class):

Experience/Education

Sufficient education and experience in information technology (IT) and operational technology (OT) to perform the duties of the Technology Services Manager.

Minimum Qualifications

The equivalent of four years of progressively responsible IT experience preferably in a public agency or utility environment and a Bachelor's degree in Information Technology, Computer Science, or a closely related field from an accredited college or university. Basic understanding and experience in OT which includes designing and maintaining SCADA systems and programming PLCs.

Desired Qualifications

Six or more years of progressively responsible IT and OT experience, designing and maintaining SCADA systems and programming PLCs, preferably in a public agency or utility environment and a Bachelor's degree in Information Technology, Computer Science, or a closely related field from an accredited college or university.

Knowledge of:

- Principles and practices of process control, SCADA systems, IT and OT systems, industrial control network environments and PLC programming.
- Administering enterprise applications such as GIS, utility billing, financial systems, and asset management software.
- Supporting end-user hardware and office equipment, including printers, copiers, postage machines, and related devices.

Ability to:

- Provide strong expertise in IT and OT systems, including SCADA and industrial control network environments
- Proficiently manage Windows servers, Active Directory, cloud-based services, networking equipment, and cybersecurity tools.
- Demonstrate experience and capability to handle multiple projects and maintain accurate work progress and cost records
- Read and interpret technical information, analyze problems, multitask, and operate under deadlines.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with contractors, other agencies, co-workers and District Board of Directors.

LICENSE/CERTIFICATE

Possession of a valid DMV Class C California driver's license. Certified Information Systems Security Professional (CISSP), Certified Information Security Manager (CISM), and/or IT Infrastructure Library (ITIL) certifications are highly desirable.

WORKING CONDITIONS/PHYSICAL REQUIREMENTS

This position requires the following working conditions and physical requirements:

- Mobility: Ability to work in a standard office environment which involves prolonged sitting, repetitive motion, walking, standing, reaching arms out and above shoulders, kneeling, squatting, stooping, turning, bending and upper body twisting in the performance of daily activities. Fieldwork includes walking on various surfaces, balancing, kneeling, bending, stooping, squatting, turning, lifting, climbing, twisting and reaching.
- Manual Dexterity: Frequent simple and power grasping, fine manipulation, and coordinated movements, repetitive hand movement, and using a computer keyboard and mouse with both hands. Tasks may involve operating office and field equipment, specialized instruments, and tools, requiring repetitive arm/hand movements and coordination of multiple limbs.

- Vision/Hearing: Possess near and far vision sufficient for reading data, maintaining computers and using computer screens, and to operate assigned equipment. Hearing in the normal range to use phone service and when working with internal and external customers. Noise levels can vary from quiet to loud, depending upon the facilities work is being performed in.
- Sensory Abilities: Use of smell and hearing to detect odors and mechanical equipment conditions.
- Hazard Exposure: Potential exposure to electrical and mechanical hazards, hazardous chemicals, and contaminants. Work around moving equipment.
- Physical Activities: Works indoors and outdoors in all weather conditions, climbing ladders, working in confined spaces. Walking short and far distances on level and slippery surfaces, lifting files, equipment, papers and reports weighing up to 50 pounds.

OTHER REQUIREMENTS

Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100, "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."

9



MEMORANDUM

To: Board of Directors Date: April 21, 2026

From: Eric Miller, AGM/Chief Engineer *EM*
 Tony Williams, General Manager *TW*

Subject: NMWD Comment Letter for the Marin Water ARC Project Notice of Preparation
R:\Projects\4000s\4109 MMWD ARC\A. BOD-GM\2026.04.21 NOP Comment Ltr\4109 ARC NOP Comments BOD Memo.doc

RECOMMENDED ACTION: Information Only

FINANCIAL IMPACT: None

Discussion

Marin Water issued a Notice of Preparation (NOP) of Environmental Impact Report for the Atmospheric River Capture (ARC) Project on March 13, 2026. The NOP was issued pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15082 to enable stakeholders to make a meaningful response about the scope and content of the ARC Project's environmental impact report.

Based on the scope of the ARC Project, the District is considered by CEQA Guidelines Section 15096 to be a Responsible Agency, because the proposed project contemplates: (1) a new transmission pipeline that begins within and traverses District territory; (2) a physical connection to the District's existing North Marin Aqueduct transmission main; (3) potential exercise of District approval authority under the parties' existing 2022 Interconnection Agreements, including provisions concerning future projects and associated interconnections; (4) use of District easements, and (5) potential exercise of District approval authority regarding the use, sale, or transfer of District-owned lands.

Although District staff had previously engaged in scoping discussions and continue to have an ongoing dialogue with Marin Water about their ARC Project, the District submitted the attached comment letter publicly responding to the NOP, prior to the April 13, 2026, 12:00pm deadline. The content of the letter was vetted with senior staff and legal counsel prior to submission.

Additional information can be found at marinwater.org/ARCproject.

ATTACHMENT: 1. North Main Water District Comment Letter dated April 13, 2026



999 Rush Creek Place
P.O. Box 146
Novato, CA 94948-0146

PHONE
415-897-4133

EMAIL
info@nmwd.com

WEB
www.nmwd.com

April 13, 2026

Marin Municipal Water District
Attn: Lucy Croy, Water Resources Manager
220 Nellen Avenue
Corte Madera, CA 94925
submitted via email: arcproject@marinwater.org

Re: North Marin Water District Comments in Response to the
Notice of Preparation of Environmental Impact Report for the
Atmospheric River Capture Project

Dear Ms. Croy:

Thank you for the opportunity to comment on the subject Notice of Preparation, dated March 13, 2026. The North Marin Water District (District) has reviewed the notice and has the following comments below. The District provides these comments in its capacity as a Responsible Agency pursuant to CEQA Guidelines section 15096, because the proposed project contemplates: (1) a new transmission pipeline that begins within and traverses District territory; (2) a physical connection to the District's existing North Marin Aqueduct (NMA) transmission main; (3) potential exercise of District approval authority under the parties' existing 2022 Interconnection Agreement, including provisions concerning future projects and associated interconnections; (4) use of District easements; and (5) potential exercise of District approval authority regarding the use, sale, or transfer of District-owned lands.

1. The District is generally supportive of the ARC Project as it is intended to enhance water supply resiliency for Marin Water (MMWD), but also for the North Bay region including each community that relies on the Russian River for water supply.
2. The District requests that the point of delivery (POD) near Stafford Lake in unincorporated Marin County be moved east and located within APN 125-090-07 which is owned by the District, rather than the location shown in the notice within APN 125-090-19 which is owned by the County of Marin.
3. The District requests that the scope of the ARC Project's Environmental Impact Report include all District ancillary facilities and pipeline improvements or replacements agreed to by both parties under separate terms, if applicable. District and MMWD are currently discussing the potential to include certain elements within and adjacent to the proposed Project's pipeline corridor.
4. MMWD should exercise care when determining the Project pipeline's alignment so as not to conflict with existing District transmission, distribution, customer service lines, and other associated appurtenances within the alignment. Where crossing existing District facilities is required, the construction documents should include language to notify the District at least 72 hours prior to commencement of work or to require other coordination with the District, and should also expressly require the contractor to exercise caution and to coordinate with the District when excavating near District pipelines or facilities.

5. MMWD is considering the use of the District-owned land near the Stafford Treatment Plant (STP) for the “Stafford Lake Pump Station and dechlorination facility”. District is amenable to the use of this land for the Project; however, the District has existing uses of this land that will have to remain, including an 18-inch pipeline (STP treatment water transmission) and the access road to STP and other District lands.
6. District has certain operational and hydraulic constraints that the Project must address. These constraints include but are not limited to:
 - a. Maximum velocities in the NMA cannot exceed 8 feet per second (fps);
 - b. Maximum pressures or Hydraulic Grade Lines (HGLs) within the NMA and at the NMA connection;
 - c. Surge protections;
 - d. Coordination of operations;
 - e. Other operational constraints depending on the final Project design and operational protocols.
7. District strongly recommends that MMWD closely coordinate with the City of Novato and County of Marin regarding the Project pipeline’s alignment and construction including traffic control measures, pedestrian safety, and pavement restoration.
8. District may evaluate and make its own independent CEQA findings regarding future actions associated with the Project, including but not limited to:
 - a. Interconnection with the NMA;
 - b. Amendments to the Interconnection Agreement;
 - c. Sale or transfer of a portion of APN 125-100-13 to MMWD;
 - d. District’s easement rights along the NMA and potentially other locations;
 - e. Construction and operation of the Stafford Lake POD;
 - f. Any element that may be included in the Project that is District water infrastructure (see Comment #3 above);
 - g. Any Project construction that may occur on District owned lands;
 - h. Operational conditions
9. Pursuant to CEQA Guidelines section 15096(c) and (d), the District requests continued consultation meetings with MMWD and project engineers during preparation of the Draft EIR, including review of:
 - a. preliminary pipeline alignments and pump station configurations;
 - b. NMA point of connection;
 - c. hydraulic assumptions;
 - d. operational criteria;
 - e. mitigation feasibility; and
 - f. Interconnection Agreement amendment (or new agreement) concepts.
10. District requests to be included in all future notices regarding this Project and any updated Project timelines.

ARC NOP Comment Letter
April 13, 2026
Page 3

If you have any questions, please contact me at (415) 761-8947 or emiller@nmwd.com.

Sincerely,

Eric Miller, PE
Assistant General Manager
North Marin Water District

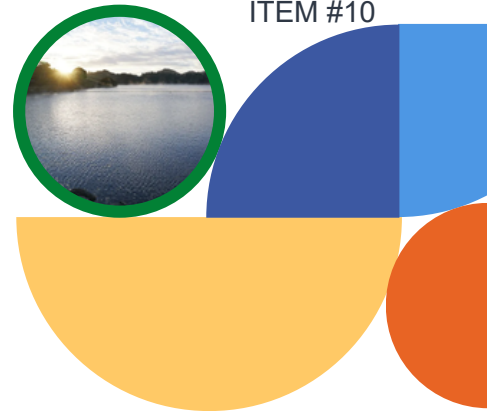
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10

25 Years Strong: Celebrating a Legacy of
Innovation & Collaboration

ITEM #10



2026 Biennial Conference

Meeting this Moment in a Climate of Change

**North Bay
Watershed
Association**

April 9, 2026

**College of Marin | Bill and Adele Jonas Center
Novato, CA 94949**



PHOTO CREDIT:
COLLEGE OF MARIN

NBWA 2026 Conference



Inspiring Regional Actions to Underpin Resilience in the North Bay



Andy Rodgers

Executive Director,
North Bay Watershed Association

Celebrating its Silver Anniversary, the North Bay Watershed Association (NBWA) marks 25 years of watershed-driven regional collaboration, innovation, and advancement. Always a dynamic event, regional leaders and key strategic partners will gather this coming April to interactively explore creative and actionable solutions by “Meeting This Moment in a Climate of Change”.

NBWA’s conference provides a biennial platform for experts, decision-makers, practitioners, partners, and students to discuss collaboratively addressing today’s far-reaching adaptation challenges faced by municipalities and water utilities due to climate, technology, and societal changes. This Silver Anniversary event is our foundation for an unprecedented call-to-action to progress resiliency for tomorrow and the decades that follow.

This **digital program will be updated regularly** with details about conference speakers, session topics, and event highlights.

Check back often to learn more about what’s in store for this special Silver Anniversary event!

Meeting this Moment in a Climate of Change

Thursday, April 9, 2026

College of Marin | Bill and Adele Jonas Center

1800 Ignacio Blvd

Building 19

Novato, CA 94949

9:00 AM-4:00 PM | Light breakfast & lunch included

4:00 PM-5:00 PM | 25-Year Anniversary Celebration & Networking Reception



www.nbwatershed.org/event/2026-biennial-conference

Follow us on social media!

Like, follow, and share posts to promote the conference through your networks.



SESSION TOPICS

9:00 AM - 4:00 PM



Art by Sandi Potter

DEFINING/UNDERSTANDING THIS MOMENT

INSPIRED FUNDING SOLUTIONS THROUGH STORYTELLING AND COMMUNITY ADVOCACY

CREATIVE APPROACHES TO MULTI- DISCIPLINARY PROJECTS

FOSTERING WORKFORCE RESILIENCE AND ADAPTABILITY

SPEAKERS INCLUDE:



CHRIS AUSTIN
MAVEN'S NOTEBOOK



E. JOAQUIN ESQUIVEL
CALIFORNIA STATE WATER RESOURCES CONTROL BOARD



ERIC SAPIRSTEIN
ENS RESOURCES, INC.



AND MORE!



Register
today!



Thank you for participating in the North Bay Watershed Association's conference and for your work advancing the climate resiliency of the North Bay. It's encouraging to see this gathering of regional leaders to collaborate on the necessary solutions to protect our environment. I have long understood the importance of preserving and protecting California's watersheds, which is why I'm proud to advocate for water protections and resources for our state as Ranking Member of the Fisheries, Water, and Wildlife Subcommittee on the Senate Committee on Environment and Public Works. As I continue to fight to protect our environment in our Nation's Capital in a time of great uncertainty, I am grateful for local leaders like yourselves who are steadfastly tackling the effects of climate change while responsibly managing the North Bay watershed.



The Honorable Adam Schiff
United States Senator from California



NBWA 2026 Conference



Water is Life -

Human beings need to remember our relationship to water as a relative. She is alive, our responsibility to protect her affects all living beings, not just those that live within her body, but our well-being as well. Water feeds us, through rain and bringing fresh water to our plants and medicines, through our rivers, bays, creeks and fog that cool down our Mother Earth who is in great peril because of climate disaster. She provides us with water to swim and drink and bathe in. She is a relative and we should thank her everyday for all she provides in order for us to live. Humans have taken her for granted and we must change course for not only our survival but the survival of our future generations, both human and more than human beings.



Corrina Gould, tribal spokesperson for the Confederated Villages of Lisjan and Co-Director, Sogorea Te' Land Trust



You're Invited to
NBWA's

*Silver
Anniversary*

NETWORKING CELEBRATION

4:00 PM - 5:00 PM

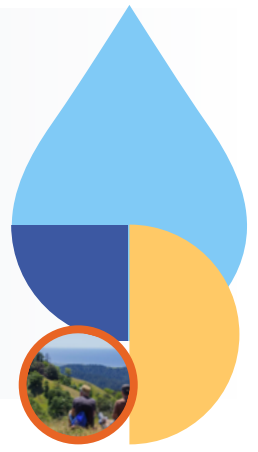
Featuring Special Guests



2026 Biennial Conference Agenda

Meeting this Moment in a Climate of Change

North Bay
Watershed
Association



April 9, 2026 | 9:00 AM - 4:00 PM

Networking Event 4:00 PM - 5:00 PM

Jonas Center at College of Marin, Novato

Morning Sessions

Full speaker biographies can be found beginning on page 17.

8:30 AM

Registration & Continental Breakfast

9:00 AM

Opening Address

- Jean Mariani, NBWA Board Chair and Board Member, Novato Sanitary District
- Andy Rodgers, *NBWA Executive Director*
- Dean Hoaglin, *President & Chair, Board of the Museum of the American Indian*
- Jared Huffman, *U.S. Representative for California's 2nd Congressional District*

9:30 AM

Defining/Understanding this Moment

- Laurel Firestone, *Member, State Water Resources Control Board (SWRCB)*
- Lisa Haney, *Executive Director of Planning & Natural Resources, Orange County Water District (OCWD)*
- Kathleen Schaefer, *Ph.D., P.E., CFM*
- Jeanette Weisman, *Resilient SR 37 Program Manager, Metropolitan Transportation Commission*

Moderated by: Brad Sherwood, *Assistant General Manager for Business Services & External Affairs, Sonoma Water*

10:45 AM

Networking Break

During networking breaks, learn about inspiring projects supported by NBWA's 2024-2025 Small Grants Program.

11:00 AM

Inspired Funding Solutions Through Storytelling & Community Advocacy

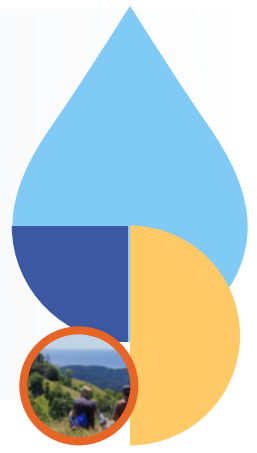
- Eric Sapirstein, *Founder & President, ENS Resources, Inc.; Federal Legislative Advocate (CASA)*
- Sara Aminzadeh, *Deputy Secretary for Federal Affairs, California Natural Resources Agency (CNRA)*
- Nick Wobbrock, *Co-founder and Chief Conservation Officer, Blue Forest*
- Jeffrey Rhoads, *Executive Director, Resilient Shore*

Moderated by: Chris Austin, *Founder & Publisher, Maven's Notebook (California Water News Central)*

2026 Biennial Conference Agenda

Meeting this Moment in a Climate of Change

North Bay
Watershed
Association



April 9, 2026 | 9:00 AM - 4:00 PM
Networking Event 4:00 PM - 5:00 PM
Jonas Center at College of Marin, Novato

Afternoon Sessions

Full speaker biographies can be found beginning on page 17.

