



NOTICE OF THE REGULAR BI-MONTHLY MEETING OF THE BOARD OF DIRECTORS

MEETING DATE: June 20, 2023

TIME: 5:30 p.m. – Meeting Begins (Open to the Public)
5:31 p.m. or thereafter - Closed Session (Only for the Board and Staff)
6:30 p.m. – Reconvene Open Session (Open to the Public)

LOCATIONS: This meeting will be held remotely and in-person.
(Director Jed Smith will be participating remotely.)

Open Session	Outside Location for Director Smith	Closed Session
Marin Water Board Room 220 Nellen Avenue Corte Madera, CA 94925	103 Herring Pond Road Plymouth, MA 02360	Marin Water Mt. Tam Conference Rm. 220 Nellen Avenue Corte Madera, CA 94925
Remotely		
URL: https://us06web.zoom.us/j/88134852296		
Webinar ID: 881 3485 2296 Phone Call: 1-669-444-9171		

EMAILED PUBLIC COMMENTS: Submit your comments in advance of the meeting to BoardComment@MarinWater.org. All emailed comments received by 3:00 p.m. on the day of the meeting will be provided to the Board of Directors prior to the meeting. Please do not include personal information in your comment such as phone numbers and home addresses.

PARTICIPATION DURING THE MEETING:

In-person Attendee: Fill out a speaker card and place it next to the board secretary. List the number of the agenda item(s), for which you would like to provide a comment. Once you're called, proceed to the lectern to make your comment.

Virtual Attendee: Click on the "raise hand" button on the bottom of the Zoom screen. If you are joining by phone and would like to comment, press *9 and staff will call on you by the last four digits of your phone number.

(Note: The board president may shorten the amount of time for public comment due to large numbers of both in-person and virtual attendees.)

AGENDA ITEMS	RECOMMENDATIONS
Call to Order and Roll Call*	
Adoption of Agenda	Approve
Public Comment on Closed Session Items only (Board Room) Comments will be limited to three (3) minutes per speaker, and time limits may be reduced by the board president to accommodate the number of speakers and ensure that the meeting is conducted in an efficient manner.	
Convene to Closed Session (Mt. Tam Conference Room) (Only the Board of Directors and Staff will participate.)	
Closed Session Items	
<ol style="list-style-type: none"> 1. Conference with Legal Counsel - Existing Litigation (Government Code §54956.9) <i>Hamm v. Marin Municipal Water District</i> Civil Case No.: CIV 2300738 2. Conference with Labor Negotiators (Government Code §54957.6) Agency Designated Representative: Ben Horenstein, General Manager Employee Organizations: Service Employees International Union, Local 1021; Unrepresented Employees 	
Reconvene to Open Session at or after 6:30 p.m. (Board Room)	
Closed Session Report Out	
Public Comment - Items Not on the Agenda Members of the public may comment on any items not listed on the agenda during this time. Comments will be limited to three (3) minutes per speaker, and time limits may be reduced by the board president to accommodate the number of speakers and to ensure that the meeting is conducted in an efficient manner.	
Directors' and General Manager's Announcements (6:40 p.m. – Time Approximate)	

*MARIN WATER BOARD OF DIRECTORS ORDER OF ROLL CALL: RANJIV KHUSH, LARRY RUSSELL, MATT SAMSON, JED SMITH, AND MONTY SCHMITT

AGENDA ITEMS**RECOMMENDATIONS****Consent Calendar (6:45 p.m. – Time Approximate)**

All matters listed on the consent calendar are considered to be routine and will be enacted by a single action of the Board, unless specific items are removed from the consent calendar by the Board during adoption of the agenda for separate discussion and action.

3. General Manager's Report May 2023	<i>Approve</i>
4. Request to Fill of Two (2) Watershed Protection Park Ranger Trainees for a Limited Duration of Up to Three Years	<i>Approve</i>
5. A Resolution Certifying Review of the Environmental Impact Report Prepared by the Town of Tiburon for the Alta Robles Residential Development Project and the Mitigation Monitoring and Reporting Program and Adopting Additional Mitigation Measures and Approving a Pipeline Extension Agreement; A Resolution Regarding the Fees Contained in Pipeline Extension Agreement; and A Resolution Regarding Impending Peril in Connection with the Pipeline Extension Agreement	<i>Approve</i>
Regular Calendar (6:50 p.m. – Time Approximate)	
6. Adoption of the Proposed Fiscal Year 2023/24 and Fiscal Year 2024/25	<i>Approve</i>
7. Future Meeting Schedule Items (Approximate time 1 minute)	<i>Information</i>

Adjournment (7:51 p.m. – Time Approximate)**ADA NOTICE AND HEARING IMPAIRED PROVISIONS:**

In accordance with the Americans with Disabilities Act (ADA) and California Law, it is Marin Water's policy to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are an individual with a disability 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 accommodations, please contact Board Secretary Terrie Gillen at 415.945.1448, at least two days in advance of the meeting. Advance notification will enable Marin Water to make reasonable arrangements to ensure accessibility.

***MARIN WATER BOARD OF DIRECTORS ORDER OF ROLL CALL:** RANJIV KHUSH, LARRY RUSSELL, MATT SAMSON, JED SMITH, AND MONTY SCHMITT

INFORMATION AGENDAS ARE AVAILABLE FOR REVIEW AT THE CIVIC CENTER LIBRARY, CORTE MADERA LIBRARY, FAIRFAX LIBRARY, MILL VALLEY LIBRARY, MARIN WATER OFFICE, AND ON THE MARIN WATER WEBSITE (MARINWATER.ORG)

FUTURE BOARD AND COMMITTEE MEETINGS AND UPCOMING AGENDA ITEMS:

Dates	Meetings
Thursday, June 22, 2023 9:30 a.m.	<ul style="list-style-type: none">• Finance & Administration Committee Meeting/Special Meeting of the Board of Directors (Finance & Administration)
Tuesday, July 10, 2023 6:30 p.m.	<ul style="list-style-type: none">• Board of Directors' Regular Bi-Monthly Meeting

Upcoming Key Items for future Board Meetings

- Proposed Non-Functional Turf and Graywater Ordinances



Board Secretary

Approval Item

TITLE

General Manager's Report May 2023

RECOMMENDATION

Approve Report.

SUMMARY**A. HIGHLIGHTS:**

- The daily average net production for the month of May 2023 was 20.1 MGD compared to 20.5 MGD for the month of May 2022. Typical usage for May is 26.3 MGD.
- The daily average flow from Sonoma County Water Agency for the month of May 2023 was 7.6 MGD compared to 11.3 MGD for the month of May 2022.
- Secured Integrated Regional Water Management grant of \$6.4M for pipeline replacement work in Marin City and Canal District
- Staff conducted an inspection of the Alpine to Bon Tempe raw water feed line from the Alpine barge to the pumping station. As a result of the inspection, a new project will be opened up to re-secure the 24 and 12 inch HDPE raw water feed lines with new flotation and anchorage systems to prevent the lines from drifting during pumping operations. A new barge pump linkage system will also be design to connect the two barge pumps to prevent separation during pumping and causing excessive stress on the pump manifold. Other system improvements to Alpine Dam will also be included with this work such as replacing the two old, broken overflow sluice gate actuators with new actuators, which will ensure reliable operation of the dam's overflow when necessary.
- Staff released the Requests For Proposals for the Water Supply Resiliency Roadmap projects for Increasing Local Storage and Conveyance of supplemental water to a Marin Reservoir. Proposals are due in July and the selection process is expected to complete in September.
- System Maintenance Crews replaced a broken 2in valve at 228 Madrone Avenue in Larkspur. The valve was located at the base of a large redwood tree that required crews to excavate around the base of the tree and reroute the 2in water main around the tree relocating the new 2in valve away from the base of the tree.
- On May 20th the District hosted state Assembly members Damon Connolly and Robert Rivas along with other State Assemblymembers and local representatives on Marin Water's watershed to tour completed forest restoration and fuel reduction work that

occurred with state grants and local funding. The site visited highlighted the need for ongoing investments in forest health and wildfire related grant programs. Watershed staff attended and participate in the Together Bay Area Annual Symposium.

- Foothill yellow-legged frog protection with our Watershed Ambassador Program wrapped up in May. Turtle Observer volunteer program also wraps up in May. One group habitat restoration event at Pine Point was carried out. Staff led two Saturday hikes around Lake Lagunitas to speak about Forest Health and Wildfire. A Self-Led Forest Walk is being prepared. At the Ember Stomp celebration our staff at Marin Water booth spoke with over 250 people.
- The Lagunitas Creek smolt trap, which is used to monitor salmonids going to the ocean, was operated throughout May, yielding very high numbers of Coho Salmon and modest to low numbers of steelhead. The District was awarded a \$590,000 grant from the DWR Riverine Stewardship Program to add approximately 1,200 cubic yards of new spawning gravel to Lagunitas Creek at two sites below Kent Lake beginning in 2024 as part of the District Lagunitas Creek Restoration efforts.
- The district continues to make progress toward FY23 acre targets in the Biodiversity Fire, & Fuels Integrated Plan. In May, Watershed staff continue to coordinate advance Migratory Nesting Bird surveys for all planned veg clearing work, including pile burns. May Fuelbreak and Veg Maintenance included roadside brushing on Indian Fire Rd and routine annual grass mowing around all Watershed parking areas and facilities. Broom pulling work continued in the corridor between Shaver Grade and Yolanda Trail.

MARIN WATER GRANT STATUS

PROJECT DETAILS						REQUIREMENTS			BUDGET	
OPPORTUNITY	FUNDER	FUNDER PRIORITIES	APPLICATION DATE	MATCHING PROJECT	DESCRIPTION	STATUS	ACTION ITEMS	PREREQUISITE	FUNDS REQUESTED	MATCH REQUIREMENT %

CURRENT APPLICATIONS

\$73,620,000

Forest Health	CalFire	Wildfire Prevention	9/9/18	Fuels Reduction on Watershed	Continuing Forest Health projects with another 1000 acres	Not funded		Vegetation plan, CEQA	\$7,000,000	30
Local Water Supply Storage Projects	DWR	Water Supply	1/9/23	Task	Three projects: recycled water, local storage enhancement, and winter water conveyance	Open		UWMP Compliance	\$53,000,000	50
Desal Feasibility Study	USBR	Desalination	2/28/23	Task	Exploring new brackish desal in Petaluma	Open		None	\$200,000	50
Local Storage Supply Enhancement	USBR	Environmental + Water Supply	3/28/23	Task	Evaluating increasing storage locally	Not funded		None	662,000	50
Prop. 1. Round 2 IRWM Disadvantaged Community	DWR	Water Infrastructure	12/1/22	Marin City/San Rafael Infrastructure	Replacing aging transmission lines and laterals in Marin City and San Rafael's Canal District	Funded		IRWM CC Approval	\$6,408,000.00	0
Forestry Corps	CCNB	Vegetation Management	Jan 2023	Ongoing Forestry work	Workforce development; state funding directly to CCNB to fund crews working on the watershed	Funded		None	\$500,000.00	0
Pre-application for Coastal Access Projects	State Coastal Conservancy	Recreation/Coastal Access	Dec. 2024	Trail work	Watershed trail improvements	Open		None	\$5,850,000.00	0
Fisheries Restoration Grant Program	CDFW	Fisheries	4/20/23	Lagunitas Creek Restoration	Funding for Phase II site design and CEQA	Open		30% designs	\$599,689.00	5
Lagunitas Creek Salmonid Spawning Gravel Improvement Project	DWR Riverine	Fisheries	11/1/22	Lagunitas Creek Restoration	Gravel augmentation for Lagunitas Creek	Funded		None	\$590,000.00	0

UPCOMING OPPORTUNITIES

\$0

Hazard Mitigation Program	FEMA	Natural Hazards	Summer 2023	Treatment Plant Clarifiers	Funds to address seismic hazards in water treatment facilities	TBD		NOI APPROVAL	TBD	25
Small Storage Program	USBR	Water Supply	Fall 2023	Phoenix Lake	Funding for new water supply projects	Feasibility Study started		Approved Feasibility Study	TBD	6
WaterSMART Aquatic Ecosystem Restoration	USBR	Fisheries	6/1/2023	Lagunitas Creek Restoration	Funding for fisheries program	Open		Unknown	TBD	50
Recreational Trails Program	State Parks	Trails	6/15/2023	Recreation Plan	Funding for new trails	Open		Unknown	TBD	0
National Culvert Removal, Replacement and Restoration grants (Culvert AOP program)	Office of the Secretary of Transportation/FHWA (IIJA)	Fisheries	Fall 2023	North Marin Line/Lag Creek Fisheries upgrade	Funding for major culvert upgrades	Upcoming		TBD		

LONG TERM OPPORTUNITIES (ongoing development)

2024 Water Bond	State of CA	Water supply projects	Fall 2024	SWSA Water Supply Projects	Currently in Legislature	In legislature		Voter approval; District participation	TBD	0
Water Resources Development Act	Army Corps of Engineers	Water supply projects	FY 2024	SWSA Water Supply Projects	Pursuing for No Regrets and regional projects	In appropriations		Authorization (secured 2022)	\$28,000,000.00	0

DISCUSSION

B. SUMMARY:

AF = Acre Feet

Mg/L = milligrams per liter

MPN = most probable number

MPY = mils per year

MG = million gallons

NTU = nephelometric turbidity units

1. Water Production:

	FY 2022/23		FY 2021/22	
	(million gallons)	(acre-feet)	(million gallons)	(acre-feet)
Potable				
Total production this FY	6,089	18,685	5,982	18,358
Monthly production, May	628	1,928	639	1,962
Daily average, May	20.27	62.20	20.62	63.29
Recycled				
Total production this FY	189.97	583.00	179.59	551.14
Monthly production, May	21.03	64.54	24.86	76.29
Daily average, May	0.68	2.08	0.80	2.46
Raw Water				
Total production this FY	47.02	144.30	33.92	104.10
Monthly production, May	4.21	12.92	3.92	12.03
Daily average, May	0.14	0.42	0.13	0.39
Imported Water				
Total imported this FY	1,222	3,750	2,504	7,685
Monthly imported, May	236	725	350	1,074
Reservoir Storage				
Total storage, December	25,466	78,153	22,798	69,964
Storage change during May	-332	-1,020	-713	-2,187
Stream Releases				
Total releases this FY	2,189	6,718	3,082	9,458
Monthly releases, May	210	645	260	799

2. <u>Precipitation:</u>	<u>FY 2022/23 (in.)</u>	<u>FY 2021/22 (in.)</u>
Alpine	59.05	47.22
Bon Tempe	58.51	43.64
Kent	56.32	44.11
Lagunitas *	76.94	48.94
Nicasio	46.69	28.35
Phoenix	68.24	49.36
Soulajule	46.31	32.52
* Average to date = 50.66 inches		

3. Water Quality:

<u>Laboratory:</u>	<u>FY 2022/23</u>	<u>FY 2021/22</u>
Water Quality Complaints:		
Month of Record	15	26
Fiscal Year to Date	149	160
Water Quality Information Phone Calls:		
Month of Record	6	16
Fiscal Year to Date	87	126

The WQ lab ensured that the water supplied met or surpassed water quality regulations by collecting and analyzing 2,188 analyses on lakes, treatment plants and distribution system samples.

Mild steel corrosion rates averaged 1.57 (0.55 – 2.37) MPY. The AWWA has recommended an operating level of <5 MPY with a goal of <1 MPY.

Complaint Flushing: No flushing events were performed for this month on record.

Tank Survey Program: 20 water storage tank sanitary surveys were performed during the month. 46.12 % planned survey program has been completed for calendar year 2023.

Disinfection Program: 1,680' of new pipeline was disinfected during the month of May. Performed chlorination's on 4 water storage tanks to ensure compliance with bacteriological water quality regulations.

Tank Water Quality Monitoring Program: Performed 10 water quality-monitoring events on storage tanks for various water quality parameters this month to help ensure compliance with bacteriological water quality regulations.

Summary:

The lab performed 20 sanitary tank surveys, treated 4 tanks for low chlorine, and check an additional 10 tanks for low chlorine residual in May 2023.

4. Water Treatment:

<u>Treatment Results</u>	<u>San Geronimo</u>		<u>Bon Tempe</u>		<u>Ignacio</u>	
	Average	Monthly	Average	Monthly	Average	Monthly
		Goal		Goal		Goal
Turbidity (NTU)	0.06	≤ 0.10	0.04	≤ 0.10	0.04	≤ 0.10
Chlorine residual (mg/L)	2.72	2.75 *	2.83	2.75 *	2.76	2.75 *
Color (units)	0.6	≤ 150.4	≤ 15	0.3	≤ 15	
pH (units)	7.8	7.8*	7.9	7.8*	8.0	8.1**

* Set monthly by Water Quality Lab

** pH to Ignacio is controlled by SCWA

5. Capital Improvement:

- a. Treehaven Pipeline Replacement Project (F21003): This project is a component of the District's Fire Flow Improvement Program, and will replace nearly 8,000 linear feet of undersized fire flow deficient pipe as old as 95-years with 8-inch and 6-inch welded steel pipe.
 - Project Budget: \$3,654,990

- Monthly Activities: The project is approximately 60% complete with all water mainline installed. All water service installations are complete on Alpine Street, Sirard Lane, and Echo Place. All underground facilities along 5th Avenue should be complete by Mid-June. Work that remains includes service transfers along Forbes Avenue, Treehaven Drive, and El Cerrito Avenue, final tie-ins to the existing water system, and paving and punchlist items. Project completion is estimated August 2023.
- b. Azalea Hill Trail Retaining Wall Project (R17008): This project will excavate approximately 150 cubic yards of hillside, will install a 100 foot long soldier pile retaining wall with concrete lagging, and will perform trail and drainage improvements.
- Project Budget: \$491,550
 - Monthly Activities: The trail has been cut to a minimum width of 6 feet for trail access. The Contractor has commenced drilling the retaining wall piers and has completed 5 of 18. The drilling continues for the additional 13 piers, while concrete is placed in completed piers. Remaining work includes installing the retaining wall lagging, redwood guardrail fence, and installation of rock slope protection.

6. Other:

<u>Pipeline Installation</u>	<u>FY2022/23</u>	<u>FY2021/22</u>
Pipe installed during May (feet)	3,953	2,417
Total pipe installed this fiscal year (feet)	16,151	24,556
Total miles of pipeline within the District	908*	908*

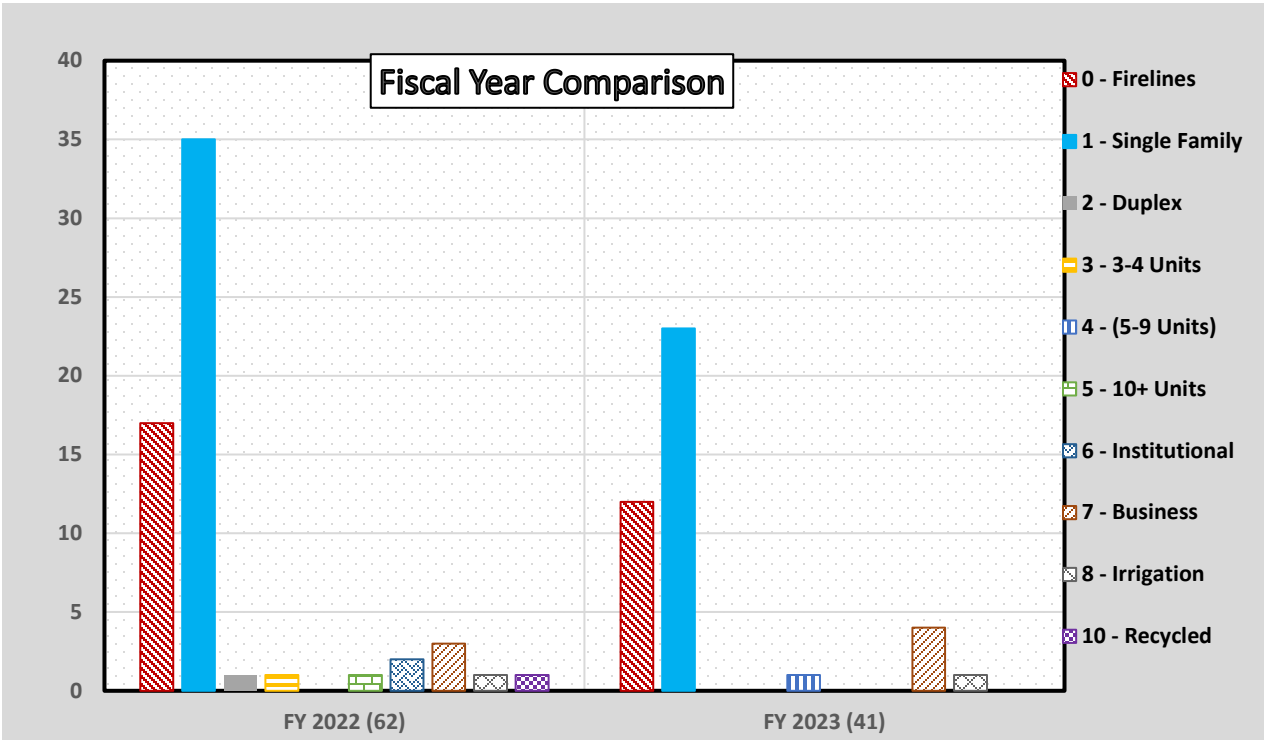
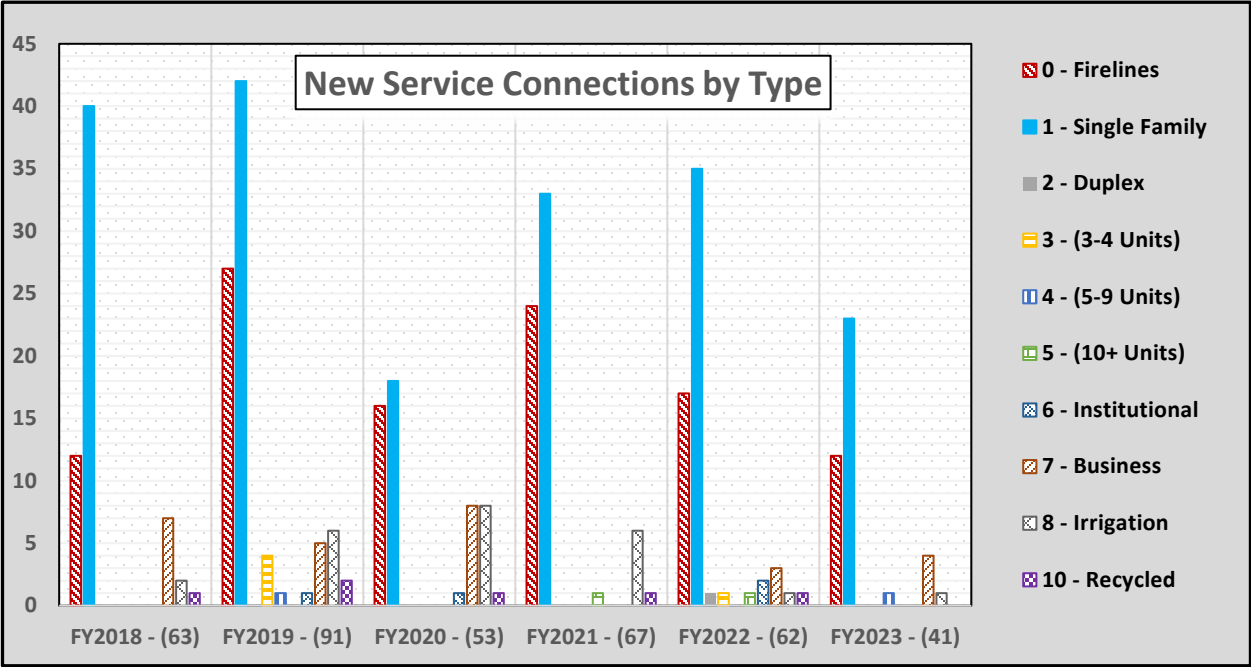
** Reflects adjustment for abandoned pipelines*

<u>Pipe Locates (1,197 Responses)</u>	<u>FY2022/23</u>	<u>FY2021/22</u>
Month of May (feet)	27,219	12,195
Total this fiscal year (feet)	237,510	375,919

<u>Main Line Leaks Repaired:</u>	<u>FY2022/23</u>	<u>FY2021/22</u>
Month of May	11	11
Total this fiscal year	165	152

<u>Services:</u>	<u>FY2022/23</u>	<u>FY2021/22</u>
Service upgrades during May	29	11

Total service upgrades this FY	165	142
Service connections installed during May	1	0
Total active services as of June 1, 2023	61,833	61,788



7. Demand Management:

	May-23	FY 22/23 TOTAL	FY 21/22 TOTAL	FY 20/21 TOTAL
WATER-EFFICIENCY PROGRAMS				
Water-Use Site Surveys				
Conservation Assistance Program (CAP) Consultations				
Residential properties resi 1-2 (single-family)	18	278	731	117
Residential properties resi 3-5 (multi-family units)	0	2	7	5
Non-residential properties resi 6-7 (commercial)	0	2	1	5
Dedicated irrigation accounts resi 8-10 (large landscape)	0	0	3	6
Marin Master Gardeners' Marin-Friendly Garden Walks				0
Residential garden walks	8	64	100	129
Public Outreach and Education, Customer Service				0
Public outreach events (number of people attending)	12,000	12775	1602	0
Public education events (number of participants)	0	186	536	398
Customer calls/emails admin staff	447	3767	9508	5738
School Education				
School assemblies				
Number of activities	0	0	0	0
Number of students reached	0	0	0	0
Field trips				0
Number of activities	3	14	0	0
Number of students reached	61	281	0	0
Classroom presentations				0
Number of activities	0	17	0	1
Number of students reached	0	511	0	22
Other (e.g. booth events, school gardens)				0
Number of activities	0	1	0	0
Number of students reached	0	480	0	0
Incentives				0
Number of HECWs approved	8	93	190	163
Number of Rain Barrel/Cisterns approved	0	13	76	19
"Landscape Your Lawn" Turf Replacements approved	9	93	402	6
Number of Laundry-to-Landscape Systems approved	0	1	27	0
Hot water recirculating system rebates	1	28	122	0
Pool Cover rebates	2	27	298	0
HET rebates	1	19	92	0
Number of Smart Controllers rebates approved	5	30	69	85
Number of Smart Home Water Monitor "Flume Direct Distribution" redeemed	5	234	1568	1140
Number of Smart Controllers "Rachio Direct Distribution" approved	5	52	178	233
Advanced Metering Infrastructure (AMI)				0
AMI leak letters sent to customers (>200 GPD)	70	1038	1050	1601
ORDINANCES				
Water Waste Prevention				
Water Waste Reports Received	34	365	4451	589
Water Waste Notifications Sent	5	77	0	0
Landscape Plan Review				
Plans submitted	5	61	77	94
Plans exempt	0	4	1	4
Plans completed	1	14	17	19
Plans in workflow (pass & fail)	17	128	123	154
Tier 4 Exemption				0
Inspections that resulted in a pass	0	0	1	1
Graywater Compliance Form				0
Applications Received (as of Dec 2019)	14	101	57	106
Systems installed	2	17	13	7

8. Watershed Protection:

Rangers Make Two Drug Arrests

On May 5th Rangers made two arrest for possession of meth. The first arrest occurred on Fairfax Bolinas Road near Alpine Dam when the Rangers were investigating an unoccupied suspicious vehicle. The Ranger in the field training program viewed a small baggy with a white crystalline material in it on the front passenger seat. The Ranger suspected it to be meth. The owner of the vehicle returned while the Ranger and his training officer were investigating it further. The driver admitted it was meth. He and his vehicle were search for contraband and he was arrested and then cited and released for a violation of the California Health and Safety Code.

