NOTICE OF SPECIAL MEETING
BOARD OF DIRECTORS/WATERSHED COMMITTEE*

Notice is hereby given that a Special Meeting of the Marin Municipal Water District’s Board of Directors /Watershed Committee will be held as follows:

MEETING DATE: Thursday, March 12, 2015
TIME: 1:30 pm
LOCATION: MMWD Board Room, 220 Nellen Ave., Corte Madera, CA 94925

AGENDA

<table>
<thead>
<tr>
<th>ITEM</th>
<th>RECOMMENDATION</th>
<th>APPROX. START</th>
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</thead>
<tbody>
<tr>
<td>☐ CALL TO ORDER</td>
<td></td>
<td>1:30 p.m.</td>
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<tr>
<td>☐ ADOPT AGENDA</td>
<td></td>
<td>1:31 p.m.</td>
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<tr>
<td>☐ PUBLIC EXPRESSION**</td>
<td></td>
<td>1:32 p.m.</td>
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<td>☐ CALENDAR</td>
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<tr>
<td>1. Minutes of December 11, 2014</td>
<td>Approve</td>
<td>1:37 p.m.</td>
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<tr>
<td>2. Tamalpais Lands Collaborative Update</td>
<td>Information</td>
<td>1:38 p.m.</td>
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<tr>
<td>Adjourn</td>
<td></td>
<td>2:15 p.m.</td>
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</table>

Stephanie Eichler-Cross
Board Secretary

ADA NOTICE AND HEARING IMPAIRED PROVISIONS: The board room is equipped with sound amplifying units for use by the hearing impaired. The units operate in conjunction with the room’s sound system. You may request the personal sound amplifier from the Board Secretary for use during meetings.

MMWD BOARD OF DIRECTORS: Armando Quintero, President; Larry Bragman; Jack Gibson; Cynthia Koehler; Larry Russell

*The designated chair is Director Quintero. Other board members may attend as they wish.

**Anyone wishing to speak on an item other than those listed on this agenda will be recognized at this time. We ask any person wishing to be heard to come to the podium to address the board and state your name and address for the public record. A 3-minute limit is customary; however, the committee chair may adjust the actual time allotted to accommodate the number of speakers.

- over -
In accordance with the Americans with Disabilities Act and California Law, it is the policy of the Marin Municipal Water District to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require a copy of a public hearing notice, an agenda, and/or agenda packet in an appropriate alternative format, or if you require other accommodation, please contact Stephanie Eichner-Gross at (415) 945-1448, at least two days in advance of the meeting. Advance notification within this guideline will enable the district to make reasonable arrangements to ensure accessibility.

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FUTURE BOARD OF DIRECTORS/WATERSHED COMMITTEE MEETINGS:

Thursday, June 11, 2015 1:30 pm  MMWD Board Room
Thursday, September 13, 2015 1:30 pm  MMWD Board Room
STAFF REPORT

SUBJECT: Minutes of December 11, 2014 Watershed Committee Meeting

SUBMITTED BY: Mike Swezy, Watershed Manager, Facilities and Watershed

RECOMMENDED ACTION: Approve

ATTACHMENT:
1. Minutes of December 11, 2014 Watershed Committee Meeting
**Draft Date** MMWD Watershed Committee Meeting – March 12, 2015

Minutes of the meeting of the Watershed Committee held on Thursday, December 11, 2014, at 220 Nellen Avenue, Corte Madera, California.

Directors present: Director Jack Gibson, Director Larry Russell, Director Cynthia Koehler and Director Larry Bragman

Directors absent: none

Staff present: Krishna Kumar, Mike Swezy, Crystal Yezman, Jeff Ohmart, Janet Klein, Andrea Williams, Gregory Andrew, Chris Borjian and Nicholas Salcedo.

From Public: John Hanley and Ann Thomas

CALL TO ORDER

The meeting was called to order at 3:03 pm

Adopt Agenda:
The agenda was adopted.

Public Expression:
No public expression.

ITEM 1    APPROVE MINUTES (APPROVE)

Minutes approved from regular committee meeting of August 20, 2014. Director Bragman abstained.