12:15 PM

Lunch and Networking Break

1:15 PM

Fostering Workforce Resilience and Adaptability

- Dianna Jensen, *Business Sector Leader, Program Procurement, West Yost*
- Julia Berkey, *Director of Prescribed Fire, All Hands Ecology*
- Connor DeVane, *Just Transition Lead, North Bay Jobs with Justice*
- Laura Combs, *Manager, BAYWORK*

Moderated by: Marianne Butler, *Deputy Executive Director, Solano Resource Conservation District*

2:30 PM

Creative Approaches to Multi-Disciplinary Projects

- Matthew Samson, *President & Director, Marin Municipal Water District Board of Directors* **and** Shaun Horne, *Director of Watershed Resources, Marin Water*
- Jessica Pearson, *Executive Officer, Delta Stewardship Council (State of California)*
- Jessica Martini-Lamb, *Environmental Resources Division Manager, Sonoma Water*
- James Muller, *Principal Environmental Planner, Association of Bay Area Governments*

Moderated by: Lucas Patzek, *Executive Director of the Napa County Resource Conservation District*

4:00 PM

25-Year Celebration Networking Event

Enjoy drinks, appetizers, and a celebratory toast to 25 years of NBWA and regional collaboration — a chance to connect, reflect, and celebrate our shared progress as we look ahead together.

- Damon Connolly, *Assemblymember Representing the 12th California Assembly district*
- Native Bird Connections
 - Immerse yourself in an intimate view of a wild bird's behavior, life choices, and needs.

Thank You to Our Sponsors



Watershed Visionary \$5,000



Watershed Champion \$3,000



Watershed Steward \$1,500



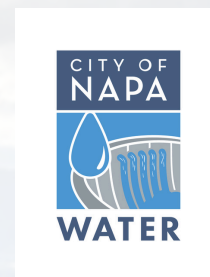
Kennedy Jenks



NORTH MARIN WATER DISTRICT



Watershed Advocate \$750



Speaker Bios

Opening Address



Jared Huffman
U.S. Representative,
California's 2nd
Congressional District

Has represented California's 2nd Congressional District—spanning the North Coast from the Golden Gate Bridge to the Oregon border—since 2013. He serves as Ranking Member of the House Committee on Natural Resources and also sits on the Committee on Transportation and Infrastructure. A longtime environmental advocate and former natural resources attorney, he is recognized for leadership on climate action, coastal protection, and advancing resilient, sustainable communities.



Dean Hoaglin
President & Chair,
Board of the Museum of the
American Indian
Chairman, Coast Miwok Tribal
Agency

A direct descendant of the Huukuiko band of Coast Miwok Indians of Marin County and Big Valley Rancheria Pomo on the maternal side, and the Yuki and Wailaki tribal nations on the paternal side, he was born and raised in Santa Rosa, California. A recently retired social services professional with more than 30 years of experience, his work has focused on Native American programs, including prevention, wellness, recovery, and leadership development. He currently serves as President of the Museum of the American Indian board and Chairman of the Coast Miwok Tribal Agency.



Jean Mariani
NBWA Board Chair and
Board Member,
Novato Sanitary District

Appointed to represent Division 1 in 2011, she is serving a term from 2025-2028 and has been a Novato resident since 2004. She holds a BS in Economics from Santa Clara University and has extensive experience in public sector budgeting and finance, including roles with the City and County of San Francisco, East Bay Municipal Utility District, and the Sonoma Water. She has also held leadership positions with the CA Association of Sanitation Agencies and remains active in local volunteer work.



Andy Rodgers
Executive Director, North Bay
Watershed Association

A consulting geologist and environmental scientist, he has lived and worked in the North Bay for more than 30 years and has focused his career on public agency projects and programs. Before becoming Executive Director of the North Bay Water Association, he volunteered for many years representing business and local NGOs. His work in regional collaboration also led to involvement with the Russian River Watershed Association and other watershed- and basin-based organizations, including the Sonoma County Groundwater Sustainability Agencies.

25-Year Celebration



Damon Connolly
Assemblymember, California
State Assembly, District 12

Represents California's 12th Assembly District, including Marin and southern Sonoma counties, after more than two decades of local public service as a Marin County Supervisor, San Rafael City Councilmember and Vice Mayor, School Board President, and California Deputy Attorney General. In the Legislature, he has focused on climate resilience, wildfire prevention, and consumer protection, including helping author the Proposition 4 Climate Bond to support water resilience, wildfire prevention, and coastal protection.

Speaker Bios

Defining/Understanding this Moment

Brad Sherwood



Assistant General Manager, Sonoma Water

Assistant General Manager at Sonoma Water, overseeing business services and external affairs, including finance, government relations, community affairs, and strategic initiatives. Since joining the agency in 2006, he has advanced legislative, funding, and regional collaboration efforts supporting drinking water supply, wastewater services, and flood protection for communities in Sonoma and Marin counties. He holds a master's degree in political management from The George Washington University and a bachelor's degree from CA State University, Sacramento.

Laurel Firestone



Member, California Water Resources Control Board

Member of the California State Water Resources Control Board, appointed in 2019 and reappointed in 2023. Previously, she co-founded and co-directed the Community Water Center, advancing equitable access to safe and affordable drinking water. She has served on state policy advisory committees and the Tulare County Water Commission. She holds a J.D. from Harvard Law School and a B.A. in Environmental Studies from Brown University.

Lisa Haney



Executive Director of Planning & Natural Resources, Orange County Water District

Executive Director of Planning and Natural Resources at the Orange County Water District, where she leads groundwater management planning, watershed and recharge strategies, and natural resource programs that support long-term water resilience. With more than 25 years of experience across major Southern CA water and sanitation agencies, her work integrates water supply operations with ecosystem stewardship and environmental compliance. She brings a systems-based approach that connects infrastructure, natural resources, and community needs to advance resilient water management.

Kathy Schaefer



Ph.D., P.E., CFM

A flood risk management expert with more than 30 years of experience, she is a Professional Engineer and Certified Floodplain Manager known for developing community-based flood insurance solutions. Her work integrates technology, policy, and community engagement to create equitable public-private programs that address the natural disaster financial protection gap. She holds a Ph.D. in Civil and Environmental Engineering from UC Davis and advises on flood risk policy, research, and resilience planning.

Jeanette Weisman



Resilient SR 37 Program Manager, Metropolitan Transportation Commission

A coastal resilience leader with more than 25 years of experience advancing projects across the Bay Area that support both natural resource protection and transportation systems. Her work focuses on adapting infrastructure and the natural environment to thrive in the face of climate change and sea level rise.

Speaker Bios

Inspired Funding Solutions Through Storytelling & Community Advocacy

Chris Austin



Founder & Publisher,
Maven's Notebook

Founder and publisher of Maven's Notebook, California's leading independent source for water news and policy, she is widely respected for unbiased, timely, and comprehensive reporting. With more than a decade of experience covering complex water, environmental, and infrastructure issues, she is known for translating technical topics into accessible, engaging narratives. Her depth of knowledge and credibility across stakeholder groups make her an effective and trusted conference moderator.

Sarah Aminzadeh



Deputy Secretary for
Federal Affairs, California
Natural Resources Agency

Deputy Secretary of External Affairs at the CA Natural Resources Agency, where she leads federal relations with California's Congressional delegation and federal partners to advance policies addressing climate change, outdoor access, and biodiversity. She brings more than 15 years of experience in environmental policy and advocacy, including campaigns to protect California's rivers, bays, coast, and ocean. She previously served on the CA Coastal Commission from 2017 to 2023.

Eric Sapirstein



Founder & President, ENS
Resources, Inc.; Federal
Legislative Advocate
(CASA)

Founder and president of ENS Resources, Inc., a legislative and regulatory affairs consulting firm established in 1986, he has more than three decades of experience advising governments and national organizations on environmental protection, water quality, infrastructure financing, and federal energy and water policy. Earlier, he held leadership roles at the U.S. Environmental Protection Agency, where he worked on waste management and clean water policy. He holds a Master of Public Administration from The George Washington University and a bachelor's degree in political science from Boston University.

Nick Wobbrock



Co-founder and Chief
Conservation Officer,
Blue Forest

Co-founder and Chief Conservation Officer of Blue Forest, a nonprofit advancing innovative financing for watershed resilience. His work focuses on developing and applying tools such as the Forest Resilience Bond, which models and values outcomes like wildfire risk reduction and water resource protection to unlock funding, scale projects, and support timely implementation. He brings expertise in partnerships, storytelling, and delivering projects across multiple states as a licensed civil engineer in California.

Jeffrey Rhoads



Executive Director,
Resilient Shore

Executive Director of Resilient Shore and President of Argonaut Company, with experience in land acquisition and development, financing, land planning, urban design, and community engagement. His work spans new towns, master-planned communities, historic preservation, and major infrastructure projects, including efforts to address flooding and sea level rise in San Rafael. A LEED AP and California-licensed architect, he holds architecture degrees from MIT and UC Berkeley and is active in several regional planning and waterfront organizations.

Speaker Bios

Fostering Workforce Resilience and Adaptability

Marianne Butler



Deputy Executive Director, Solano Resource Conservation District

Deputy Executive Director of the Solano Resource Conservation District, where she oversees operations, partnerships, and conservation programs that connect communities with local lands and natural resources. Since joining the District in 2008, she has led education initiatives and now supports organizational strategy, staff development, and relationships with local officials and funders. She brings more than 25 years of experience in project management and conservation program leadership.

Dianna Jensen



Business Sector Leader, Program Procurement, West Yost

Business Sector Leader for Program and Procurement Management and a licensed Professional Engineer, with more than 30 years of experience in public works, including 17 years with the City of Davis. Her work focuses on workforce development, organizational resilience, and leading multidisciplinary teams, helping agencies adapt, strengthen capacity, and deliver complex infrastructure programs effectively.

Julia Berkey



Director of Prescribed Fire, All Hands Ecology

Director of Prescribed Fire at All Hands Ecology, bringing experience advancing fire-adapted communities and landscapes in Montana. Drawn to the organization's Fire Forward program and its focus on improving community resilience through "good fire," her work centers on building capacity to increase the pace and scale of prescribed fire in the North Bay. She brings expertise in facilitative leadership and team-based approaches to resilience.

Laura Combs



Manager, BAYWORK

Manager of BAYWORK, a consortium of 45 Bay Area water and wastewater agencies focused on workforce development. With more than a decade of experience in hiring and staff training across sectors including housing, mental health, and project management, she has hired more than 100 employees and interviewed thousands of candidates. Her work bridges frontline staff and leadership to strengthen workforce pipelines and build capacity across the water sector.

Connor DeVane



Just Transition Lead, North Bay Jobs with Justice

Just Transition Lead at North Bay Jobs with Justice, where he works with immigrant and Indigenous farmworkers to build pathways from the wine industry into dignified climate resilience careers. His work centers worker voice, family-sustaining wages, and the integration of experiential and traditional ecological knowledge. As an organizer and storyteller, he focuses on workforce strategies that support both community well-being and long-term climate resilience.

Speaker Bios

Creative Approaches to Multi-Disciplinary Projects

Lucas Patzek



Executive Director,
Napa County Resource
Conservation District

Executive Director of the Napa County Resource Conservation District, where he leads community-based conservation initiatives that advance climate resilience and collaborative natural resource management. His work focuses on building partnerships among public agencies, nonprofits, and landowners to develop integrated, non-regulatory solutions to environmental challenges. He previously held leadership roles with Washington State University Extension, Ag Innovations, and PG&E, and has consulted internationally on sustainable agriculture and natural resource management.

Jessica R. Pearson



Executive Officer, Delta
Stewardship Council
(State of California)

Executive Officer of the Delta Stewardship Council, where she leads a multidisciplinary team advancing the state's coequal goals for water reliability and ecosystem health in the Sacramento-San Joaquin Delta. Since 2014, she has guided implementation of the Delta Plan and the Council's science-based approach to water and environmental decision-making. Her career spans roles with the California Department of Water Resources and the California Natural Resources Agency, focusing on policy, planning, and cross-agency collaboration.

Matthew Samson



Division I Director,
Marin Municipal Water
District

Fire Chief for the South San Francisco Fire Department with 28 years in emergency services, including 22 years with the department. His work focuses on strengthening regional partnerships and improving wildfire preparedness in the wildland-urban interface, particularly through evacuation planning and coordination. He also serves as a director for the Marin Municipal Water District, where he chairs the watershed committee addressing wildfire risk across 22,000 acres of watershed.

Shaun Horne



Director of Watershed
Resources, Marin Water

Director of Watershed Resources at Marin Water, where he integrates resource stewardship with utility operations to advance climate resilience and risk-informed watershed management. With prior experience at the Napa County Flood Control and Water Conservation District and Sonoma Water, he has led multi-benefit programs that combine flood protection, habitat restoration, and water quality goals. He also partners with regional collaboratives to implement landscape-scale wildfire mitigation and watershed resilience strategies.

Jessica Martini Lamb



Environmental Resources
Division Manager,
Sonoma Water

Environmental Resources Division Manager at Sonoma County Water Agency, where she oversees regulatory permitting and compliance, as well as biological and water quality monitoring for restoration, water supply, flood control, and sanitation projects. She represents the agency on regional committees including the San Francisco Estuary Partnership Implementation Committee, San Francisco Bay Restoration Authority Advisory Committee, and Russian River Regional Monitoring Program.

James Muller



Principal Environmental
Planner, Association of Bay
Area Governments

Principal Environmental Planner at the San Francisco Estuary Partnership, where he leads multi-agency initiatives that advance climate resilience and ecological health across the Bay Area. He directs the Partnership's Integrated Regional Water Management Program and federal infrastructure funding portfolio, supporting water quality, habitat restoration, and community-driven planning. His recent work focuses on integrating transportation and environmental restoration to deliver multi-benefit projects. He holds a master's degree in environmental management from the University of San Francisco and a bachelor's degree in biology from Radford University.



**North Bay
Watershed
Association**



11

DISBURSEMENTS - DATED APRIL 9, 2026

Date Prepared 4/6/26

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


Seq	Payable To	For	Amount
P/R*	Employees	Net Payroll PPE 3/31/26	\$204,365.22
91024*	Internal Revenue Service	Federal & FICA Taxes PPE 3/31/26	93,160.95
91025*	State of California	State Taxes & SDI PPE 3/31/26	22,365.55
91026*	CalPERS	Pension Contribution PPE 3/31/26	60,565.14
91022*	Nationwide	Deferred Compensation-457 PPE 3/31/26	17,034.59
91023*	Nationwide	Deferred Compensation 3/31/26-401A Match	3,022.30
91021*	CalPERS	April 2026 Health Insurance Premium (Employer \$70,262, Retirees \$13,120 & Employees \$8,587)	\$91,968.80
1	Alpha Analytical Labs	Lab Testing	2,277.00
2	Ammons Backflow Cert. Testing	Backflow Testing (87)	5,611.50
3	Automation Direct	PLC Communication Card (\$351), Powerline Filter (\$310), Analog Input Module (\$170), Pressure Transmitters (3) (\$554) & Connection Cables (6) (\$131)	1,516.39
4	Badger Meter	1 1/2" Meters (2)	1,109.68
5	Bay Cities Paving & Grading	Refund Security Deposit on Hydrant Meter Less Final Bill	323.82
6	Bergstrom, Kyle	Exp Reimb: Safety Boots	400.00
7	Boucher Law, PC	November (\$823) & December (\$256) HR Legal Fees	1,088.00
8	Bray Process Control-W. Coast	Valve Actuator (PRTP-Gallagher Well)	1,881.20
9	Centrisys Corporation	Labor for Centrifuge Repair @ STP	3,540.00
10	CJ Brown & Company, CPAs	Financial Statement Audit 24/25 (Single Audit) - Final Invoice	7,250.00

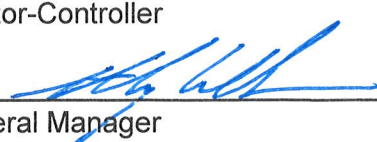
Seq	Payable To	For	Amount
11	Comcast	April Phone Services	1,668.65
12	DataTree	March Subscription to Parcel Data Information	100.00
13	Diesel Direct West	Gasoline (1,000 gal)	5,488.61
14	Direct Line Inc	March Telephone Answering Service	290.00
15	Emerson LLLP	Flow Meter with Transmitter (Ponti Pump Station)	11,494.00
16	Environmental Resource Assoc	Annual Performance Testing (Lab)	802.69
17	ESRI Environmental Systems Research Institute, Inc	Arc Geographic Information System Software Suite (6/28/26-6/27/27)	7,900.00
18	Forevergreen Landscape and Maintenance	Landscaping March 2026 (999 Rush Creek Place)	885.00
19	Friedman's Home Improvement	Plumbing Supplies, Flex Conduit & Cover	64.51
20	Frontier Communications	April Internet (STP)	640.00
21	Arthur J. Gallagher Risk Management Services LLC	Fees for Insurance Renewal (\$9,973) & Insurance Premiums-Property, General & Excess Liability, Public Officials & Mgmt Liability & Auto (\$348,985) (4/1/26-3/31/27)	358,957.64
22	Geokon Inc.	Automatic Piezometers (12) (STP)	18,136.28
23	Grainger	Building Wire (1,500') (\$581), Supplies (\$304) (STP), Combination Bench & Pipe Vise (\$1,113), Lab Supplies (\$273), Filter Element Paper (30) (\$236), Coveralls (2) (\$352) & Miscellaneous Tools & Supplies	5,564.35
24	International Dioxide Inc	Parts for Chlorine Dioxide Generator (STP)	2,169.29
25	Kalania Place LLC C/O Ted Abe	Refund Overpayment on Closed Account	68.51
26	Lemos, James	Exp Reimb: D3 Application Fee	127.74
27	Lincoln Life Employer Serv	Deferred Compensation PPE 3/31/26	6,672.35
28	Marin Landscape Materials	Quik Mix (\$427) & Crushed Rock (2 yds) (\$174)	600.44
29	John Mayer	Novato Pool Cover Rebate Program	75.00