Later that day after the watershed closed a Ranger observed a subject with camping gear on Bolinas Road near a site of an illegal encampment located earlier in the week on the watershed. Based on the time and location the Ranger stopped the person to investigate. The detained individual was determined to be unhoused, on probation for drug violations and had a prior conviction for felon in possession of a firearm. He was searched. During the search suspected meth was located on the subject. The subject admitted that he had been camping on the watershed and was surprised to see a Ranger so late in the evening because he knew what time the Rangers went off-duty. He too was arrested and then cited and released.

Rangers Respond to Two Medical Aid Calls with Multiple Patients on the Watershed

During May the Rangers responded to two medical aid calls that involved multiple patients. The first occurred when two teenagers were playing in the old spillway at Peters Dam and slipped. Both slid several hundred feet down the spillway. They sustained moderate to serious injuries and were transported to the hospital.

The second occurred when two mountain bikers riding together collided on a downhill section of Sky Oaks Road and sustained moderate to serious injuries. Both were transported to the hospital.

Incidents and Events	479
Warnings	118
Visitor Assists	96
Citations	73
Assist Watershed Maintenance	51
Misc Law Enforcement Calls	32
Dam Check	30
Fish and Game Checks	21
Vandalism	10
Medical Aid	8
Suspicious Circumstance	5
Fire Service	5
Humane/Animal Related Calls	4
Illegal Trail Work	3
Outreach/Interp Event	3
Citizen Complaint: Speeding Vehicles	3
Assist Outside Law Enforcement	2
Found Property	2
Illegal Camping	2
Arrests	2
Citizen Complaint: Off Leash Dogs	1
Search and Rescue	1
Assist Other: MMWD Work Group	1
Complaint: Illegal Bike Use	1
Citizen Complaint: Camping	1
Vehicle Accidents	1
Citizen Complaint: Graffiti	1
Traffic Court Appearance	1
Illegal Dumping	1

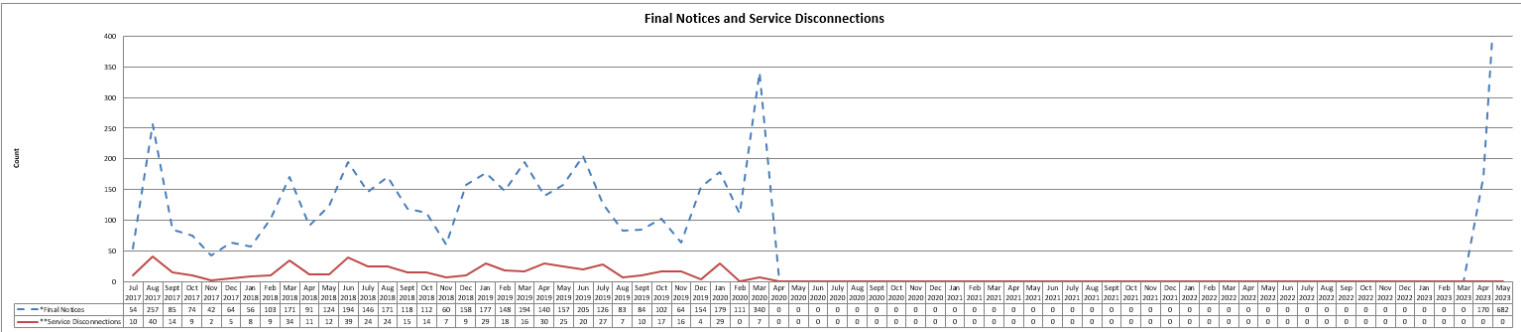
Citations	73
Non-Payment of Parking Fees	53
Dog off Leash	6
Obstruct Traffic/Parking within 6' of Center	5
Closed Area	3
No Parking	3
Possession of Methamphetamine	2
Swimming	1



9. Shutoff Notices and Disconnections:

Month	May 2023
Final Notices	682
Service Disconnections	0

* Includes 5 day, 10 day and final notices
**3/13/20 Suspended termination of water service for non-payment due to COVID- 19
*3/24/20 Suspended Late Fees and Final Notices





FISCAL IMPACT

None

ATTACHMENT(S)

None

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Office of the General Manager	 Ben Horenstein General Manager	 Paul Sellier for Ben Horenstein General Manager

Approval Item

TITLE

Approval to Fill Two Ranger Trainee Positions

RECOMMENDATION

Authorize the General Manager to recruit and hire two (2) Watershed Protection Ranger Trainees – Limited Duration – for a period of up to three years

SUMMARY

On an annual basis, the District submits a request to fill temporary, seasonal Watershed Ranger Aide position to assist full-time staff with limited Ranger and maintenance duties on watershed lands. Staff determined that it would be more efficient to hire two (2) Park Ranger Trainees and retain them for a longer work period of up to three (3) years. The two benefited, limited duration, Ranger Trainee positions being proposed would replace three (3) non-benefited, seasonal Watershed Ranger Aide hires that are traditionally hired for six months in duration. This conversion of the three seasonal positions would add one (1) FTE to the District's overall staffing levels. This new model will provide for more knowledge retention among staff and will reduce the needed onboarding, hiring and training resources associated with hiring a larger number of temporary Watershed Aides for shorter periods. In addition, it would provide for succession planning given that the trainee positions have fewer requirements than a full ranger position, but could eventually grow into that role. This will likely also provide for an opportunity for a more diverse applicant pool. This model will support opportunities for the Ranger department to support non-traditional candidates and help expose early career professionals to Ranger career paths. This item was presented to the Watershed Committee and was referred to a regular Board meeting for further consideration.

DISCUSSION

Staff reviewed a longstanding seasonal employee staffing model for the Watershed Ranger Department and determined that the creation of a new job classification hired for longer durations than existing temporary aide positions would provide for more efficiency, improve departmental succession planning, and support recruitment of non-traditional candidates. The Ranger Trainee Program is being advanced to add capacity to the Ranger Department and free up valuable Ranger staff time to focus on enforcement and public safety, as this model would reduce the number of overall training hours for existing staff. These temporary Ranger Trainees will play a key role in assisting staff with the maintenance and restoration of watershed lands, maintaining watershed roads and trails, supporting visitor outreach, constructing or maintaining fuel breaks, assisting with sanitation and cleanliness of visitor areas, and supporting volunteer trail work. The longer work period, of up to three (3) years, benefits the District because it allows the Ranger Trainees to develop a deeper knowledge base of the work performed by Rangers, interaction with visitors and involvement with watershed projects.

In 2022, the District recruited for two vacant Ranger positions and observed a limited number of candidates with the required certifications. In part this is due to the high level of training required for a Park Ranger position. Additionally, people with the required certifications tend to seek employment with law enforcement and fire agencies. It is also well understood that the required certifications are a barrier for many community members and non-traditional candidates. In the past, the District has relied on seasonal employees to add capacity to the Ranger Department. Seasonal Watershed Aides require a significant level of training before they are able to work independently. The cycle of repetitive training every six months reduces the Ranger's field time and the knowledge gained by the Watershed Aides is lost after the position terms out.

Park Ranger Trainee Program

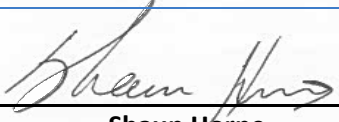
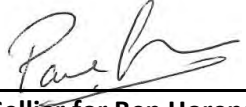
A goal of the Park Ranger Trainee program is to lower the training requirements for entry into the Ranger Department and more broadly the Ranger career field in an effort to provide opportunities to non-traditional candidates and to support career development through training. Park Ranger Trainees will not be required to have all the standard Ranger certifications, which includes a Basic Law Enforcement Course Certificate of Completion issued by the California Commission on Peace Officer Standards and Training (P.O.S.T.), Firefighter Type 2 Certification, and Emergency Medical Technician training. This means their functional role in the Ranger Department will be slightly different than the responsibilities of the District's Ranger I and II Positions. Training and associated duties will be designed to develop the skill sets of the Park Ranger in each trainee to help them prepare for a Park Ranger I or II position. In an effort to support career development, the District will support the Park Ranger Trainee, working with them to become Firefighter Type 2 Certified within 1 year of employment. The trainees will also attend trainings to gain skills in public safety first aid and wilderness first aide, search and rescue, natural resources interpretation and chainsaw training. If a Ranger I or II position opens up during the Park Ranger Trainee three-year term and the trainee is successful in advancing, the District will support their participation in Basic Law Enforcement Course Certificate of Completion issued by the California Commission on Peace Officer Standards and Training (P.O.S.T.) within the first year of employment. This model will help the District with succession planning while also adding capacity to the Ranger Department in the near term.

FISCAL IMPACT

The Ranger Department budgets for three (3) Watershed Ranger Aides in the Operations budget. One of the Park Ranger Trainee positions will be funded by not filling the watershed aide positions. The second Park Ranger Trainee is budgeted in the proposed FY 2024 budget. Salary and benefits for the Park Ranger Trainee would range from \$87,000 to \$105,524.

ATTACHMENT(S)

None

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Watershed	 Shaun Horne Watershed Resources Manager	 Paul Sellier for Ben Horenstein General Manager

Approval Item

TITLE

Pipeline Extension Agreement – 3825 Paradise Drive, Tiburon – Alta Robles

RECOMMENDATION

Staff recommends the Board:

1. Approve a resolution Certifying Review of the Environmental Impact Report prepared by the Town of Tiburon for the Alta Robles Residential Development Project and the Mitigation Monitoring and Reporting Program and adopting additional mitigation measures and approving a Pipeline Extension Agreement
2. Approve a resolution regarding the Fees Contained in Pipeline Extension Agreement, and
3. Approve a resolution regarding Impending Peril in connection with the Pipeline Extension Agreement.

SUMMARY

The Operations Committee reviewed this item on June 16, 2023 and referred it to a future Regular Bi-Monthly Meeting of the Board of Directors to consider approval.

An extension of the District's existing facilities is needed to serve a new 14-lot residential development located in Tiburon. New water mains, services and hydrants are proposed to be installed for the development within a newly created private road accessed from Paradise Drive pursuant to an application for Pipeline Extension Agreement for the Alta Robles Residential Development Project.

DISCUSSION

On March 16, 2016, the Tiburon Town Council approved a Vesting Tentative Subdivision Map to subdivide 52.21 acres of land into fourteen residential lots. The subject property, 3825 Paradise Drive, extends from Hacienda Drive on the south, up to the Tiburon ridgeline then downward toward Paradise Drive on the north. The site is currently improved with a single-family home built in 1993.

Following the subdivision, the existing residence will remain on the largest lot. A single family home and detached Accessory Dwelling Unit (ADU) are proposed for each of the remaining thirteen lots. The average size of the new lots is approximately 1.4-acres while the new homes will range from 6,000 to 8,000-square-feet. The detached ADUs will be 500-square-feet. Private open space easements on each lot will be established as well as three dedicated common open space parcels. All told, approximately 77% of the site would be dedicated to open space.

The Tiburon Fire Protection District has set the fire flow requirement for the project at 1,000 gallons per minute (gpm) with 20 psi residual pressure. Water service and fire protection for

the project will require the installation of approximately 3,400' of 8" pipe, 1,400' of 12" pipe, 7-6" hydrants, 14-1 ½" services and 13-1" services. The purchase of 8.84 acre-feet of water entitlement for the residential units is also required.

ENVIRONMENTAL REVIEW

The District Board has discretionary authority to approve or deny the application for a Pipeline Extension Agreement (PEA) pursuant to District Code Chapter 11.36. Specifically, before approving a pipeline extension, the District shall first determine that "(1) it has sufficient water supply, line capacity and pressure in the existing system to serve the area involved; (2) the taking on of additional services will not be detrimental to present or future district consumers; (3) the project the extension will service has received final discretionary approval from the lead agency; and (4) the pipeline extension will not violate any district rule, regulation, or policy."

Because approval of the PEA is discretionary, it constitutes a project under CEQA (Section 15378) subject to environmental review. The District is a "Responsible Agency" as defined in Section 15381 of the Guidelines for Implementation of the California Environmental Quality Act with respect to the proposed PEA for the 3825 Paradise Drive – Alta Robles project. The 3825 Paradise Drive – Alta Robles development project (Development Project) was reviewed by the Town of Tiburon pursuant to an Environmental Impact Report (EIR). Prior to reaching a decision on the PEA, the Board must consider the environmental effects of approving the PEA, as set forth and analyzed in the development project EIR, and make findings pursuant to CEQA Guidelines Section 15091. Staff recommends that the Board consider the PEA application, including the environmental effects thereof and based upon findings as set forth in the analysis prepared for the District by Environmental Science Associates (ESA) that the Board make findings, adopt additional noise mitigation measures and approve the PEA with the incorporation of such measures. In addition, staff recommends that the Board also approve resolutions regarding the fees contained in Pipeline Extension Agreement and impending peril in connection the pipeline extension.

BACKGROUND:

The Town of Tiburon, as lead agency, commissioned preparation of an EIR for the then proposed project – a Precise Development Plan (PDP) for the Alta Robles Residential Development Project (Development Project). The Development Project involves the construction of 14 residential lots, one lot for the existing single-family home and 13 new lots for 13 new single-family homes at 3825 Paradise Drive in Tiburon. The EIR was supported by several technical studies and reports (i.e., traffic, noise, biological, geotechnical, air quality, cultural resources, hydrology, fire flow analysis, storm water control plan). On August 19, 2009, the Town of Tiburon circulated the Draft EIR on the Project. During the public review period from August 19, 2009, to October 5, 2009 comments on the Draft EIR were solicited from governmental agencies and the public. The Town of Tiburon Planning Commission conducted a public hearing on September 23, 2009, regarding the adequacy of the Draft EIR. The Town's

Planning Commission and Design Review Board held subsequent public hearings throughout 2011, with the Planning Commission adopting Resolution No. 2011-10 recommending the Town Council approve the Development Project. On February 12, 2012, the Tiburon Town Council certified the Development Project EIR and adopted Resolution #09-2012 approving the PDP and the Mitigation Monitoring and Reporting Program (MMRP). On February 15, 2012, the Tiburon Town Council approved the Development Project and the Paradise Homes – Planned Development District and a Notice of Determination (NOD) was filed on February 22, 2012. During the mandatory 30-day posting period, no challenges to the Development Project approval were filed.

The impact findings disclosed in the EIR are summarized here and described in more detail in the memorandum at Attachment 4, which sets forth a review and analysis of the EIR as pertains to the PEA application that was prepared by Environmental Science Associates (ESA) for the District. Regarding water service, the EIR (Section 3.0 Description of the Proposed Project, p. 51) states that the Development Project would connect to existing District water service in Hacienda Drive with two water distribution pipelines within the project site. The District currently provides water service to the existing buildings on the project site. The evaluation under EIR Impact 5.7-7, Water Service Impacts, concluded that the proposed on-site water system would not be adequate to serve Lot 14 of the development. The EIR evaluation determined that the impact to water supply [under CEQA] would be less than significant if the on-site water supply system would be redesigned so that Lot 14 would be served by District's water line in Hacienda Drive, rather than the proposed on-site water system. Therefore, the PEA anticipates inclusion of both new water service lines as described in the EIR.

The Development Project EIR identified and analyzed 23 significant impacts and found that all but four would be reduced to a less-than-significant level with the adoption of mitigation measures. The Development Project was found to result in two project-specific significant unavoidable impacts and two potential significant and avoidable cumulative impacts, which include: construction noise, aesthetics/visual resources, regional roadways (cumulative), and wildlife habitat and connectivity (cumulative). To evaluate and determine the extent to which the District's action under CEQA (i.e., approval of the PEA that would allow the two water pipeline extensions for the benefit of the Development Project), would contribute to or exacerbate these impacts, District staff and the District's environmental consultant reviewed the Development Project's EIR and MMRP relative to the actions proposed by the PEA. The results of this review are summarized as follows and are described in greater detail in Attachment 4:

- Construction Noise – As a Responsible Agency under CEQA, the District may determine that additional or enhanced mitigation measure are necessary to address potential issues within the District's purview (i.e., installation of the water distribution lines) or bring the existing mitigation measure(s) into compliance with current applicable

regulation and code. Staff proposes that the District consider, as part of its approval action for the Alta Roble PEA, amending EIR Mitigation Measure 5.3-1 [addressing construction noise] by adding mitigative actions that were not considered at the time the EIR was certified and the MMRP adopted, or were not part of the regulations and code in use at the time. Specifically, staff proposes to the following measures to assure that the actions permitted in the PEA, the extension and installation of two new District water mains, do not contribute to or exacerbate the noise impacts of the Development Project: (1) Clarify that any pipeline construction be performed only during the hours allowed pursuant to the Town Of Tiburon Municipal Code, (2) require that construction equipment be turned off when not in use, (3) require workers' radio noise to be limited so as not to leave the work site, (4) require the use of "quiet" equipment where feasible, (5) require the use of sound blankets and other noise dampening techniques, and (6) require notice to neighbors of construction work including estimated start and completion dates. The full text of the proposed amended Mitigation Measure 5.3-1 is set forth in Attachment 4. With implementation of amended Mitigation Measure 5.3-1, impacts attributable to noise generated from installation of the water supply pipelines would be less than significant.

- Aesthetics/Visual Resources – Staff's review of the analysis of aesthetics and visual resources in the Development Project EIR found that the District's pipeline and associated construction activities would not be visible and, therefore, would have no impact.
- Regional Roadways – The EIR found there would be an off-site significant and unavoidable cumulative impact related to the Development Project's contribution of vehicle trips to U.S. 101 and adversely affect to the level-of-service (LOS) at the U.S. Highway 101/Tiburon Boulevard interchange, which the *Tiburon General Plan 2020 EIR* identified as subject to significant and unavoidable cumulative impacts from regional growth. However, with enactment of Senate Bill (SB) 743, CEQA Guidelines Section 15064.3, subdivision (b) was adopted in December 2018 by the California Natural Resources Agency which shifted the assessment of transportation network impact from LOS to vehicle miles traveled (VMT). Taking the resulting statewide guidance provided in the *Technical Advisory on Evaluating Transportation Impacts* (State of California, Governor's Office of Planning and Research, 2018) into account, construction of the new District water mains would not conflict with or be inconsistent with CEQA Guidelines Section 15064.3(b). District construction-generated trips would be temporary and would result in fewer than 110 trips per day during the peak construction traffic period. Furthermore, no changes to existing operation and maintenance activities of District facilities in the area are anticipated. For these reasons, staff has found that VMT generated by approval of the PEA, would be less than significant and not be considered cumulative considerable.

- Wildlife Habitat and Connectivity – Construction of the water supply pipelines would disrupt passage in roadways on the Development Project site. However, this disruption would be temporary and not block passage across the entire project site at any one time. Also, once constructed, the new water pipelines would be below-ground and not impede passage through the site. Staff's review has determined that the District's pipeline and associated construction activities would not have a cumulative contribution to wildlife habitat and connectivity.

CEQA FINDINGS:

Section 15096(h) of the Guidelines provides that "[t]he Responsible Agency shall make the findings required by Section 15091 for each significant effect of the project and shall make the findings in Section 15093 if necessary."

The District is a Responsible Agency as defined in the CEQA Guidelines with respect to the proposed PEA. The District has discretionary authority pursuant to District Code section 11.36.020 to approve or deny the PEA, and therefore consideration of the PEA constitutes a project under CEQA (CEQA Guidelines Section 15378) and subject to CEQA review. Prior to reaching a decision on the PEA, the District's Board must consider the environmental effects of the elements of the PEA request as explained and analyzed in the Development Project's EIR and determine whether the EIR and adopted mitigation adequately address any potentially significant environmental impacts of the PEA. In the case of the Alta Robles Residential Development Project, the elements subject to District jurisdiction include two water distribution pipelines extending from District's existing service in Hacienda Drive. Connection to the water line in Hacienda Drive would require the construction of water line in the gravel road extension of the Upper Road, south of Lots 4 and 5. In addition, approximately 1,400 feet of an existing eight-inch water line in Hacienda Drive would be replaced with a new 12-inch water line.

Considering the adopted mitigation measures and conditions of approval assigned to the Project by the Town of Tiburon as well as the enhanced requirements proposed for incorporation into Mitigation Measure 5.3-1, analysis has found that there would be no significant impacts attributable to the PEA for pipeline extensions from the District's existing facilities in Hacienda Drive.

RECOMMENDATION AND FILING OF NOTICE OF DETERMINATION:

Staff has reviewed the certified EIR for the proposed PEA and has determined that the EIR and the MMRP, including amended Mitigation Measure 5.3-1 to address the District's actions, adequately address all potentially significant environmental impacts associated with the extension of water and fireflow to the Project site and based on this review staff and the District's environmental consultant have found that those impacts will be mitigated to less than significant with respect to the work proposed under the PEA. On that basis, staff recommends

that the Board adopt a resolution certifying review of the Final Environmental Impact Report for the Alta Robles Residential Development, adopting amendments to Mitigation Measure 5.3-1 to more fully address noise impacts for the pipeline extension work and approve the PEA, with the incorporation of the additional mitigation measures.


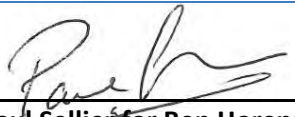
Section 15096(h) of the Guidelines states “The Responsible Agency should file a Notice of Determination in the same manner as a Lead Agency under Section 15075 or 15094 except that the Responsible Agency does not need to state that the EIR or Negative Declaration complies with CEQA. The Responsible Agency should state that it considered the EIR or Negative Declaration as prepared by a Lead Agency.” If the Board approves the Alta Robles Residential Development PEA, staff will file a Notice of Determination pursuant to CEQA Guidelines Section 15096(i) with the Marin County Clerk.

FISCAL IMPACT

None

ATTACHMENT(S)

1. Subdivision Overview
2. Proposed Pipeline Extension Agreement
3. [Alta Robles Final Environmental Impact Report](#)
 - a. Alta Robles Residential Development Precise Development Plan, Prezoning, Tentative Subdivision Map Draft EIR
 - b. Final EIR, including Response to Comments
 - c. Notice of Determination, Alta Robles Residential Development, State Clearinghouse No. 2007072104
4. Memorandum, Review of CEQA Documentation for the Alta Robles Residential Development Project in Consideration of the Alta Robles Pipeline Extension Agreement
5. Proposed Resolution Certifying Review of the EIR and MMRP, making findings and approving the Alta Robles PEA
6. Proposed Resolution regarding Fees Contained in Pipeline Extension Agreement
7. Proposed Resolution regarding Impending Peril
8. Vicinity Map
9. Site Map

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Engineering	 Crystal Yezman Director of Engineering	 Paul Sellier for Ben Horenstein General Manager

SUBDIVISION OVERVIEW:

APPLICANT: RABIN 2018 FAMILY TRUSTS - SODA LLC

TYPE OF DEVELOPMENT: 14-lot Subdivision – 13 SFD's and 13 detached ADU's

FIRE DEPARTMENT: Tiburon Fire Protection District

FIRE MARSHALL: Mike Lantier

FIRE FLOW REQUIRED: 1,000gpm

PIPING: 3,400' of 8", 1,400' of 12"

HYDRANTS: 7-6" **Calculated Flow:** 1,050+gpm **Residual:** 20 psi

SERVICES: 14-1 1/2" & 13-1"

SYSTEM: Mount Tiburon **Elevation:** 547'

ELEVATION OF PROPERTY: Min: 150' Max: 450'

PRESSURE: Max: 130psi Min: 55psi

ESTIMATED ANNUAL CONSUMPTION: $0.50\text{af} \times 13 \text{ SFD} + 0.18\text{af} \times 13 \text{ ADU} = \mathbf{9.34 \text{ AF}}$

EXISTING HISTORICAL ENTITLEMENT: 0.50

LEAD AGENCY: Town of Tiburon

TENTATIVE MAP APPROVED: March 16, 2016 , extended for 3 years in 2019 and for 18 months in 2022

CEQA: EIR and MMRP

**MARIN MUNICIPAL WATER DISTRICT
PIPELINE EXTENSION AGREEMENT**

**(MMWD – RABIN 2018 FAMILY TRUSTS - SODA LLC)
ALTA ROBLES, TIBURON**

THIS AGREEMENT is made and entered into this 20th day of June, 2023, by and between **MARIN MUNICIPAL WATER DISTRICT**, hereinafter called "District"; and **RABIN 2018 FAMILY TRUSTS ("Rabin") AND SODA LLC ("Soda")**, hereinafter collectively called "Applicants" as follows:

For valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

Section A. Recitals

1. Applicants have requested a pipeline extension to provide water service to Assessor's Parcel No. 039-021-13, which is owned by Rabin, and Assessor's Parcel No. 039-301-01, which is an adjacent parcel owned by Soda, as shown on a maps entitled, "Assessor's Map Book 39, Page 02, Scale 1"=400' dated February 19, 2019" and "Assessor's Map Book 39, Page 30, Scale 1"=200', dated January 12, 2010" ("Properties").