ITEM 2    YOUTH 2 WORK (INFORMATION)

Mike Swezy, Watershed Manager introduced John Hanley, a retired firefighter, working with the nonprofit program, Youth 2 Work which hires local youth to work on public projects while developing good work habits and skills. Marin Municipal Water District (MMWD) hosted the Youth 2 Work program this past summer on a trial basis. The youth crews assisted MMWD maintenance staff on wild fire hazard reduction projects. Director Quintero suggested that John develop a relationship with the Conservation Corps North Bay (CCNB) for additional projects.
ITEM 3  AGREEMENT BETWEEN THE MARIN CMUNICIPAL WATER DISTRICT, THE COUNTY OF MARIN AND THE CALIFORNIA STATE PARKS FOR THE USE OF LEO T. CRONIN FISH VIEWING AREA PARKING LOT (REVIEW AND RECOMMEND APPROVAL)

Mike Swezy said an agreement was reached between the district, County of Marin and California State Parks to operate the Leo T. Cronin Fish Viewing Area parking lot as a year round facility for public access. The Committee approved a motion to refer to the Board a recommendation to approve.

ITEM 4  TAMALPAIS LANDS COLLABORATIVE UPDATE (INFORMATION)

The staff and committee had a brief discussion regarding social trails and non-system trails on the Mt. Tamalpais Watershed.

Director Koehler expressed an interest in the Tamalpais Lands Collaborative (TLC) developing a means for more direct public participation. Director Quintero recommended having TLC meetings during the year for the public to give their feedback. Krishna Kumar, General Manager suggested creating a productive structure with public conversation. The Committee agreed that there were many agency cultures that need to be protected when making decisions for the TLC.

Director Koehler complimented the outreach list and recommended adding Mill Valley and Sausalito City councils and the Tourist Club. Mike said that these agencies are on the outreach list and will be meetings soon.

Mike mentioned one of the first projects of the TLC will be to focus attention on engagement with the public by boosting volunteer programs. The Conservancy is looking to hire two staff people and interns to help agencies with volunteer events and do more outreach. Other projects include a feasibility study for West Peak and a study of a structure assessment of the Log Cabin.

Director Quintero suggested having Dewy Livingston, a local historian present a fire history about Mount Tam and Watershed lands.

INFORMATION

Krishna thanked everyone for coming to the meeting during the rain storm. Crystal Yezman, F&W Division Manager said 4.78 inches of rain had fallen at Lake Lagunitas since midnight. A landslade alarm sounded due to more than 3 inches for rain falling with in a 12 hour period and Alpine should spill today. Power went to 8 pump stations, 4 to 5 tank sites were without power and the Bon Tempe Treatment plant was without power with access lines down. Krishna mentioned the crews did storm preparedness prior to this storm. As of today at 1 p.m. the lakes were at 77.6% of total capacity.
Director Quintero thanked Mike and Janet Klein, Natural Resources Manager for all the work they have put into the TLC.

Adjourn
STAFF REPORT

SUBJECT: Tamalpais Lands Collaborative Update

SUBMITTED BY: Mike Swezy, Watershed Manager, Facilities and Watershed

RECOMMENDED ACTION: Information

EXECUTIVE SUMMARY:
The Tamalpais Lands Collaborative is nearing its one year anniversary with a strong record of achievements. The partner agency staffs have assembled a promising plan for successful community engagement and launching some early programs and projects. The following is a progress report and an outlook for the coming months.

FISCAL IMPACT: YES ___ NO X ___ FISCAL YEAR: ________________

BACKGROUND:

I. COMMUNITY ENGAGEMENT

Stakeholder Outreach Calendar
TLC partners have participated in over 40 meetings with community stakeholder groups to date (see attached list). Several more have been scheduled or are pending. Staff has also attended Farmer’s Markets throughout the County, as well as a number of community events. Trail head tabling will likely begin this month, as well as broader public outreach and focused meetings with municipalities.

Broader Engagement Strategy
The TLC Working Group has prepared an outreach and engagement strategy for 2015 (see attached) that includes a public open house, participation in public forums, updates at key stakeholder meetings (e.g. MCL Parks & Open Space Committee, etc.), continued stakeholder meetings, and events, as well as the www.onetam.org website, social media and the quarterly One Tam e-mail newsletter. The attached summary was sent to all of the stakeholder groups who have met with TLC staff to share our approach.