Seq	Payable To	For	Amount
30	McMaster-Carr Supply Co	Screws (50), Tap Thread, High Pressure Water Hoses (4), Webbing Guides (30), Hooks (6) & Battery Terminal Connectors (10)	267.30
31	Miller Pacific Engineering	Prog Pymt#28: Bahia Hydropneumatic System Replacement (Balance Remaining on As Needed Contract \$23,911)	1,310.00
32	Doug Modlin	Refund Security Deposit on Hydrant Meter Less Final Bill	712.34
33	MSI Litho	Printing Services	593.17
34	North Marin Auto Parts	Terry Rags (\$144), Service Parts ('23 Chevy Bolt, '18 Gem Cart, '09 JD Backhoe-\$334, Forklift-\$234), Automotive Cleaning Supplies, 5 Gallon Buckets (15) (\$115) & U-Bolt	1,125.07
35	North Bay Gas	Quick Connect Hose Torch, Carbon Dioxide, Breathing Air, Nitrogen & Acetylene	303.24
36	Novato Builders Supply	Lumber & Rebar Tie Wire	87.71
37	ODP Business Solutions, LLC	Miscellaneous Office Supplies	162.79
38	Pace Supply	2" Meter Boxes (8) (\$677), 8" x 4" Tapping Sleeve (\$1,127), 2" Nipples (20) (\$1,135), Flange (\$210), Elbows (2) (\$172) & Adapter	3,363.86
39	Penco	Ferric Chloride (9 dry tons) (STP)	15,843.07
40	Pini Hardware	Garbage Disposer (\$177) & Miscellaneous Tools & Supplies	815.89
41	Recology Sonoma Marin	March Waste Removal (999 Rush Creek Place-\$810 & STP-\$334)	1,143.02
42	Redwood Health Services, Inc.	Jan 2026 RHS Dental Claims (\$7,267) & April 2026 Fees Expense (\$334)	7,600.36
43	Safety Compliance Management	Emergency Response Training (4 hours) (STP)	1,195.00
44	Thomas Scientific	Titrator Tests (2) (Lab)	119.77

Seq	Payable To	For	Amount
45	Underground Republic Water Works, Inc.	Tapping Sleeves (2) (\$2,027), 8" Stiffeners (4) (\$406), Couplings (12) (\$12,829), Valves (6) (\$8,354), Bolts (88) (\$911), Nuts (88) (\$188), Gaskets (14) (\$413), Tees (3) (\$3,627), Spools (7) (\$4,851), Adaptors (10) (\$1,091), Rings (6) (\$275), Nipples (15) (\$202), Double Check Detector Assembly (\$4,873), Valve Setter (\$1,066), Flange Bolt Kits (6) (\$295), 12" Elbows (8) (\$1,882), Meter Boxes (8) (\$507), Pipe (400') (\$9,116) & Accessory Sets (10) (\$830)	53,742.11
46	Unicorn Group	Postage for Spring Novato Waterline	6,849.22
47	Vanguard Cleaning Systems	April Janitorial Services (999 Rush Creek Place)	4,950.00
48	Verizon Wireless	March Cellular Charges	1,636.58
49	Verizon Wireless	SCADA & AMI Collectors (\$672)	1,405.01
50	VWR International LLC	Buffer Standard, Buffers (2), Stir Bars (2) & Chloride Standard (Lab)	182.37
60	Waste Management	Waste Disposal	84.49
61	ZORO	Welding Hose Reel (25') (\$520), Bench Yoke Vise (\$492), Industrial Fan (\$371) & Miscellaneous Tools & Safety Supplies	1,686.07
		TOTAL DISBURSEMENTS	<u>\$1,044,363.64</u>

The foregoing payroll and accounts payable vouchers totaling \$1,044,363.64 are hereby approved and authorized for payment.


04/07/26
 Auditor-Controller Date


4/7/2026
 General Manager Date

DISBURSEMENTS - DATED APRIL 16, 2026

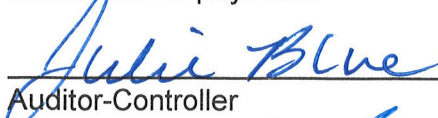
Date Prepared 4/13/26

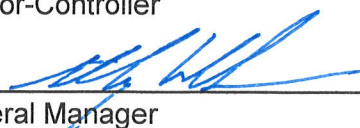
The following demands made against the District are listed for approval and authorization for payment in accordance with Section 31302 of the California Water Code, being a part of the California Water District Law:

Seq	Payable To	For	Amount
1	Alameda Electrical Distributors	Electrical Supplies	\$326.65
2		Retiree Exp Reimb (April Health Ins)	1,667.84
3	AT&T	March Phone Line (P RTP)	31.91
4		Retiree Exp Reimb (April Health Ins)	650.36
5		Retiree Exp Reimb (April Health Ins)	674.31
6		Retiree Exp Reimb (April Health Ins)	674.31
7	Comcast	April Internet (999 Rush Creek Place)	1,628.72
8	Core & Main	Hydraulic Pipe Cutter	5,489.81
9	D&H Water Systems, Inc.	Cup (\$2,356) & Parts for STP Titrator (\$589)	2,944.40
10	Digi-Key	Cell Modems (2) (Ridge Rd. Pump Station & Harbor Dr. Regulator)	935.62
11	Enterprise FM Trust	Monthly Leases for Nissan Rogue (2), Nissan Frontier, F-150s (6), F-250s (4), Ford Rangers (6), Chevy Bolts (2), Nissan Leaf Loss (\$5,838)	147,760.60
12	Environmental Express	Certi-Tube (Lab)	218.06
13	Grainger	Rectangle Steel Tube (\$185) & Miscellaneous Tools & Supplies	554.59
14	InfoSend, Inc.	March Processing Fee for Water Bills (\$1,680), Postage (\$5,551) & Monthly Support Fee (\$1,087)	8,317.96
15		Retiree Exp Reimb (April Health Ins)	674.31
16	Department of Labor and Industries Washington	Quarterly WA Worker's Comp Premium for Employee Working Remotely	17.48
17		Retiree Exp Reimb (April Health Ins)	1,667.84
18	Marin County Ford	Service Parts ('22 Ranger, '19 F550-\$353, '17 F350-\$166, '25 F250-\$146, '21 F150 & Spare)	955.35

Seq	Payable To	For	Amount
19	McLellan Co, WK	Miscellaneous Paving (Novato-\$20,117 & W.M.-\$8,009)	28,125.61
20	NMWD Employee Association	Association Dues (1/15/26-3/31/26)	1,485.00
21	Northen, Brian	Exp Reimb: D3 Certification Renewal Fee	120.00
22	Orkin Commercial Services	March Pest Control Services	144.00
23	Pace Supply	Bushings (20) & Elbows (10)	155.87
24	Parkinson Accounting Systems	Accounting Software Support	97.50
25	Peterson Trucks	Ignition Key ('12 Int'l Dump Truck)	29.67
26	PG&E	March Energy Bill for District Apartment Power: Bldgs/Yard (\$8,819), Other (\$254), Pumping (\$55,384), Rect/Cont (\$137) & TP (-\$35)	64,559.13
27	Pollard Water	10" Handwheel	60.09
28	Justin Rhodas	Exp Reimb: DMV Class 'A' Permit Fee	102.10
29	RH & Sons Water Services	Backflow Testing (123)	7,995.00
30		Retiree Exp Reimb (April Health Ins)	674.31
31	Sabah International	Security System Annual Maintenance (12/1/25-11/30/26)	6,540.00
32	City of Santa Rosa	Urban Water Management Plan Demand & Conservation Analysis NMWD's Share-Final Invoice	15,888.03
33		Retiree Exp Reimb (April Health Ins)	1,667.84
34	Uline	Laminating Pouches (300)	183.71
35	USA BlueBook	Optical Cap (\$208), Connection Nuts (4) & Turbidity Standard (\$387) (STP)	631.89
		TOTAL DISBURSEMENTS	<u>\$303,649.87</u>

The foregoing payroll and accounts payable vouchers totaling \$303,649.87 are hereby approved and authorized for payment.

 04/14/26
 Auditor-Controller Date

 4/14/2026
 General Manager Date

NORTH MARIN WATER DISTRICT
MONTHLY PROGRESS REPORT FOR MARCH 2026
 April 21, 2026

1.

Novato Potable Water Prod - SW & STP Combined - in Million Gallons - FYTD

Month	FY25/26	FY24/25	FY23/24	FY22/23	FY21/22	26 vs 25 %
July	248.1	264.8	218.6	224.5	282.9	-6%
August	250.8	252.9	230.9	235.9	212.4	-1%
September	238.5	237.7	212.4	203.5	214.5	0%
October	185.8	237.2	197.0	191.6	198.5	-22%
November	134.6	166.5	145.7	137.4	94.1	-19%
December	127.3	137.9	121.6	106.6	137.1	-8%
January	127.0	139.1	122.4	113.8	118.3	-9%
February	110.7	118.0	117.5	105.2	118.6	-6%
March	170.6	129.7	121.0	123.1	130.3	32%
FYTD Total	1,593.3	1,683.8	1,487.1	1,441.5	1,506.8	-5%

West Marin Potable Water Production - in Million Gallons - FY to Date

Month	FY25/26	FY24/25	FY23/24	FY22/23	FY21/22	26 vs 25 %
July	8.1	8.9	7.1	6.3	6.0	-8%
August	8.3	8.7	7.5	6.8	5.7	-5%
September	7.9	7.9	6.7	6.3	5.9	0%
October	6.1	7.6	6.4	5.7	5.1	-20%
November	4.8	5.7	5.0	4.6	3.5	-15%
December	5.0	5.1	4.2	4.3	4.0	-3%
January	3.7	5.1	4.6	3.9	3.8	-28%
February	3.5	4.2	3.7	3.3	4.0	-17%
March	5.0	4.8	5.1	3.7	4.1	5%
FYTD Total	52.3	58.0	50.2	45.0	42.0	-10%

Stafford Treatment Plant Production - in Million Gallons - FY to Date

Month	FY25/26	FY24/25	FY23/24	FY22/23	FY21/22	26 vs 25 %
July	93.4	0.0	67.0	56.3	67.0	-
August	85.8	0.0	98.3	67.9	31.3	-
September	79.4	0.0	112.6	57.8	41.7	-
October	75.3	0.0	109.4	54.0	28.2	-
November	24.4	0.0	21.8	30.0	0.0	-
December	0.0	0.0	0.0	0.0	0.0	-
January	0.0	0.0	0.0	0.0	0.0	-
February	0.0	24.3	0.0	0.0	0.0	-
March	0.0	41.3	0.0	50.5	0.0	-
FYTD Total	358.4	65.6	409.1	316.5	168.1	

Recycled Water Production* - in Million Gallons - FY to Date

Month	FY25/26	FY24/25	FY23/24	FY22/23	FY21/22	26 vs 25 %
July	39.1	54.6	31.0	43.1	42.9	-28%
August	40.3	50.1	34.8	41.6	41.4	-20%
September	26.7	41.0	26.1	29.2	39.6	-35%
October	13.1	28.9	22.4	24.7	18.3	-54%
November	3.2	11.4	3.6	5.1	0.8	-72%
December	1.2	3.9	0.4	0.3	0.3	-69%
January	0.9	1.8	0.4	0.4	0.8	-51%
February	0.9	1.6	0.9	0.4	1.3	-45%
March	3.5	1.6	0.9	0.4	14.3	116%
FYTD Total*	128.9	195.0	120.5	145.3	159.8	-34%

*Excludes potable water input to the RW system: FY26=14.4MG, FY25=19MG, FY24=13.8MG, FY23=10.8 MG FY22=10 MG;

2. Regional and Local Water Supply

Lake Sonoma

	Current	2025
Lake Storage*	85,839 MG	86,075 MG
Supply Capacity	99.8 %	100 %

*Normal capacity = -245,000 AF (79,833.5 MG); deviation storage pool of 264,000 AF (86,025 MG)

Lake Mendocino

	Current	2025
Lake Storage *	28,150 MG	31,015 MG
Supply Capacity	90.3 %	99 %

*Normal capacity = 70,000-110,000 AF (22,800-35,840 MG); FIRO pool 26,000-36,170 MG

3. Stafford Lake Data

	March Average	March 2026	March 2025
Rainfall this month	3.54 Inches	0 Inches	2.80 Inches
Rainfall this FY to date	24.25 Inches	20.93 Inches	25.29 Inches
Lake elevation*	193.45 Feet	196.00 Feet	196.10 Feet
Lake storage**	1,275 MG	1,397 MG	1,404 MG
Supply Capacity	91 %	100 %	100 %

* Spillway elevation is 196.0 feet (NGVD29)

** Lake storage less 390 MG = quantity available for normal delivery

Temperature (in degrees)

	Minimum	Maximum	Average
March 2026 (Novato)	41	91	71
March 2025 (Novato)	33.1	93.3	55.3

4. Number of Services

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March 31	Novato Water			Recycled Water			West Marin Water			Oceana Marin Sewer		
	FY26	FY25	Incr %	FY26	FY25	Incr %	FY26	FY25	Incr %	FY26	FY25	Incr %
Total meters installed	21,042	21,025	0.1%	107	106	0.9%	813	810	0.4%	-	-	-
Total meters active	20,890	20,878	0.1%	105	104	1.0%	804	801	0.4%	-	-	-
Active dwelling units	23,976	24,091	-0.5%	-	-	-	838	837	0.1%	241	240	0.4%

5. Oceana Marin Monthly Status Report

Description	March 2026	March 2025
Effluent Flow Volume (MG)	.365	.499
Irrigation Field Discharge (MG)	.945	.755
Treatment Pond Freeboard (ft)	6.8	4.7
Storage Pond Freeboard (ft)	4.75	3.0

6. Safety/Liability

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Industrial Injury with Lost Time				Liability Claims Paid	
Lost Days	OH Cost of Lost Days (\$)	No. of Emp. Injured	No. of Incidents	Incurred (FYTD)	Paid (FYTD) (\$)
FY 25/26 through Mar	38	\$16,546	3	3	\$17,422 (a)
FY 24/25 through Mar	0	\$0	0	3	\$55,792 (b)

Days since lost time accident through March 31, 2026 230 Days

(a) FY26 Harris Workers Comp Claim Settlement (1) & McLellan Co, Asphalt Repair for Damages to Customer's Driveway (2), AT&T Overhead Cable Repair (3)

(b) FY24/25 Water Damage from Main Break Feliz Dr. & Shady Lane (2 claims)

7. Energy Cost

FYE		March			Fiscal Year-to-Date thru March		
		kWh	¢/kWh	Cost/Day	kWh	¢/kWh	Cost/Day
FY 25/26	Stafford TP	55,967	25.0¢	\$451	392,370	24.7¢	\$354
	Pumping	102,497	40.6¢	\$1,436	1,144,790	43.9¢	\$1,829
	Other ¹	44,915	50.9¢	\$789	376,940	46.4¢	\$636
		203,379	38.6¢	\$2,677	1,914,099	40.5¢	\$2,819
FY 24/25	Stafford TP	48,988	24.3¢	\$384	420,648	24.0¢	\$368
	Pumping	87,720	37.8¢	\$1,069	1,140,015	40.3¢	\$1,682
	Other ¹	27,595	53.4¢	\$476	284,117	48.5¢	\$505
		164,303	36.4¢	\$1,928	1,844,780	37.8¢	\$2,555
FY 23/24	Stafford TP	50,400	23.6¢	\$383	467,187	23.4¢	\$394
	Pumping	69,838	38.0¢	\$855	1,007,572	34.9¢	\$1,274
	Other ¹	32,398	40.4¢	\$422	306,510	42.5¢	\$472
		152,636	33.7¢	\$1,660	1,781,268	33.2¢	\$2,140

¹Other includes West Marin Facilities

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8. Water Conservation Update

	Month of March 2026	Fiscal Year To Date	Program Total to Date
High Efficiency Toilet (HET) Rebates	3	21	4,708
Retrofit Certificates Filed	18	116	7,406
Cash for Grass Rebates	2	1	1,118
Washing Machine Rebates	1	10	6,067
Water Smart Home Survey	0	15	3,970

9. Utility Performance Metric

March 2026 Service Disruptions

SERVICE DISRUPTIONS (No. of Customers Impacted)	March 2026	March 2025	Fiscal Year to Date 2026	Fiscal Year to Date 2025
PLANNED				
Duration Between 0.5 and 4 hours	16	10	59	66
Duration Between 4 and 12 hours	0	0	170	41
Duration Greater than 12 hours	0	0	0	0
UNPLANNED				
Duration Between 0.5 and 4 hours	0	12	17	93
Duration Between 4 and 12 hours	0	0	21	27
Duration Greater than 12 hours	0	0	0	2
SERVICE LINES REPLACED				
Polybutylene	1	2	22	20
Copper Replaced or Repaired)	0	8	14	46

March 2026 Service Disruptions

For the month of March, we had 16 planned service disruptions:

Plastic: We replaced one plastic service on Joyce Ct.

Copper: No copper service leaks for the month of March.

Valves: There were two valve replacements, one in the intersection of Reichert Ave and Cain Ln, the second on Sanchez Way. These shutdowns affected 15 customers.

Unplanned: No unplanned service disruptions for the month of March.