2. District has determined that service to said project will require the installation of 3,400' of 8" pipe, 1,400' of 12" pipe, 7-6" hydrants, 14-1 ½" and 13-1" services and other facilities as set forth in plans prepared therefor.

3. Prior to final approval by the City or County of a Subdivision Map, Precise Development Plan, Parcel Map or other land use application and recordation of a final map for the project, the Applicants shall enter into an agreement with the District and complete financial arrangements for water to each lot, unit or parcel of the project;

4. District has determined that the above mentioned replacement lies within the boundaries of the Town of Tiburon Fire Protection District.

5. Applicants acknowledge and understand the aforementioned requirements and desire to effectuate this agreement to have water service made available to their respective Properties.

6. Daniel Rabin, legal authorized agent for both Rabin and Soda, has indicated that all payments to District will be made by Soda, on behalf of Applicants.

Section B. General Provisions

1. **Installation According to District Plans and Specifications:** The pipeline extension applied for and all work done in connection therewith shall be done under the supervision of and to the satisfaction of District, and shall be installed in accordance with detailed plans and specifications or supplemental plans as they may be prepared from time to time therefor by District. District shall have absolute discretion in determining the kind and quality of the work and materials. As the work progresses, District reserves and shall have the right to amend and adapt plans and specifications to meet conditions as they develop. Any extra costs arising from any such revision of plans will be charged to and paid for by Applicants.

ATTENTION IS CALLED TO THE STANDARD SPECIFICATIONS OF DISTRICT AVAILABLE AT WWW.MARINWATER.ORG WHICH ARE REFERRED TO AND ARE INCORPORATED HEREIN BY REFERENCE AS THOUGH SET FORTH AT LENGTH. APPLICANTS AGREES THAT ALL WORK SHALL BE DONE ACCORDING TO THE PROVISIONS OF THE STANDARD SPECIFICATIONS AND THAT APPLICANTS AND THEIR CONTRACTOR, AND SUBCONTRACTORS, ARE FULLY BOUND BY ALL PROVISIONS OF THE STANDARD SPECIFICATIONS.

2. **Additional Mitigation Measures during Construction.** The applicant shall mitigate potable water line construction noise impacts by implementing the Construction Management Plan as set forth in the Precise Development Plan and as modified as follows:

a. Hours of construction shall be limited to those specified in per Chapter 13 of the Town of Tiburon Municipal Code.

b. Restrict idling of construction equipment and trucks. Turn off construction equipment when not in use, where applicable.

c. Limit noise from construction workers radios, so as not to be audible off the site.

d. At all times during excavation, grading, and construction, stationary noise-generating equipment shall be located as far as practical from sensitive receptors and placed so that emitted noise is directed away from residences.

e. Utilize “quiet” equipment for air compressors and other stationary noise sources where technology exists. Require any impact equipment used for potable water line construction to be hydraulically or electrically powered wherever feasible to avoid noise associated with compressed air exhaust from pneumatically powered tools. Where use of pneumatically powered tools is unavoidable, the use of an exhaust muffler on the compressed air exhaust is recommended to lower noise levels from the exhaust by up to about 10 dBA. When feasible, external jackets on the impact equipment should also be incorporated to achieve a further reduction of 5 dBA. In the event that external jackets on impact equipment are not feasible, other BMP techniques shall be employed to reduce noise by 5 dBA. Whenever feasible, require the use of quieter procedures.

f. When potable water line construction takes place within 100 feet of sensitive receptors, use specific techniques such as, but not limited to, use of sound blankets on construction equipment, and the use of temporary plywood walls and noise barriers to block and deflect noise.

g. Notify neighbors within 500 feet of the construction site of the potable water line construction schedule in writing, at least 10 days prior to start of construction. The notification shall provide the start date of water line construction, construction activities, the duration of construction activity (i.e., estimated construction completion date), and construction hours for the water line.

3. **Financial Arrangements:** Prior to issuing written certification to the City, County or State that financial arrangements have been made for construction of the required water facilities, the Applicants shall complete such arrangements with the District in accordance with Paragraph 6.

4. **Construction Scheduling:** Prior to release or delivery of any materials by the District or scheduling of construction inspection by the District, the Applicants shall:

- a. Deliver to the District prints of the utility plans approved by the City or County to enable the District to prepare final water facilities contract drawings.
- b. Grant or cause to be granted to the District without cost and in form satisfactory to the District, title to all real property and rights-of-way required by Paragraph 10.
- c. Deliver to the District a written construction schedule to ensure timely withdrawal of guaranteed funds for ordering of materials to be furnished by the District and scheduling of inspection or construction.

5. **Method of Performance of Work:** Work done under this agreement shall be performed as hereinafter indicated:

Items of Work:

Water mains to be installed byA

Fire hydrants to be installed byA

Service connections to be installed byA

Methods of Doing Work:

- (A) Private contract to be let by Applicants or performed by Applicants' own forces.

6. **Estimated Cost of Work:** The estimated cost of the pipeline replacement applied for as determined by District is as follows:

	Column 1: Materials, Fees, and Charges	Column 2: Installation Costs	Column 3: Total
Pipeline Installation*	\$328,621	\$535,000	\$863,621
Hydrant Installation	\$21,903	\$84,000	\$105,903
Service Installation	\$38,575	\$161,935	\$200,510
District Labor & Equipment	\$262,825	\$-0-	\$262,825
Connection Fee**	\$357,516	\$-0-	\$357,516
Pumping & Storage	\$21,203	\$-0-	\$21,203
TOTAL	\$1,030,643	\$780,935	\$1,811,578

**A pressure regulator assembly required for the project is to be supplied by contractor.*

***The connection fee is based on the estimated annual consumption of 0.50-acre-feet per single-family dwelling and 0.18-acre-feet per detached accessory dwelling unit.*

Said cost estimates are made solely for the convenience of District in determining required deposits, bonds, and guarantees. District makes no representations whatever, and assumes no responsibility whatever, regarding the accuracy of said estimates.

7. **Financial Arrangements to Be Made by the Applicants** shall consist of the following:

Materials, Fees and Charges

The Applicants shall pay to the District the total estimated cost of Materials, Fees and Charges set forth in Paragraph 5, Column 1, \$1,030,643.

Installation Costs

Under Method A: Applicants agree to hire a private contractor to install the facilities, and therefore, shall provide financial guarantees satisfactory to the District in the form of a performance bond in the amount of \$780,935 guaranteeing installation of the facilities and furnishing of bulk material. Applicant's contractor shall furnish a maintenance bond in the amount of \$195,234 guaranteeing the cost of maintaining, repairing, or replacing the facilities during the first two (2) years following completion of all facilities and acceptance by the District.

The Applicants or Contractor may substitute a check in lieu of a performance bond or maintenance bond.

In addition, the Contractor shall furnish the following insurance requirements:

- a. Workers' Compensation Insurance including a waiver of subrogation in favor of the District.
- b. Public Liability - combined single limit of not less than \$1,000,000 and \$2,000,000 annual aggregate including a waiver of subrogation in favor of the District.
- c. Auto coverage of not less than state minimum requirements for all owned and non-owned auto and equipment.
- d. The policies shall specifically name Marin Municipal Water District, its officers, officials, agents, employees and volunteers as an additional insured and shall provide that said coverage is primary to any insurance carried by the District.
- e. The policies shall include a statement indicating that there shall be not less than 30 days written notice prior to cancellation.

8. **Review of Estimates:** All estimated costs set forth in this agreement shall be subject to periodic review and revision at the District's discretion. In the event the Applicants have not completed financial arrangements with the District in accordance with Paragraph 6 within 6 months from the date of this agreement, all estimated fees, costs and charges set forth in Paragraph 5 shall be reviewed and revised if necessary. In the event Applicants have not secured final land use approval for the project from the City or County, recorded a final map and diligently commenced construction of improvements required by those agencies and the District prior to expiration of one

year from the date of this agreement, the District may, at its option, either retract financial certifications issued to City, County and State agencies and terminate this agreement or require amendment of this agreement and revision of all costs contained herein. The Applicants shall pay any balance due upon demand or furnish a guarantee of such payment satisfactory to the District.

9. **Extensions of Time:** All extensions of time granted by the City or County for the Applicants to comply with conditions of land use approval or to construct improvements pursuant to a subdivision improvement agreement shall require concurrent extensions of this agreement and shall be cause for review and revision of all water facilities costs set forth in Paragraph 5 hereof. The Applicants shall apply to the District for extension of this agreement prior to approval of the Applicants' request for such extensions by either the City or the County.

10. **Delay or Failure to Complete:** If the District determines that there has been undue delay in completion of any work to be performed by Method A, or a failure to complete the same within a reasonable time, it may demand that Applicants forthwith either complete all such work or pay to District the District's estimate of the entire amount required to complete all such work. District's determination upon the question of undue delay or failure to complete shall be final and binding upon Applicants. If Applicants fail to comply with said demand within a reasonable time, District may take possession of all parts of the project and may complete it at the expense and for the account of Applicants.

11. **Property and Rights-of-Way:** Applicants must furnish District all necessary and suitable real property and rights-of-way required by Chapter 11.40 of the Marin Municipal Water District Code at least 30 days prior to start of construction, as follows:

"A deed from the fee owner(s) to District granting a pipeline and access right-of-way over the route of all facilities not falling within publicly dedicated and accepted streets. If, for any reason, such deed cannot be obtained, District will accept a final court decree (to be obtained at Applicants' sole cost and expense) establishing such pipeline and access right-of-way".

12. **Changes in Estimated Costs - Additional Deposits:** At any time or times prior to completion of installation of the facilities, whether or not the plans and specifications have been changed, District may revise its estimate of any item of estimated cost payable by Applicants to District. If a revised estimate is greater than the amount previously paid, Applicants must pay the excess to District within 30 days after District requests an additional deposit. If the revised estimate is less than the amount previously paid, District will credit the difference to any account then owed by

Applicants, or if no such account exists, will refund said difference to Applicants as provided in Paragraph 14.

13. **No Work to be Done Prior to Compliance:** No work shall be performed nor installation made prior to Applicants' delivery to District of all fees, charges, deposits, bonds, and guarantees required by Paragraph 6 nor prior to Applicants' furnishing to District all property and rights-of-way required by Paragraph 10, nor after 30 days has elapsed from District's request for additional deposit pursuant to Paragraph 11 unless said additional deposit has been made.

14. **Termination for Failure to Deliver Deposits, Bonds, Etc.:** Failure to deliver to District any fees, charges, deposit, bond, guarantee, property, or right-of-way, required by Paragraph 6 or 10 within the times set forth in said paragraphs, or failure to commence installation of facilities within the time set forth in Paragraphs 7 and 20, shall constitute a material breach of this agreement for which this agreement may be terminated by District without prior notice.

15. **Payment of Actual Costs:** Upon completion of installation of the facilities, District will determine the actual amount of its costs and expenses thereby incurred. If the actual amount exceeds the estimate previously paid, Applicants will pay to District the amount of such excess promptly upon demand. If the actual amount is less than the estimate previously paid, District will, upon completion and acceptance of the facilities, credit any excess money to any account then owed by Applicants or refund it. District's determination of such costs and expenses shall be final and binding provided that such determination shall be made upon the basis of generally accepted accounting principles consistently applied and shall be free of arithmetical error. In the event a performance bond or certificate of deposit is being held, it likewise will be released to Applicants upon acceptance of the work by District to the extent that it has not been used or required.

16. **No Interest on Deposits:** No interest shall accrue to or be paid to Applicants for any funds deposited with District pursuant to this agreement except insofar as required by Government Code 53079.

17. **Right to Approve Contractor:** In the event installation is to be made or work done under Method A, District reserves the right to approve or disapprove of the contractor or forces to be used; and no installation may be made except by those approved by District.

18. **Applicants' Responsibility:** Applicants shall take all responsibility for work under this agreement; shall bear all cost or loss resulting to them or to District on account of the nature or character of the work, through timeliness with which Applicants' contractor pursues the work, or because of the nature of the ground in or on which the work is done is different from what is assumed or expected, or on account of

the weather, flood, earthquake, landslide, subsidence, unforeseen difficulties, accidents, or any other causes; and he shall assume the defense of, and indemnify and save harmless District and its officers, agents, and employees from all claims of any kind arising from the letting of bids or the performance of work under this agreement, including, but not limited to, claims for personal injury, death, property damage, loss of use, and loss of business, and including all such claims as may be asserted by officers, agents or employees of Applicants, their contractors or subcontractors, District, or third parties.

Applicants agree to provide in any contract entered into with any other party for the performance of work under this agreement, that all work be done pursuant to terms of the Standard Specifications of District, and that such other party indemnify and save harmless District and its officers, agents, and employees from all claims of any kind arising from performance of said contract or this agreement, including claims for personal injury, death, property damage, loss of use and loss of business, and including all such claims as may be asserted by officers, agents, or employees of Applicants, their contractors or subcontractors, District, or third parties for failure to so provide in any contract let by Applicants.

Applicants agree to comply with that section of the Standard Specifications requiring public liability insurance which is primary and underlying to District's insurance and specifically naming District as an additional insured.

Before work is commenced, Applicants shall furnish District with a certificate of insurance demonstrating compliance with the worker's compensation insurance and public liability insurance requirements set forth in the Standard Specifications.

19. **Prevailing Wages:** Pursuant to Section 1770 et seq of the Labor Code of the State of California, the Contractor and all subcontractors under him shall pay not less than the prevailing wage rate. The Contractor shall forfeit to the District a penalty, \$25 for each laborer, workman, or mechanic employed for each calendar day or portion thereof such laborer, workman, or mechanic is paid less than the prevailing wage rate for any work done under this contract by him or by any subcontractor under him. Contractor shall submit to the District completed certified payrolls on a weekly basis.

20. **Grade Established:** No work shall be performed or installation made until street subgrades have been established and until curbs and gutters have been installed.

21. **Commencement of Installation:** Applicants must commence installation of the facilities provided for herein within one year after execution of this agreement. Applicants shall give notice to District at least two work days before initially

commencing work under this agreement. District shall be notified when work is stopped and when it is started again.

22. **Furnishing of Materials:** All materials will be supplied by District at District's Corporation Yard or Pipe Yard and at replacement cost. Risk of loss of, or damage to materials shall pass to Applicants at the time and place of delivery. Replacement cost will be based on the "moving average unit price" method employed by District.

23. **Inspection by District:** District shall provide an inspector to inspect the installation of facilities. The cost of inspection shall be charged against the job. No part of the facilities installed by Applicants shall be covered or obstructed until same has been inspected and approved by the District inspector.

24. **Acceptance:** District assumes no obligation as to maintenance of the facilities included in this agreement until such time as they are formally accepted. Applicants will be notified in writing of acceptance of the work at such time as all facilities are satisfactorily installed in accordance with the plans and specifications and all paving work is completed. Any cost incurred by District necessitated by emergency or other repairs prior to final acceptance by District will be charged against Applicants.

25. **Title:** Immediately upon acceptance, all right, title and interest in the pipeline extension and all other facilities herein mentioned shall vest in District.

26. **Fire Hydrants:** All fire hydrants will be turned over to the local public agency having control of public fire protection in the area, to be operated and maintained by it the same as other hydrants in the area.

27. **Area Not to be Served Before Acceptance:** Nothing herein contained and no temporary service from any facility herein provided for and no installation provided for herein shall be construed as an agreement or undertaking on the part of District to serve Applicants' properties prior to the time this contract shall have been performed in its entirety by Applicants and the facilities shall have been accepted by District.

28. **No Refunds:** No refunds will be made from the sale of the water from this extension.

29. **Dispute Resolution:** Any dispute or claim in law or equity between District and Applicants or Contractor arising out of this agreement, if not resolved by informal negotiation between the parties, shall be mediated by referring it to the nearest office of Judicial Arbitration and Mediation Services, Inc. (JAMS) for mediation. Mediation shall consist of an informal, non-binding conference or conferences between the parties and the judge-mediator jointly, then in separate caucuses wherein the judge will seek to guide the parties to a resolution of the case. If the parties cannot agree to a

mutually acceptable member from the JAMS panel of retired judges, a list and resumes of available mediators numbering one more than there are parties will be sent to the parties, each of whom will strike one name leaving the remaining name as the mediator. If more than one name remains, JAMS arbitrations administrator will choose a mediator from the remaining names. The mediation process shall continue until the case is resolved or until such time as the mediator makes a finding that there is no possibility of resolution.

At the sole election of the District, any dispute or claim in law or equity between District and Applicants or Contractors arising out of this agreement which is not settled through mediation shall be decided by neutral binding arbitration and not by court action, except as provided by California law for judicial review of arbitration proceedings. The arbitration shall be conducted in accordance with the rules of Judicial Arbitration and Mediation Services, Inc. The parties to an arbitration may agree in writing to use different rules and/or arbitrators.

30. **Merger:** This writing is intended both as the final expression of the agreement between the parties hereto with respect to the included terms of the agreement, pursuant to California Code of Civil Procedure Section 1856, and as a complete and exclusive statement of the terms of the agreement. No modification of this agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

31. **Attorney's Fees:** In the event of legal action by District to collect any sums due from Applicants hereunder, the prevailing party shall be entitled to reasonable attorney's fees to be set by the court.

32. **Interest on Unpaid Accounts:** Any monies owed the District shall begin accruing interest sixty days after the first billing date. Said interest will be the rate District earns on its investments plus one percent, but shall in no event exceed 10% per annum.

33. **Time of the Essence:** Time is of the essence.

34. **Non-Transferable:** This agreement applies only to the parcel(s) of land hereinabove described and may not be transferred to any other parcel(s) of land.

35. **Entire Agreement:** This document, including any exhibits or attachments, contains the entire agreement between the parties and supersedes whatever oral or written understanding the parties may have had prior to the execution of this Agreement. No alteration to the terms of this Agreement shall be valid unless approved in writing by all parties.

36. **Severability:** If any portion of this Agreement or the application thereof to any person or circumstance shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and shall be enforced to the greatest extent permitted by law.

37. **Waiver:** Neither District acceptance of, or payment for, any service performed by Applicants, nor any waiver of any default, breach or condition precedent, shall be construed as a waiver of any provision of this Agreement, nor as a waiver of any other default, breach or condition precedent or any other right hereunder.

38. **Enforcement of Agreement:** This Agreement shall be governed, construed and enforced in accordance with the laws of the State of California. Venue of any litigation arising out of or connected with this Agreement shall lie exclusively in the state trial court located in Marin County in the State of California, and the parties consent to jurisdiction over their persons and over the subject matter of any such litigation in such court, and consent to service of process issued by such court.

39. **Notices:** Except as otherwise specifically provided in this Agreement, any notice, submittal or communication required or permitted to be served on a party hereto, may be served by personal delivery to the person or the office of the person identified below. Service may also be made by mail, by placing first-class postage affixed thereto, and addressed as indicated below, and depositing said envelope in the United States mail to:

DISTRICT:

MARIN MUNICIPAL WATER DISTRICT
Attn: Engineering Department
220 Nellen Avenue
Corte Madera CA 94925

APPLICANT:

RABIN 2018 FAMILY TRUSTS
3825 Paradise Drive
Tiburon CA 94920

APPLICANT:

SODA, LLC
21 Locust Avenue Suite 1
Mill Valley CA 94941

40. **Deadline to Activate Service:** The service connections covered under this agreement must be put to the use for which application was made within eight years of the completion of the facilities installed pursuant to this agreement. If activation is not achieved in the time specified, the District will cause the service to be abandoned and

will refund the connection fees, less the cost of abandoning the service, to the owner of record or his designee.

41. **Water Conservation:** Applicants shall install high-efficiency toilets not to exceed 1.28 gallons per flush, showerheads that use not more than 2.0 gallons of water per minute, kitchen and lavatory faucets that use not more than 1.5 gallons of water per minute, and pressure-reducing valves set to maintain a maximum of 60 p.s.i. static pressure at the regulator outlet. Drought-tolerant landscaping and drip irrigation shall be used except where demonstrated to be infeasible. The installation of a gray water recycling system designed to reuse the maximum practicable amount of gray water on site is also required. All water conservation measures shall comply with the provisions of District rules and regulations in effect at the time water service is granted.

42. **Landscaping:** Final landscape and irrigation plans must be submitted and reviewed by District for compliance with District's current landscape water conservation ordinance. All plans must pass ordinance review before water service is granted to any portion of this project.

43. **System Protection:** Applicants shall install and maintain backflow protection on water services if deemed necessary by District.

44. **High Pressure:** Water service to said project will be granted only under the District's "High Pressure Application".

45. **Service Connections:** The individual service connections under this agreement will be granted under the District's rules and regulations in effect at the time service is granted.

46. **Satisfaction of District:** Whenever, in this agreement, the satisfaction of District must be met and District or its Board of Directors makes a determination in good faith of satisfaction or dissatisfaction, such determination shall be final and binding upon all parties hereto.

47. **Responsibility of Applicants:** Rabin and Soda shall be jointly and severally liable for any and all responsibilities, obligations and payments required by or arising out of this Agreement.

48. **Authorized Agent:** Applicants acknowledge and consent that Daniel Rabin shall be the sole legally authorized agent for both Rabin and Soda and shall be able to perform any and all acts necessary to effectuate this Agreement and bind the Applicants.

49. **Authority; Signatures Required for Corporations:** Applicants hereby represents and warrants to the District that they are (a) a duly organized and validly existing (enter type of entity, e.g. Corporation), formed and in good standing under the laws of the State of California, (b) have the power and authority and the legal right to conduct the business in which it is currently engaged, and (c) have all requisite power and authority and the legal right to consummate the transactions contemplated in this Agreement. Applicants hereby further represents and warrants that this Agreement has been duly authorized, and when executed by the signatory or signatories listed below, shall constitute a valid agreement binding on Contractor in accordance with the terms hereof.

If this Agreement is entered into by a corporation, it shall be signed by two corporate officers, one from each of the following two groups: a) the chairman of the board, president or any vice-president; b) the secretary, any assistant secretary, chief financial officer, or any assistant treasurer. The title of the corporate officer shall be listed under the signature.

APPLICANTS:

RABIN 2018 FAMILY TRUSTS

3825 Paradise Drive
Tiburon CA 94920

TYPE OF BUSINESS ENTITY (Check one):

- ☐ Individual/Sole Proprietor
- ☐ Partnership
- ☐ Corporation
- ☐ Limited Liability Company

Other (please specify):

By _____

APPLICANTS:

SODA, LLC

21 Locust Avenue Suite 1
Mill Valley CA 94941

TYPE OF BUSINESS ENTITY (Check one):

☐ Individual/Sole Proprietor

☐ Partnership

☐ Corporation

☐ Limited Liability Company

Other (please specify):

By _____

MARIN MUNICIPAL WATER DISTRICT

By _____
President, Board of Directors

By _____
Secretary



1425 N. McDowell Boulevard
Suite 200
Petaluma, CA 94954
707.795.0900 **phone**
707.795.0902 **fax**

Item Number: 05
Attachment: 04

esassoc.com

Memorandum

date April 18, 2023

to Joseph Eischens, Marin Municipal Water District

from David D. Davis, AICP
Zachary Martin

subject Review of CEQA Documentation for the Alta Robles Residential Development Project in
Consideration of the Alta Robles Pipeline Extension Agreement

Attachments 1. Vicinity Map
2. MMRP
3. Precise Development Plan (PDP)

Introduction

This memorandum concerns the environmental documentation for the Alta Robles Residential Development Project in the Town of Tiburon's sphere of influence. The Rabin property is located within the incorporated area of the Town of Tiburon. The SODA property is located in unincorporated Marin County. Irving and Varda Rabin are moving forward with development of 14 residential lots, one lot for an existing single-family home and 13 new lots for 13 new single-family homes. They are seeking to secure a pipeline extension agreement (PEA) and water service from Marin Water (District). The Town of Tiburon certified the Environmental Impact Report (EIR) and Mitigation and Mitigation Monitoring and Reporting Program (MMRP) for the residential development project on February 12, 2012, and approved the overall project on February 15, 2012. Water service and fire protection for the development will require pipeline extensions from the District's existing facilities in Hacienda Drive, which will in turn require the District to consider approval of a PEA for the Alta Robles Residential Development.

On behalf of the District, ESA has reviewed the EIR and associated approval documents for the Alta Robles Residential Development Project (Development Project). This memorandum includes background information on the Development Project, a summary of compliance documentation prepared pursuant to the California Environmental Quality Act (CEQA), and approval actions for the Development Project, and review of CEQA and project approval documentation completed for the Development Project with a focus on the specific actions to be considered by the District under the PEA (i.e., provide potable water service).