Public Materials:
The 5-year Vision document and a OneTam Brochure have been printed and are currently being distributed. Both have received positive public feedback and we have continued requests for the brochure, from groups such as the Alpine Club to local users.
Upcoming Events:
There are several significant events that have just occurred or are scheduled related to the TLC and One Tam. These include:

- Banff Mountain Film Festival – March 2-3 (One Tam is a recipient of proceeds)
- William Kent Society Marin Eireside Chat – March 19
- One Tam Earth Day – April 25
- OpenRoad with Doug McConnell/segment on One Tam – April 26
- TLC Executive Team Meeting – May 1
- Bay Area Open Space Council – May 14 (Krishna Kumar presentation)
- National Trails Day on Tam – June 6

Website and Our Tam
The One Tam website was launched in late November of last year and since that time has averaged around 200 new visitors per week. This is a surprising accomplishment given the minimal investment in paid promotion. Much of this success can be attributed to the robust community engagement effort by members of the TLC working group. By the middle of this month we will launch an interactive component of onetam.org called “our-tam”, previously known as “My Tam”. The our-tam concept was presented at the prior Watershed Committee meeting. It offers subscribers the ability to leave written memories and photos on a 3D map of Mt. Tam. Issues raised at the watershed committee meeting regarding protecting sensitive sites have been resolved and staff is confident that the product will reflect the values of the district and the Tamalpais Lands Collaborative.

II. PROGRAMS

One Tam New Staff Hires
On October 28th 2014, the TLC Executive Team approved moving forward with hiring One Tam staff to support both the Community & Stewardship, and Conservation Management Programs provided fundraising goals were achieved. Recruitment for the two Community & Stewardship positions began in early 2015, with more than 130 applications received.

Multi-agency teams began interviewing candidates in February for the two new positions:

- One Tam Community Engagement & Youth Program Manager – will serve as the lead community ambassador for managing volunteer and education programs.
- One Tam Restoration Program Manager – who will lead restoration, citizen science, monitoring, and stewardship efforts across the mountain while also engaging the community through volunteer events.

One position has been filled and the second should be filled mid-March. These One Tam positions will be Parks Conservancy employees for human resources and supervisory purposes; however, they will be physically located at the MMWD offices at Sky Oaks and the work plan priorities will be developed by the TLC partners.
III. PROJECTS

On November 10th 2014, staff presented the TLC project and program list that has been approved by the TLC Executive Team. Public engagement and fundraising strategies are being developed for the top tier projects. Several projects require additional design work and agency compliance. Below are key projects that District staff are currently working with TLC partners in moving forward.

Log Cabin at Phoenix Lake:
Staff has completed a comprehensive topographic survey of the Log Cabin, preliminary geotechnical investigations, and a draft historic structure report by a qualified historian. Staff is developing a scope of work for a Basis for Design Report (BDR) for the Log Cabin. The BDR process for the Log Cabin will look at a range of uses for a restored structure that are appropriate to the site and to its historic integrity, focusing primarily on serving as a meeting space for the watershed school programs, volunteer groups, and public engagement programs sponsored by One Tam. The BDR will include a public process to hear community ideas for its use. The process will conclude with a preferred conceptual design and cost estimate that takes into account the range of improvements needed to meet accessibility standards and historic structure preservation goals. The conceptual design will provide the basis for construction drawings. A vision for the site will provide strong support for a fundraising effort. The Log Cabin BDR will be funded out of the Watershed Capital Improvement budget in the current fiscal year in an amount under the General Manager’s signing authority (i.e. less than $56,000).

West Peak Feasibility Study:
Work on the West Peak project currently includes compilation of all historic and contemporary documents, drafting a scope for a Basis for Design Report, as well as identifying possible community engagement strategies. Staff expects to have a bibliography completed shortly, to include a number of past planning documents that span the period of National Parks Service management of the site to the present.