10. Summary of Complaints and Service Orders – March 2026

Tag Breakdown:

Total: 206 **Consumer:** 80 **Office:** 126

<u>Type</u>	<u>Mar-26</u>	<u>Mar-25</u>	<u>Added Notes</u>
Billing			
High Bill	4	2	
Low Bill	0	1	
Total	4	3	
Meter Replacement			
	72	32	
Total	72	32	
Need Read			
	0	1	
Total	0	1	
No-Water			
	5	0	
Total	5	0	
Leak			
Consumer	53	61	
District	19	10	
Total	72	71	
Check Pressure			
	3	3	
Total	3	3	
Turn Off / On			
	35	30	
Total	35	30	
Other			
	15	32	
Total	15	32	
TOTAL FOR MONTH:	206	172	20%

Bill Adjustments Under Board Policy:

March 26 vs. March 25

Mar-26	14	\$6,896
Mar-25	26	\$11,415

Fiscal Year vs Prior FY

FY 25/26	152	\$65,988
FY 24/25	257	\$110,481

Customer Service Questionnaire Quarterly Report

Quarter Ending **3/31/2026**



NMWD

	Response				Response		
Water Quality	Agree	Neutral	Disagree	Pressure	Agree	Neutral	Disagree
Courteous & Helpful	1	0	0	Courteous & Helpful	0	0	0
Accurate Information	1	0	0	Accurate Information	0	0	0
Prompt Service	1	0	0	Prompt Service	0	0	0
Satisfactorily Resolved	1	0	0	Satisfactorily Resolved	0	0	0
Overall Experience	1	0	0	Overall Experience	0	0	0
	5	0	0		0	0	0
Leak	Agree	Neutral	Disagree	Noisy Pipes	Agree	Neutral	Disagree
Courteous & Helpful	29	2	0	Courteous & Helpful	0	0	0
Accurate Information	29	1	1	Accurate Information	0	0	0
Prompt Service	32	0	0	Prompt Service	0	0	0
Satisfactorily Resolved	24	4	3	Satisfactorily Resolved	0	0	0
Overall Experience	27	2	1	Overall Experience	0	0	0
	141	9	5		0	0	0
Billing	Agree	Neutral	Disagree	Other	Agree	Neutral	Disagree
Courteous & Helpful	1	0	0	Courteous & Helpful	2	0	0
Accurate Information	1	0	0	Accurate Information	2	0	0
Prompt Service	1	0	0	Prompt Service	2	0	0
Satisfactorily Resolved	1	0	0	Satisfactorily Resolved	2	0	0
Overall Experience	1	0	0	Overall Experience	2	0	0
	5	0	0		10	0	0
				Grand Total	161	9	5
					92%	5%	3%
				Questionnaires Sent Out	76	100%	
				Questionnaires Returned	36	47%	

Customer Service Questionnaire Quarterly Report		
Quarter Ending :3/31/26		
Customer Comments	Staff Response to Negative Comments	Issues NMWD Should Address In The Future
LEAK		
Very good service.		
The leak was on our property so it was our responsibility. The rep was clear about what should be done.		
I cleared the storm drains and its not blocked, as was recommended. I do not have a leak. Water is coming from properties above me or the hillside. I would like to know the excess water source if possible.	Field visit determined no customer or NMWD leak.	
Very helpful, nice man. Good information was given.		
Tech helped me eliminate possibilities of leaks in areas that are NMWD's responsibility. It is my experience that NMWD was very efficient with helping with the leak investigation.		
The leak was just repaired and the 3 gentleman you sent could not have been better. They were very polite and had things up and running in no time.		
Excellent service!		
Very good quick response and very helpful service. Good job, well done and thanks a lot NMWD.		
Friendly and prompt service both on the phone and in person. Thank you!		
Thanks, great service.		
Both times one of your field reps came out they were courteous and very helpful. The first time it was water seeping out near my meter box The rep was able to turn off my irrigation valve. Thank you for all of the help, I was getting concerned about my high bills.		
I received an email on 2/3/26 indicating I had used a lot of water in a short period of time. I wrote a letter to the consumer services supervisor "Jenny" Please check my meter, something is a miss.	Ran 5 gal bucket test during field visit on 2/13/26 meter proved to be reading accurate. In addition, pulled and tested meter in meter shop on 2/20/26 meter passed bench test. Leak on 2/2-2/3 consistent with irrigation run times possible malfunction with system. Customer given adjustment for abnormal use.	
Excellent Thank you.		
Thank you, I would not have found the leak without her help.		
I was told they would get back to me and that did not happen	Called customer on 2/17/26 to follow up. No answer, left voicemail.	Replace the 2" valve that is leaking.
Thank you for your quick response and resolving. Outstanding!		
The employee was very helpful.		
I was very impressed with the efficiency of the process, your staff member was very courteous and helpful. Thank you.		
Excellent service, quick and professional. Friendly and solved the problem.		
None	Leak is on consumer side. Notified customer on 3/10/26 & 3/20/26.	There is still 2 leaks in the street on the left side of driveway. Water keeps pooling.
Phone staff was argumentative. The staff that came to the residence was helpful and respectful with good suggestions.	After reviewing the account it is determined no further action needed.	I received 3 emails saying over 3 separate events that I had a continuous leak. I never received notice that the leak was over 3 months straight.
We were able to find one leak but not the other.		
I couldn't believe it but the response was one day after my email to you. The tech recognized the problem almost immediately. Told me she would have to shut off my water for a few minutes to fix it.		
The rep did everything she could but ultimately could not find the issue.		
OTHER		
This job was perfect, The person that came was nice and came right away.		
Jose and his female co worker were prompt, friendly and professional. Well done!		
Prompt reply to my phone call and also great appearance at the property and it was 12:30am! Marvelous person with an excellent solution.		Hire and retain more people like this outstanding person, outstanding service pro!

**OPERATIONAL AREA ALERT & WARNING PROGRAM AND
MEMORANDUM OF AGREEMENT BETWEEN
THE COUNTY OF MARIN**

AND THE

CITY OF BELVEDERE, TOWN OF CORTE MADERA, TOWN OF FAIRFAX, CITY OF LARKSPUR, CITY OF MILL VALLEY, CITY OF NOVATO, TOWN OF ROSS, TOWN OF SAN ANSELMO, CITY OF SAN RAFAEL, CITY OF SAUSALITO, AND TOWN OF TIBURON; MARIN COUNTY OFFICE OF EDUCATION, (ACTING ON BEHALF OF ALL SCHOOL DISTRICTS WITHIN THE MARIN OPERATIONAL AREA); BOLINAS FIRE PROTECTION DISTRICT, KENTFIELD FIRE PROTECTION DISTRICT, NOVATO FIRE PROTECTION DISTRICT, SLEEPY HOLLOW FIRE PROTECTION DISTRICT, SOUTHERN MARIN FIRE PROTECTION DISTRICT, STINSON BEACH FIRE PROTECTION DISTRICT, AND TIBURON FIRE PROTECTION DISTRICT; CENTRAL MARIN FIRE DEPARTMENT AND ROSS VALLEY FIRE DEPARTMENT; CENTRAL MARIN POLICE AUTHORITY, MARIN COUNTY SHERIFF'S OFFICE, MARIN COMMUNITY COLLEGE DISTRICT POLICE DEPARTMENT; MARIN MUNICIPAL WATER DISTRICT, NORTH MARIN WATER DISTRICT, STINSON BEACH COUNTY WATER DISTRICT, BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT, INVERNESS PUBLIC UTILITY DISTRICT, AND MUIR BEACH COMMUNITY SERVICES DISTRICT; ALMONTE SANITARY DISTRICT, ALTO SANITARY DISTRICT, HOMESTEAD VALLEY SANITARY DISTRICT, LAS GALLINAS VALLEY SANITARY DISTRICT, NOVATO SANITARY DISTRICT, RICHARDSON BAY SANITARY DISTRICT, ROSS VALLEY SANITARY DISTRICT, SAUSALITO-MARIN CITY SANITARY DISTRICT, SANITARY DISTRICT NO. 5 OF MARIN COUNTY, SANITARY DISTRICT NO. 2 (CORTE MADERA), AND SAN RAFAEL SANITATION DISTRICT.

I. PURPOSE

This Agreement ("Agreement") is made by and between the County of Marin ("County") and the Jurisdictions of CITY OF BELVEDERE, TOWN OF CORTE MADERA, TOWN OF FAIRFAX, CITY OF LARKSPUR, CITY OF MILL VALLEY, CITY OF NOVATO, TOWN OF ROSS, TOWN OF SAN ANSELMO, CITY OF SAN RAFAEL, CITY OF SAUSALITO, AND TOWN OF TIBURON; MARIN COUNTY OFFICE OF EDUCATION, (ACTING ON BEHALF OF ALL SCHOOL DISTRICTS WITHIN THE MARIN OPERATIONAL AREA); BOLINAS FIRE PROTECTION DISTRICT, KENTFIELD FIRE PROTECTION DISTRICT, NOVATO FIRE PROTECTION DISTRICT, SLEEPY HOLLOW FIRE PROTECTION DISTRICT, SOUTHERN MARIN FIRE PROTECTION DISTRICT, STINSON BEACH FIRE PROTECTION DISTRICT, AND TIBURON FIRE PROTECTION DISTRICT; CENTRAL MARIN FIRE DEPARTMENT AND ROSS VALLEY FIRE DEPARTMENT; CENTRAL MARIN POLICE AUTHORITY, MARIN COUNTY SHERIFF'S OFFICE, MARIN COMMUNITY COLLEGE DISTRICT POLICE DEPARTMENT; MARIN MUNICIPAL WATER DISTRICT, NORTH MARIN WATER DISTRICT, STINSON BEACH COUNTY WATER DISTRICT, BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT, INVERNESS PUBLIC UTILITY DISTRICT, AND MUIR BEACH COMMUNITY SERVICES DISTRICT; ALMONTE SANITARY DISTRICT, ALTO SANITARY DISTRICT, HOMESTEAD VALLEY SANITARY DISTRICT, LAS GALLINAS VALLEY SANITARY DISTRICT, NOVATO SANITARY DISTRICT, RICHARDSON BAY SANITARY DISTRICT, ROSS VALLEY SANITARY DISTRICT, SAUSALITO-MARIN CITY SANITARY

DISTRICT, SANITARY DISTRICT NO. 5 OF MARIN COUNTY, SANITARY DISTRICT NO. 2 (CORTE MADERA), AND SAN RAFAEL SANITATION DISTRICT (herein referred to as “Jurisdiction”). It establishes an agreement on the use of the countywide alert and warning system (“AlertMarin”) contracted through and managed by the Marin County Office of Emergency Management. This agreement will allow Jurisdiction to formally request County to initiate alert and warning messages on behalf of and within Jurisdiction’s legal boundaries, and permit County to send messages into Jurisdiction’s legal boundaries with limited or no advanced notice.

This agreement shall cover the County’s use of the federal Integrated Public Alert & Warning System (“IPAWS”)¹ and messages that meet or exceed predefined criteria and thresholds established by the federal government. This agreement shall also include any additional modalities deemed essential for effective alert and warning and included within the Office of Emergency Management’s alert and warning software.

This Memorandum of Agreement (MOA) replaces all mass notification system agreements established by the Marin County Sheriff’s Office, Office of Emergency Services (OES), and/or previous agreements throughout the Operational Area regarding the AlertMarin mass notification system and WEA Memorandums.

II. BACKGROUND

The County Office of Emergency Management is responsible for administering, maintaining, and operating the AlertMarin mass notification system that is supported by a cloud-based software-as-a-service (SaaS). The Office of Emergency Management additionally holds the countywide Federal IPAWS agreement that approves agencies within Marin County to request the initiation of Wireless Emergency Alert (“WEA”), Emergency Alert System (“EAS”), and Non-Weather Emergency Message (“NWEM”) messages through the FCC- and FEMA-regulated systems. These systems are used to notify members of the public of urgent matters and request action of persons receiving the messages. In special circumstances, messages are required to meet higher thresholds when messages are being sent via federal systems and or include voice, text, and email notifications to members of the public and businesses that have not opted into the AlertMarin notification system (routinely classified as “Emergency Public Safety Data”) within Marin County.

INTEGRATED PUBLIC ALERT AND WARNING SYSTEM (IPAWS)

The Integrated Public Alert and Warning System (IPAWS) is a comprehensive alert and warning infrastructure in the United States designed to provide timely and effective communication in the event of emergencies or disasters. IPAWS serves as a centralized platform for federal, state, local, tribal, and territorial authorities to disseminate critical information to the public across various communication channels. This system integrates multiple alerting technologies and networks, including the Emergency Alert System (EAS), Wireless Emergency Alerts (WEA), and

¹ IPAWS messages include Wireless Emergency Alerts (“WEA”), Emergency Alert System, Non-Weather Emergency Messages transmitted via text, telephone, e-mail, and social media.

NOAA Weather Radio, to ensure that alerts reach as many people as possible, regardless of their location or the devices they use.²

The County Office of Emergency Management is the administrator of IPAWS for Marin County and is authorized by FEMA to utilize the IPAWS WEA and EAS channels to send alerts. There is a Memorandum of Agreement (MOA) between the County of Marin – Office of Emergency Management and FEMA authorizing the use of IPAWS throughout the Operational Area. If deemed necessary, the County will utilize IPAWS features; additionally, County may deny certain messages that violate agreements with FEMA and/or are not aligned with best practices.

Although the County of Marin holds an IPAWS certificate, the California Highway Patrol (CHP) is the only agency currently authorized to send WEAs for children and mentally/physically disabled persons who have been abducted (i.e., AMBER Alerts) or have been deemed missing and/or endangered. Local law enforcement agencies are responsible for requesting these alerts through CHP. Notification to the OEM Duty Officer is required when these requests are made to CHP.

OEM and the National Weather Service (NWS) are the only agencies currently authorized to send EAS alerts for weather and non-emergency weather notifications for the Marin Operational Area. Local agencies are to seek assistance from the OEM Duty Officer if an IPAWS message is needed.

The Integrated Public Alert and Warning System Agreement between County and the Federal government permits County to disseminate notifications via the following modalities when select conditions are met: Wireless Emergency Alerts, Emergency Alert System, and Non-Emergency Weather Messages.

WIRELESS EMERGENCY ALERT

Wireless Emergency Alerts (WEA) are emergency messages sent by authorized government Alerting Authorities through the major mobile carriers. WEA alerts are targeted to a defined geographical area and are presented differently than a typical text alert to differentiate it from regular notifications. They offer a unique alert tone and vibration accompanied by a brief (90-character or 360-character) push notification displayed on the end user's mobile device. WEA is an opt-out system for select message types. Mobile device users will receive the WEA notification unless they choose to deactivate the service on their mobile device.

WEA has the capability of notifying WEA-enabled cell phones within a selected geographic area, whether they have previously signed up or opted-in. This capability allows both the residents of a given jurisdiction and persons visiting the jurisdiction to be notified.

The Wireless Emergency Alert (WEA) system, is a federally maintained alert and warning system, available to all jurisdictions to notify the public in times of imminent, severe, or extreme hazards within the framework, agreements, rules and protocols agreed upon by the Federal Emergency

² See Exhibit A for descriptions of EAS, WEA, and NOAA.

Management Agency (FEMA), the Federal Communications Commission (FCC), the Marin Operational Area, and in agreement with the Operational Area Emergency Operations Plan.

EMERGENCY ALERT SYSTEM (EAS)

Emergency Alert System (EAS) is a national public warning system commonly used by state and local authorities to deliver important emergency information, such as weather and AMBER alerts, to affected communities. EAS Participants – radio and television broadcasters, cable systems, satellite radio and television providers, and wireline video providers – deliver local alerts on a voluntary basis. The State of California has been divided into "EAS Operational Areas" for the purpose of disseminating emergency information. The Marin EAS Operational Area encompasses the entire County.

Only County OEM is authorized to activate the EAS. Approved jurisdictional Alerting Authorities in the OA can contact the OEM Duty Officer to request activation of the system. Determination will be made by OEM in the event of the need to notify large areas of the county to take protective actions or to provide emergency information. EASs will be reserved for incidents where life safety is imminently threatened.

NON-WEATHER EMERGENCY MESSAGE (NWEM)

Non-Weather Emergency Messages (NWEM)s are sent through FEMA's Integrated Public Alert and Warning System (IPAWS) to the National Weather Service (NWS) for broadcast over NOAA Weather Radio (NWR) All Hazards and other NWS dissemination systems. This capability was reintroduced in 2021 as a redesign of the previous enhanced NWEM dissemination functionality developed in 2006 as the All-Hazards Emergency Message Collection System (HazCollect).

Only County OEM is authorized to send NWEM alerts. Approved jurisdictional Alerting Authorities in the OA can contact the OEM Duty Officer to request activation of the system. Determination will be made by OES in the event of the need to notify large areas of the county to take protective actions or to provide emergency information.

III. POLICIES

ESTABLISHMENT OF AN OPERATIONAL AREA ALERT AND WARNING PROGRAM

Whereas the County serves as the Operational Area Coordinator for emergency and disaster services pursuant to designation by the State of California and with the concurrence of the Cities and Towns within the Operational Area, the County, acting on behalf of all Operational Area partners, hereby establishes the Operational Area Alert and Warning Program. This Program shall be administered and managed by the County in its capacity as the Operational Area Coordinator.