The District is a Responsible Agency as defined in the CEQA Guidelines with respect to the proposed PEA. The District has discretionary authority to approve or deny the PEA, which constitutes a "project" under CEQA (CEQA Guidelines §15378) and is therefore subject to CEQA compliance. Prior to reaching a decision on the PEA, the District's Board must consider the environmental effects of the elements of the Development Project

subject to the PEA request [and under District jurisdiction] as shown in the Development Project's EIR documentation and determine whether the EIR and adopted mitigation adequately address any potentially significant environmental impacts of the PEA. In the case of the Alta Robles Residential Development Project, the elements subject to District jurisdiction include two water distribution pipelines extending from District's existing service in Hacienda Drive. Connection to the water line in Hacienda Drive would require the construction of water line in the gravel road extension of the Upper Road, south of Lots 4 and 5. In addition, approximately 1,400 feet of an existing eight-inch water line in Hacienda Drive would be replaced with a new 12-inch water line.

Assuming all adopted mitigation measures and conditions of approval assigned to the Development Project by the Town of Tiburon are implemented, there would be no significant impacts attributable to the Alta Robles Residential Development Project associated with the approval of a PEA for a pipeline extension from the District's existing facilities in Paradise Drive.

Attachment 1 presents a vicinity map for the Alta Robles Residential Development Project site.

Project History and CEQA Background

- Irving and Varda Rabin submitted an application to the Town of Tiburon requesting approval of a Precise Development Plan (PDP) for the Project site.
- Concurrently, as required by CEQA Guidelines, Town staff determined that the 3825 Paradise Drive proposal is defined as a "project," making it subject to environmental review. Pursuant to CEQA Guidelines §15063, an Environmental Impact Report (EIR) was prepared to determine the potential environmental impacts of the Project. The EIR was supported by several technical studies and reports (i.e., traffic, noise, biological, geotechnical, air quality, cultural resources, hydrology, fire flow analysis, storm water control plan). On August 19, 2009, the Town of Tiburon circulated the Draft EIR on the proposed Project. During the public review period from August 19, 2009 to October 5, 2009 comments on the Draft EIR were solicited from governmental agencies and the public. The Town of Tiburon Planning Commission conducted a public hearing on September 23, 2009, regarding the adequacy of the Draft EIR.
- On January 26 and April 13, 2011, the Planning Commission held duly noticed public hearings on the Precise Development Plan application. On April 27, 2011, the Planning Commission adopted Resolution No. 2011-10 recommending to the Town Council conditional approval of the project.
- On August 3, 2011, the Design Review Board held a public hearing on the proposed Project, accepting all oral and written public testimony and the written report provided by the Town's Department of Community Development.
- Consistent with the requirements of the CEQA Guidelines, a Mitigation Monitoring and Reporting Program (MMRP) was prepared outlining the procedures/steps and requirements for implementing all mitigation measures identified in the EIR. The MMRP is attached hereto as **Attachment 2** and incorporated by reference.
- On February 12, 2012, the Tiburon Town Council held a public hearing on the proposed Project, accepting and considering all oral and written public testimony and the written report of the Town's Community Development Department and certified the EIR and adopted Resolution #09-2012 approving the PDP and MMRP.
- Subsequently, on February 15, 2012, the Tiburon Town Council approved the Project and the Paradise Homes – Planned Development District.

- On February 22, 2012, a Notice of Determination (NOD) was filed with the Marin County Clerk. The NOD was posted for a period of 30 days, ending on March 23, 2012. This posting concluded the Town's review of the Project under CEQA.
- On January 23, 2019, the Planning Commission of the Town of Tiburon passed and adopted a 3-year time extension for the Project Vesting Tentative Map, with the new expiration date being March 16, 2022.

Review of CEQA Documents Completed for the Development Project with respect to the Pipeline Extension Agreement

This section is based on review of the following documents:

- *Alta Robles Residential Development Project, 3825 Paradise Drive, Tiburon, CA, Assessor's Parcel Nos: 039-021-13 and 039-301-01, Environmental Impact Report*, Town of Tiburon, December 2010.
- *Notice of Determination for 3825 Paradise Drive* State Clearinghouse Number 2007072104. Town of Tiburon, February 12, 2012.
- *Alta Robles Residential Development Project, 3825 Paradise Drive, Tiburon, CA, Assessor's Parcel Nos: 039-021-13 and 039-301-01, Mitigation Monitoring and Reporting Program for Biological Resources*, Town of Tiburon, May 3, 2013.
- *Alta Robles Residential Development Project, 3825 Paradise Drive, Tiburon, CA, Assessor's Parcel Nos: 039-021-13 and 039-301-01, Town of Tiburon Staff Report*, Town of Tiburon, February 24, 2016.
- Resolution No. 2019-01 A Resolution of the Planning Commission of the Town of Tiburon Recommending Approval of a Time Extension for the Alta Robles Vesting Tentative Subdivision Map (PD#20), Assessor Parcel Nos. 039-021-13 and 039-301-01. Town of Tiburon, January 23, 2019.

Consistency of Alta Robles Residential Development Project with the Project Evaluated in the CEQA Documentation. Irving and Varda Rabin are moving forward with the Alta Robles Residential Development Project development and have filed a request for the PEA with MMWD. The Development Project involves the construction of 14 residential lots, one lot for the existing single-family home and 13 new lots for 13 new single-family homes at 3825 Paradise Drive in Tiburon.

Based on the review of the documents cited above, the Development Project is moving forward as currently planned with no substantive revisions or changes in design. The Development Project appears to reflect the residential development proposed on the site at 3825 Paradise Drive is consistent with that evaluated in the EIR adopted by the Town of Tiburon.

Water Service. Regarding water service, the EIR (Section 3.0 Description of the Proposed Project, p. 51) states that the Development Project would connect to existing District water service in the Hacienda Drive with two water distribution pipelines within the Development Project site. The District currently provides water service to the existing buildings on the Development Project site. According to the District, the two Mount Tiburon tanks would be adequate for both domestic and fire flow requirements for the 13 new lots. The Mount Tiburon tanks, however, would not provide adequate domestic service to any house built with the highest water use fixture under 200 feet elevation. The evaluation under EIR Impact 5.7-7, Water Service Impacts, concluded that the proposed on-site water system would not be adequate to serve Lot 14. The EIR evaluation determined that the impact to water supply [under CEQA] would be less than significant if the on-site water supply system is redesigned so that

Lot 14 would be served by District's water line in Hacienda Drive, rather than the proposed on-site water system. Thus, the PEA anticipates inclusion of both new water service lines as described in the EIR.

Significant Impacts/Recommendation. The physical environmental effects of the installation of the new eight-inch pipe and upsizing 1,400-feet of eight-inch pipe to 12-inch connecting to the existing MMWD water service in Hacienda Drive were not expressly addressed in the EIR evaluation. The on-site water supply system will be redesigned so that Lot 14 will be served by District's existing water line in Hacienda Drive. As noted above, this would be a reduction in the potential Water Service Impacts and can be considered within the scope of the evaluation and impact findings of the adopted EIR.

In order to assure that the PEA and associated work would not create or contribute to the creation of significant environmental impacts, the District should require that all appropriate mitigation measures in the approved MMRP be incorporated into the PEA, and implemented as part of the construction of the two water distribution pipelines.

As documented in the NOD filed for the Development Project, the Town of Tiburon Town Council determined that the Development Project in its approved form would have a significant effect on the environment, and that mitigation measures identified in the MMRP are a condition of approval for the Development Project. As noted above, the change in water service design is within the scope of the evaluation and impact findings presented in the adopted EIR. Accordingly, the mitigation measures included in the Development Project's MMRP would be sufficient to reduce any significant environmental impact resulting from the construction and provision of on-site water service to less-than-significant levels. The approved MMRP contains mitigation measures to reduce significant impacts below significance thresholds in the following topical areas: Preconstruction Measures, Construction Measures, Operational Measures, Control of Weedy Plants, Grassland Restoration, Maintenance and Monitoring, and Project Oversight, Funding, and Reporting.

Assuming all adopted mitigation measures and conditions of approval assigned to the Project by the Town of Tiburon are implemented as appropriate for the installation of on-site water service (i.e., two water distribution pipelines), there would be no significant impacts attributable to the Alta Robles Residential Townhome Development Project associated with issuance of a PEA for pipeline extensions from the District's existing facilities in Hacienda Drive.

There are 23 significant impacts identified and all but four would be reduced to a less-than-significant level. The Development Project would result with two Project-specific significant unavoidable impacts and two potential significant and avoidable cumulative impacts.

Project-Specific Significant and Unavoidable Impacts

Impact 5.3-1 Impact from Construction Noise would be an off-site significant and unavoidable cumulative impact related to substantial increases in noise at adjacent houses as a result of project construction and the likelihood that substantial noise increases would occur for more than one year even with mitigation measures. In essence, the analysis focused on construction noise from earthmoving operations and construction of foundations and buildings and found that the significance of the impact was tied to the lengthy (one year) duration of the construction activities considered. Assessment of temporary noise increases from construction activities should consider not only quantitative criteria but also the duration and intensity of any quantitative noise increases. As a general rule, if increased noise

levels persist on a daily basis for more than two weeks, the impact may be considered significant and mitigation is identified. Because construction work along roadways adjacent to a given residential receptor or other sensitive uses for pipeline installations is commonly necessary for public works projects, and because such work proceeds linearly at rates of 50 to 200 feet per day, temporary noise increases of two weeks or less for these types of construction efforts are considered to be a less-than-significant impact. For these reasons, temporary construction noise from pipeline installation for the “project” would be less than significant and not be considered cumulative considerable.

As a Responsible Agency under CEQA, the District may choose to amend an existing mitigation measure to address potential issues specific to the District’s purview (i.e., installation of the water distribution lines) and/or bring the mitigation measure(s) into compliance with existing regulation and code. Following is Mitigation Measure 5.3-1 from the 2012 certified EIR with *draft amendments suggested by ESA* specific to the District’s action *italicized and in bold*. Also, it is noted that Mitigation Measure 5.3-1 was significantly revised in the MMRP found in the Final EIR (see Final EIR, PDF page 240), when compared to as it appeared in the public review Draft EIR. Those revisions are noted in underline (added in the Final EIR) and ~~strikeout~~ (deleted from the Draft EIR).

Mitigation Measure 5.3-1: The applicant shall mitigate potable water line construction noise impacts by implementing the Construction Management Plan as set forth in the Precise Development Plan and as modified as follows:

- ~~Modifying the Construction Management Plan to limit construction hours, including hours for truck deliveries and arrival or departure of heavy equipment, to between 7:00 AM and 5:00 PM Monday through Friday and 9:30 AM to 4:00 PM on Saturday, Hours of construction shall be limited to those specified in per Chapter 13 of the Town of Tiburon Municipal Code.~~
- ~~Modify Construction Management Plan to~~ Include restriction on idling of construction equipment and trucks (also required by Mitigation Measure 5.2-1). ***Turn off construction equipment when not in use, where applicable.***
- ~~Modify Construction Management Plan to include limits for~~ Limit noise from construction workers radios, so as not to be audible off the site.
- At all times during excavation, grading, and construction, stationary noise-generating equipment shall be located as far as practical from sensitive receptors and placed so that emitted noise is directed away from residences.
- ***Utilize “quiet” equipment for air compressors and other stationary noise sources where technology exists. Require any impact equipment used for potable water line construction to be hydraulically or electrically powered wherever feasible to avoid noise associated with compressed air exhaust from pneumatically powered tools. Where use of pneumatically powered tools is unavoidable, the use of an exhaust muffler on the compressed air exhaust is recommended to lower noise levels from the exhaust by up to about 10 dBA. When feasible, external jackets on the impact equipment should also be incorporated to achieve a further reduction of 5 dBA. In the event that external jackets on impact equipment are not feasible, other BMP techniques shall be employed to reduce noise by 5 dBA. Whenever feasible, require the use of quieter procedures.***

- ***When potable water line construction takes place within 100 feet of sensitive receptors, use specific techniques such as, but not limited to, use of sound blankets on construction equipment, and the use of temporary plywood walls and noise barriers to block and deflect noise.***
- Notify neighbors within 500 feet of the construction site of the potable water line construction schedule in writing, ***at least 10 days prior to start of construction. The notification shall provide the start date of water line construction, construction activities, the duration of construction activity (i.e., estimated construction completion date), and construction hours for the water line.***

Impact 5.8 1 View Looking North from Middle Ridge Open Space (Viewpoint No. 1) would be the only on-site and permanent significant unavoidable impact. The District's facilities would not be visible. The contribution to any cumulative impact would not be considerable, as the facilities would not be visible.

Cumulative Significant and Unavoidable Impacts

Impact 5.1-5 Impact on Regional Roadways would be an off-site significant and unavoidable cumulative impact related to the project contribution of vehicle trips to U.S. 101, which the *Tiburon General Plan 2020 EIR* identified as subject to significant and unavoidable cumulative impacts from regional growth. This impact finding was made based on the level-of-service evaluations for Tiburon Boulevard and U.S. 101. In accordance with Senate Bill (SB) 743, CEQA Guidelines Section 15064.3, subdivision (b) was adopted in December 2018 by the California Natural Resources Agency. These revisions to the CEQA Guidelines criteria for determining the significance of transportation impacts are primarily focused on projects within transit priority areas and shifts the focus from driver delay to a reduction of greenhouse gas emissions, creation of multimodal networks, and promotion of a mix of land uses. Vehicle miles traveled, or VMT, is a measure of the total number of miles driven to or from a development and is sometimes expressed as an average per trip or per person.

The District does not have its own adopted VMT screening criteria and thresholds and, therefore, the statewide guidance as documented in the *Technical Advisory on Evaluating Transportation Impacts* in CEQA (Technical Guidelines) would apply to the Project (State of California, Governor's Office of Planning and Research, 2018). According to the Technical Guidelines, absent substantial evidence indicating that a project would generate a potentially significant level of VMT or inconsistency with a Sustainable Communities Strategy or general plan, projects that generate fewer than 110 trips per day generally may be assumed to cause a less-than-significant transportation impact.

Taking this into account, the Project would not conflict with or be inconsistent with CEQA Guidelines Section 15064.3(b) during construction of the District's facilities. District construction-generated trips would be temporary and would result in fewer than 110 trips per day during the peak construction traffic period. Furthermore, no changes to existing operation and maintenance activities of District facilities in the area are anticipated. For these reasons, VMT generated by the District's "project" would be less than significant and not be considered cumulative considerable.

Impact 5.5-4 Wildlife Habitat and Connectivity impacts would be a significant and unavoidable cumulative impact. The District's facilities would not be above ground and not be a contributing impediment to wildlife movement and habitat connectivity. The contribution to any cumulative impact would not be considerable, as the facilities would be below ground.

Conclusion

Based on ESA's review of the Development Project's certified EIR, the construction and provision of potable water service to the Development Project by the District is within the scope of the certified EIR. The Development Project would result in two Development Project-specific significant unavoidable impacts and two potential significant avoidable cumulative impacts: construction noise, aesthetics/visual resources, regional roadways, and wildlife habitat and connectivity. Specific to the District's approval of the PEA and any impacts attributable to that approval (i.e., construction and provision of potable water service to the Development Project), impacts to aesthetics/visual resources, regional roadways, and wildlife habitat and connectivity are found to be less than significant.

To ensure that construction noise resulting from the potable water service installation does not create a significant environmental impact, ESA recommends that the District incorporate the amended language of Mitigation Measure 5.3-1 above into the conditions of approval of the PEA. Assuming that the MMRP and conditions of approval for the Development Project required by the Town of Tiburon are implemented as appropriate for the installation of potable water service, coupled with the short construction duration specific to this action and requirement to adhere to Mitigation Measure 5.3-1 as amended and incorporated as District conditions of approval, there would be no significant environmental impacts associated with the District's issuance of a PEA for pipeline extensions from the District's existing facilities in Hacienda Drive.

Attachment 1

Vicinity Map



SOURCE: ESA, 2023; Google Earth, 2023

3825 Paradise Dr CEQA Review

Figure 1
Vicinity Map

Attachment 2

MMRP

MITIGATION MONITORING PROGRAM ALTA ROBLES RESIDENTIAL DEVELOPMENT

INTRODUCTION

The California Environmental Quality Act (CEQA) requires a public agency to adopt a reporting or monitoring program when approving a project or changes to a project, in order to mitigate or avoid significant effects on the environment (Public Resources Code section 21081.6). The program is based on the findings and the required mitigation measures presented in an Environmental Impact Report (EIR) that has been prepared on the project and certified by the lead agency. The reporting or monitoring program must be designed to ensure compliance during project implementation.

Pursuant to the CEQA Guidelines, a Mitigation Monitoring or Reporting Program (MMRP) must cover the following:

- The MMRP must identify the entity that is responsible for each monitoring and reporting task, be it the Town of Tiburon (as lead agency), other agency (responsible or trustee agency), or a private entity (i.e., the project sponsor).
- The MMRP must be based on the project description and the required mitigation measures presented in the environmental document prepared for the project and certified by the lead agency.
- The MMRP must be approved by the lead agency at the same time of project entitlement action or approvals.

MMRP's are typically designed in chart and checklist format for ease of monitoring and reporting.

LOCATION AND CUSTODIAN OF DOCUMENTS

Consistent with the California Environmental Quality Act, an EIR was prepared to address the impacts of the proposed Alta Robles Residential Development. This document, entitled *Alta Robles Residential Development EIR* consists of two volumes (Draft EIR dated August 2009, and Response to Comments to the Draft Environmental Impact Report dated December, 2010), and is on file with the Town of Tiburon Community Development Department, along with all the other documents which constitute the record of proceedings.

PURPOSE AND USE OF THE MONITORING PROGRAM

The purpose of the monitoring program is to provide the Town of Tiburon with a simple guideline of procedures to ensure that the mitigation measures required under the Final EIR are implemented properly.

Since each required mitigation measure must be implemented, a monitoring chart was created, which is attached to this report. This chart provides the following information and direction for use.

- 1) The required mitigation measures are listed in the first column, corresponding to the list of measures provided in the Final EIR.
- 2) The second column lists the agency or entity responsible for implementing the mitigation measure.
- 3) The third column lists the timing as to when the mitigation measure is to be implemented.
- 4) The fourth column provides guidance on monitoring to ensure that implementation procedures are followed.
- 5) The fifth column provides a location for Town staff to verify that the mitigation has been implemented and the date of the verification.

The Town's requirements for mitigation monitoring programs are set forth in the Town's Environmental Review Guidelines.¹ Section E.2.c states that "the Town's efforts shall focus on monitoring, not reporting. A memorandum shall be prepared by the case planner, upon completion of the implementation of all mitigation measures, for inclusion in the project file to document satisfactory completion of the Mitigation Monitoring Plan."

¹ *Town of Tiburon Environmental Review Guidelines*, Town Council resolution No. 62-2002.

MITIGATION MONITORING PROGRAM - Alta Robles Residential Development

<i>Mitigation Measure</i>	<i>Implemented By</i>	<i>When Implemented</i>	<i>Monitored By</i>	<i>Verified By Date</i>
TRANSPORTATION				
<p><i>Mitigation Measure 5.1-2 Cumulative-plus-Project Impact on Signalized Intersections.</i></p> <p>Installation of a second through lane in the eastbound direction at the Tiburon Boulevard / Trestle Glen Boulevard intersection (in addition to the planned lane in the westbound direction).</p>	Town of Tiburon and Caltrans.	Town of Tiburon to study feasibility. Timing based on feasibility and when funding available.	Town of Tiburon shall monitor operation of intersection. Mitigation would be successful if intersection operates at LOS C or better at projected buildout of the Peninsula.	
<p><i>Mitigation Measure 5.1-5 Impact on Regional Roadways</i></p> <p>Same as Mitigation Measure 4.2-4 in the <i>Tiburon General Plan 2020 EIR</i>. Maintain an active role in the Transportation Authority of Marin and / or U.S. 101 Corridor planning program with the purpose of ensuring that improvements enhance inter-city movement. Corridor improvements could include additional travel lanes in some segments, operational improvements at interchanges, and measures to reduce vehicle trips (such as regional transit improvements). Ultimately, implementation of such measures is outside the jurisdiction of the Town of Tiburon.</p>	Town of Tiburon responsible for continued collaboration with regional agencies / Caltrans and TAM responsible for funding improvements.	Ongoing.	Caltrans, TAM, Town of Tiburon.	

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<p><i>Mitigation Measure 5.1-7 Project Impact on Bicycle Facilities and/or Safety</i></p> <p>Provide a consistent-width road section (11-foot travel lane, four-foot wide paved shoulder and two-foot wide dirt shoulder) on the project frontage along the south side of Paradise Drive (directly abutting the project site), beginning at least 200 feet west of the proposed project entrance road and extending east to the existing driveway that serves the Rabin property (a distance of approximately 1,700 feet, or one-third of a mile). Advisory signage shall be installed approximately 500 feet in advance of the proposed project driveway to alert motorists to potential cyclists around blind curves on Paradise Road.</p> <p>Minor deviations from this road section may be permitted in the discretion of the Town Engineer in order to reduce the amount of hillside grading, to preserve existing trees, and to avoid the construction of retaining walls, the need for additional storm drain pipe plus the necessity of relocating utility poles.</p>	Town of Tiburon and Marin County.	Prior to occupancy of first house.	Marin County and the Town of Tiburon.	
<i>AIR QUALITY</i>				
<p><i>Mitigation Measure 5.2-1 Construction-Period Air Pollutant Emissions</i></p> <p>Mitigate construction air quality impacts by implementing the Construction Management Plan as set forth in the Precise Development Plan and as modified as follows:</p> <ul style="list-style-type: none"> Require use of off-road construction equipment that was manufactured during or after 1996 meeting the California Tier I emissions standard or is equipped with diesel particulate filters or uses alternative fuels (e.g., biodiesel) that result in particulate matter emissions that are at least 20 percent lower than the statewide fleet average reported by the California Air Resources Board. Prohibit the use of “dirty” equipment. Emissions from all 	Project Applicant and individual lot owners.	Prior to issuance of grading plan and/or building permits.	Town Building Official and Town Engineer.	