The Basis of Design Report (BDR) would include two primary deliverables: 1) at Technical Study of the site including a summary of the remaining built environment (buildings, foundations, paved areas, etc.), geotechnical investigations, identification of remaining contaminants, traffic evaluations, inventory of natural and cultural resource conditions, trails and recreational opportunities, and current leases/land uses and 2) a range of Project Alternatives for approval by the MMWD Board of Directors. The BDR process would include a public engagement process over 18-24 months and culminate in a project description that would provide the basis for both fundraising and CEQA evaluation. A draft scope of work will be presented to the May 1 TLC Executive Team to refine goals and project elements. The project team composed of MMWD and Conservancy staff would use these goals and program to identify a number of conceptual alternatives, developed in coordination with the Technical Study. Following refinement of the conceptual alternatives, the BDR would document opportunities and constraints for each alternative, as well as a cost estimate. Conceptual designs for each
alternative would also be completed. The BDR would include all information necessary to complete the CEQA process once a preferred approach is approved by the MMWD board.

Community engagement activities and programs would be conducted throughout and inform this process. The project team envisions three primary periods of engagement: community would be presented with the Executive Team summary and asked to help develop the goals and program; following completion of the Technical Study, the community would be presented with the conceptual alternatives and asked for feedback to refine alternatives; following completion of the Project Alternatives, the community would be presented with outcomes and asked for feedback. The project team anticipates a diverse set of engagement strategies to build project interest and ensure participation. Staff will be bringing a project statement for the BDR to the June watershed committee review. Staff has identified $250,000 in the 2015-2016 Watershed Capital Improvement budget to fund the project.

One Tam Roving Ranger
Planning meetings have been scheduled to discuss the vehicle’s exterior design (see attachment 3) and interior layout of a mobile trailhead like the “Roving Ranger” shared by the Parks Conservancy, NPS, and Presidio Trust. Lessons learned over the past two years of using the existing Roving Ranger across park lands will provide a solid foundation for the design of something similar for Mt. Tam. Staff has identified $15,000 in the 2015-2016 operating budget to support this project. Marin County Parks is also requesting $15,000 in their budget, and the Parks Conservancy is contributing project management and design oversight. The Conservancy has also applied to Joseph & Vera Long Foundation for the remaining matching funds to reach the expected total project budget of $100,000.

IV. FUNDRAISING

Ongoing fundraising continues for One Tam, including a secured lead gift that has enabled the hiring of the first two programmatic positions for the TLC. There are several prospective investments that will allow for additional project and programmatic investments for 2015. Additionally, these funds can leverage any additional agency funding being considered in their respective 2015 budgets. The One Tam fundraising goal for FY2015 is to raise the balance of our projected expenses. The total projected expenses for 2015 are estimated to be $1,128,110.

REVIEWED BY:  Finance Manager [ ] NA [x]
                General Counsel [ ] NA [x]
                General Manager [x] NA [ ]

ATTACHMENTS:
1. TLC Community Engagement Presentations
2. Proposed Approach to Stakeholder and Public Engagement
3. Roving Ranger Prospectus
EXTERNAL TLC COMMUNITY ENGAGEMENT PRESENTATIONS/OUTREACH
(Note: Approximately 12 internal agency meetings have also been delivered)