The County shall serve as the lead agency responsible for coordinating the AlertMarin program and any related contracts on behalf of the political subdivisions within the Operational Area that are parties to this Agreement. As the Operational Area Coordinator, the County shall also serve as the primary Alerting Authority between the federal government and the Marin County Operational Area.

The County and all Jurisdictions that are parties to this Agreement acknowledge that, while this Agreement establishes a collaborative framework, the County shall retain administrative and operational authority over the Program for the duration of its status as the contract holder for Operational Area alert and warning services.

The County of Marin and the jurisdictions listed below hereby agree to be parties to this Agreement and shall have equal access to the Marin County Operational Area Alert and Warning Program ("the Program"). These entities, referred to collectively as Cooperating Jurisdictions, include:

Cities and Towns: City of Belvedere, Town of Corte Madera, Town of Fairfax, City of Larkspur, City of Mill Valley, City of Novato, Town of Ross, Town of San Anselmo, City of San Rafael, City of Sausalito, and Town of Tiburon

Education Sector: Marin County Office of Education, acting on behalf of all school districts within the Marin Operational Area

Fire Protection Districts: Bolinas Fire Protection District, Kentfield Fire Protection District, Novato Fire Protection District, Sleepy Hollow Fire Protection District, Southern Marin Fire Protection District, Stinson Beach Fire Protection District, and Tiburon Fire Protection District

Joint Powers Authorities / Consolidated and Municipal Fire Agencies: Central Marin Fire Department and Ross Valley Fire Department

Law Enforcement Agencies: Central Marin Police Authority, Marin County Probation, Marin County District Attorney's Office, and the Marin County Sheriff's Office

Utility and Community Service Providers: Marin Water, North Marin Water District, Stinson Beach County Water District, Bolinas Community Public Utility District, Inverness Public Utility District, and Muir Beach Community Services District

Sanitary and Sewer Districts: Almonte Sanitary District, Alto Sanitary District, Homestead Valley Sanitary District, Las Gallinas Valley Sanitary District, Novato Sanitary District, Richardson Bay Sanitary District, Ross Valley Sanitary District, Sausalito-Marín City Sanitary District, Sanitary District No. 5 of Marin County, Sanitary District No. 2 (Corte Madera), San Rafael Sanitation District, and San Quentin Village Sewer Maintenance District.

Each Jurisdiction acknowledges and agrees to the terms of this Agreement and to active participation in the shared governance and utilization of the Alert and Warning Program as administered by the County of Marin in its role as Operational Area Coordinator.

SYSTEM ADMINISTRATOR

The County of Marin and the participating Jurisdictions hereby agree that the County of Marin OEM shall serve as the System Administrator for the Marin County Operational Area Alert and Warning Program.

As System Administrator, the County OEM shall be responsible for leading the development, implementation, coordination, and maintenance of policies, procedures, and system configurations related to the Program. This designation grants the System Administrator authority to serve as the lead agency for both policy direction and operational implementation of the Program across the Operational Area.

PROGRAM ADMINISTRATOR

County's Director of Emergency Management shall serve as the Program Administrator for the Alert and Warning System. Staff within County's Office of Emergency Management shall be permitted by the Program Administrator to make system changes and serve as technical and data managers.

APPROVED USES OF THE ALERT AND WARNING SYSTEM

EMERGENCY USE - The Alert and Warning System is authorized for use only when there is a need to disseminate critical, time-sensitive, safety-related information to individuals within a short timeframe. The system may be used when the message recipient is being asked to take a course of action. Emergency system activations are limited to:

- Imminent threat to life and property
- Disaster notifications
- Evacuation notices and/or information
- Public health emergencies
- Other critical incidents to a defined community as approved and deemed significant

NON-EMERGENCY USE - The Alert and Warning System may be used to disseminate non-emergency information only to community members who have opted-in to receive this information. County is responsible for determining the non-emergency (opt-in) messaging groups that have been available to community members. If no such opt-in group exists, the message can be denied by County.

PROHIBITED USE OF THE ALERT AND WARNING SYSTEM

The alert and warning platform, and the data within, must solely be utilized for emergency notifications and approved non-emergency community messages. The following message types are prohibited at all times:

- Any message of commercial or advertisement for public or private entities or events,
- Any message which may be viewed as political,

- Any non-official business (e.g., articles, retirement announcements, etc.)
- Sending a message to an E911 obtained data source unless the message meets the definition of "Emergency".

ESTABLISHMENT OF ZONE-BASED ALERTING

The Marin Operational Area Alert and Warning Program hereby adopts **Zone-Based Alerting** as the standard protocol for all public notifications disseminated through the system. Under this approach, notifications will be targeted to individuals within predefined geographic zones to ensure timely, accurate, and geographically relevant messaging. This methodology improves alert precision, expedites delivery, and enhances message effectiveness.

In instances where the affected area is smaller than the assigned zone, the requesting agency shall initiate the notification request using the broader zone but must provide additional geographic specifics—such as landmarks, addresses, or cross streets—to the Office of Emergency Management (OEM) Duty Officer or designated alert originator.

Should a law enforcement incident require targeted notification to specific addresses or sub-areas within a zone (e.g., for tactical operations or evacuations), the law enforcement requestor must explicitly identify the exact location(s) to be notified. Zone-based alerting parameters may be adjusted accordingly to accommodate these requests.

Zones throughout Marin County have been predefined and implemented. When submitting a request to issue a public notification, Operational Area requestors shall include the relevant zone identification code(s) (e.g., MRN-E123, MRN-E234) to ensure accurate geographic targeting by the OEM Duty Officer.

LOCAL AGENCY OPERATOR USER AGREEMENT

The County of Marin's Program Administrator is responsible for authorizing and documenting system access for designated alert originators within their respective agencies. Authorized personnel must take all reasonable precautions to protect confidential information, maintain system integrity, and operate the system in full compliance with this Operational Area Alert and Warning Agreement.

All Local Agency Operators and Users must have a current System User Agreement on file with the County and be in an approved status as determined by the Program Administrator. System User Agreements must be completed and/or recertified every three (3) years.

System access may be restricted or revoked at any time if a User Agreement is violated or if there is due cause, as determined by the Program Administrator.

ESTABLISHMENT OF THE ALERT AND WARNING WORKING GROUP

All parties to this agreement commit to designating a representative from their agency to serve on the Marin Operational Area Alert and Warning Working Group. This Working Group,

coordinated by the County Office of Emergency Management, is composed of representatives from participating City, Town, District, and County agencies.

The Working Group shall meet quarterly, or more frequently as deemed necessary by the Chair or the Operational Area Disaster Council. Its responsibilities include conducting after-action reviews of system activations, coordinating ongoing system administration, recommending policy or guideline modifications, and addressing other matters related to the Alert and Warning program.

All recommendations for substantive changes to this Memorandum of Agreement (MOA) must be submitted to the Operational Area Disaster Council for review and approval.

SHARED VOCABULARY

This Agreement shall serve as the overarching document that defines emergency alert terms within Marin County. The following definitions are aligned with the State of California's alert and warning guidelines and will be utilized within AlertMarin. All requesting agencies shall request alerts in accordance with the following terminology:

ADVISORY MESSAGE – Highlights special conditions that are less serious than a warning, shelter in place, or evacuation. Advisories are for events or incidents that may cause significant inconvenience, and if caution is not exercised, it could lead to situations that may threaten life and/or property.

ALERT MESSAGE – A message that requires action of the recipient.

CLEAR TO REPOPULATE - Term used when an area is deemed safe for residents to return to the area.

COMMUNITY AREA OF REFUGE – A protective action term used for a designated location that is considered to provide a greater level of survivability than shelter in place.

EVACUATION WARNING – Potential threat to life and/or property. Those who require additional time to evacuate, and those with pets and livestock should leave now.

EVACUATION ORDER – Immediate threat to life. This is a lawful order to leave now. The area is lawfully closed to public access.

EVACUATION ORDER(S) LIFTED- The formal announcement of lifting evacuation order(s) in an area currently under an evacuation order(s).

IMMINENT THREAT TO LIFE - “Imminent Threat to Life” is one of the three categories of Wireless Emergency Alerts. Imminent Threat alerts must meet specific criteria for urgency, severity, and certainty and signifies that persons who do not take immediate action may be reasonably susceptible to direct harm. This alert type concerns an incident that poses a threat to preservation of life or property.

PUBLIC SAFETY ALERT – This alert type concerns public safety situations (e.g. boil water notice, 911 telephone outage, etc.) It is not intended for life-threatening incidents where immediate action is necessary. A public safety situation may escalate to Imminent Threat and officials must monitor the situation and update messaging as necessary.

RESIDENT-ONLY CLOSURE: Soft closure with the additional allowance of residents and local government agencies assisting with response and recovery.

SOFT CLOSURE: Closed to all traffic except Fire, Law Enforcement, and critical Incident resources (i.e., utility, Caltrans, City/County Roads, etc., or those needed to repair or restore infrastructure).

SHELTER IN PLACE – Go indoors, shut and lock doors and windows and prepare to self-sustain until further notice and/or when contacted by emergency personnel for additional direction.

TEMPORARY EVACUATION POINT (TEP)- Safe staging area for people to congregate that have been displaced.

WARNING – Communication intended to persuade members of the public to take one or more protective actions in order to reduce losses or harm. A warning is issued when an incident or hazardous event is occurring, imminent, or likely. A warning means that conditions pose a threat to life or property. People who receive a warning notification need to take protective action.

WATCH - A watch is used when the risk of a hazardous weather or hydrologic event has increased significantly, but its occurrence, location or timing is still uncertain. It is intended to provide enough lead time so those who need to set their plans in motion can do so. A watch means that hazardous weather is possible. People should have a plan of action in case of a storm threat and they should listen for further information and possible warnings especially when planning travel or outdoor activities.

WIRELESS EMERGENCY ALERT (WEA) - Wireless Emergency Alerts (WEA) were established pursuant to the Warning, Alert and Response Network (WARN) Act under Federal Communication Commission (FCC) rules. Alerting authorities can broadcast WEAs to cellular carrier customers with compatible mobile devices located in the geographic vicinity of cellular towers serving an affected area.

Zone – A predefined geographic area associated with 1) a hazard’s anticipated impact area (e.g., flood zone, tsunami inundation area), 2) the legal borders of a City, Town, or Special District, 3) a polygon with a specific name and/or alphanumeric code based on a third party’s analysis and development, and/or 4) an ad-hoc zone that is comprised of well-known boundaries, landmarks, and jurisdictional locations that are easily identifiable for the public and the alerting personnel.

IV. RESPONSIBILITIES

OPERATOR AND SYSTEM TRAINING

All jurisdictions participating in the Alert and Warning Program are responsible for conducting regular training, exercises, and testing of all components of their alert and warning systems. This ensures operational readiness and the ability to send accessible, effective emergency notifications. System testing shall include operator training, field requester training, and data management.

1. System Testing and Training

County will perform routine and well-rounded training and exercises related to all components of the AlertMarin platform.

Jurisdiction shall coordinate with County to ensure that staff within their agency maintain a minimum level of training. The County has established a comprehensive training program to ensure that all users, requesters, and administrators of the AlertMarin are prepared to use the system during emergencies. Training is essential for:

1. Personnel who may request alerts through the AlertMarin system
2. New operators and administrators of the software
3. Users who do not regularly operate the system
4. All users when procedures, terminology, or platform features are updated

All training and system exercises are conducted by the designated Program Administrator or their designee. Identified issues during testing or training must be reported immediately to the Program Administrator for clarification or resolution.

2. System Operator Training

Persons approved by the County OEM to be authorized to physically access and/or send Alert & Warning messages (i.e., Dispatchers or other Public Safety Officials as determined by the Jurisdiction), shall meet the following training standards:

1. AlertMarin First Responder Awareness Course (County OEM course)
2. IS-247: Integrated Public Alert and Warning System (IPAWS) For Alert Originators
3. IS-248: IPAWS for the American People
4. IS-251 Integrated Public Alert and Warning System (IPAWS) For Alerting Administrators

All training on both emergency and non-emergency platforms will be conducted by the designated AlertMarin administrator(s), their designee. Once trained, personnel will be given authorization and credentials to utilize AlertMarin in their respective areas only. Employees shall not utilize the system without authorization and training. Operator training shall only be conducted via the "Training/Demo" mode within the platform.

3. Monthly Operator Training

Operators must maintain proficiency through regular use or practice. If an operator has not issued a real-world alert within the past month, they must send a test message in the training environment.

All monthly practice messages must be sent using either:

- The "Training/Demo" Mode within the AlertMarin platform, or
- The FEMA IPAWS environment, specifically for Wireless Emergency Alerts (WEA) testing.

4. Annual System-Wide Test

The Office of Emergency Management (OEM) will conduct an annual public test of the AlertMarin system. This test will:

- Be announced in advance to the public and partner agencies
- Send alerts only to users who have opted into the system
- Not utilize E911 data or unlisted phone numbers

This annual exercise serves to test overall platform functionality and increase public awareness and engagement with the alert system.

5. Quarterly System Test – Operational Area Partners

The AlertMarin Program Administrator shall conduct internal quarterly system tests on the third Wednesday of January, April, July, and October.

Each test will target a specific group or system function within AlertMarin to:

- Validate data accuracy
- Test operational readiness
- Ensure compliance with standard procedures

SERVICE LEVEL AGREEMENT

This section defines the minimum service standards that County and Jurisdiction agree upon and agencies must meet to ensure the consistent, effective, and equitable use of the alert and warning system within the Operational Area. These baseline requirements are intended to support the timely dissemination of emergency information to the public, maintain operational readiness, and uphold interoperability across all partner systems. Compliance with these standards ensures that the alert and warning system remains reliable, accessible, and capable of reaching all affected populations during an emergency.

1. County

County's assigned Duty Officer shall respond to all phone calls within five (5) minutes of receipt, if not picked-up immediately. During times of emergency, the OEM Duty Officer may document when returning calls within 5-minutes is not feasible.

The Office of Emergency Management's Duty Officer and all other staff shall have ten (10) minutes to deploy a templated alert and warning message via text, call, and email once all elements are confirmed by the Incident Commander, Unified Commander, and/or Authorized Requester.

The Office of Emergency Management's Duty Officer and all other staff shall have fifteen (15) minutes to deploy an IPAWS message or ad-hoc alert and warning message via text, call, and email once all elements are confirmed by the Incident Commander, Unified Commander, and/or Authorized Requester.

County will maintain the MOA with FEMA designating County OEM as a Collaborative Operating Group (COG) with the Integrated Public Alert & Warning System (IPAWS). Jurisdiction will request notifications to County and provide four (4) message types to County – English 90-Character, English 360-Character, Spanish 90-Character, and Spanish 360-Character.

2. Jurisdiction

Jurisdiction shall contact the OEM Duty Officer via the OEM Duty Officer phone, email or via radio / dispatch – and provide all relevant information to the Duty Officer to ensure a complete alert is developed. Jurisdiction's Authorized Requester must be ready and able to provide the OEM Duty Officer with the following information:

- Name of Requester and Title
- Description of Threat/Hazard
- Zone (ex. MRN-E0123)
- Describe if there is an "Imminent Threat to Life"
- The action that the public needs to take
- Confirm the Message template type (ex., Evacuation Order, Evacuation Warning, Shelter in Place, etc.)

If the Authorized Requester is unable to provide the above information, County will not send the alert.

Jurisdiction shall notify the County OEM Duty Officer when IPAWS message requests are sent to State agencies such as CHP. Messages such as AMBER Alerts, Silver Alerts, and/or Blue Alerts shall be shared in their entirety as soon as possible. When reasonable, Jurisdiction should send the complete IPAWS message to the OEM Duty Officer before the alert goes out to the public.

Jurisdiction's Authorized Requester shall serve as the point of contact for County to update alerts, cancel alerts, and/or send additional alerts. Jurisdiction shall ensure that one person is identified as the sole point of contact for the OEM Duty Officer to ensure that one person is responsible for requesting, approving, updating, and cancelling alerts during an incident. If command changes during the incident, Jurisdiction's Authorized Requester shall notify the OEM Duty Officer immediately upon command change.

When alerts are requested via County, Jurisdiction will also stand-up a website and/or a designated point of contact for residents to request or access additional information.

AUTHORIZED REQUESTORS AND USERS

This section establishes the criteria and process for designating Authorized Requesters within the Operational Area who are permitted to request public alert and warning messages through AlertMarin. If Authorized Requesters are not approved by their title or classification, the agency may provide for additional Authorized Requesters. Jurisdictions shall provide County with a list of additional Authorized Requesters on their respective agency letterhead and submit it to the Alert and Warning Program Administrator.

Only individuals who have completed all required training and have a current, valid System User Agreement on file shall be granted access to issue alerts. This provision ensures proper oversight, accountability, and consistent use of the system in accordance with local, state, and federal regulations.

The following positions and/or the equivalents thereof are approved to request AlertMarin messages on behalf of the Operational Area agencies:

- **Fire Agencies** - Fire Captain and Above
- **Law Agencies** - Police / Sheriff Sergeant and Above
- **Public Works Agencies** - Public Works Field Supervisor and Above
- **Emergency Services** – Emergency Manager / Principal Coordinator and Above
- **Health and Human Services** – Deputy Public Health Officer and Above
- **Water and Sanitary Districts** – Field Supervisors and Agency Representatives
- **School District** – Marin County Office of Education Assistant Superintendent and above

MESSAGE OWNERSHIP, CONTENT, AND MANAGEMENT

This section establishes the principles and responsibilities related to the ownership and control of alert and warning messages issued through AlertMarin. The requesting jurisdiction retains ownership and management of the content it originates and is solely responsible for ensuring the accuracy, timeliness, accessibility, and appropriateness of its messages.