<i>Mitigation Measure</i>	<i>Implemented By</i>	<i>When Implemented</i>	<i>Monitored By</i>	<i>Verified By Date</i>
<p>construction diesel-powered equipment used on the project site shall not exceed 40-percent opacity for more than three minutes in any one hour. Any equipment found to exceed 40-percent opacity (or Ringelmann 2.0) shall be repaired immediately. In essence, any piece of equipment that emits dark smoke for more than three minutes would be in violation of this mitigation measure.</p> <ul style="list-style-type: none"> • Require that diesel equipment standing idle for more than five minutes shall be turned off (including waiting to deliver or receive loads). Rotating drum concrete trucks can keep their engines running continuously as long as they were on-site. • Prevent visible tracking of mud or dirt on to public roadways or immediately sweep dirt or mud tracked on to roadways. 				
<i>NOISE</i>				
<p><i>Mitigation Measure 5.3-1 Construction Noise</i></p> <p>The applicant shall mitigate construction noise impacts by implementing the Construction Management Plan as set forth in the Precise Development Plan and as modified as follows:</p> <ul style="list-style-type: none"> • Hours of construction shall be limited to those specified in Chapter 13 of the Town of Tiburon Municipal Code. • Include restrictions on idling of construction equipment and trucks (also required by Mitigation Measure 5.2-1). • Limit noise from construction workers radios, so as not to be audible off the site. • At all times during grading and construction, stationary noise-generating equipment shall be located as far as practical from sensitive receptors and placed so that emitted noise is directed away from residences. 	Project Applicant and individual lot owners.	Prior to issuance of grading plan and/or building permits	Community Development Director; Town Building Official; Disturbance Coordinator.	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
Notify neighbors within 500 feet of the construction site of the construction schedule in writing.				
HYDROLOGY AND WATER QUALITY				
<p><i>Mitigation Measure 5.4-2 Alteration of Existing Drainage Patterns on Erosion and Downstream Sedimentation</i></p> <ul style="list-style-type: none"> Conduct a supplemental analysis of cistern performance for the two-year design rainstorm to determine whether the preliminary cistern outlet design would be sufficient to mitigate any increases in the lot-based, post-project two-year peak flow. If the analysis shows that the outlet was too large to maintain pre-development peak flow rates for this rainstorm, the applicant shall reconfigure the proposed outlet design to successfully mitigate increases in this recurrence interval storm, as well as the 100-year rainstorm. Prepare a field inspection and geomorphic assessment of the two receiving drainageways noted in <i>Impact 5.4-2</i> (within Lot 7 and Parcel A). If channel instabilities exist or were projected to occur due to the delivery of more concentrated site runoff, suitable channel stabilization measures shall be designed and submitted to the Town Engineer for review. <ul style="list-style-type: none"> Biotechnical techniques based on appropriate hydraulic and fluvial geomorphic analysis shall be employed, to the extent practicable. Any channel stabilization work shall be designed and overseen by a civil engineer or hydrologist familiar with fluvial geomorphic processes and stream restoration technologies. Prior to the construction of any stabilization measures within a defined drainageway, i.e. a channel with defined bed and banks: Obtain permits from appropriate regulatory and resource agencies (San Francisco Bay Regional Water Quality Control Board (RWQCB), the U.S. Army Corps of Engineers (Corps), the 	Project Applicant; individual lot owners.	Prior to issuance of grading plan and/or building permits.	Town Engineer. San Francisco Bay Regional Water Quality Control Board (RWQCB), the U.S. Army Corps of Engineers (Corps), the California Department of Fish and Game (CDFG), the Town of Tiburon, and potentially the Marin County Department of Public Works.	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
<p>California Department of Fish and Game (CDFG), the Town of Tiburon, and potentially the Marin County Department of Public Works).</p> <ul style="list-style-type: none"> Revise the depicted outlet position of Culvert 7 such that it crosses onto the Town's right-of-way along Paradise Drive and provides for an acceptable discharge to the culvert inlet sump. This will require coordination with the Town Engineer and, ultimately, the Town's approval of the extension and outlet configuration. Lot cisterns shall be located within the buildable area/grading area designated for each lot in the Precise Development Plan. If a particular lot cistern had to be constructed outside the currently proposed lot grading boundary to facilitate gravity flow to or from the cistern, the applicant shall amend the current project Erosion Control Plan as necessary to mitigate the added potential for erosion and downstream sedimentation. 				
<p><i>Mitigation Measure 5.4-3 Impact on Groundwater Levels and Groundwater Recharge</i></p> <p>Implementation of Mitigation Measures discussed in Section 5.5 Biological Resources, including on-site replacement of freshwater wetland and seep habitats, would reduce the secondary impacts of grading and subsurface drainage control on affected biotic resources to a less-than-significant level.</p>	Project Applicant's Consultant Biologist.	See Mitigation Measures for Biological Impacts below.		
<p><i>Mitigation Measure 5.4-4 Impacts on Water Quality</i></p> <p>In addition to implementing Mitigation Measure 5.4-2 (above) and the erosion control and urban runoff pollution prevention measures cited in the Preliminary Erosion Control Plan, the applicant shall incorporate the following additional site-appropriate BMPs or their equivalents, in the project SWPPP for short- and long-term implementation by the applicant and individual lot owners, in order to comply with the requirements of the NPDES General Permit and</p>	Project Applicant, individual lot owners and the Home Owner Association.	Prior to issuance of grading plan and/or building permits; and before filing final subdivision map	The State Water Resources Control Board responsible for reviewing the NOI and the NPDES permit application,	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
<p>provisions of the Town of Tiburon Municipal Code (Stormwater Management and Discharge Control Program”, Chapter 20A, Ordinance 407NS):</p> <ul style="list-style-type: none"> • The Home Owners Association (HOA) shall privately contract with Mill Valley Refuse Service (MVRS) or its equivalent to undertake street sweeping twice a month. • The HOA shall provide each homeowner with pamphlets or other informative documentation regarding the use of less toxic pest management procedures, including integrated pest management. Information related to this requirement can be obtained from MCSTOPP and the TMDL study on pesticides in urban creeks in the San Francisco Bay Region. <p>The following low impact development (LID) measures shall be integrated into the project drainage design to treat project site stormwater quality to the maximum extent practicable level (MEP) per the NPDES Phase II guidelines:</p> <ul style="list-style-type: none"> • Install in-line water quality filters at roadway storm drain inlets, or incorporate other modes of bioretention facilities (e.g. rain gardens, bioswales, infiltration trenches) designed to remove stormwater contaminants from site runoff. Bioretention measures shall be designed in accordance with MCSTOPPP’s <i>Guidance for Applicants: Stormwater Quality Manual for Development Projects in Marin County - A Low Impact Development Approach</i> (Vers. 6, Feb. 2008). For the in-line filtration option, the installed filtration devices shall be those produced by Filterra Bioretention Systems, or an equivalent possessing contaminant removal rates similar to those shown in Exhibit 5.4-7 of the Final EIR (see Section 9.4 Response to Comments - Comment B-13). These systems are an at-the-source treatment strategy designed for relatively high pollutant removal efficiency via the use of a plant / soil / microbe treatment media. 			<p>including the project SWPPP</p> <p>The Town Engineer would be responsible for review and approval of the in-line filters and appurtenant structures, the proposed HOA filter maintenance schedule and routine, and bioretention facility designs and siting. The Town Engineer would also be responsible for reviewing the submitted filtration device maintenance logs, and making recommendation when necessary for adjustments to the maintenance regime or</p>	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
Exhibit 5.4-7 provides the expected pollutant removal efficiency rates shown on the company website.			methods.	
BIOLOGICAL RESOURCES				
<p><i>Mitigation Measure 5.5-1(a) Special-Status Species</i></p> <p>Obtain all necessary permits from the CDFG, Corps, USFWS, and the RWQCB as required by federal and State law to avoid, minimize or offset impacts to any species listed under either the State or federal ESAs or protected under any other state or federal law. A qualified biologist shall conduct informal consultation with each of these agencies to determine likely permit requirements and the extent of modifications to the proposed project plans necessary to secure authorization. This may include: 1) conduct of a habitat assessment and protocol surveys for California red-legged frog to confirm absence; 2) restrictions on remedial grading and subdrain installation proposed to stabilize portions of the site; and 3) adjustments to proposed residential use areas and lot lines as necessary to protect essential habitat for special-status species.</p>	<p>Project Applicant's Consultant Biologist.</p> <p>Evidence of agency authorization / permit issuance shall be provided prior to issuance of grading, building or other construction permits.</p>	<p>Consultation conducted concurrent with Town review of Tentative Map.</p> <p>CDFG, Corps, USFWS and RWQCB authorization before grading and / or building permit issuance.</p>	Community Development Director and Town Engineer.	
<p><i>Mitigation Measure 5.5-1(b) Special-Status Species</i></p> <p>Revise the proposed Precise Development Plan (including the site plan, grading plan, and landscape plan) to avoid further disturbance to essential habitat for special-status plant species on the site. The revisions shall be prepared based on input received during informal and formal consultation called for in Mitigation Measure 5.5-1(a) (above). Revisions shall include the following project modifications:</p> <ul style="list-style-type: none"> Substantial avoidance of the occurrence of Marin western flax in the western portion of the site. The proposed lot lines shall be revised so that the entire occurrence is contained within Common Open Space (avoid entrusting the future management of this population to an individual private property owner). Future management shall be 	Project Applicant and Applicant's Qualified Consultant Biologist.	Before approval of Tentative Map.	Community Development Director and Town Engineer.	

<i>Mitigation Measure</i>	<i>Implemented By</i>	<i>When Implemented</i>	<i>Monitored By</i>	<i>Verified By Date</i>
<p>defined as called for in Mitigation Measure 5.5-1(c).</p> <ul style="list-style-type: none"> • The proposed residential use area on Lot 13 shall be setback a minimum of 100 feet from the limits of Landslide N. This shall be accomplished through adjustments to the proposed lot lines to Lots 13 and 14, and possibly Lots 11 and 12. • Substantial avoidance of the occurrences of Marin western flax and Tiburon buckwheat along the existing driveway off Paradise Drive through Parcel A and Lot 8. Develop alternative methods that minimize or avoid the use of proposed subdrains through this area installed by trenching and disturbance of the ground surface. Potential options (alternative methods) include: <ul style="list-style-type: none"> ▫ Use additional retaining wall structures installed at the edge of the existing driveway slope. ▫ Drilling of horizontal subdrains under the slope from the existing driveway. ▫ Complete removal of the driveway and use of the driveway footprint for stabilization and habitat restoration. Under this third option, pavement would be removed from the footprint of the driveway, which could then be used for retaining wall installation for slope stabilization with the remaining areas restored to natural grassland and woodland habitat. • Improved protection of the population of north coast semaphore grass along the western edge of the site through adjustments of the proposed boundaries to Lot 1 so that the occurrence is contained within Common Open Space rather than the Private Open Space on Lot 1 and elimination of the proposed trail along the western boundary of the site. <p>Refine the revised Preliminary Planting Plan and Planting Guidelines to restrict all plantings, seeding and revegetation within Common</p>				

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
Open Space exclusively to native, indigenous species, and ensure that these plans have been reviewed and approved by the qualified biological consultant called for in Mitigation Measure 5.5-1(c). Eliminate any proposed shrub or tree plantings and revegetation that may compromise essential habitat for grassland dependent special-status plant species known from the site.				
<p>Mitigation Measure 5.5-1(c) Special-Status Species</p> <p>A qualified biological consultant shall be retained by the applicant to prepare a detailed Mitigation and Monitoring Program for Special-Status Species and other Sensitive Resources (Mitigation Program). The Mitigation Program shall be prepared in consultation with the CDFG and USFWS, and shall meet with the approval of the Town of Tiburon. The Mitigation Program shall contain defined measures which accomplish the following:</p> <p>Ensure protection of the populations;</p> <p>Salvage of any seed and / or individual plants within the limits of grading;</p> <p>Replanting of salvaged plant material in suitable protected habitat;</p> <p>Long-term protection and management requirements;</p> <p>Monitoring of the habitat avoidance and salvage efforts;</p> <p>Provisions for any compensatory off-site measures if required by regulatory agencies to address on-site losses;</p> <p>Appropriate measures to avoid possible presence of special-status animal species.</p> <p>Components of the Mitigation Program shall include the following:</p> <ul style="list-style-type: none"> Refine and expand on the initial mitigation framework outlined in the <i>Mitigation Recommendations</i> and subsequent <i>Management</i> 	<p>Project Applicant is responsible for retaining the qualified biological consultant.</p> <p>Applicant's biological consultant is responsible for preparing the Mitigation Program.</p>	<p>Qualified Biologist shall be obtained prior to tentative map approval;</p> <p>Town approval of Mitigation Program before tentative map approval.</p>	<p>Community Development Director and Town Engineer</p>	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
<p><i>Plan and Biological Assessment</i> prepared by the applicant's consulting biologists, address input received during informal and formal consultation called for in Mitigation Measure 5.5-1(a), and incorporate avoidance measures called for in Mitigation Measure 5.5-1(b).</p> <ul style="list-style-type: none"> Describe the inadvertent take measures for California red-legged frog called for in Mitigation Measure 5.5-1(d), as well as any development restrictions that may be required by the USFWS during the consultation called for in Mitigation Measure 5.5-1(a). Provide a detailed description of any plant salvage and reinstallation efforts where complete avoidance of the occurrences of special-status plant species is determined to be infeasible and adequate mitigation has been developed in consultation with regulatory agencies. Define the revegetation methods in restoring serpentine bunchgrass and other native grasslands disturbed during grading and installation of any subdrain systems through occurrences of special-status plant species. This shall include details on maintenance and monitoring methods, performance standards for plant re-establishment, and contingency measures if success criteria are not met. Maintenance and monitoring shall be provided for a minimum of ten years in locations where incursion into occurrences of special-status plant species is unavoidable, and a funding mechanism shall be identified. Describe the long-term vegetation management goals and methods to achieve them, with an emphasis on maintaining grassland and freshwater habitats that support the occurrences of special-status plant species on the site. This shall include routine removal of invasive species over the entire site, particularly French broom, and 				

<i>Mitigation Measure</i>	<i>Implemented By</i>	<i>When Implemented</i>	<i>Monitored By</i>	<i>Verified By Date</i>
<p>selective control of coyote brush and other native scrub species that may eventually replace much of the grassland cover unless properly managed. Performance standards shall be defined regarding vegetation treatment to eliminate any uncertainty in long-term management on the site. French broom removal shall occur on an annual basis until all mature shrubs and seedlings have been eliminated from the site.</p> <ul style="list-style-type: none"> Identify a mechanism that demonstrates the feasibility of long-term on-site management of proposed Common Open Space, public trail easement areas, and portions of private lots outside the residential use area that contain occurrences of special-status species and sensitive natural communities. This can include obligations defined as part of the Codes, Covenants & Restrictions of the homeowners association for the development. Appropriate development restrictions and vegetation management obligations shall be established over all Common Open Space areas and undeveloped portions of private lots containing essential habitat for special-status species or other sensitive resources. Develop effective interpretive measures to prevent inadvertent take of special-status species by persons utilizing the Common Open Space areas or maintaining undeveloped lands on private lots. Methods shall be described to permanently prevent vehicle access into the Common Open Space areas where they border the private roads and driveways, which shall include an effective barrier system (such as rustic split-rail fence, posts, or boulders). Permanent signage shall be placed at 50-foot intervals along the perimeter of the Common Open Space areas that border roadways adjacent to occurrences of special-status plants or where any public trails pass through the vicinity of occurrences of special-status plants that state: <p style="text-align: center;">Sensitive Natural Area No Vehicle or Pedestrian Access Please Do Not Pick Wildflowers</p>				

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
<p><i>Mitigation Measure 5.5-1(d) Special-Status Species</i></p> <p>Adequate measures shall be taken to avoid any inadvertent take of California red-legged frog during construction; in the remote instance this species is present on the site. This shall include:</p> <p>minimizing disturbance to drainages and wetlands;</p> <p>implementation of preconstruction surveys to confirm the absence of this species on the site;</p> <p>and, adherence to rigid measures to prevent degradation of water quality in the drainages and wetlands as called for in the Stormwater Pollution Prevention Plan (SWPP).</p> <p>The preconstruction survey shall be conducted by a qualified biologist (as required in Mitigation Measure 5.5-1(c) prior to any grading or construction within 100 feet of on-site drainages and wetlands. Details of the preconstruction survey shall include the following:</p> <ul style="list-style-type: none"> • The qualified biologist(s) shall survey the construction zone two weeks before any construction activities are initiated. If California red-legged frogs, tadpoles, or eggs are found, the biologist shall contact the USFWS to determine if moving any of these lifestates is appropriate and any alternative measures that would be necessary to ensure avoidance of possible take. If authorized, only USFWS-approved biologists shall participate in activities associated with the capture, handling, or monitoring of California red-legged frogs. • Before any construction activities begin within 100 feet of the drainages or wetlands, the qualified biologist(s) shall conduct a training session for all construction personnel. At a minimum, the training shall include: (a) a description of the California red-legged frog and its protected status; (b) the general measures that are being implemented to conserve this species as they relate to the project; (c) 	<p>Project Applicant's Consultant Biologist (as specifically required), and Project Applicant, Individual Lot Owner, Construction Personnel.</p>	<p>Verification of ongoing implementation shall occur prior to issuance of grading permits.</p>	<p>Community Development Director and Town Engineer and;</p> <p>USFWS would assist in monitoring implementation if California red-legged frogs, tadpoles, or eggs are found during preconstruction surveys/at the project site.</p>	

<i>Mitigation Measure</i>	<i>Implemented By</i>	<i>When Implemented</i>	<i>Monitored By</i>	<i>Verified By Date</i>
<p>the boundaries within which the project may be accomplished; and (d) procedure to follow if construction personnel encounter a frog suspected to be a California red-legged frog individual.</p> <ul style="list-style-type: none"> The qualified biologist(s) shall oversee installation of exclusionary fencing prior to grading or vegetation clearance to keep California red-legged frog out of construction areas. Silt fencing installed as part of the required Stormwater Pollution Prevention Plan may function as the exclusionary fencing assuming it is installed at the edge of proposed grading, is at least three feet in height with no breaks, and is routinely monitored and maintained during construction. During project activities, all trash that may attract predators shall be properly contained, removed from the work site and disposed of properly. All fueling and maintenance of vehicles and other equipment, and construction staging areas shall be located at least 100 feet from the drainages and wetlands on the site. All construction personnel shall be informed of the importance of preventing spills and the appropriate measures to take should a spill occur, including containment, cleanup, and proper disposal. 				
<p><i>Mitigation Measure 5.5-1(e) Special-Status Species</i></p> <p>Any active raptor nests or other bird nests protected under the Migratory Bird Treaty Act in the vicinity of proposed grading and vegetation removal shall be avoided until young birds are able to leave the nest (i.e., fledged) and forage on their own. Avoidance may be accomplished either by scheduling initial grading and vegetation removal during the non-nesting period (i.e., September through February), or if this is not feasible, by conducting a pre-construction survey for bird nests. Provisions of the pre-construction survey and</p>	Project Applicant and Applicant's Consultant Wildlife Biologist.	Ongoing.	Community Development Director and; CDFG, As specified.	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
<p>nest avoidance, if necessary, shall include the following:</p> <ul style="list-style-type: none"> • If grading and / or vegetation removal is scheduled during the active nesting period (March through August), a qualified wildlife biologist shall conduct a pre-construction survey no more than 14 days prior to initiation of these activities to provide confirmation on presence or absence of active nests in the vicinity. This shall include both a daytime visual survey for raptors and other diurnal bird species, and a nighttime survey for nesting owls. • If active bird nests are encountered, species-specific measures shall be prepared by a qualified biologist in consultation with the CDFG and implemented to prevent abandonment of the active nest. At a minimum, grading or vegetation removal near the nest shall be deferred until the young birds have fledged. A nest-setback zone based on site conditions and proximity of the nest to existing and proposed development shall be established within which all construction-related disturbance shall be prohibited. The perimeter of the nest-setback zone shall be fenced or adequately demarcated, and construction personnel restricted from the area. • If permanent avoidance of the nest is not feasible, impacts shall be minimized by prohibiting disturbance within the nest-setback zone until a qualified biologist verifies that the birds have either (a) not begun egg-laying and incubation, or (b) that the juveniles from the nest are foraging independently and capable of independent survival at an earlier date. A survey report by the qualified biologist verifying that the young have fledged shall be submitted to the Town of Tiburon prior to initiation of grading in the nest-setback zone. 				
<p><i>Mitigation Measure 5.5-2 Sensitive Natural Communities</i></p> <p>The <i>Mitigation Program</i> called for in Mitigation Measure 5.5-1(c) shall include provisions that provide for the protection, replacement and enhancement of the native serpentine bunchgrass grasslands on</p>	Project Applicant and Applicant's Consultant Biologist.	Compliance with specific conditions and completion of <i>Mitigation Program</i> prior to issuance of	Community Development Director and Town Engineer.	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
<p>the site. Additional protection and enhancement measures shall include the following:</p> <ul style="list-style-type: none"> Minimize disturbance to the stands of native serpentine bunchgrass and enhance this sensitive natural community type through removal of non-native species and improved vegetation management on the site. Where temporary, limited incursions into the stands of native grassland are unavoidable, adequate measures shall be taken to provide for the revegetation and restoration of areas disturbed during construction. Adjust the proposed residential use areas and associated landscaping on the south side of the proposed residences on Lots 5 and 6 so that the footprint of new structures, outdoor hardscape areas, and non-native landscaping is setback a minimum of 30 feet from the nearby stand of serpentine grassland. This would allow for improved fire safety clearance around the perimeter of the buildings without adversely affecting the native grasslands as part of routine fuel reduction and maintenance. The area within this setback distance can be restored, enhanced and managed as native grassland habitat, but would most likely be subject to routine cutting of the grassland cover. Refine the revised Preliminary Planting Plan and Planting Guideline to emphasize the use of native plant species indigenous to the site and surrounding area. Of particular concern is the proposed use of non-native grassland species in the grassland zones adjacent to the stands of serpentine bunchgrass, which should be exclusively native in Common Open Space. Highly undesirable species in landscape improvements on the site that could spread into the adjacent grassland and woodland habitat shall not be utilized. These undesirable species include: gum eucalyptus (<i>Eucalyptus globulus</i>), acacia (<i>Acacia</i> spp.), pampas grass (<i>Cortaderia selloana</i>), broom (<i>Cytisus</i> spp. and <i>Genista</i> spp.), gorse (<i>Ulex europaeus</i>), bamboo (<i>Bambusa</i> spp.), giant reed (<i>Arundo donax</i>), English ivy (<i>Hedera</i> 		grading, building, or other construction permits.		

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
<p><i>helix</i>), German ivy (<i>Senecio milanioides</i>), Himalayan blackberry (<i>Rubus discolor</i>), cotoneaster (<i>Cotoneaster pannosus</i>), fennel (<i>Foeniculum vulgare</i>), yellow star thistle (<i>Centaurea solstitialis</i>), purple star thistle (<i>Centaurea calcitrapa</i>), and periwinkle (<i>Vinca</i> spp.).</p> <ul style="list-style-type: none"> • Restore any portions of the stands of serpentine bunchgrass disturbed during construction or proposed for enhancement through appropriate revegetation, maintenance and monitoring. Species used in the revegetation effort shall be native and indigenous to the site, utilizing plugs salvaged from the footprint of the construction zone, and seed collected from the vicinity. Salvaged material shall be properly maintained until ready for reinstallation in the fall season after completion of construction-related disturbance, and short-term irrigation may be required to ensure survival during re-establishment. • Expand the extent of existing serpentine bunchgrass grassland by removing the non-native trees and shrubs within the footprint of the stands of native grasslands on the site. All slash from vegetation removed shall be disposed of properly. As part of this enhancement effort, consideration shall also be given to limited removal of invasive stands of native coyote bush, as called for in Mitigation Measure 5.5-1(c). The area within the driplines of the removed trees and shrubs shall be restored to a cover of native grassland, with supplemental seeding of locally collected seed provided to ensure successful re-establishment of native grassland cover. • Provide long-term maintenance and monitoring of the serpentine bunchgrass grasslands, as called for in Mitigation Measure 5.5-1(c). 				
<p>Mitigation Measure 5.5-3 Wetlands and Drainages</p> <p>(a) The <i>Mitigation Program</i> called for in Mitigation Measure 5.5-1(c) shall include provisions that provide for the protection, replacement and enhancement of the jurisdictional wetland and other waters on the</p>	Project Applicant's Consultant Biologist.	Conditions of approval for the project. Compliance with	Community Development Director and Town Engineer.	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
<p>site. Avoidance, protection and enhancement measures shall include the following:</p> <ul style="list-style-type: none"> • Refine the applicant's <i>Mitigation Recommendations</i> and implement appropriate measures to prevent inadvertent loss and degradation of jurisdictional waters to be protected, including restrictions on the limits of grading and installation of effective sedimentation and erosion controls. All wetland features to be protected shall be flagged by a qualified biologist prior to any grading, and initial construction activities shall be overseen by the qualified biologist, including installation of temporary protective fencing, silt fencing, and trenching of subdrain systems. • Provide adequate mitigation for any direct or indirect impacts on jurisdictional waters as coordinated with the CDFG, Corps, and RWQCB where complete avoidance is infeasible. Replacement wetlands shall be replaced at a minimum 2:1 replacement ratio and shall be established in suitable locations within the proposed Common Open Space. The wetland replacement component of the <i>Mitigation Program</i> shall emphasize establishment of native freshwater marsh habitat to enhance existing habitat values, and shall preferably be consolidated with other existing wetlands to be retained as part of the project. • The wetland replacement component of the <i>Mitigation Program</i> shall specify performance criteria that meets the minimum 2:1 replacement ratio and defines the maintenance and long-term management responsibilities, monitoring requirements, and contingency measures. Monitoring shall be conducted by the qualified wetland specialist for a minimum of five years and continue until the success criteria are met. <p>(b) As discussed in <i>Section 5.4 Hydrology and Water Quality</i> a SWPPP will be prepared and implemented using Best Management Practices to control both construction-related erosion and</p>		<p>specific restrictions and completion of <i>Mitigation Program</i> prior to issuance of grading, building or other construction permits.</p> <p>Authorization from jurisdictional agencies provided prior to issuance of grading, building or other construction permits.</p>		

<i>Mitigation Measure</i>	<i>Implemented By</i>	<i>When Implemented</i>	<i>Monitored By</i>	<i>Verified By Date</i>
<p>sedimentation and project-related nonpoint discharge into waters on the site. The SWPPP shall contain detailed measures to control erosion of exposed soil, provide for revegetation of graded slopes before the start of the first rainy season following grading, address nonpoint source pollutants to protect wetlands and water quality in the drainages, and specify procedures for monitoring of the effectiveness of the measures.</p> <p>(c) Appropriate authorizations shall be obtained from the CDFG, Corps, USFWS, and RWQCB for all activities affecting jurisdictional waters, and all conditions required as part of any required agency authorization shall be implemented and adhered to as part of the project. Evidence that agency authorization has been secured shall be provided to the Town of Tiburon prior to issuance of grading, building or other construction permits for the project. The project contractor shall have copies of all agency authorizations available on-site, and shall comply with all conditions required by jurisdictional agencies.</p>				
<p><i>Mitigation Measure 5.5-4 Wildlife Habitat and Connectivity</i></p> <p>Measures recommended in Mitigation Measures 5.5-1, 5.5-2, and 5.5-3 would serve to avoid and minimize the loss of the sensitive habitats associated with the wetlands and native grasslands on the site, would prevent habitat degradation through further spread of invasive exotic plant species and landscape plantings, and would control access into the sensitive habitat areas. The following additional provisions shall be implemented to further protect wildlife habitat resources:</p> <ul style="list-style-type: none"> Fencing shall be restricted to the Residential Use Areas on private lots, with provisions made to allow for continued wildlife movement between clusters of new residences on the site. Proposed deer fencing indicated in the Preliminary Planting Plan shall be revised to maintain opportunities for movement by larger terrestrial wildlife across the site, including deer. The location of deer fencing 	Project Applicant.	<p>Project approval conditioned to incorporate MM 5.5-4.</p> <p>Compliance with specific restrictions confirmed prior to issuance of grading, building, and construction permits.</p>	Community Development Director and Town Engineer.	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
<p>shall be carefully sited to provide unobstructed corridors of at least 100 feet in width at key locations. These include the separations between Lots 12 and 13, Lots 10 and 11, Lots 1 and 2, and Lots 7 and 8. Enclosures may be utilized to protect selected plantings within these unobstructed corridors, but continuous fencing that would prevent or obstruct wildlife movement shall be prohibited. Easement restrictions on construction of deer fencing or other fencing that obstructs wildlife movement shall be recorded on the deed to the Common Open Space, individual private lots where wildlife corridors are provided, and the undeveloped portions of private lots outside the Residential Use Area.</p> <ul style="list-style-type: none"> • Lighting shall be carefully designed and controlled to prevent unnecessary illumination of the open space areas on the site. Lighting shall be restricted to the minimum level necessary to illuminate pathways, parking areas, and other outdoor areas around residences. Lighting shall generally be kept low to the ground, directed downward, and shielded to prevent illumination into adjacent natural areas. • All garbage, recycling, and composting shall be kept in closed containers and latched or locked to prevent wildlife from using the waste as a food source. • Pets shall be controlled by leash at all times in the Common Open Space areas on Parcels A and B, private roads, and undeveloped portions of private lots outside the proposed Residential Use Areas. 				
<p><i>Mitigation Measure 5.5-5 Conflicts with Tiburon Tree Ordinance and Wetland Policies</i></p> <p>(a) Mitigation Measures 5.5-1 through 5.5-4 would generally serve to provide conformance with the applicable local goals, objectives, and policies.</p> <p>(b) Comply with the Tiburon Tree Ordinance (Title IV, Chapter 15A</p>	<p>Project Applicant - refining proposed project plans.</p> <p>Project</p>	<p>Evidence of compliance provided to Town during processing of tentative map.</p>	<p>Community Development Director.</p>	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
<p>of the Tiburon Municipal Code). The <i>Mitigation Program</i> called for in Mitigation Measure 5.5-1(c) shall include provisions that provide for the protection and replacement of “protected trees” affected by proposed development. Details of the <i>Mitigation Program</i> shall include the following:</p> <ul style="list-style-type: none"> • Comply with the Tiburon Tree Ordinance. Section 15A-7 calls for a replacement ratio of up to 3:1 for trees removed. Flexibility with this standard shall preferably be considered by the Town of Tiburon for this project given the importance of protecting grassland resources on the site and the high density of indigenous and planted trees on the site, the majority of which would be preserved as part of the project. In achieving an adequate replacement ratio to mitigate the anticipated loss of protected trees, consideration shall be given to allowing the applicant to pay a partial in-lieu fee or provide a program for partial off-site mitigation if installing all of the replacement tree plantings on-site would compromise the remaining stands of native grasslands to be protected. • Adhere to the Tree Preservation Guidelines specified in the <i>2005 Tree Survey</i>. Any provisions for replacement of “protected trees” must be balanced with the importance of maintaining the remaining grassland habitat on the site, which also provides important habitat for wildlife. • Refine the Grading Plan to clearly show the location of all trees to be protected, trees at the limits of grading that shall be preserved if determined feasible during site grading and landslide remediation according to the Tree Preservation Guidelines, and those trees recommended for removal. The tree replacement program shall address all trees designated or considered to possibly require removal as a result of site development and landslide remediation. • Refine the revised Preliminary Planting Plan to clearly indicate the location of replacement tree plantings on the site. Replacement 	<p>Biologist and landscape architect for refining avoidance and mitigation measures, and development of tree provisions.</p>			