CONFIRMED STAKEHOLDER MEETINGS
- July 29th (4:00 – 5:00) – Cal Academy – Matt & Sharon
- August 10th (10:00 -12:00) - Marin Conservation League (Nona & Larry) – Mike and Sharon
- August 14th (1:00 – 3:30) – Dipsea Race Foundation – Victor & Brian
- August 19th (6:30 – 8:00) – Friends of Mt. Tam Board meeting – Victor and Sharon
- August 19th (7:00 – 8:00) – MCBC Board (and members) meeting – Matt and Mike
- August 20th (3:00 – 4:00) – MMWD Watershed Committee– Mike and Sharon
- September 15th (8:00 – 9:00) – Audubon Conservation Committee – Sharon and
dSeptember 16th (7:00 – 8:00) – Marin Horse Council Board Meeting– Sharon and Victor
- September 18th (2:00 – 3:30) – Marin Community Gardeners (Master Gardeners)– Sharon & Matt
- September 18th (7:00 – 8:00) – Friends of Corte Madera Creek – Mike and Sharon
- September 22nd (9:30-10:30) – Jenny Callaway, District Director/Congressman Jared Huffman – Doug Overman, Matt
- September 23 or 24th (TBD) – Mountain Play Association – Sharon
- September 23rd – Arlin Weinberger (FoMT coordination) – 6:30 - 9 - Sharon
- September 27th (5:00 – 7:00) – MMWD Volunteer Appreciation event – Sharon & MMWD team
- September 28th (lunch time) – TCC Annual Picnic – Mike and Sharon
- October 6th (7:00 – 8:00) – CNPS Board Meeting – Sharon (Sam A present
- October 9th (3:00 – 5:00) – MCL Parks & Open Space – Mike & Sharon [Note: Mill Valley Stream Keepers – attended]
- October 11th (1:00 – on) – Biketoberfest – Monica Stafford & Jen Greene (PC), Kirsten Holder (NPS),
- October 19th (11:00 – 1:00) – West Point Inn Assoc – Victor & Sharon
- October 20th (6:30 – 7:30) – Access4Bikes – Matt, Brian & Victor
- October 20th ((9:00 – 10:00) – Mt Tam Task Force – Sharon (Kristin cancelled – sick)
- October 21st (7:00 – 9:00) – MCL Board meeting – Mike & Sharon
- October 25th (6:30 - ) – Outdoor Adventure Festival - Victor
- October 25th (10:00 – 2:00) – Bay Area Science Festival – Jen & Kathleen
- November 4th (6:45 – 7:30) – Audubon Board Meeting – Mike & Sharon
- November 5th (9:30 – 11:00) – Defense of Place & MuBe CA – Kevin, Mike, Sharon (Matt)
- November 10th (2:30 – 4:00) – Green Gulch – Mia & Sharon
• November 11th (6:45 – 7:30) – Homestead Valley Land Trust/Community Assoc – Sharon, Brian Aviles, & Chris Bramham
• November 13th (12-2PM) – MALT offices Pt. Reyes Station – Colin, Matt
• November 20th (9:30 – 11) – Slide Ranch (at Ranch) – Sharon & Mia
• November 22nd (2:00 – 3:00) – Ca Alpine Club – Sharon & Victor (Note: Alpine Club rescheduled)
• November 24th (12:00 – 2:30) – Mt Tam Task Force – Sharon, Mike & Matt
• November 25th (2:30 – 4:00) – SPAWN – Kevin & Sharon
• January 14th (9:00 – 11:00) – Dipsea Race Foundation Board – Victor, Brian, Sharon/Matt
• January 16th (9-11) – Fire Safe Marin – Mike & XXXX - CANCELLED
• January 16th (9-?) – People for the Presidio – Matt, Michelle, Frank
• January 22nd (2:00 – 3:00) – Susan Ives - Matt
• January 28th (9:30 – 11) – Susan Kirsch, Citizen Marin – Sharon
• February 2nd (phone) – Marin RCD – Michelle (introduction)
• February 5th (7:00 – 8:00) – Trout Unlimited (Board) – Matt & Victor
• February 9th (2:30 – 4:00) – Dick Spotswood – Sharon & Matt
• February 10th (10:00 – 11:00) – League of Women Voters – Mike & Sharon
• February 11th (7-8pm) – Tamalpais Community Services District – Mia, Victor, Sharon
• February 21st (2 – 2:30) – Ca Alpine Club – Sharon
• March 7th (9-12) – Friends of Mt Tam Annual Membership – Mia & Sharon
• March 11th (7-8) – Sierra Club (Marin) – Mike & Sharon
• March 17th (1-3) – Audubon Canyon Ranch – Michelle & Mia
• March 24th (11-1) – Sons in Retirement – Matt & Mike