In instances where multiple jurisdictions are impacted by the same incident, coordination is strongly encouraged via unified command to support consistency and minimize public confusion. Joint messaging may be issued when appropriate, with content developed collaboratively and approved by all originating agencies involved. When coordination is not feasible due to time

constraints or operational limitations, agencies should make every effort to align key message elements and share information with affected partners as soon as practical.

In the event of conflicting or overlapping messages, the County Office of Emergency Management (OEM), in coordination with the impacted agencies, may facilitate resolution to support operational integrity and public trust. County will review the final message with the requesting jurisdiction; however, ownership of the final message will reside with the requesting agency or agencies.

ESTABLISHMENT OF QUIET HOURS FOR NON-LIFE-THREATENING ALERTS

To reduce unnecessary disruptions throughout the community, the Operational Area Alert and Warning Program establishes **Quiet Hours** from **9:00 PM to 7:00 AM (2100 to 0700)** for all alerts deemed non-life-threatening. During this timeframe, alerts will generally not trigger audible notifications or phone calls unless specific conditions are met.

Quiet Hours shall **not** apply in situations where it is necessary to “wake every recipient,” such as imminent threats to life or public safety. In such circumstances, the requesting agency must explicitly indicate the need to override Quiet Hours and confirm that immediate, direct notification (including calls or audible alerts) is required to convey time-sensitive, critical information.

For incidents that occur during Quiet Hours but do **not** require waking the public, the requesting agency shall utilize alternate communication methods, such as social media, websites, or other non-intrusive platforms, to disseminate public information.

RECOGNITION OF AGENCY NAME AND SOURCE

In alignment with best practices, County will brand all AlertMarin messages with “AlertMarin” in the title of the message to enhance public recognition. County will further include the agency associated with the request to ensure the message is associated with a local agency. Example:

Title: **AlertMarin** | *Evacuation Order – Woodacre*

Message: **Marin County Fire** has issued an **EVACUATION ORDER** for Woodacre due to a **FIRE**. Please leave now. Head towards Point Reyes. More Information at Emergency.MarinCounty.gov

ADDITIONAL INFORMATION AND PUBLIC FOLLOW-UP

The requesting jurisdiction is solely responsible for monitoring the conditions that prompted the initial alert, issuing timely updates as the situation evolves, and formally requesting a message closeout once the incident has been resolved or the threat is no longer present. All updates and closeout messages must be clear, accurate, and consistent with the original notification to maintain public trust and minimize confusion. The closeout should confirm the resolution of the event and must be submitted as soon as reasonably possible to ensure the public receives complete and up-to-date information.

In addition, the requesting and/or jurisdictional agency is responsible for managing all public

inquiries related to the incident, including phone calls, emails, and other communications. The County shall not be responsible for drafting content related to the incident or alert, unless it pertains specifically to the operational use of the alerting system. However, the County may support the jurisdiction by leveraging its communication platforms to aid in the dissemination of public information.

It is considered best practice for jurisdictions to direct the public to their official website and/or jurisdiction-managed social media accounts for additional information regarding the emergency. If a County OEM domain or any URL redirecting to **Emergency.MarinCounty.gov** is referenced in a public follow-up message, Jurisdiction must immediately notify County OEM of its intent to do so, prior to messaging being published. The jurisdiction is also responsible for drafting and providing timely content updates to County OEM to ensure that the County website reflects the most current and accurate incident information.

TEMPLATE-BASED ALERTS

County shall maintain a list of all-hazards templates that are pre-loaded and approved for use during incidents. County hereby recommends that all messages disseminated be pre-approved templates to ensure accurate translation, expedited notifications, and standardization amongst jurisdictions.

AD-HOC ALERTS

Whereas certain circumstances are unique and require modifications to templated messaging, Jurisdiction is responsible for developing and providing ad-hoc messaging. County may upon request support Jurisdiction in developing ad-hoc messaging; however, Jurisdiction remains responsible for all ad-hoc messaging. At no time shall County be permitted to develop and send an ad-hoc message without the expressed approval of the message by the Authorized Requester. County retains the right to modify messages based on system limitations and best practices; however, the completed message shall be approved in its entirety by the authorized requester.

LANGUAGE TRANSLATION

The County utilizes artificial intelligence (AI) tools to assist with the translation of public alert and warning messages to improve accessibility across multiple languages. While AI-supported translation significantly enhances the County's ability to communicate with diverse populations, ad-hoc or time-sensitive messages may contain a lower degree of linguistic accuracy, particularly when human validation is not feasible before dissemination. The County will make reasonable efforts to ensure message clarity; however, jurisdictions should be aware of these limitations and consider them when crafting messages intended for multilingual audiences.

The requesting agency shall ensure all notifications disseminated to the public are translated into Spanish, in accordance with Government Code Section 7299.7, for all message types sent to the public. During critical incidents, voice recordings should be utilized, and a secondary message should be sent with a text message and voice recording conducted in Spanish. When available, critical AlertMarin messages should be uploaded to the City's and County's website and social media outlets.

NOTIFICATION OF ALERTS TO PUBLIC SAFETY ANSWERING POINTS (PSAPS) AND EXECUTIVE OFFICIALS

The requesting jurisdiction is responsible for ensuring that relevant personnel within their agency, such as dispatchers, elected officials, executives, and other key staff, are promptly informed of any incident for which an alert has been requested or issued. Internal notification ensures situational awareness, supports coordinated response efforts, and enables agency leadership to respond to inquiries from the public or media. It is the jurisdiction's responsibility to establish internal protocols for disseminating this information in a timely and effective manner.

CLOSING OUT AN INCIDENT

County will not close out an incident without the written or verbal approval of the initial authorized requester or persons who assume command of the incident.

Where feasible, County will send alerts to the same members of the community who received the initial notification.

SECURITY

Per Federal Requirements, to ensure the joint security of the systems and the message data they store, process, and transmit, both parties agree to adhere to and enforce the Rules of Behavior (as specified in Appendix B). In addition, both parties agree to the following:

- 1.Ensure authorized users accessing the interoperable system(s) receive, agree to abide by, and sign (electronically or in paper form) the IPAWS-OPEN Rules of Behavior. The Jurisdiction is responsible for keeping the signed Rules of Behavior on file or stored electronically for each system user.
- 2.Document and maintain jurisdiction-specific security policies and procedures and produce such documentation in response to official audits, inquiries, and/or requests.
- 3.Provide physical security and system environmental safeguards for devices supporting system interoperability with IPAWS-OPEN.
- 4.Where applicable, ensure that only individuals who have successfully completed FEMA-required training can utilize the alert and warning systems addressed in this agreement.
- 5.Where applicable, document and maintain records of successful completion of FEMA-required training and produce such documentation in response to official inquiries and/or requests.

V. ALERTS NOT REQUESTED BY JURISDICTION

County, Federal, and State agencies maintain the right to issue public alerts under their own authority when the severity and scope of an incident pose a threat across multiple jurisdictions or the Operational Area. When such alerts or warnings are issued, every reasonable effort will be made to coordinate in advance with the impacted jurisdiction(s), the County, and, where applicable, the National Weather Service (NWS), within the available timeframe prior to dissemination. This coordination ensures consistency in messaging, supports situational awareness, and maintains public trust during multi-jurisdictional emergencies.

COUNTY INITIATED ALERTS

Due to time constraints, County may issue public alerts to provide clarification related to Federal- or State-issued alerts. Additionally, County may need to issue public alerts under its authority when an incident's severity and breadth of impact threaten multiple jurisdictions within the Marin Operational Area and/or the County serves as the lead agency.

Every reasonable effort will be made to coordinate with Jurisdiction(s) prior to alerts being disseminated.

STATE INITIATED ALERTS

The state may need to issue public alerts under its authority when an incident's severity and breadth of impact threaten multiple Operational Areas. When the State issues an alert or warning, every effort shall be made to coordinate with the impacted Operational Area(s) and possibly with the NWS within the available timeframe prior to issuing a public alert and/or warning.

The State of California, acting through the California Highway Patrol, is responsible for:

- “Distributing public alerts regarding the well-being of at-risk children (AMBER Alerts), seniors (SILVER Alerts), and officer safety (Blue Alerts) to law enforcement, broadcasters, the National Center for Missing and Exploited Children (NCMEC), Lottery, ports of entry, and members of the public.”

The State of California, acting through Cal OES, has alert and warning responsibility in the following situations:

- Relaying war emergency and other emergency alerts and notifications from state or federal authorities to appropriate offices and Operational Areas within the state.
- Issuing public alerts and warnings for all hazard events when an incident's severity and breadth of impact threaten multiple jurisdictions.
- Coordination with adjoining jurisdictions, Operational Areas, the state, and NWS regarding the origination of alerts and warnings related to hazards that have effects across jurisdictional boundaries or over NWS Weather Radio.
- Managing the California State Warning Center (CSWC) and the California Warning System (CALWAS), which is a state sub-circuit of the federal National Warning System (NAWAS) and linking the State Warning Center and State Alternate Warning Center with Operational

- Area warning points.
- Directing and managing the California Earthquake Early Warning System within the state.

County will take reasonable action to clarify messaging initiated by State agencies, when necessary. County will take all reasonable steps to coordinate with Jurisdiction(s) prior to alerts being disseminated.

FEDERAL INITIATED ALERTS

The National Weather Service (NWS), which is part of NOAA, is responsible for issuing public warnings regarding weather hazards. The NWS operates several public alert and warning dissemination systems, including NOAA Weather Radio All Hazards (NWR), a network of over 1,000 VHF radio transmitters serving the population of the United States, NOAA Weather Wire Service (NWWS), and the Emergency Managers Weather Information Network (EMWIN). In addition, the NWS National Tsunami Warning Center issues tsunami statements, watches, and warnings which are disseminated by the coastal California NWS offices. While the NWS has responsibility for weather-related alerting, local governments are not precluded from sending notifications and alerts in support of weather events.

County will take reasonable action to clarify messaging initiated by Federal agencies when necessary. County will take all reasonable steps to coordinate with Jurisdiction(s) prior to alerts being disseminated.

VI. RECORDS RETENTION AND ADMINISTRATION

During major incidents and activities, the documentation of alerts, times, and recipients are pertinent to all parties. Information contained within the AlertMarin systems may not be deleted without the approval of the Director of Emergency Management.

Certain information contained within the AlertMarin platform may be subject to a request for public records; therefore, it is best practice to not enter information into the platform, which is privileged, confidential, or inappropriate.

In the event that a request for public records is submitted to the City and/or County and references the alert and warning platform, information linked to the alert/message, sender, training records, and recipients (with personal data redacted) can be produced in response to the request if deemed appropriate by Counsel.

The final determination of which records are to be produced in response to a request shall be made by a City and/or County Counsel.

VII. AGREEMENT MAINTENANCE

This MOA will be reviewed once every three years, or upon request of the Marin Operational Area Alert & Warning Working Group.

VIII. GOVERNANCE

County OEM will serve as the lead agency for Alert and Warning functions that cross jurisdictional boundaries within the Operational Area, in conjunction with Marin Operational Area Alert & Warning Working Group.

IX. DEFENSE AND INDEMNITY

1. Claims Arising from Sole Acts or Omissions of County

The County of Marin (“the County”) hereby agrees to defend and indemnify the [JURISDICTION] its agents, officers and employees (hereinafter collectively referred to in this paragraph as 'Jurisdiction'), from any claim, action or proceeding against the Jurisdiction, arising solely out of the acts or omissions of County in the performance of this Agreement. At its sole discretion, the Jurisdiction may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve County of any obligation imposed by this Agreement. The Jurisdiction shall notify the County promptly of any claim, action or proceeding and cooperate fully in the defense.

2. Claims Arising from Sole Acts or Omissions of the Jurisdiction

The Jurisdiction hereby agrees to defend and indemnify the County, its agents, officers and employees (hereafter collectively referred to in this paragraph as “the County”) from any claim, action or proceeding against the County, arising solely out of the acts or omissions of the Jurisdiction in the performance of this Agreement. At its sole discretion, the County may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve the Jurisdiction of any obligation imposed by this Agreement. The County shall notify the Jurisdiction promptly of any claim, action or proceeding and cooperate fully in the defense.

3. Claims Arising from Concurrent Acts or Omissions

The County hereby agrees to defend itself, and the Jurisdiction hereby agrees to defend itself, from any claim, action or proceeding arising out of the concurrent acts or omissions of the County and the Jurisdiction. In such cases, the County and the Jurisdiction agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in section IX, paragraphs 4 and 5 below.

4. Joint Defense

Notwithstanding section IX, paragraph 3 above, in cases where the County and the Jurisdiction agree in writing to a joint defense, the County and the Jurisdiction may appoint joint defense counsel to defend the claim, action or proceeding arising out of the concurrent acts or omissions of the Jurisdiction and the County. Joint defense counsel shall be selected by mutual agreement of the County and the Jurisdiction. The County and the Jurisdiction agree to share the costs of such joint defense and any agreed-upon settlement in equal amounts, except as provided in paragraph 5 below. The County and the Jurisdiction further agree that neither party may bind the

other to a settlement agreement without the written consent of both the County and the Jurisdiction.

5. Reimbursement and/or Reallocation

Where a trial verdict or arbitration award allocates or determines the comparative fault of the parties, the County and the Jurisdiction may seek reimbursement and/or reallocation of defense costs, settlement payments, judgments, and awards, consistent with such comparative fault.

6. Application of California Law

Nothing in this Agreement is intended to, nor shall it limit or alter the application of California law as it relates to actions against, or liability of, government entities, including, but not limited to, the California Government Claims Act (Government Code Section 810 et. seq.).

7. Notice and Modification

This Agreement may be modified at any time with the prior written consent of both Parties. All modifications shall be in writing and signed by both parties. Any communication or notices to be provided pursuant to this Agreement must be sent to the attention of the signatories below, or their designees.

8. No Third Party Beneficiaries

Except as may be expressly provided herein, no provision of this Agreement is intended, nor shall it be interpreted, to provide or create any third party right or any other rights of any kind in any person or entity.

9. Choice of Law

This Agreement is governed by the laws of the State of California and the parties hereto agree that venue for all actions arising out of this Agreement shall be in Marin County, California.

10. Counterparts

This Agreement may be executed in multiple copies or in one or more counterparts, each of which shall be deemed an original with the same effect as if all the signatures were on the same instrument.

11. Severability

The invalidity in whole or in part of any provision of this Agreement will not void or affect the validity of any other provisions of this Agreement.

12. Anti-assignment Clause

No Party may assign or delegate any duty or right under this Agreement. Any such purported assignment or delegation will void this entire Agreement, unless the Parties have previously approved such action in writing.

13. Authority to Enter into Agreement

Each of the signatories below represents that they have authority from their respective governing bodies to execute this Agreement and bind the parties to the terms of this Agreement.

X. TERM AND TERMINATION

This Agreement shall become effective when it is signed by both parties. This Agreement may be terminated upon mutual consent at any time. The Agreement shall be revisited every five (5) years. Additionally, either party may terminate this Agreement following six (6) months' written notice to the other party. Upon termination of this agreement, Jurisdiction shall not be permitted to request, utilize, and/or initiate messages via the AlertMarin system for emergency alerting.