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
tree plantings shall emphasize the use of native tree species and shall be designed to complement the existing oak woodland habitat without compromising the important native grasslands on the site.				
GEOLOGY AND SOILS				
<p><i>Mitigation Measure 5.6-1 Seismic Ground Shaking</i></p> <p>Future site development shall comply with all applicable seismic design provisions of the most currently accepted Building Code in effect at the time the applicant or individual lot owner applies for a building permit from the Town.</p>	Project Applicant; Architect; and individual lot owners.	<p>Plan compliance verified prior to Building Permit issuance.</p> <p>Field compliance verified during permit inspection, prior to occupancy.</p>	Town of Tiburon Building Inspector.	
<p><i>Mitigation Measure 5.6-2 Seismic-Related Ground Failure</i></p> <p>The applicant's geotechnical consultant shall analyze Risk Level A landslides to determine the calculated factor of safety using appropriate pseudo-static values. The consultant shall provide recommendations for repairing or improving unstable slopes and landslides that are categorized as Risk Level A to have a calculated factor of safety greater than 1.0 for seismic conditions</p>	Project Applicant's Geotechnical Consultant.	Prior to grading permit issuance.	Town Engineer and / or independent Geotechnical Consultant.	
<p><i>Mitigation Measure 5.6-3 Landsliding</i></p> <ul style="list-style-type: none"> Detailed engineering geologic and geotechnical investigations shall be performed before development of roads and utilities and within proposed development areas of each individual lot. One comprehensive grading plan shall incorporate all roads, lots, and open space. A design-level landslide repair program shall be established and implemented by the applicant. Based on the design level analysis, all landslides shall be repaired, improved or avoided in accordance with the Town's 	Project Applicant's Geotechnical Consultant.	<p>Geologic and geotechnical investigations performed prior to grading and / or building permit issuance.</p> <p>All landslides repaired, improved, or avoided before offering lots for sale.</p>	Town Engineer and / or independent Geotechnical Consultant.	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
Landslide Mitigation Policy before offering lots for sale.				
<p><i>Mitigation Measure 5.6-4 Slope Stability</i></p> <p>In order to mitigate the impacts of low shear strength of some bedrock / fill materials and potential erosion / failure of some slopes.</p> <ul style="list-style-type: none"> • Cut slopes shall be examined during construction to determine whether they would be stable in the long-term. If the applicant's or lot owners' geotechnical consultant determines that the exposed bedrock materials are weaker than expected, this condition shall be mitigated by decreasing the proposed slope angle or by selectively using retaining walls. • Depending on the remolded shear strength of compacted fill materials used on the site, some of the proposed fill slopes shall be reinforced with mechanically stabilized embankments. This would allow for steeper slopes with enhanced long-term stability. • Design appropriate drainage facilities for all slopes with grades steeper than 5:1. Drainage facilities must be designed to be self-cleaning and allow for quick drainage. • Incorporate surficial stabilization methods into slope design to reduce erosion and surficial failures (see Mitigation Measure 5.6-7). 	Project Applicant; individual lot owners; and / or their Geotechnical Consultants.	Prior to grading permit issuance and during construction.	Town Engineer and / or independent geotechnical consultant.	
<p><i>Mitigation Measure 5.6-5 Grading</i></p> <p>Implement acceptable methods of grading and also, where possible, minimize the extent of grading and the potential resulting corridor of disturbance. Typical performance criteria shall include:</p> <ul style="list-style-type: none"> • Unsuitable materials (such as landslides, colluvium, residual soil and artificial fill) located in or adjacent to areas of proposed grading shall be removed and / or recompacted during landslide repair, grading operations for road and utility construction, or development of individual private lots under the observation of and testing by a 	Project Applicant; individual lot owners; geotechnical consultant.	Prior to grading permit issuance; during construction and before occupancy.	Town Engineer and independent geologist; Community Development Director.	

<i>Mitigation Measure</i>	<i>Implemented By</i>	<i>When Implemented</i>	<i>Monitored By</i>	<i>Verified By Date</i>
<p>geotechnical engineer.</p> <ul style="list-style-type: none"> The geotechnical consultant shall observe and direct grading operations, evaluate the effects of bedding or shear orientations and / or soil shear strength on the gross stability of existing and proposed slopes, and make site-specific determinations. Natural and cut slopes shall be examined during grading to confirm their potential for long-term stability. If the geotechnical consultant determines that the exposed earth materials are weaker than expected, this condition shall be mitigated by recompaction as an earth buttress or stability fill or by the selected use of retaining walls or other acceptable methods. Cut and fill slopes shall be planted with ground cover or in order to prevent erosion, raveling, or development of rills, sloughs, and other failures which could reduce the effectiveness of stabilization methods. This is because roots of newly planted vegetation would enhance the stability of graded slopes by holding materials in place. All grading shall be performed in accordance with the Building Code and requirements of the Town. All fills shall be compacted to a minimum of 90 percent relative compaction in loose lifts of six inches and placed at or near optimum moisture content. Before receiving fills, excavated area shall be stripped of unsuitable materials (such as loose surficial soils, organic materials, and deleterious debris). All unsuitable materials shall be removed from the site. Geotechnical exploration shall be performed before grading in areas, which have not been thoroughly investigated in order to determine the depths and limits of removal and recompaction. 				
<p><i>Mitigation Measure 5.6-6 Secondary Effects of Grading</i></p> <p>Implementation of Mitigation Measures discussed in <i>Section 5.5</i></p>	See Mitigation Measures 5.5-1, 5.5-2, and 5.5-3 (Biological Resources).			

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
<p>Biological Resources would reduce the secondary impacts of grading and subsurface drainage control on affected biotic resources to a less-than-significant level.</p> <p>Alternative slope stabilization measures should be considered that would reduce the secondary impacts to the biologic resources.</p> <p>Any alternative landslide stabilization plans shall be submitted to the Town of Tiburon and/or the Town's Geotechnical Consultant for review and conformation that the plans are in accordance with the Town's Landslide Mitigation Policy.</p>				
<p>Mitigation Measure 5.6-7 Expansive Soils</p> <p>Implement design criteria that would reduce the effects of shrinking and swelling soils on sloped, structures, roads and utilities to negligible level. The following measures shall be implemented:</p> <ul style="list-style-type: none"> The measures in Mitigation Measure 5.6-4 shall be followed during the design and construction of slopes that would be constructed with the onsite expansive soils. Plasticity index or expansion index testing shall be performed after grading to determine the specific shrink-swell potential for development sites as deemed appropriate by the respective geotechnical engineer(s). Site-specific mitigation shall be identified which accounts for conditions present at proposed development sites. Typical measures to mitigate expansive soils shall include the following (or their equivalent): <p>Pre-saturate fill soils and place wet fill soils (above optimum moisture content) to expand the soils, thereby reducing potential damage to concrete by allowing room for future shrink / swell movement of the soils.</p> <p>Place a non-expansive imported soil in the upper part of building</p>	<p>Project Applicant (roads, retaining walls, utilities); individual lot owners; and / geotechnical consultant.</p>	<p>Prior to grading permit issuance; during construction and before occupancy.</p>	<p>Town Engineer.</p>	

<i>Mitigation Measure</i>	<i>Implemented By</i>	<i>When Implemented</i>	<i>Monitored By</i>	<i>Verified By Date</i>
<p>pads.</p> <p>Bury expansive soils deep in fills.</p> <p>Treat soil with lime.</p> <p>Mix expansive soils with less expansive soils.</p> <p>Use geogrid reinforcement of compacted fill slopes to increase surficial stability.</p> <p>Combine these techniques to provide the most effective mitigation.</p> <ul style="list-style-type: none"> Residential development on individual lots shall be designed to account for each site's expansive soil conditions. Measures typically incorporated in building design shall include the following: <ul style="list-style-type: none"> Design foundation systems to incorporate measured variations of soil swell with effective confinement (dead weight). Strengthen foundations (beams). <p>Use suspended wood floors, drilled piers and grade-beam foundations, floating slabs, or pre-stressed (post-tensions) slab-on-grade.</p>				
<i>PUBLIC SERVICES</i>				
<p><i>Mitigation Measure 5.7-1 Fire Service Impact</i></p> <p>Revise the PDP to reflect standards of the TFPD related to fire apparatus access. This could be accomplished by providing multiple access points to the proposed structures through the inclusions of permanent landscape stairs and paths to the remote portions of the homes.</p>	Project Applicant.	Incorporated into tentative map.	Town Engineer and the Tiburon Fire Protection District.	
<p><i>Mitigation Measure 5.7-7 Water Service Impacts</i></p> <p>Redesign the on-site water supply system so that Lot 14 would be served by MMWD's existing water line in Paradise Drive.</p>	Project Applicant.	Incorporated into tentative map.	Town Engineer and Marin Municipal Water District.	

Mitigation Measure	Implemented By	When Implemented	Monitored By	Verified By Date
VISUAL QUALITY				
<p><i>Mitigation Measure 5.8-1 View Looking North from Middle Ridge Open Space (Viewpoint No. 1)</i></p> <ul style="list-style-type: none"> • Reduce the visual exposure and perceived mass of proposed houses on Lots 3, 4, 5, and 6 and the visual exposure of houses on the other lots to the extent that project elements do not attract attention when viewed from the Middle Ridge open space and therefore meet the visual dominance characteristic definition of subordinate (see Exhibit 5.8-2 on page 322 of Draft EIR). Means to accomplish this include the following: <ul style="list-style-type: none"> □ For proposed houses on Lots 3, 4, 5, and 6: <ul style="list-style-type: none"> ▪ Limit building height to 16 feet, consistent with the proposed height for the house on Lot 5. ▪ Limit total floor area to a size considered appropriate by the Design Review Board and less than the maximum allowable FAR. □ For all proposed houses that are in view from the open space: <ul style="list-style-type: none"> ▪ Consistent with the mitigation measures in Section 5.5 Biological Resources revise the Preliminary Planting Plan to plant native trees where they would screen the buildings so as to limit the exposure of each visible building façade to no more than 30 percent of the total façade area that would otherwise be seen in the view from Viewpoint No. 1. <p>Use glass that has a Visible Light Reflectance / Reflection value of less than nine percent for all exterior glass.</p>	Project Applicant /Architect.	Prior to Design Review approval and before occupancy of homes.	Town of Tiburon Design Review Board and Community Development Director.	
<p><i>Mitigation Measure 5.8-4 Light Pollution</i></p> <p>Prepare a <i>Lighting Plan</i> to incorporate into the Precise Development Plan. The lighting plan shall require:</p>	Project Applicant / Architect.	Concurrent with Design Review.	Community Development Director.	

<i>Mitigation Measure</i>	<i>Implemented By</i>	<i>When Implemented</i>	<i>Monitored By</i>	<i>Verified By Date</i>
<ul style="list-style-type: none"> • All light sources shall be shielded from off-site view. • All lights shall be downcast. • Escape of light to the atmosphere shall be minimized. • Low intensity, indirect light sources shall be encouraged. • Motion-activated lighting systems shall be encouraged. • Security lighting of driveways, parking areas, and garages shall use low-level bollards with shielded light unless this poses a safety hazard (as determined by the Tiburon Police Department), in which case the area shall be lit using as few as possible, motion-activated shielded lights. • Lighting of outdoor use areas and walkways shall be mounted on low-level elevation bollards or posts. • Floodlighting shall be prohibited. • Lighting of outdoor recreation areas shall be prohibited. • Mercury, sodium vapor, and similar intense and bright lights shall not be permitted except where their need is specifically approved and their source of light is restricted. <p>Submittals for Site Plan and Architectural Review shall include information on the location, types, intensity, and design of exterior lighting consistent with the Lighting Plan.</p>				
<i>CULTURAL RESOURCES</i>				
<p><i>Mitigation Measure 5.9-1 Potential Subsurface Cultural Deposits</i></p> <ul style="list-style-type: none"> • Workers involved in ground disturbing activities shall be trained in the recognition of archaeological resources (e.g., historic and prehistoric artifacts typical of the general area), procedures to report such discoveries, and other appropriate protocols to ensure that 	Project Applicant and individual lot owners.	Before issuance of grading permits.	Community Development Director.	

<i>Mitigation Measure</i>	<i>Implemented By</i>	<i>When Implemented</i>	<i>Monitored By</i>	<i>Verified By Date</i>
<p>construction activities avoid or minimize impacts to potentially significant cultural resources;</p> <ul style="list-style-type: none"> • In the event that archaeological artifacts, features or other cultural deposits are encountered during future grading, excavation, or other land alteration efforts, all work in the immediate vicinity of the find must be terminated until the discovery can be evaluated by an archaeologist. These discoveries may include prehistoric and / or historic materials. Depending on the extent and cultural composition of the materials, it may be advisable for subsequent excavations to be monitored by an archaeologist who would be ready to record, recover, and / or protect significant cultural materials from further damage. In the case of prehistoric resources, consultation with interested Native American groups is advised; and • In the event that human skeletal remains are discovered anywhere on the site, work in the vicinity of the discovery must be discontinued and the Marin County Coroner must be contacted. If skeletal remains are found to be prehistoric Native American (not modern), the Coroner will call the Native American Heritage Commission in Sacramento within 24 hours; they in turn will identify the person(s) believed to be the "Most Likely Descendant" of the deceased Native American. The Most Likely Descendant would be responsible for recommending the disposition and treatment of the remains. The Most Likely Descendant may make recommendations to the landowner or the person responsible for the excavation work regarding the appropriate treatment and disposition of the human remains and any associated grave goods as provided in Public Resources Code Section 5097.98. 				

Attachment 3

Precise Development Plan (PDP)



TOWN OF TIBURON
1505 Tiburon Boulevard
Tiburon, CA 94920

Planning Commission Meeting
February 24, 2016
Agenda Item: **2**

STAFF REPORT

To: Members of the Planning Commission

From: Community Development Department

Subject: Alta Robles Residential Project (PD #20): Vesting Tentative Subdivision Map Application (File #TM2015001) for the creation of 14 lots on a 52.2 acre Parcel; 3825 Paradise Drive; SODA, LLC, Owner; IPA, Inc., Applicant; Assessor's Parcel Nos. 039-301-01 and 039-021-13

Reviewed By: _____

PROJECT DATA

Address:	3825 Paradise Drive
Assessor's Parcel Numbers:	039-301-01 and 039-021-13
File Number:	TM2015001
Lot Size:	52.2 acres
Zoning:	RPD (Residential Planned Development)
Precise Plan:	Alta Robles Precise Development Plan (PD #20) - 2012
General Plan:	PD-R-a (Rabin) and PD-R-i (S.O.D.A.); (Planned Development-Residential; maximum density 0.4 du/ac)
Current Use:	Undeveloped/Single-Family Residential
Owner/Applicant:	SODA, LLC
Flood Zone:	X (Outside 500 year flood area)

BACKGROUND

On February 15, 2012, the Town Council approved a precise development plan application (the Alta Robles Precise Development Plan; PD #20) for this property by adopting Resolution No. 09-2012 (**Exhibit 1**). The precise development plan approved the project density and the location, maximum height and floor areas of the 14 homes (one existing single-family dwelling and 13 new homes) that could be developed on this property. The applicants are now applying for the vesting tentative subdivision map approval that would establish the proposed lot lines for the subdivision. Future applications would include a final map, subdivision improvement drawings, site plan and architectural review applications, and building permits for each residence.

PROJECT DESCRIPTION

The proposal requests the subdivision of an approximately 52.2-acre parcel located at 3825 Paradise Drive, extending from Hacienda Drive on the south, up to the Tiburon Ridgeline, then downward to Paradise Drive on the north. Fourteen (14) residential lots would be created. A

single-family dwelling exists on one lot, and each of the remaining 13 lots would be developed with a single-family residence. The proposed lot/parcel sizes are as follows:

Lot 1:	15.16 acres
Lot 2:	1.67 acres
Lot 3:	1.44 acres
Lot 4:	1.03 acres
Lot 5:	1.15 acres
Lot 6:	1.34 acres
Lot 7:	1.50 acres
Lot 8:	1.51 acres
Lot 9:	1.50 acres
Lot 10:	1.51 acres
Lot 11:	1.51 acres
Lot 12:	1.51 acres
Lot 13:	1.50 acres
Lot 14:	<u>1.20 acres</u>
SUBTOTAL	33.53 acres
Private common open space:	<u>18.68 acres</u>
TOTAL	52.21 acres

Private open space easements would be established over portions of all 14 lots. Combined with three separate parcels of common open space, approximately 77% of the site would be dedicated to open space per the precise development plan approval. Access would be provided to the proposed lots from a private roadway connecting to Paradise Drive at the northeast corner of the property. The Tentative Map drawings are attached as **Exhibit 3**.

The Vesting Tentative Map application proposes no substantive changes to the project as approved in the Alta Robles Precise Development Plan. All conditions and specifications of the approved precise development plan would continue to be in effect.

ANALYSIS

The Vesting Tentative Map application stage of review in the Town of Tiburon is a secondary or “trailing permit” process for projects located in the RPD zone for which a Precise Development Plan (PDP) has been approved and CEQA review has been completed. The main thrust of review at the tentative map stage is to better delineate the “when,” “how,” and “by whom” of actual project implementation. Conditions of approval typically focus on project dedications, implementation of mitigation measures and PDP conditions of approval, requirements for preparation of subdivision improvement drawings, requirements for monetary security (bonding), and payment of development impact fees.

A recitation of consistency with various Town land use regulations is also required, although these issues were identified and resolved during the PDP stage of review.

General Plan Consistency and Zoning Compliance

The land areas of the 14 proposed lots are consistent with the established General Plan density for the site, and are consistent with the zoning for the property, as established in the adopted Alta Robles Precise Development Plan.

Tiburon Subdivision Ordinance

Section 14-3.6 of the Tiburon Municipal Code (Subdivisions) requires that the Planning Commission make the following findings before recommending approval to the Town Council of a tentative map application for a minor subdivision:

- a. Plan Consistency. As stated above, the proposed map is consistent with the Tiburon General Plan and the Alta Robles Precise Development Plan.
- b. Design or Improvement. The design of the proposed subdivision is consistent with the Tiburon General Plan and the Alta Robles Precise Development Plan.
- c. Type of Development. The proposed detached single family residential lots are consistent with the type of development suitable for the physical constraints of this property.
- d. Density of Development. Fourteen residences on the 52.2-acre site would yield a density of 0.27 units per acre. This would be 67.5% of the maximum density of 0.4 units/acre allowed under the General Plan and an appropriate density for this property.
- e. Fish or Wildlife. As documented in the certified EIR for the project, the design of the proposed subdivision and its improvements would not substantially injure fish or wildlife or their habitat.
- f. Public Health. The design of the proposed subdivision has no characteristics that would cause significant public health problems.
- g. Access. The private roadway providing access to the 14 proposed lots would not conflict with other access easements in the area. The project has adequate emergency access.
- h. Dedications. Open space easements are required over approximately 77% of the site per the precise development plan approval.
- i. Discharge of Waste. The proposed houses would connect into the Sanitary District No. 5 public sewer system, in conformance with the requirements of the Town of Tiburon, LAFCO and the Sanitary District.
- j. Regional Housing Needs. The subdivision of this property to allow the construction of 13 new single-family homes would be compatible with the identified regional need to construct additional housing within the Southern Marin

area. Substantial affordable housing in-lieu fees will be paid to meet the Town's inclusionary housing requirements.

PUBLIC COMMENTS

As of the date of this report, four letters have been received regarding this application, attached as **Exhibits 4-7**.

ENVIRONMENTAL STATUS

A Final Environmental Impact Report was certified by the Town Council in 2011 for this project. No changes to the project are proposed that would require additional environmental review. All adopted mitigation measures apply.

TIMELINE FOR DECISION

The Permit Streamlining Act (PSA) allows a relatively short window (only 50 days from the date of application completeness) for the Town to take final action on the Vesting Tentative Map application. The PSA deadline for this application is March 24, 2016. The item has been tentatively scheduled for the March 17, 2016 Town Council meeting.

CONCLUSION

Staff concludes that all of the required findings can be made for conditional approval of this Vesting Tentative Map application.

RECOMMENDATION

Staff recommends that the Planning Commission take any public testimony on this item and adopt the draft resolution (**Exhibit 2**) recommending approval of the Alta Robles Vesting Tentative Map application to the Town Council.

EXHIBITS

1. Town Council Resolution No. 09-2012
2. Draft Resolution
3. Application and supplemental materials
4. Letter from Sandra Swanson, dated September 27, 2015
5. Letter from Doug Dossey, dated September 27, 2015
6. Letter from John Kunzweiler, dated September 28, 2015
7. Letter from David Joyner, dated September 29, 2015
8. Alta Robles Vesting Tentative Map drawings (9 sheets)

Prepared By: Daniel M. Watrous, Planning Manager

\\shared\\planning\\pc\\staff reports\\2016\\February 24 meeting\\Alta Robles tentative map report.doc

RECORDING REQUESTED
RETURN TO:
TOWN CLERK
TOWN OF TIBURON
1505 TIBURON BOULEVARD
TIBURON, CA 94920

RESOLUTION NO. 09-2012

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TIBURON
AMPLIFYING AND SUPPLEMENTING PROVISIONS OF TITLE IV, CHAPTER 16
SECTION 16-21.020 (F) OF THE TIBURON MUNICIPAL CODE (ZONING) WITH
RESPECT TO PLANNED DEVELOPMENT #20
BY APPROVING A PRECISE DEVELOPMENT PLAN (ALTA ROBLES PDP)
AND ADOPTING A MITIGATION MONITORING PROGRAM

ASSESSOR PARCEL NOS. 039-021-13 and 039-301-01

WHEREAS, the Town Council of the Town of Tiburon does resolve as follows:

Section 1. Findings.

- A. The Town of Tiburon has designated 52.21-acres of land located between Paradise Drive and Hacienda Drive Road as Residential Planned Development (RPD) on the Zoning Map and in the zoning regulations of the Tiburon Municipal Code, Title IV, Chapter 16, at Section 16-14.020 (B), with a further zoning designation of Planned Development #20 on the Planned Development Map in the aforesaid Section. All future Tiburon Municipal Code Section references in this resolution and its attachments shall be to Title IV, Chapter 16 (Zoning) unless otherwise specified.
- B. Tiburon Municipal Code Section 16-21.030 (D[3]) provides zone regulations for the RPD zone, specifying the approval of a Precise Development Plan prior to subdivision, grading, or the making of improvements on property so designated. Basic zoning parameters such as density of development, floor area limits, height limits, and setbacks are to be specified in an approved Precise Development Plan for the property, based on site-specific characteristics to which an appropriate amount and layout of development may be tailored. The intent of the RPD zone is set forth as follows:

The Residential Planned Development (RPD) Zone is intended to protect and preserve open space land as a limited and valuable resource without depriving owners of a reasonable use of their property for residential purposes. The regulations of the zone are designed to insure, to the extent feasible, the conservation of natural resources and the retention of land in its natural or near

natural state in order to, among other things, assist in the containment of urban sprawl and protect the community from the hazards of fire, flood, seismic and other catastrophic activity, and to otherwise implement the goals and policies of the General Plan.

C. Tiburon Municipal Code Section 16-52.060 (B) establishes the Precise Development Plan purposes as follows:

1. To provide for review by the Town a detailed development proposal for a designated area with unique site characteristics or environmental conditions, in both written and graphic form, to ensure that new development in such areas is compatible with the existing land uses, development standards (including but not limited to, setbacks or building envelopes, coverage limits, and height limits) and identified constraints;
2. To demonstrate consistency of a development proposal with the goals and policies of the General Plan;
3. To preserve and conserve critically limited open space for the protection of the ecology and the environment, and to safeguard against the adverse impacts of fire, noise, water pollution, the destruction of scenic beauty and hazards related to geology, fire and flood, while at the same time providing a reasonable use of the land.

Section 16-52.060 (E) sets forth principles to be applied in the review of Precise Development Plan applications. Section 16-52.060 (D) declares approval of a Precise Development Plan by the Town Council to be a legislative act.