CONFIRMED PUBLIC EVENTS (Either tabling or Roving Ranger)
• October 25th – Wildlife Discovery Day – Roving Ranger
• November 12th – Farmers Market – Corte Madera - Table
• November 14th – Farmers Market – Mill Valley - Table
• November 15th – Farmers Market – Marin County Mart – Table
• November 22nd – Mt Tam Day of Thanks – Roving Ranger & tables at locations
• December 9th – Marin Green Drinks – Matt/Jamie
• January 17th – Farmers Market - Marin County Mart- Table
• February 20th – Farmers Market – Mill Valley
• March 1st – Welcome Back Otters – Bay Model – Sharon & Mia
• March 2nd & 3rd – Bamff Film Festival – Matt
• March 8th - Marin Mammal Center’s Science Sundays – Roving Ranger

PENDING (reached out and currently communicating to determine dates)
• City Managers of Marin – Matt & Kevin
• Stinson Beach/Sea Drift – Michelle/Matt coordinating; Aaron to attend
- BARTC (Janet McBride) – Sharon coordinating with Bern, likely meeting in February

PROPOSED (to contact next) Michelle will contact
- School Districts – to be completed when One Tam Program Manager is hired
- Rotary Clubs/Chamber of Commerce (Starting with Mill Valley) - Michelle
- Marin Arts & Garden Center
- Citizen Marin Steering Committee Monthly meeting – Sharon to follow up
- Marin Coalition – evaluating potential feasibility – Sharon to follow up
- NorCal High School Mountain Bike League – to be completed when One Tam Program Manager is hired
TAMALPAIS LANDS COLLABORATIVE
PROPOSED APPROACH TO STAKEHOLDER & PUBLIC ENGAGEMENT - 2015

Tamalpais Lands Collaborative (TLC) partner agencies have agreed to the following public and community engagement approach for 2015, based upon feedback from stakeholder, board, and public meetings and the goals identified in the TLC’s Five-Year Vision.

- **Open House & Symposia(s)** – hold an open house and public events/symposia to continue to introduce the TLC to the public, and share details and gain feedback on proposed projects & programs, our approach, fundraising, and status of any work to date, and/or updates on the state of Mt. Tam resources.

- **Agency and Stakeholder Group Board Meetings** – continue to engage with MMWD, Marin County Parks, and community stakeholder group boards and subcommittee meetings as appropriate, as a forum for sharing project and program information, achievements, etc. Agency Board and public meetings will continue to serve as the forum for receiving CEQA/NEPA-based public comment.

- **Stakeholder meetings** – continue to meet with interested stakeholder/neighborhood groups, municipalities and businesses that we have met with and who requested opportunities for continued engagement, as well as reaching out to those we have not met with yet.

- **Introductory Meetings with Organizations Serving Underserved Communities and Youth** – to be initiated once One Tam Programs begin and to gain insight into ways to engage diverse communities, build awareness, and identify shared program opportunities and potential partnerships.

- **Community Events** – attend farmers markets, special events, local conferences, community celebrations, etc. that provide an opportunity to share information and gain feedback on projects and programs, volunteer opportunities, and work to date.

- **Volunteer Events** – host three cross-jurisdictional One Tam volunteer events in 2015 (one was held at the end of 2014). Share information and seek input on TLC projects and programs at agency-led volunteer gatherings.

- **One Tam E-mail Newsletter** – distribute a quarterly e-mail newsletter to stakeholder, neighborhood, municipalities, businesses, volunteers, and/or interested public

- **One Tam Website** – utilize the onetam.org website to profile anticipated projects/programs, information about Mt. Tam’s resources, and calendaring for TLC and community events agency meetings about potential projects and programs.

- **Social Media** – Maintain regular social media posts about Mt. Tam and One Tam activities on the Parks Conservancy social media channels, that will eventually shift to dedicated One Tam social media channels as staff capacity allows.
WHAT WILL A MT. TAM ROVING RANGER DO?

The existing Roving Ranger is a gateway for park visitors seeking information and tips on activities.

The Mt. Tam Roving Ranger is a mobile outreach tool that helps bridge the gap between visitors and park resources. For example, they can provide information on

- Park hours and facilities
- Trail maps and information
- Special events and activities
- Emergency contacts and safety information

The Roving Ranger also helps to engage visitors by answering questions and providing guidance to ensure a safe and enjoyable visit.

Engage Visitors

A Mobile Trailhead to

ONE A ROVING RANGER ON MT. TAM