XI. SIGNATORY

County of Marin

City of Belvedere

Signature

Signature

Name: Eric Lucan

Name: _____

Title: President, Board of Supervisors

Title: _____

Date: _____

Town of Corte Madera

Signature

Signature

Name: Derek Johnson

Name: _____

Title: County Executive

Title: _____

Date: _____

Signature

Name: Jason Weber

Title: Fire Chief

Signature

Name: Steven Torrence

Title: Director of Emergency Management

Signature

Attest

Name: _____

Title: _____

Town of Fairfax

Signature

Name: _____

Title: _____

Date: _____

City of Larkspur

Signature

Name: _____

Title: _____

Date: _____

City of Mill Valley

Signature

Name: _____

Title: _____

Date: _____

City of Novato

Signature

Name: _____

Title: _____

Date: _____

Town of Ross

Signature

Name: _____

Title: _____

Date: _____

Town of San Anselmo

Signature

Name: _____

Title: _____

Date: _____

City of San Rafael

Signature

Name: _____

Title: _____

Date: _____

City of Sausalito

Signature

Name: _____

Title: _____

Date: _____

Town of Tiburon

Signature

Name: _____

Title: _____

Date: _____

Marin County Office of Education

Signature

Name: _____

Title: Superintendent/Authorized Representative

Date: _____

Bolinas Fire Protection District

Signature

Name: _____

Title: Fire Chief/Authorized Representative

Date: _____

Kentfield Fire Protection District

Signature

Name: _____

Title: Fire Chief/Authorized Representative

Date: _____

Novato Fire Protection District

Signature

Name: _____

Title: Fire Chief/Authorized Representative

Date: _____

Sleepy Hollow Fire Protection District

Signature

Name: _____

Title: Fire Chief/Authorized Representative

Date: _____

Southern Marin Fire Protection District

Signature

Name: _____

Title: Fire Chief/Authorized Representative

Date: _____

Stinson Beach Fire Protection District

Signature

Name: _____

Title: Fire Chief/Authorized Representative

Date: _____

Tiburon Fire Protection District

Signature

Name: _____

Title: Fire Chief/Authorized Representative

Date: _____

Central Marin Fire Department

Signature

Name: _____

Title: Fire Chief/Authorized Representative

Date: _____

Ross Valley Fire Department

Signature

Name: _____

Title: Fire Chief/Authorized Representative

Date: _____

Central Marin Police Authority

Signature

Name: _____

Title: Chief/Authorized Representative

Date: _____

Marin Community College District Police Department

Signature

Name: _____

Title: Chief/Authorized Representative

Date: _____

Marin County Sheriff's Office

Signature

Name: _____

Title: Sheriff / Authorized Representative

Date: _____

Marin Municipal Water District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

North Marin Water District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Stinson Beach County Water District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Bolinas Community Public Utility District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Inverness Public Utility District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Muir Beach Community Services District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Almonte Sanitary District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Alto Sanitary District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Homestead Valley Sanitary District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Las Gallinas Valley Sanitary District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Novato Sanitary District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Richardson Bay Sanitary District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Ross Valley Sanitary District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Sausalito-Marín City Sanitary District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Sanitary District No. 5 of Marin County

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

Sanitary District No. 2 (Corte Madera)

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

San Rafael Sanitation District

Signature

Name: _____

Title: General Manager/Authorized Representative

Date: _____

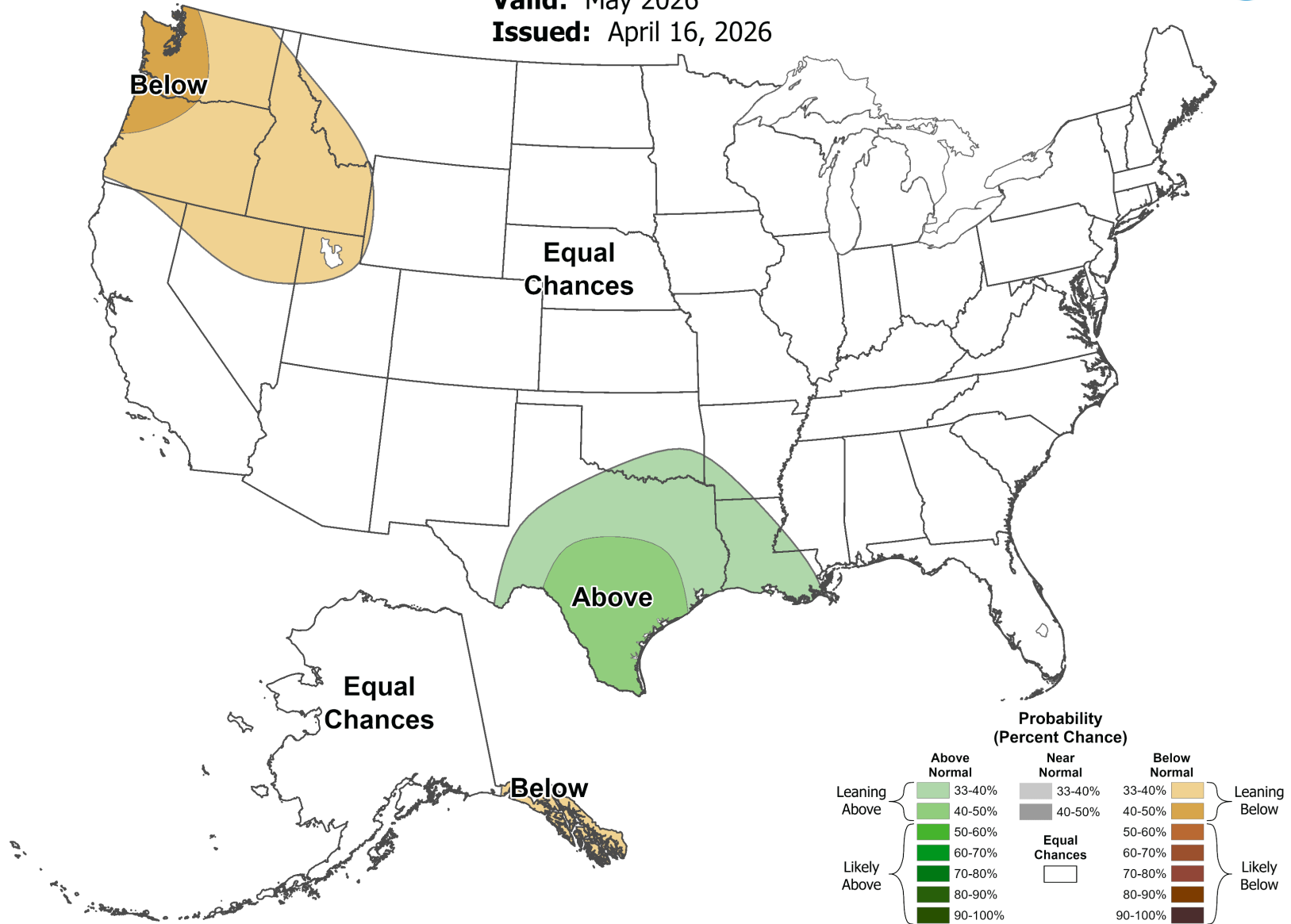


Monthly Precipitation Outlook



Valid: May 2026

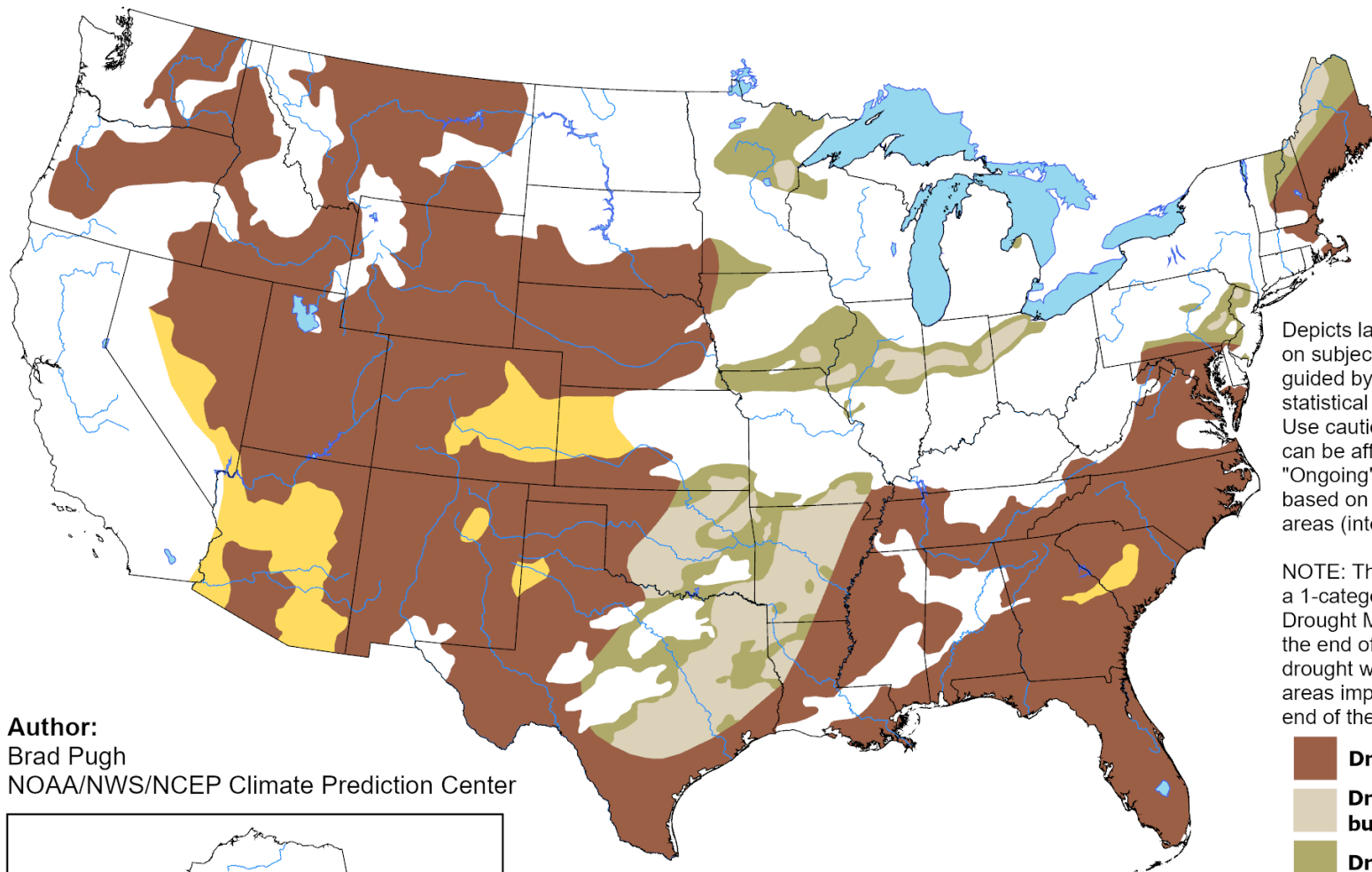
Issued: April 16, 2026



U.S. Monthly Drought Outlook

Drought Tendency During the Valid Period




Valid for April 2026
Released March 31, 2026

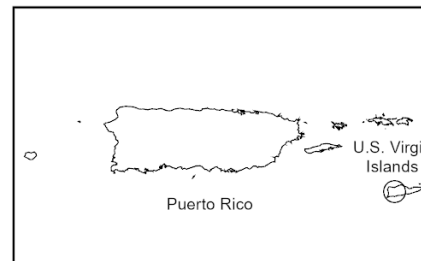
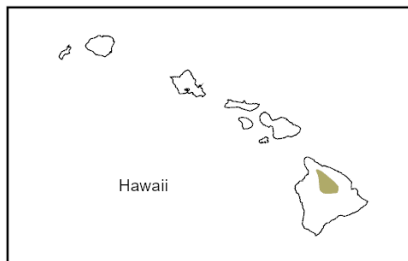
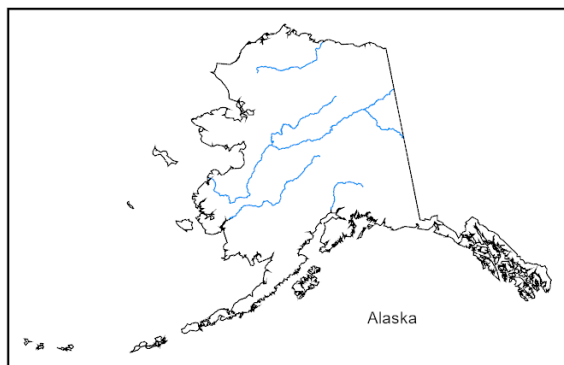


Depicts large-scale trends based on subjectively derived probabilities guided by short- and long-range statistical and dynamical forecasts. Use caution for applications that can be affected by short lived events. "Ongoing" drought areas are based on the U.S. Drought Monitor areas (intensities of D1 to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

Author:
Brad Pugh
NOAA/NWS/NCEP Climate Prediction Center

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



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

Smart meter slow rollout will be worth it

For more than a decade, the Marin Municipal Water District has talked about having all of its analog meters replaced with smart meters.

In fact, by 2022, the district had plans to complete the conversion by 2026.

After those plans were sidetracked by the cost and software hitches, MMWD leadership is now set to complete the task by 2036.

Smart meters are the norm for many Bay Area communities. The meters provide ratepayers with real-time data on their water usage. They also provide agencies the ability to detect large leaks and repair them — a benefit to both the customer and the district's water supply.

Although a proven tool for conserving water, MMWD — which has long focused on conservation — has been slow to complete the conversion.

The district started planning for converting its meters nearly 20 years ago, but the initial effort stalled when Pacific Gas & Electric Co. ran into criticism from many of its Marin customers over its plan to shift to smart meters. Those customers worried about possible health effects of the meters' wireless transmissions.

The district launched its conversion in 2018 as a pilot program, which converted less than 10% of its 60,000 ratepayers' meters and set the stage for a 2022 plan to complete the switch, which was estimated to cost \$25 million.

But MMWD leaders hit the brakes to address worries about software problems.

The district was already in the midst of upgrading its overall software system, which MMWD uses for billing, tracking water use, maintenance planning, personnel and customer relations. Consultants warned that making the two changes simultaneously could run into expensive problems. The board iced the launch until last month when talk turned to plans for a 10-year launch, giving the district time to make both transitions. The slower rollout would also avoid what staff calls "battery cliff," where all the meters wear out and have to be replaced roughly at the same time.

Phasing the installation also allows the district to keep up with the technology, updating devices as improvements become available.

The benefits of smart meters are clear. They provide ratepayers with the ability to keep track of their daily water use. Currently, unless they are adept at reading their water meters, ratepayers get their readings in two-month billing increments. By then, a lot of time has passed when ratepayers, if aware of their water consumption, could have made greater efforts to conserve.

The smart meters also provide the district with data that show when there are unusual spikes in ratepayers' use, most often a sign of an undetected leak. With a two-month cycle, that ongoing leak has meant a lot of water wasted and often an astronomically high water bill.

In 2024, district staff estimated smart meters' detection and quicker repairs could save MMWD an average of 731 acre feet per year, enough water for more than 1,000 households.

The technology, proven in other Bay Area water agencies, is available to detect such problems a lot sooner, saving both water and ratepayers' money.

The district's 10-year plan makes sense, as well as the district plans to convert larger water users first.

This has been a change that has been a longtime coming and MMWD appears — financially and logistically — ready to move forward.

The switch makes sense, both in terms of taking advantage of new technology and water conservation.

Installing smart meters has been on and off the district's agenda for years. It is time to launch the conversion.



POINT REYES LIGHT

NEWS

Grandi owner secures permit for renovation

by **Ben Stocking**

April 15, 2026

If Ken Wilson is serious about transforming the historic Grandi building in Point Reyes Station into a bustling hotel, restaurant and retail complex—something he’s been talking about since the 1970s—now is his chance.

The county approved his application for a coastal development permit and use permits last Thursday and gave preliminary approval, with conditions, to his plans for a new septic system. It also waived a California Environmental Quality Act review for the project, concluding that there would be no significant environmental impacts.

But Mr. Wilson, a Healdsburg winery owner in his 80s, has received similar approvals in the past without proceeding, and the 111-year-old Mission Revival building has sat vacant for decades. Permits for the project have expired, been extended and expired again since the first time they were approved in 2005.

Mr. Wilson’s plans for the two-story brick building are ambitious: a 34-room hotel, a 60-seat restaurant and 400 square feet of retail space. Whether he intends to develop it himself, seek investors or sell it to someone with the permits in hand remains to be seen.

He did not respond to inquiries from the *Light*, but Sean Kennings, the planning consultant whom Mr. Wilson hired to usher his plans through permitting, said he expects Mr. Wilson to move the project forward.

“He’s always told me that he wants to get this done,” Mr. Kennings said. “This project has been in the works in different iterations for almost 30 years, and to get a coastal development permit and a use permit approval from Marin County is a huge milestone.”

The broad outlines of the plan have not significantly changed over the years, but the most recent application, submitted last June, includes an updated septic system that would be installed beneath the parking lot. This requires a “traffic-rated” system, which is built to withstand the weight of cars.

The Grandi stands at the corner of Second Street and Highway 1, across from the Cheda building, which houses Gallery Route One, several shops and Café Reyes, and in front of the Sawyer building, which houses the West Marin Landscape Nursery.

Mr. Wilson owns all three historic buildings, along with a 2,500-square-foot storage building on the property that he plans to convert into two affordably priced apartments. In total, the block takes up a large swathe of downtown, and the hotel that is its centerpiece has lost its former sheen. The grand arched windows and doorways are boarded up, and the building serves as a community bulletin board and a canvas for murals and graffiti.

Among the conditions attached to Mr. Wilson’s newly acquired permits is a requirement that anyone who meets affordable housing income guidelines be eligible to apply for the two affordable units. Mr. Wilson had intended to reserve those units for hotel employees. He will have to revise his plans accordingly before receiving his building permits.

In addition, planning administrators have also required Mr. Wilson to provide more documentation proving that his proposed septic system will be able to handle 8,000 gallons a day without leaching nitrates into the groundwater beneath it.

During last week’s hearing, Mr. Kennings, who hired a reputable engineering firm to draft the plans, said the septic requirement seemed “a little bit onerous.”

But Becky Gondola, a senior environmental health specialist with the county, told the *Light* she did not think the extra layer of documentation would be an obstacle to moving the project forward. She acknowledged, however, that the additional analysis, depending on the results, could possibly require reducing the number of hotel rooms or restaurant tables.

“I think everybody would like to see the building come back to life, just in a way that’s sustainable and keeps our groundwater table healthy and keeps Tomales Bay healthy,” she

said.

The public has 10 days to appeal the permit to the Planning Commission.

Immanuel Bereket, the planning administrator who conducted the hearing, said he hoped the project would come to fruition.

“I’m glad to see that a hotel in downtown Point Reyes is coming,” he said. “A hotel is severely needed for that area.”

Rev. Andrew Walmisley, an associate priest at St. Columba’s Episcopal Church and a member of the Point Reyes Station Village Association’s design review committee, spoke in favor of the project. “I hope there won’t be too many roadblocks along the way, because this will make an enormous difference to our community,” he said. “It’s like there’s a gaping hole in our downtown. This could be an architectural crown jewel for all of Marin County, because it’s a gorgeous building. It’s just a tragic waste to see it continue to decline.”

Built in 1915 by Swiss immigrant Louis Grandi and his sons, Reno and Ennio, the Grandi Company and the Point Reyes Hotel catered to railway passengers visiting town. It had 25 guest rooms and a second-floor ballroom that was hopping on Saturday nights. In its heyday, Gen. Dwight D. Eisenhower spent the night on a visit to observe army maneuvers.