- D. The Town of Tiburon has received and considered an application filed by Irving & Varda Rabin for a Precise Development Plan (the Alta Robles Precise Development Plan) to augment and supplement provisions of Section 16-21.030(D[3]) of the Tiburon Municipal Code specific to Planned Development #20 by proposing the development of fourteen single family lots and appurtenant improvements, and three open space parcels, on an approximately 52.21-acres of land. The proposed Alta Robles Precise Development Plan would establish a maximum density of 0.27 dwelling units per acre (exclusive of any secondary dwelling units), and provide a basic layout and RPD zoning district parameters for the property, including but not limited to, permanent open spaces, building footprints, residential use areas, height limits, and floor area limits.
- E. The Alta Robles Precise Development Plan application consists of File #30701, on file with the Town of Tiburon Community Development Department. The official record for this project is hereby incorporated and made part of this Resolution. The record includes the staff reports, minutes, application materials, and all comments and materials received at the public hearings.

- F. The Planning Commission held duly noticed public hearings on the Precise Development Plan application on January 26 and April 13, 2011. On April 27, 2011, the Planning Commission adopted Resolution No. 2011-10 recommending to the Town Council conditional approval of the project with, among other modifications, the elimination of Lots 8, 9, 10 and 13.
- G. An Environmental Impact Report (EIR) analyzing the project was certified by the Town Council on August 3, 2011.
- H. The Town Council has previously and by separate resolution adopted Findings of Fact pursuant to the California Environmental Quality Act and has adopted findings of overriding considerations to approve the project despite remaining significant environmental effects.
- I. The Town Council held a duly noticed public hearing on the Precise Development Plan application on August 3, 2011, at which it heard and considered testimony from interested persons. The Town Council subsequently deliberated further on the application at public meetings held on August 31, 2011, November 16, 2011, and February 15, 2012. The Town Council finds, based upon application materials and analysis presented in the staff report and the certified Final EIR that the proposed project, as modified by conditions of approval, is on balance consistent with and furthers the goals and policies of the Tiburon General Plan and in conformance with provisions of the Tiburon Zoning Ordinance. The facts in support of this finding are set forth in the official record for this project.
- J. The Town Council finds that the specific design characteristics of the proposed homes, as presented by the applicant, are a critical factor in the Town's approval of the project. The applicant has publicly agreed, and it is mutually understood between the Town and the applicant, that the homes to be constructed on Lots 2 through 14 shall be closely based on, and in exterior appearance shall resemble as closely as possible, the homes as shown in the Alternative 6 drawings revised through January 25, 2012, as presented to the Town Council on February 15, 2012, as may be modified pursuant to Condition No. 2 of this Resolution.

Section 2. Conditional Approval of Precise Development Plan.

BE IT FURTHER RESOLVED that the Town Council hereby approves the Alta Robles Precise Development Plan (PD #20) subject to the following conditions and modifications:

1. **Contents.** The approved Alta Robles Precise Development Plan shall consist of the following:

Precise Development Plan for Alta Robles, Tiburon, California, including Architectural Design Guidelines prepared by IPA, Inc., dated March 1, 2007; plans prepared by CSW/Stuber-Sroeh Engineering Group, Inc.,

dated 05-08-07; and the Alta Robles Precise Development Plan (a.k.a. Alternative 6) prepared by Kao Design Group, January 25, 2012, and as amended and modified by mitigation measures and conditions of approval contained herein.

2. **Modifications to Precise Development Plan.** The following modifications shall be made to the Alta Robles Precise Development Plan application, as modified through Alternative 6, shall be modified as follows:
 - a. No major accessory buildings or structures (including but not limited to buildings, detached garages and pools) shall be permitted between the significant ridgeline and a line parallel to the building footprint closest to the ridgeline for Lots 8, 9, 10, 11 and 12.
 - b. No accessory buildings or structures (including buildings and detached garages) shall be permitted west of the significant ridgeline for Lot 12.

Within ninety (90) days following the effective date of this Resolution, the applicant shall submit a complete set of the drawings and documents referenced above incorporating all changes required by the conditions of approval and project modifications made in this Resolution to the Community Development Department for review and acceptance as being in substantial conformance with this approval. This update shall also include and required changes to the Landscape, Tree Removal and Vegetation Management Plans prepared by Jim Catlin, Landscape Architect, dated March 2006 (16 sheets).

3. **Lot 1 Parameters.** Lot 1 is currently developed with an 8,000+ square foot single family dwelling, tennis court, pool, pond, garden and landscaped areas and other ancillary improvements. Lot 1 is subject to the 8,000 square foot floor area guideline limit as set forth in the Tiburon Municipal Code. The height limit for the main building is 28 feet and the tennis court must be unlighted. Any additional floor area on Lot 1 must first secure a floor area exception as set forth in Section 16-52.020(I) of the Tiburon Municipal Code, or successor sections thereto. Additional improvements on Lot 1 shall be confined to the residential use area except as otherwise approved herein. The Rabin Private Zone portion of Lot 1 shall be subject to the provisions of Condition No. 11 below regarding establishment of open space, scenic and/or resource conservation easements. No additional buildings are allowed in the Rabin Private Zone beyond the existing storage shed located adjacent to Lot 5, which may be maintained in good repair but may not be enlarged or the use altered without prior approval by the Planning Commission.
4. **Maximum Density Established.** In furtherance of Section 16-21.040 (C[2]) of the Municipal Code, this Precise Development Plan approval establishes a

maximum density of 0.27 dwelling units per acre (14 primary dwellings, not including any Town-approved secondary dwelling units incidental to primary dwellings) on the 52.21 acre site and is intended to reflect the ultimate development of the property. No additional subdivision for the purpose of creating additional lots and/or building sites is permitted, and a note to that effect shall be placed on the final subdivision map.

5. **Floor Area and Height Maximums Established.** In furtherance of Section 16-52.020 (I[3]) of the Municipal Code, this Precise Development Plan approval establishes the limit of “floor area, gross”, as defined in Section 16-100.020 (F) therein (except that all basement area shall be counted as floor area), and “height”, as defined in Section 16-100.020 (H) therein, that may be constructed on each lot as set forth in attached **Exhibit A**, incorporated herein. If any discrepancy between the approved drawings and Exhibit A exists, the latter shall control. It is understood that the floor area for each lot as specified above is a maximum allowable square footage, and the Town may, in its reasonable discretion in reviewing Site Plan and Architectural Review applications for each lot, approve a lesser amount of square footage and/or height. Exhibit A also establishes a floor area allowance not to exceed five hundred (500) square feet for the construction or installation of detached accessory buildings. The allowance shall not be used for detached garages, carports, or secondary dwelling units, but may be used for a pool house, cabana, tool/garden shed, or similar structure, the use of which is clearly subordinate and incidental to the main building. Detached accessory buildings shall not exceed fifteen (15) feet in height above grade. No additional floor area shall be granted for a secondary dwelling unit, which may only be permitted as an attached structure within the footprint and allowable floor area of the single-family dwelling on a lot.
6. **Significant Ridgeline Setback.** No swimming pools, spas, or structures other than wood and wire fences, driveways, and retaining walls supporting driveways shall be allowed within fifteen (15) linear feet of significant ridgelines 5 and 6 as depicted on Sheets EXH 22 and 23 of the approved drawings.
7. **Accessory Buildings and Fences.** Accessory buildings or structures and other improvements, including patios, decks, pools, spas, fountains and water features, built-in barbeques, play structures, arbors, gazebos, tool sheds, fences, landscape walls, and parking areas shall be limited to the “residential use area” (RUA) of each lot as shown on the Sheets EXH 22 and 23 of the approved drawings. Fences shall not exceed six (6) feet in height and landscape walls shall not exceed four (4) feet in height. All such fences shall be a wood and wire design matching specifications approved herein.
8. **Tennis Courts.** Additional tennis courts (beyond the single existing court on Lot 1) are prohibited.

9. **Common private open space.** In furtherance of Section 16-21.040 (A) of the Municipal Code, this Precise Development Plan approval establishes a designation of “common private open space” for Lots A, B and C, and in furtherance of Section 16-21.030(D[3]) of the Municipal Code, said Lots A, B, and C shall be protected by open space, scenic, and/or resource conservation easements to be offered for acceptance to the Town of Tiburon by separate instrument as part of the final map application. Said easements (if accepted) shall be recorded in conjunction with the recordation of the final map and their official records reference shall be placed on the final map. Said easements shall acknowledge, as necessary, any existing improvements (such as the three 19 foot-high water storage tanks on Lot C), any required roadway, drainage and/or utility easements and any landscape installation (e.g. entry landscaping, retaining wall screening, and mitigation planting) and maintenance agreements that are required as part of this Precise Development Plan approval or permits issued in reliance thereon. All easement or dedication documents associated with this Precise Development Plan approval shall be reviewed and approved by the Town Attorney and Director of Community Development prior to acceptance for filing of any final map application.
10. **Improvements Outside of Residential Use Area.** In furtherance of Section 16-21.040 (A) of the Municipal Code, no improvements of any type, including fencing, shall be permitted on any lot outside of the approved RUA for each lot, with the exception of driveways, retaining walls necessary to support driveways, subdivision improvements and other improvements clearly contemplated by this Precise Development Plan approval, including the project’s mitigation measures.
11. **Lot Areas Outside the RUA.** In furtherance of Section 16-21.030(D[3]) of the Municipal Code, all portions of private lots outside the RUA shall be protected by an open space easement or easements offered for acceptance to the Town of Tiburon by separate instrument as part of the final map application. Said open space easement or easements shall be recorded in conjunction with the recordation of the final map and their official records reference shall be placed on the final map. The open space easement limitations shall not apply to improvements clearly contemplated in this Precise Development Plan, such as, without limitation, the private roadways serving the subdivision; driveways, retaining walls necessary to support driveways; utilities; landslide repair devices and re-vegetation; drainage ditches; existing water tanks and other existing improvements, or other ancillary improvements necessary for installation of the subdivision improvements.
12. **Rabin Private Zone on Lot 1.** In furtherance of Section 16-21.030 (D[3]) of the Municipal Code, the area designated as Rabin Private Zone on Lot 1 shall be reserved for natural resource protection and scenic view preservation. A natural resource protection and scenic view preservation easement shall be offered for acceptance to the Town of Tiburon by separate instrument as part of the final map

application. Said easement shall be recorded in conjunction with the recordation of the final map and its official records reference shall be placed on the final map. Said easement shall acknowledge, if necessary, any existing improvements, any required roadway, drainage and/or utility easements and any landscape installation (e.g. mitigation planting) and maintenance agreements that are required or reasonably foreseeable in this Precise Development Plan approval.

13. **Design Guidelines.** All residential improvements constructed on the property shall substantially conform to the Alta Robles Architectural Design Guidelines dated 3/6/2007, as amended by this approval. Within ninety (90) days following the effective date of this Resolution, said Guidelines shall be updated and revised to reflect mitigation measures and conditions of approval herein to the satisfaction of the Director of Community Development. Said guidelines shall also be part of the draft CC&R's submitted for review and acceptance by the Town Attorney with the tentative subdivision map application and shall be recorded in conjunction with the final map.
14. **House Designs and House Footprints.** Individual house designs and house footprints submitted for Site Plan and Architectural Review approval for Lots 2 through 14 shall be closely based on, and in exterior appearance shall resemble as closely as possible, the homes as shown in the Alternative 6 drawings as approved herein. It is the express intent of the Town Council that future amendments to the adopted Precise Development Plan regarding exterior house design characteristics (including footprint) be avoided to the maximum extent feasible through strict adherence to the approved PDP drawings. In reviewing Site Plan and Architectural Review applications, Town staff and the Design Review Board are directed to disallow substantive exterior changes, except for a reduction in house size and/or height, to the drawings approved herein, as being inconsistent with this Precise Development Plan.
15. **Colors and Materials.** Colors and materials of homes and accessory buildings and structures shall be low-reflectivity, medium and/or dark hues that minimize contrast with surroundings and reduce visual impacts.
16. **Retaining Walls and Screening.** The appearance of any publicly-visible project retaining walls (including debris catchment fences or walls) shown on the subdivision improvement drawings in excess of forty-two (42) inches in height shall be subject to review and approval by the Design Review Board (DRB) prior to approval of said drawings. Where publicly visible, all subdivision improvement-related retaining walls and bridge piers shall have the appearance of rock, such as would be found native on the site, to provide a natural look, and shall be medium to dark in color to reduce contrast. Any DRB approval shall include appropriate landscape screening for such structures. Bonding or other monetary security for the irrigation, maintenance and replacement of retaining

wall landscaping for the lifetime of the retaining walls shall be secured by the Town prior to recordation of the final map. The amount of monetary security shall be acceptable to the Director of Public Works and the terms of the maintenance and replacement shall be acceptable to the Town Attorney.

17. **Landscaping.** Any disturbed open space areas shall be landscaped with native plants immediately following the landslide repair and/or subdivision improvement/home construction work. Additionally, all landslide repair areas shall be hydro-seeded with native grasses following grading for dust control and soil stability in accordance with geotechnical engineering recommendations. No new landscaping or vegetation shall be planted on any private open space area other than that approved as part of a detailed landscape plan and native plant palette to be submitted with the tentative subdivision map application and incorporated into the subdivision improvement drawings.
18. **Landscape Transition.** The Precise Development Plan landscape drawings for the private lots shall be revised to require a gradual transition of landscaping within the residential use areas from the suburban-type landscaping of the RUA to the more natural-appearing vegetation found in the private open space portions of lots and areas outside the residential use area.
19. **Detailed Landscape Plan.** A detailed landscape plan for the subdivision improvement phase of the project shall be prepared as part of the subdivision improvement drawing submittal and shall be reviewed and approved by the Design Review Board. This landscape plan shall include removal of any remaining invasive plant species; review of common area plantings, entry landscaping, retaining wall screening, and any landscaping required in adopted mitigation measures. Infrastructure and subdivision improvement-related landscaping must be supported by a functional, reliable, and appropriate irrigation system for which maintenance is guaranteed by the homeowner association. Mechanisms shall be instituted in the CC&R's and/or elsewhere as appropriate that provide the Town the right, but not the obligation, to compel maintenance of such landscaping at homeowner association expense if deemed necessary by the Town.
20. **Tree Plan.** A detailed Tree Protection and Replacement Plan shall be submitted with the subdivision improvement drawings to set forth protection measures for trees to be retained during project construction and to implement Mitigation Measure 5.5-5 and shall be reviewed and approved by the Director of Community Development and Director of Public Works. Said Plan shall be subject to third party review by a professional biologist of the Town's choosing at the applicant's sole expense.

21. **Private Open Space Bollards.** As described on p. 49 of the Alta Robles Draft EIR, three-foot high permanent bollards with plaques shall be installed at intervals of approximately 60 feet between the boundary of the residential use areas and the private open space areas of each lot. Said bollards shall be maintained in good condition at all times by the homeowner's association for the subdivision.
22. **Roadway Lighting.** If lighting is proposed for the project roadways, lighting details shall be reviewed by the Design Review Board prior to the approval of subdivision improvement drawings for the project. All roadway lighting shall be shielded downlights to the satisfaction of the Design Review Board.
23. **Restrictions and Agreements.** Draft CC&R's, deed restrictions, and/or joint maintenance agreements or other similar binding and recordable instruments for the subdivision shall be prepared and submitted for review and approval by the Town Attorney and Director of Community Development as part of the tentative subdivision map application ("CC&Rs"). Said CC&Rs acceptable to the Town Attorney shall contain provisions and limitations as set forth in this Precise Development Plan approval and the adopted Mitigation Monitoring Program to the satisfaction of the Town Attorney and Director of Community Development. These CC&Rs shall contain, without limitation, provisions for ongoing maintenance of the private roadway, common areas, ongoing maintenance of drainage structures and facilities, ongoing maintenance and replacement of open-space bollards, landslide mitigation structures, and ongoing removal of invasive plant species (French broom, pampas grass, etc.) from the property, and shall be recorded in conjunction with the final map. Said CC&Rs shall also include the house design limitations set forth in Condition No. 14 and shall establish, to the satisfaction of the Town Attorney, the property owner and/or homeowners association for the Alta Robles subdivision as the primary and principal enforcer(s) of said house design limitations, such that Precise Plan Amendment requests to the Town of Tiburon regarding house designs or other lot development parameters are limited to the maximum extent feasible

The CC&Rs shall grant to the Town of Tiburon the authority but not the obligation to ensure that the provisions of the Precise Development Plan are adhered to and implemented in an ongoing manner for the life of the subdivision. The Town of Tiburon will be a third-party beneficiary with independent rights of enforcement, as determined in the reasonable discretion of the Director of Community Development and Town Attorney. The CC&R provisions pertaining to the Precise Development Plan may not be amended without Town of Tiburon's prior consent, and shall contain a separate clause to that effect.

24. **Vehicular Access to Project.** All vehicular access shall be from the primary access road connecting to Paradise Drive near the northern edge of the property, except as otherwise allowed by Condition No. 26 below. There shall be no

vehicular access from Hacienda Drive except for emergency vehicle purposes.

25. **Traffic Study at Project Entry.** The certified EIR concluded that at present, traffic speeds near the proposed project entry are such that adequate sight distance would be achieved without additional mitigation. Applicant has agreed that this situation could change prior to installation of the subdivision improvements at some unknown future date, and that an updated study may reach a different conclusion than was reached in the EIR. Applicant has therefore agreed that, not more than ninety (90) days prior to submitting the final map application and subdivision improvement drawings, applicant will retain a qualified traffic consultant to perform a traffic study, at applicant's expense and to the Town Engineer's specifications. The traffic study will ascertain the average speed of vehicles near the proposed project entry. The Town Engineer will determine, in his sole discretion, whether the retaining wall and associated improvements set forth in Mitigation Measure 5.1-4 from the Draft EIR are required as mitigation at that time, in which event such improvements must be installed. Mitigation Measure 5.1-7 shall be applied in any event.
26. **Existing Project Entry.** Upon completion of the improvements for this subdivision, the existing access roadway leading from Paradise Drive to the residence at 3825 Paradise Drive, located at the farthest eastward edge of the property, shall be used for emergency vehicle and Lot 1 access only and shall be secured and gated for that purpose to the satisfaction of the Town Engineer and the Fire Marshal of the Tiburon Fire Protection District. This access point shall not be used for project construction.
27. **Public Recreational Trail.** Applicant shall survey, design, and install a traversable public access recreational trail within the easement immediately north of Hacienda Drive. Said trail shall be designed as part of the subdivision improvement drawings. The design shall include installation of six (6) foot-high solid fencing at the northwestern edge of the trail nearest 139 Hacienda Drive that will to the maximum extent feasible prevent trail users from approaching the shared property line of that property with the Alta Robles property and thus protect the privacy of occupants of 139 Hacienda Drive. Applicant-performed trail work shall be done as part of the subdivision improvement phase of the project. Alternatively, with Town Engineer consent, applicant may make a monetary contribution to cover fully the Town's estimated reasonable costs of designing, surveying and installing said path. If an in-lieu monetary contribution is proposed instead of applicant installation, then said payment shall occur prior to recordation of the final map. The amount of any monetary contribution shall be based on an estimate by the Town Engineer. Notwithstanding this condition, Town and applicant may agree to an earlier installation of the public path improvements by separate agreement that would satisfy this condition.

28. **Removal of Junk Materials.** As part of the installation of the subdivision improvements, applicant shall remove or replace dilapidated fencing and fence-posts, and shall remove litter, garbage, and other junk materials from the entire site.
29. **Debris catchment fences.** All proposed debris catchment fences and/or walls shall be shown on the subdivision improvement drawings. Where such fences or walls are proposed to be located in, or would require access through, sensitive resource areas, alternative solutions shall be explored that would avoid to the extent feasible impacts on sensitive resources.
30. **Fire Access Easements.** Fire apparatus access areas shown on Lot 1 shall be shown as easements for emergency vehicle use and offered for dedication as such on the final map to the satisfaction of the Town Engineer and Fire Marshal.
31. **Construction Management Plan.** The Construction Management Plan contained in the March 2007 Alta Robles project submittal is illustrative only. A detailed Construction Management Plan shall be prepared and submitted with the final map application and subdivision improvement drawings for review and approval by the Town Engineer and Director of Community Development. The Construction Management Plan shall, without limitation, outline the sequence and estimated timing of subdivision improvement installation; and shall comprehensively address construction staging areas, construction parking, materials storage, soil stockpiling, debris boxes, portable restrooms, and protective fencing for the subdivision improvement installation phase of the project. The Construction Management Plan shall specify an aggressive subdivision improvement installation schedule. In no event shall installation exceed a period of three (3) calendar years. No parking or staging of construction vehicles shall be permitted along or adjacent to Paradise Drive.
32. **Grading Period.** All grading involving the use of heavy construction equipment shall be limited to the period between April 15 and October 31. The Building Official may authorize limited extensions of time to this period in his reasonable discretion.
33. **Smoking.** No smoking shall be permitted on site by any person, contractor or employee during any phase of project construction. A water truck shall be present on the site during vegetation removal. These requirements shall be noted on the subdivision improvement drawings and shall be incorporated into the contract and the construction documents for the contractor(s) performing the work.
34. **Expiration.** This Precise Development Plan approval shall be valid for thirty-six (36) months following its effective date, and shall expire unless a time extension is granted or a tentative subdivision map has been approved in reliance on this

Precise Development Plan, in which instance the Precise Development Plan shall remain valid coterminous with the tentative map approval.

Section 3. Adoption of Mitigation Monitoring Program.

BE IT FURTHER RESOLVED that the Town Council hereby adopts a Mitigation Monitoring Program (MMP) for the project, attached hereto as **Exhibit B** and incorporated herein. Applicant shall bear all costs associated with implementation of the MMP.

Section 4. Effective Date.

BE IT FURTHER RESOLVED that this Precise Development Plan approval shall become effective thirty (30) days after adoption of this Resolution, pursuant to Section 16-52.060 (D) of the Tiburon Municipal Code.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Tiburon held on February 15, 2012 by the following vote:

AYES: COUNCILMEMBERS: Collins, Doyle, Fraser, Fredericks, O'Donnell

NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None

JIM FRASER, MAYOR
Town of Tiburon

ATTEST:

DIANE CRANE IACOPI, TOWN CLERK

Attachments: Exhibit A (Table of Floor Areas and Heights)
Exhibit B (Mitigation Monitoring Program)

RESOLUTION NO. 2016-(Draft)

**A RESOLUTION OF THE PLANNING COMMISSION OF THE TOWN OF TIBURON
RECOMMENDING APPROVAL OF A VESTING TENTATIVE SUBDIVISION MAP
FOR A 14-LOT SUBDIVISION AT 3825 PARADISE DRIVE
(PD #20, ALTA ROBLES PROJECT)**

ASSESSOR'S PARCEL NOS. 039-021-13 AND 039-301-01

WHEREAS, the Planning Commission of the Town of Tiburon does resolve as follows:

Section 1. Findings.

- A. An application for a Vesting Tentative Subdivision Map to subdivide 52.21 acres of land into fourteen (14) residential lots has been received from SODA, LLC. The subject property is located between Paradise Drive and Hacienda Drive and is identified as Assessor's Parcel Nos. 039-021-13 and 039-301-01.
- B. The application consists of the following:
 - 1. Land Development Application Form and supplemental application information received September 8, 2015.
 - 2. Vesting Tentative Map (9 sheets) entitled "Vesting Tentative Map, Rabin Subdivision," received December 22, 2015, prepared by CSW/Stuber-Stroeh Engineering Group, Inc.
 - 3. Draft Declaration of Covenants, Conditions and Restrictions of Alta Robles, received September 8, 2015.
 - 4. Mitigation Monitoring, and Reporting Program for Biological Resources, prepared by LSA Associates, Inc., dated May 3, 2013.
 - 5. Biological Assessment Alta Robles Residential Development, prepared by LSA Associates, Inc., received September 8, 2015.
 - 6. Biological Information to Support the Vesting Tentative Map Application, Alta Robles Project, prepared by LSA Associates, Inc., dated December 16, 2015.
- C. The Planning Commission finds that a Final Environmental Impact Report was certified by the Town Council in 2011 for this project in conformance with the requirements of the California Environmental Quality Act, and that no further environmental review is required.
- D. The Planning Division and the Town Engineer have reviewed the project in accordance with applicable regulations and have recommended conditional approval of the application, as set forth in the Staff Report dated February 24, 2016.

- E. The Planning Commission held a duly-noticed public hearing on February 24, 2016, and has heard and considered testimony from interested persons.
- F. The Planning Commission finds that the application, as conditioned, is consistent with the goals and policies of the Tiburon General Plan. The Commission further finds that the application is in conformance with the provisions of the Alta Robles Precise Development Plan and is consistent with the provisions of Chapter 14 of the Tiburon Municipal Code regulating the subdivision of land.

Section 2. Recommendation for Approval.

NOW, THEREFORE BE IT RESOLVED that the Planning Commission of the Town of Tiburon does hereby recommend approval of the Alta Robles Vesting Tentative Map application (File #TM2015001) to the Town Council, subject to the following conditions:

Public Works & Engineering

1. All of the following requirements of the Town Engineer shall be met prior to the approval of the Final Map, including the ability to provide all essential utilities to the site. Two copies of a recent (within six weeks of submittal) preliminary title report, plus traverse calculations in electronic form, shall accompany the Final Map submittal. The Final Map shall be prepared in conformance with the standards of the Town of Tiburon and the standards of the State Subdivision Map Act.
2. All engineering requirements and standards, including but not limited to landslide repair, drainage, dust control, erosion control and winterization, soils stabilization, construction criteria, tree and other resource protection, roadway geometrics, and grading shall be subject to review and approval by the Town Engineer through the subdivision improvement process. Landslide repair shall be based upon the Preliminary Landslide Assessment dated February 28, 2007, prepared by Kleinfelder, Inc.; the Preliminary Geotechnical Investigation dated March 5, 2007 and the Response to Geotechnical Peer Review Comments dated January 28, 2008, prepared by Miller Pacific Engineering Group; the Geotechnical Peer Review dated April 16, 2007 and the Review of Response to Geotechnical Peer Review, prepared by Herzog Geotechnical; and the several prior geotechnical studies and letters referenced therein.
3. Prior to approval of the Final Map, project sponsor shall enter into a subdivision improvement agreement with the Town of Tiburon and post all required monetary securities. Said agreement shall be recorded with the Final Map.