Downstairs was the hotel lobby, a general store and a post office. The general store sold everything from pianos to cattle feed and had a special scale for weighing hogs, which were transported by schooner to slaughter in San Francisco, navigating through Papermill Creek and Tomales Bay.

After the railroad closed and the Great Depression gripped the country, business slowed. The hotel closed in 1950, and a hardware store on the first floor moved across the street five years after Mr. Wilson purchased the property in 1973.

For a time, he allowed local artists to rent space upstairs and use them as unpermitted art studios, but eventually, county officials told him to stop. They feared the building might collapse in an earthquake.

“What’s going to happen when the next ripper from the San Andreas fault comes along and spills the Grandi’s bricks on some happy tourists?” then-supervisor Steve Kinsey asked at a meeting in 1998.

Soon after, Mr. Wilson made the required modifications to strengthen the structure.

In the early years of his ownership, he also tussled with the supervisors over several years of back taxes and once unleashed a stream of expletives when they demanded he pay up. Officials threatened to auction the building to pay his debts.

“After 14 years of Mr. Wilson’s ownership, the building has decayed into an eyesore with broken windows and periodic accumulations of junked cars and garbage,” the *Light* wrote in a 1990 edition.

Mr. Wilson’s relationship with the community improved after he hired Inverness resident Marshall Livingston to serve as his first local property manager in 2002. Three years later, Mr. Wilson submitted his first successful application for a coastal development permit to renovate the building.

The *Light* published the news beneath a banner headline: “After 30 years Grandi building may come to life.” It could be, the article reported in November 2005, that “Mr. Wilson is serious about going through with the renovation this time.”

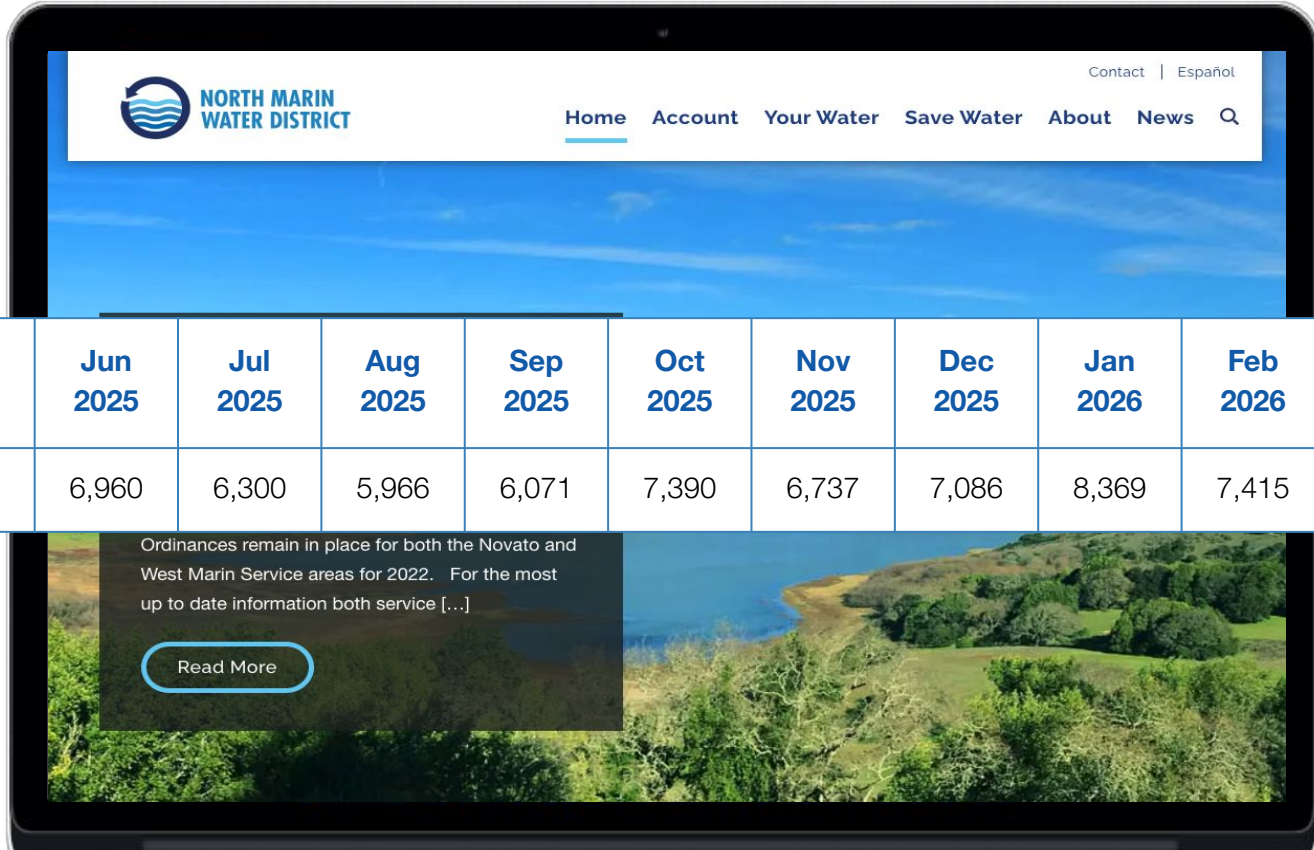


**NORTH MARIN
WATER DISTRICT**

Web & Social Media Report

March 2026

Website Statistics






	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026
2025/6 Visitors	6,044	6,960	6,300	5,966	6,071	7,390	6,737	7,086	8,369	7,415	6,813

Ordinances remain in place for both the Novato and West Marin Service areas for 2022. For the most up to date information both service [...]

[Read More](#)



Social Media Followers

	May-2025	Jun-2025	Jul-2025	Aug-2025	Sep-2025	Oct-2025	Nov-2025	Dec-2025	Jan-2026	Feb-2026	Mar-2026
 Facebook Followers	2,817	2,826	2,842	2,867	2,883	2,905	2,926	2,952	2,990	3,008	3,040
 X (Twitter) Followers	121	122	122	122	121	123	125	125	125	125	125
 Instagram Followers	986	985	990	1,003	1,007	1,015	1,018	1,020	1,028	1,027	1,028



NMWD Most Visited Pages

Pages	Views
Home	3,761
Online Billing	2,793
My Water Usage (WaterSmart Portal)	854
What Is An Acre Foot?	406
Weather & Production Statistics	219
Contact	201
Employment Opportunities	194
Meetings 2026	151
Update Account Info	138





March Social Media Highlights | Facebook



189 people reached | 3 engagements



116 people reached | 3 engagements



350 people reached | 17 engagements

Engagements include likes, reactions, clicks and comments





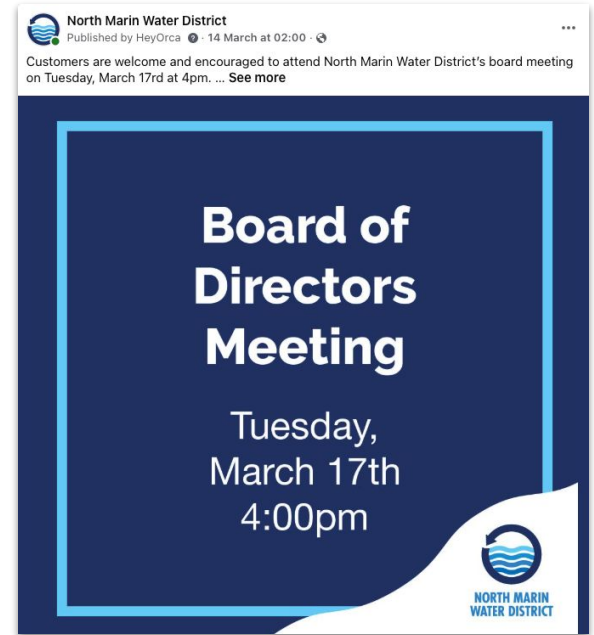
March Social Media Highlights | Facebook



74 people reached | 3 engagements



87 people reached | 6 engagements



96 people reached | 2 engagements

Engagements include likes, reactions, clicks and comments





March Social Media Highlights | Facebook

North Marin Water District
Published by HeyOrca · 16 March at 17:00 · 🌐

Did you know the average household leaks nearly 10,000 gallons of water per year, or the amount of water it takes to wash 300 loads laundry, and could be costing you an... [See more](#)



Complete a 10-minute Fix-a-Leak Week challenge to **SAVE WATER**



108 people reached | 4 engagements

North Marin Water District
Published by HeyOrca · 17 March at 16:30 · 🌐

Think you have a leak? Examine your January and February water bills. It's likely that a four-person household has a leak if winter water use exceeds 12,000 gallons per... [See more](#)



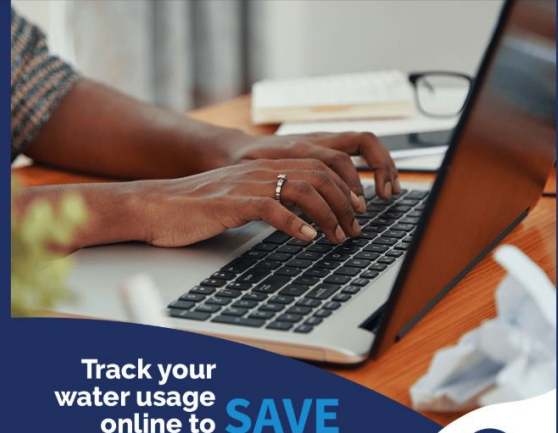
Check your bill to **SAVE WATER**





97 people reached | 4 engagements

North Marin Water District
Published by HeyOrca · 18 March at 17:00 · 🌐

Tracking water usage online is a great way to detect leaks. Start by turning off all water using fixtures inside and outside your home for one night. Check the online p... [See more](#)



Track your water usage online to **SAVE WATER**



96 people reached | 2 engagements

Engagements include likes, reactions, clicks and comments





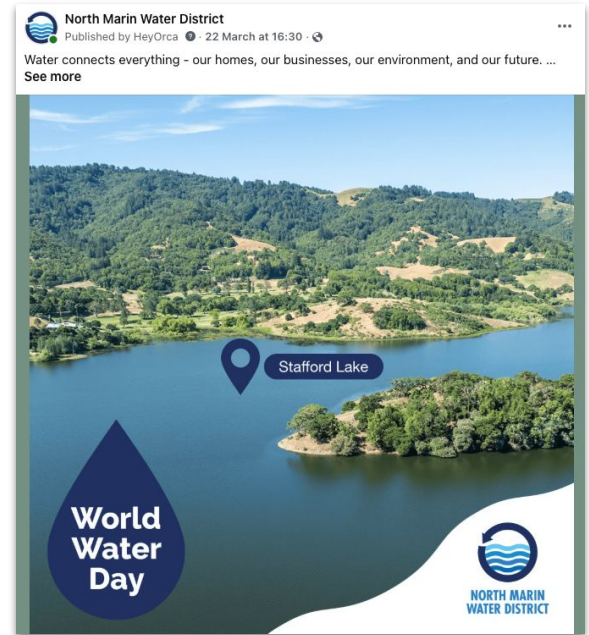
March Social Media Highlights | Facebook



97 people reached | 2 engagements



85 people reached | 0 engagement



151 people reached | 9 engagements

Engagements include likes, reactions, clicks and comments





March Social Media Highlights | Facebook



121 people reached | 4 engagements



129 people reached | 3 engagements



1,184 people reached | 20 engagements

Engagements include likes, reactions, clicks and comments






March Social Media Highlights | Instagram

 **North Marin Water District**
Mar 30, 2026 3:02 PM


This month, we're proud to recognize the dedicated team members celebrating




0	27	0
Comments	Likes	Saves
3	213	453
Shares	Reach	Views
30		
Engagement		

 **North Marin Water District**
Mar 8, 2026 2:23 PM


Happy International Women's Day! We wanted to take the time to recognize the



0	20	0
Comments	Likes	Saves
0	65	843
Shares	Reach	Views
20		
Engagement		

 **North Marin Water District**
Mar 12, 2026 12:00 PM

Grow a garden pollinators will love. [View](#)
Discover water-wise plants that call



0	12	0
Comments	Likes	Saves
2	236	414
Shares	Reach	Views
14		
Engagement		

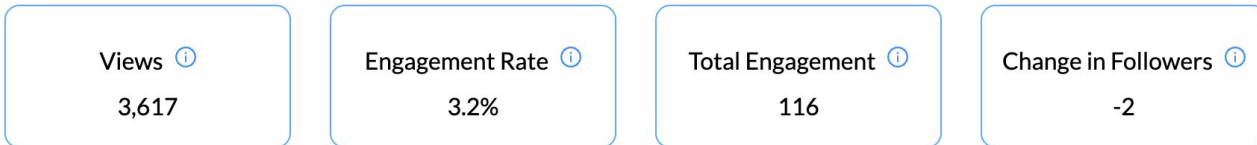




March Social Media Highlights | Instagram

Profile Overview

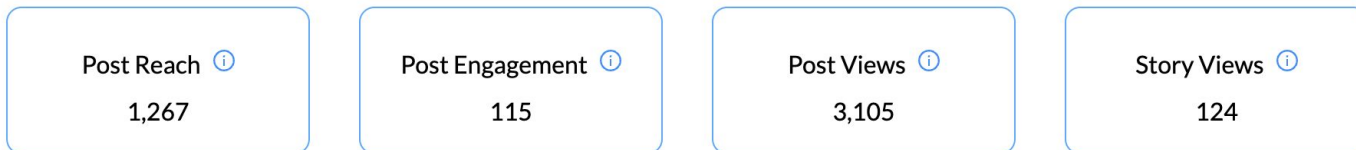
Key Performance Metrics



Post Performance Overview


Filter

Key Performance Metrics







March Social Media Highlights | X (Twitter)

 **North Marin Water District**
Mar 26, 2026 12:00 PM


Our demo garden plant of the month is the Seaside Daisy (*Erigeron glaucus*)! 🌻



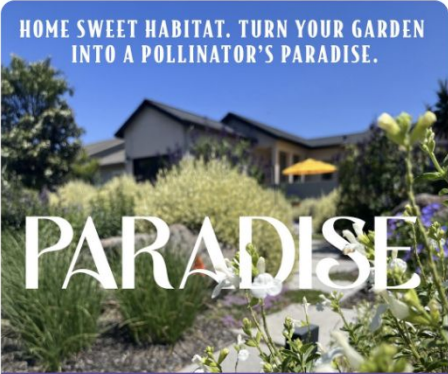
Seaside Daisy *Erigeron glaucus*

 NORTH MARIN WATER DISTRICT

1	27	0
Likes	Impressions	Reposts



 **North Marin Water District**
Mar 25, 2026 7:01 AM

A water-wise paradise can be found in your very own yard. 🌿🏡💧 Get tips for




HOME SWEET HABITAT. TURN YOUR GARDEN INTO A POLLINATOR'S PARADISE.


PARADISE

 NORTH MARIN WATER DISTRICT  MARIN WATER

0	4	0
Likes	Impressions	Reposts


 **North Marin Water District**
Mar 22, 2026 8:00 AM

On World Water Day, we're reminded that clean, reliable water doesn't happen



World Water Day

Stafford Lake

 NORTH MARIN WATER DISTRICT

0	9	0
Likes	Impressions	Reposts





March Social Media Highlights | X (Twitter)

Overview

Key Performance Metrics

Total Engagements ⓘ

1

Likes ⓘ

1

Reposts ⓘ

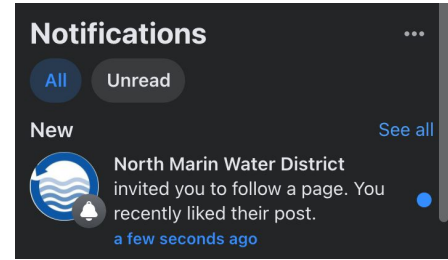
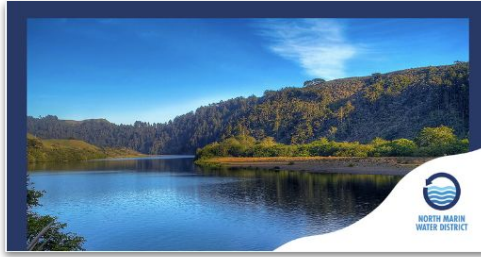
0

Change in Followers ⓘ

0



Facebook Likes Campaign - March Report




We are running an evergreen ad which encourages customers in the NMWD service areas to 'like' (follow) the NMWD Facebook page. We selected images that have historically performed the best to drive more likes.

Spend in March 2026	Reach (Number of people who saw the ad)	Impressions	Results (New Page Likes)	Cost Per New Page Like
\$46.65	2,201	3,815	28	\$1.67

*This month, we were able to reach almost **3,900** people with the Likes Campaign*



What's Next?

- Kiosk to start brainstorming on new Educational Campaign where we would highlight video and static assets across social media.
 - Kiosk to highlight and boost posts on the Eco-Friendly Garden Tour for May.
 - Kiosk to continue collaborating with Marin Water on a new pollinators campaign.
 - Kiosk to continue rolling out the new social campaign highlighting the facilities around Novato.
 - Kiosk to continue with the social campaign on drought tolerant plants featured in the new demonstration garden at the NMWD office.
 - Social media posts will also feature national holidays, spring water savings tips & resources, employees on their work anniversaries, as well as highlight indoor/outdoor rebates.
- 



Thank You

13

CLOSED SESSION ITEM