4. Prior to approval of the Final Map, project sponsor shall submit detailed subdivision improvement drawings addressing without limitation all elements in Condition #2 above for review and approval by the Town Engineer, Director of Community Development, and other applicable agencies.
5. The Final Map shall include all easements shown in the title report dated December 3, 2015, on file with this application, including, but not limited to Items 5, 6, 9, 12, 25, 26, 28, 30, 34, and 36 in the title report, and shall include all elements shown on the approved Vesting Tentative Map and Precise Development Plan drawings.
6. The Final Map shall include a site reconnaissance statement in compliance with Section 14-3.4 (a) of the Tiburon Municipal Code.
7. Elevations on the Final Map shall reference current National Geodetic Survey data (NAVD 88), or as required by the Town Engineer.
8. As part of the subdivision improvement drawings submitted with the Final Map application, project sponsor shall incorporate storm water treatment Best Management Practices (BMPs) into the design of the project to the extent practicable and shall include all measures required by Mitigation Measure 5.4-4 of the adopted Mitigation Monitoring Program for the Alta Robles Precise Development Plan. Consideration of BMPs shall include, but not be limited to, the use of grassy swales, landscaped areas, grasscrete, and similar measures in accordance with NPDES and MCSTOPP. All storm drain inlets shall be imprinted with a sign indicating "no dumping, flows to creek."
9. All portions of private lots outside the residential use areas (RUAs) shall be protected by an open space easement or easements offered for acceptance to the Town of Tiburon or, with the approval of the Town, to other public or non-profit entities, by separate instrument as part of the Final Map application. This protection limitation does not apply to improvements and the maintenance thereof contemplated for installation in the Alta Robles Precise Development Plan, such as, without limitation, the private roadways serving the subdivision; driveways, retaining walls necessary to support driveways; utilities; landslide repair devices and re-vegetation; drainage ditches; existing water tanks and other existing improvements, or other ancillary improvements necessary for installation of the subdivision improvements contemplated in the Precise Development Plan or permits issued in reliance thereon, including the subdivision improvement drawings. Open space easement or dedication documents shall be reviewed and approved by the Town Attorney and Director of Community Development prior to acceptance for filing of the Final Map application. Said open space easement or easements (if accepted) shall be recorded in conjunction with the recordation of

the Final Map and their official records reference numbers shall be noted on the Final Map.

10. The area designated as Rabin Private Zone on Lot 1 shall be reserved for natural resource protection and scenic view preservation. A natural resource protection and scenic view preservation easement for the Rabin Private Zone shall be offered for acceptance to the Town of Tiburon by separate instrument as part of the Final Map application. Said easement shall be recorded in conjunction with the recordation of the Final Map and its official records reference shall be placed on the Final Map. Said easement shall acknowledge, if necessary, any existing improvements, any required roadway, drainage and/or utility easements and any landscape installation (e.g. mitigation planting) and maintenance agreements that are required or reasonably foreseeable in the Alta Robles Precise Development Plan approval.
11. As described on p. 49 of the Alta Robles Draft EIR, three-foot high permanent bollards with plaques shall be installed at intervals of approximately 60 feet between the boundary of the residential use areas and the private open space areas of each lot. Said bollards shall be maintained in good condition at all times by the homeowner's association for the subdivision. This demarcation shall initially occur as part of the subdivision improvements, and shall be restored as necessary prior to issuance of a certificate of occupancy for each completed residence. A suitable mechanism for this permanent demarcation shall be specified on the subdivision improvement drawings and recorded as a deed restriction or by other appropriate mechanism as determined by the Town.
12. As detailed in the Certified EIR for this project, each residential lot shall be provided with a cistern sufficient to store the additional stormwater runoff generated by the construction of lot impervious surfaces (such as roof surfaces, driveways, patios, etc.). The cisterns shall store sufficient runoff to enable the proposed project to maintain site peak flows at pre-project levels for the 100-year design rainstorm.
13. If lighting is required by the Town Engineer for the project roadways, lighting details shall be reviewed by the Design Review Board prior to the approval of subdivision improvement drawings for the project. All roadway lighting shall be shielded downlights to the satisfaction of the Design Review Board. Lighting proposed on the subdivision improvement drawings shall be limited to the minimum amount necessary to safely illuminate points of access, as determined by the Town Engineer. Street lighting maintenance and utility expense (if any) shall be included in the private roadway maintenance agreement.

14. Prior to issuance of a grading permit for the subdivision improvements, the project sponsor shall hold a preconstruction meeting with the Town, all other reviewing agencies associated with the project, and the subdivision improvement contractors. At that time, a final review of the implementation of the mitigation measures and determination of monitoring responsibilities shall be completed and agreed upon.
15. Not more than ninety (90) days prior to submitting the Final Map application and subdivision improvement drawings, the applicant shall retain a qualified traffic consultant to perform a traffic study, at applicant's expense and to the Town Engineer's specifications. The traffic study will ascertain the average speed of vehicles near the proposed project entry. The Town Engineer will determine, in his sole discretion, whether the retaining wall and associated improvements set forth in Mitigation Measure 5.1-4 from the Draft EIR are required as mitigation at that time, in which event such improvements must be installed. Mitigation Measure 5.1-7 shall be applied in any event.
16. Upon completion of the improvements for this subdivision, the existing access roadway leading from Paradise Drive to the residence at 3825 Paradise Drive, located at the farthest eastward edge of the property, shall be used for emergency vehicle and Lot 1 access only and shall be secured and gated for that purpose to the satisfaction of the Town Engineer and the Fire Marshal of the Tiburon Fire Protection District. This access point shall not be used for project construction.
17. Applicant shall survey, design, and install a traversable public access recreational trail within the easement immediately north of Hacienda Drive. Said trail shall be designed as part of the subdivision improvement drawings. The design shall include installation of six (6) foot-high solid fencing at the northwestern edge of the trail nearest 139 Hacienda Drive that will to the maximum extent feasible prevent trail users from approaching the shared property line of that property with the Alta Robles property and thus protect the privacy of occupants of 139 Hacienda Drive. Applicant-performed trail work shall be done as part of the subdivision improvement phase of the project. Alternatively, with Town Engineer consent, applicant may make a monetary contribution to cover fully the Town's estimated reasonable costs of designing, surveying and installing said path. If an in-lieu monetary contribution is proposed instead of applicant installation, then said payment shall occur prior to recordation of the Final Map. The amount of any monetary contribution shall be based on an estimate by the Town Engineer. Notwithstanding this condition, Town and applicant may agree to an earlier installation of the public path improvements by separate agreement that would satisfy this condition.

Affected Agencies & Utilities

18. All applicable requirements of the Tiburon Fire Protection District (TFPD) shall be met or set in place prior to approval of the Final Map. The project sponsor shall provide a letter from the TFPD to that effect. Fire apparatus access areas shown on Lot 1 shall be shown as easements for emergency vehicle use and offered for dedication as such on the Final Map to the satisfaction of the Town Engineer and Fire Marshal.
19. Domestic water shall be supplied by the Marin Municipal Water District. The project sponsor shall comply with all District rules and regulations. The project sponsor shall provide a will-serve letter from the District prior to approval of the Final Map.
20. Connection of all lots to Sanitary District No. 5 is required. All requirements of the District shall be met. The project sponsor shall provide a will-serve letter from the District prior to approval of the Final Map.
21. A will-serve letter from Pacific Gas & Electric Company shall be provided prior to approval of the Final Map.

Community Development Department

22. All mitigation measures contained within the adopted Mitigation Monitoring Program for the project shall be implemented prior to finalization of the project by the Town of Tiburon. Project sponsor shall submit with the application for Final Map and the Subdivision Improvement Drawings a detailed narrative describing how these mitigation measures are being complied with, or will be complied with, at the appropriate phase of project development.

The Final Map/Subdivision Improvement Drawing application materials shall include/address all adopted mitigation measures generally, and the following Mitigation Measures (MM) specifically, to the satisfaction of the Town Engineer and Director of Community Development: Mitigation Measures C.4, D.1(a); D.1(b); D.1(c); D.1(d); D.2(a); D.2(b); D.3; D.4; E.2; F.1; I.1; I.3; and I.4.

23. No smoking shall be permitted on site by any person, contractor or employee during any phase of project construction. A water truck shall be present on the site during vegetation removal. These requirements shall be noted on the subdivision improvement drawings and shall be incorporated into construction documents for the contractor(s) performing the work.

24. As part of the installation of the subdivision improvements, applicant shall remove dilapidated fencing and fence-posts, litter, garbage, and other junk materials from the entire site.
25. The appearance of any publicly-visible project retaining walls (including debris catchment fences or walls) shown on the subdivision improvement drawings in excess of forty-two (42) inches in height shall be subject to review and approval by the Design Review Board (DRB) prior to Town approval of said drawings. Where publicly visible, all subdivision improvement-related retaining walls and bridges shall have the appearance of rock to provide a natural look, and shall be medium to dark in color to reduce contrast. The DRB review and approval shall include appropriate landscaping screening for such walls. Where such fences or walls are proposed to be located in, or would require access through, sensitive resource areas, alternative solutions shall be explored that would avoid to the extent feasible impacts on sensitive resources.
26. A detailed landscape plan for the subdivision improvement phase of the project shall be prepared as part of the subdivision improvement drawing submittal and shall be reviewed and approved by the Design Review Board. This landscape plan shall include removal of any remaining invasive plant species; review of common area plantings, entry landscaping, retaining wall screening, and any landscaping required in adopted mitigation measures. Infrastructure and subdivision improvement-related landscaping must be supported by a functional, reliable, and appropriate irrigation system for which maintenance is guaranteed by the homeowners association. Mechanisms shall be instituted in the CC&R's and/or elsewhere as appropriate that provide the Town the right, but not the obligation, to compel maintenance of such landscaping at homeowner association expense if deemed necessary by the Town.
27. A detailed Tree Protection and Replacement Plan shall be submitted with the subdivision improvement drawings to set forth protection measures for trees to be retained during project construction and to implement Mitigation Measure 5.5-5 and shall be reviewed and approved by the Director of Community Development and Director of Public Works. Said Plan shall be subject to third party review by a professional biologist of the Town's choosing at the applicant's sole expense.
28. All grading involving the use of heavy construction equipment shall be limited to the period between April 15 and October 15. The Building Official may authorize limited extensions of time to this period in his reasonable discretion.
29. Inclusionary housing in-lieu fees, as required by Chapter 16 of the Tiburon Municipal Code, shall be paid prior to recordation of the Final Map.

30. Prior to issuance of a grading permit for the subdivision improvements, project sponsor shall obtain and implement provisions of a NPDES General Construction Permit. A Storm Water Pollution Prevention Plan (SWPPP) shall also be obtained and implemented.
31. A detailed Construction Management Plan shall be prepared and submitted with the Final Map application and subdivision improvement drawings for review and approval by the Town Engineer and Director of Community Development. The Construction Management Plan shall, without limitation, outline the sequence and estimated timing of subdivision improvement installation; and shall comprehensively address construction staging areas, construction parking, materials storage, soil stockpiling, debris boxes, portable restrooms, and protective fencing for the subdivision improvement installation phase of the project. The Construction Management Plan shall specify an aggressive subdivision improvement installation schedule. In no event shall installation exceed a period of three (3) calendar years. No parking or staging of construction vehicles shall be permitted along or adjacent to Paradise Drive.
32. Final CC&R's, deed restrictions, and/or joint maintenance agreements or other similar instruments for the subdivision shall be prepared and submitted for review and approval by the Town Attorney and Director of Community Development prior to approval of the Final Map, and shall be recorded in conjunction with the Final Map. Said CC&Rs or other instruments acceptable to the Town Attorney shall contain provisions and limitations as set forth in the Alta Robles Precise Development Plan and the certified Final Environmental Impact Report to the satisfaction of the Town Attorney and Director of Community Development. These instruments shall contain, without limitation, provisions for ongoing maintenance of the private roadway, common areas, ongoing maintenance of drainage structures and facilities, and ongoing removal of invasive plant species (French broom, pampas grass, etc.) from the property.
33. A mitigation monitoring consultant may, in the Town's discretion, be retained by the Town at the project sponsor's expense to provide monitoring of the project and its mitigation measures, as set forth in the approved Mitigation Monitoring Program. Prior to issuance of a grading permit for the subdivision improvements, the project sponsor shall enter into a written agreement with the Town and submit a deposit for the anticipated cost of retaining the mitigation monitoring consultant to perform said work. The agreement shall contain provisions for post-construction monitoring and vegetation replacement in addition to monitoring during project construction.
34. The Final Map shall contain a note indicating that this property cannot be further subdivided.

35. The Final Map shall contain a note or notes referencing the various limitations and restrictions contained within the Alta Robles Precise Development Plan, and shall include one or more Public Information Sheets showing building envelopes and describing other zoning limitations, as determined by and to the satisfaction of the Director of Community Development.
36. Traffic mitigation fees shall be paid prior to issuance of a building permit for each residence in accordance with the adopted fee schedule at that time, unless said building permits are issued within the one-year vested time period of this approval, in which case said fees shall be based on the fee schedule in effect on the date of approval of the Vesting Tentative Map.
37. All fees and deposits required by the Town or other agencies having jurisdiction shall be paid prior to the Town's approval of the Final Map or issuance of any grading permit, whichever comes first.
38. Violations of the permit or permit conditions shall be subject to stop-work orders, fines, penalties, and all other enforcement methods authorized by law.
38. This approval shall be valid for three years and shall expire and become null and void unless a Final Map is approved and recorded, or unless a time extension is granted.

PASSED AND ADOPTED at a regular meeting of the Planning Commission of the Town of Tiburon on February 24, 2016, by the following vote:

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSENT: COMMISSIONERS:

DAVID KULIK, CHAIR
TIBURON PLANNING COMMISSION

ATTEST:

DANIEL WATROUS, SECRETARY

MARIN MUNICIPAL WATER DISTRICT

RESOLUTION NO.

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MARIN MUNICIPAL WATER DISTRICT CERTIFYING REVIEW OF THE FINAL ENVIRONMENTAL IMPACT REPORT FOR THE PRECISE DEVELOPMENT PLAN, PREZONING, AND TENTATIVE VESTING MAP FOR THE ALTA ROBLES RESIDENTIAL DEVELOPMENT PROJECT, APPLICANTS RABIN 2018 FAMILY TRUSTS AND SODA LLC IN CONNECTION WITH A PIPELINE EXTENSION APPLICATION, MAKING FINDINGS AND APPROVING THE ALTA ROBLES PIPELINE EXTENSION AGREEMENT

WHEREAS, Irving and Varda Rabin submitted an application to the Town of Tiburon requesting approval of a Precise Development Plan for development of 14 residential lots, one lot for an existing single-family home and 13 new lots for 13 new single-family homes on two parcels with the address of 3825 Paradise Drive in the Town of Tiburon, Marin County, herein referred to as “Development Project”; and

WHEREAS, on August 19, 2009, the Town of Tiburon circulated a Draft Environmental Impact Report on the Development Project and solicited comments from governmental agencies and the public through the public review period from August 19, 2009, to October 5, 2009, during which period the Town of Tiburon Planning Commission conducted a public hearing on September 23, 2009, regarding the adequacy of the Draft Environmental Impact Report and public hearings on the Precise Development Plan application in connection with the Development Project on January 26 and April 13, 2011; and

WHEREAS, on April 27, 2011, the Town of Tiburon Planning Commission adopted Resolution No. 2011-10 recommending to the Town Council conditional approval of the Development Project; and

WHEREAS, on February 12, 2012, the Tiburon Town Council held a public hearing on the Development Project, accepting and considering all oral and written public testimony and the written report of the Town’s Community Development Department and certified the Environmental Impact Report and adopted Resolution #09-2012 approving the Precise Development Plan and Mitigation Monitoring and Reporting Program (MMRP); and

WHEREAS, on February 15, 2012, the Tiburon Town Council approved the Development Project and the Paradise Homes – Planned Development District; and

WHEREAS, on February 22, 2012, a Notice of Determination was filed with the Marin County Clerk. The Notice of Determination was posted for a period of 30 days, ending on March 23, 2012. This posting concluded the Town’s review of the Project under CEQA; and

WHEREAS, on January 23, 2019, the Planning Commission of the Town of Tiburon passed and adopted a three-year time extension for the Project Vesting Tentative Map, extending the expiration date to March 16, 2022; and

WHEREAS, the project sponsor, **RABIN 2018 FAMILY TRUSTS** and **SODA LLC**, has applied for water service and fire protection for the Development Project pursuant to the Marin Municipal Water District (District) Code Chapter 11.36; and

WHEREAS, the District Board of Directors has discretion as set forth in section 11.36.020 of the District Code as to whether to approve an application for a Pipeline Extension Agreement based on certain factors; and

WHEREAS, the District has reviewed the Development Project EIR as it pertains to the proposed PEA as well as the analysis set forth in the Memorandum prepared for the District by ESA dated April 18, 2023, which proposes the adoption of certain additional mitigation requirements in conjunction with the PEA to assure that the work thereunder does not exacerbate the environmental effects of the proposed work with respect to noise and includes further analysis determining that the proposed PEA will not result in significant environmental impacts.

NOW, THEREFORE, THE BOARD OF DIRECTORS MAKES FINDINGS AND RESOLVES AS FOLLOWS:

1. As a responsible agency under Section 15381 of the California Environmental Quality Act (CEQA) Guidelines, the District has reviewed the Development Project EIR and MMRP as it pertains to the proposed PEA in accordance with Section 15096 of the CEQA Guidelines and based upon this review, finds that there are additional feasible mitigations measures that will substantially lessen the noise impacts of the construction work proposed under the PEA, which may be included by amending Mitigation Monitoring and Reporting Program Mitigation Measure 5.3-1 addressing construction noise, as follows:

Mitigation Measure 5.3-1: The applicant shall mitigate potable water line construction noise impacts by implementing the Construction Management Plan as set forth in the Precise Development Plan and as modified as follows:

- ~~Modifying the Construction Management Plan to limit construction hours, including hours for truck deliveries and arrival or departure of heavy equipment, to between 7:00 AM and 5:00 PM Monday through Friday and 9:30 AM to 4:00 PM on Saturday, Hours of construction shall be limited to those specified in per Chapter 13 of the Town of Tiburon Municipal Code.~~

- ~~Modify Construction Management Plan to~~ Include restriction on idling of construction equipment and trucks (also required by Mitigation Measure 5.2-1). ***Turn off construction equipment when not in use, where applicable.***
- ~~Modify Construction Management Plan to include limits for~~ Limit noise from construction workers radios, so as not to be audible off the site.
- At all times during excavation, grading, and construction, stationary noise-generating equipment shall be located as far as practical from sensitive receptors and placed so that emitted noise is directed away from residences.
- ***Utilize “quiet” equipment for air compressors and other stationary noise sources where technology exists. Require any impact equipment used for potable water line construction to be hydraulically or electrically powered wherever feasible to avoid noise associated with compressed air exhaust from pneumatically powered tools. Where use of pneumatically powered tools is unavoidable, the use of an exhaust muffler on the compressed air exhaust is recommended to lower noise levels from the exhaust by up to about 10 dBA. When feasible, external jackets on the impact equipment should also be incorporated to achieve a further reduction of 5 dBA. In the event that external jackets on impact equipment are not feasible, other BMP techniques shall be employed to reduce noise by 5 dBA. Whenever feasible, require the use of quieter procedures.***
- ***When potable water line construction takes place within 100 feet of sensitive receptors, use specific techniques such as, but not limited to, use of sound blankets on construction equipment, and the use of temporary plywood walls and noise barriers to block and deflect noise.***
- Notify neighbors within 500 feet of the construction site of the potable water line construction schedule in writing, ***at least 10 days prior to start of construction. The notification shall provide the start date of water line construction, construction activities, the duration of construction activity (i.e., estimated construction completion date), and construction hours for the water line.***

2. While the Development Project EIR found significant unavoidable environmental impacts as a result of the Development Project, these have been reviewed in light of the proposed PEA and with the adoption of the amended Mitigation Measure 5.3-1, the noise impacts will be substantially lessened and

will not exacerbate the noise impacts analyzed in the EIR.3.

Upon review of the three other significant and unavoidable impacts identified in the Development Project EIR, the work proposed under the PEA either will not contribute to or exacerbate the effects of the Development Project as approved by the Town of Tiburon.

4. The mitigation measures and conditions of approval assigned to this Development Project by the Town of Tiburon and amended by the Board have no adverse impact on fire protection to the project as designed by District staff.

5. In the independent judgment of the Board, pursuant to CEQA Guidelines Section 15091, there are no significant impacts to resources within this District's jurisdiction associated with issuance of a PEA for a pipeline extension from the District's existing facilities in Hacienda Drive, with the mitigation measures and conditions of approval adopted by the Town of Tiburon.

6. The EIR, as certified by the Town of Tiburon, is adequate in its review of the environmental effects as they pertain to the proposed PEA.

BE IT FURTHER RESOLVED, that subject to and based upon the foregoing findings, the Board hereby adopts the amended Mitigation Measure 5.3-1 as set forth hereinabove and directs that these requirements be incorporated in the PEA to assure compliance and approves the Alta Robles Residential Development Pipeline Extension Agreement or PEA and authorizes the District General Manager to finalize and execute the PEA.

BE IT FURTHER RESOLVED, that the General Manager is hereby authorized to accept and execute all suitable real property, easements and rights-of-way required by the Pipeline Extension Agreement.

PASSED AND ADOPTED this 20th day of June, 2023, by the following vote of the Board of Directors.

AYES:

NOES:

ABSENT:

Monty Schmitt
President, Board of Directors

ATTEST:

Terrie Gillen
Board Secretary

Resolution

MARIN MUNICIPAL WATER DISTRICT

RESOLUTION NO.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE MARIN
MUNICIPAL WATER DISTRICT MAKING DETERMINATIONS WITH
RESPECT TO FEES CONTAINED IN PIPELINE EXTENSION AGREEMENT**

WHEREAS, RABIN 2018 FAMILY TRUSTS - SODA LLC has applied to the District for a Pipeline Extension Agreement to serve the proposed subdivision and residential development of 3825 Paradise Drive, Tiburon – Alta Robles Assessor’s Parcel Nos. 039-021-13 and 039-301-01 (Development Project); and

WHEREAS, a study has been conducted of the impacts of this proposed Development Project on the District's existing services and facilities in the Tiburon area along with an analysis of new, improved or expanded District facilities and improvements as required or appropriate to serve said development, said study set forth the relationship between this development, those services or facilities, and the estimated cost of those improvements. The study entitled, "3825 Paradise Drive, Tiburon – Alta Robles", attached hereto at Exhibit A and made part of this resolution (PEA Study), was prepared by Joseph Eischens and is dated October 18, 2022; and

WHEREAS, the Board of Directors finds as follows:

a. The purpose of the fees set forth in paragraph 5 of the pipeline extension agreement between the District and Rabin 2018 Family Trusts – Soda LLC (Pipeline Extension Agreement or PEA) is to pay for all required water facilities directly related to providing service to the 3825 Paradise Drive, Tiburon – Alta Robles proposed Development Project and to reimburse the District for constructing, or provide funding to construct, the necessary water supply, treatment, transmission, and terminal storage facilities for the Development Project;

b. The fee specified in paragraph 5 of the Pipeline Extension Agreement shall be used to finance the following facilities: 3,400’ of 8” pipe, 1,400’ of 12” pipe, 7-6” hydrants, 14-1 1/2” and 13-1” services, payment for constructed water supply improvements at Soulajule, Kent and the Intertie; and a variety of major system improvements being constructed according to the project listing used in developing the connection fees;

c. The staff report on this item and the PEA Study evidence that the proposed Development Project, as described in the PEA, will impose increased water supply and system capacity demands on existing District facilities;

d. It is appropriate and necessary for the properties to be served by the improvements described in the PEA to provide for the facilities and improvements listed in Paragraph a. above, which have not been constructed and are necessary to serve the proposed Development Project;

e. The facts and evidence presented establish that there is a reasonable relationship between the need for the described public facilities and the Development Project to be served by the improvements described in the Pipeline Extension Agreement, for which the corresponding fee is charged; and there is a reasonable relationship between the fees' use and the type of development for which the fee is charged, as these reasonable relationships are in more detail described in the PEA Study referred to above;

f. The cost estimates set forth in the pipeline extension agreement are reasonable cost estimates for constructing these facilities, and the fees expected to be collected will not exceed the total of these costs.

NOW, THEREFORE, the Board of Directors of the Marin Municipal Water District hereby resolves that the PEA Study is approved and the fees to be collected pursuant to paragraph 5 of the PEA shall be used solely to pay for the described public facilities to be constructed by the District, for reimbursing the District for the development's fair share of those capital improvements already constructed by the District, or to reimburse other developers who have constructed public facilities described in the PEA where those facilities were beyond that needed to mitigate the impacts of the other developer's project or projects.

Any judicial action or proceeding to attack, review, set aside, void or annul this resolution shall be brought within 120 days of the date of its adoption.

PASSED AND ADOPTED this 20th day of June, 2023, by the following vote of the Board of Directors.

AYES:

NOES:

ABSENT:

Monty Schmitt
President, Board of Directors

ATTEST:

Terrie Gillen
Board Secretary

Exhibit A

PIPELINE EXTENSION AGREEMENT STUDY

Title: 3825 Paradise Drive, Tiburon – Alta Robles

Prepared by: Joseph Eischens

Date: October 18, 2022

Type of Development: Subdivision

Area/System: Mount Tiburon Tank – High Level System

Lead Agency: Tiburon

CEQA Requirements: Environmental Impact Report and MMRP

Fire Flow Requirement: 1,000gpm

Set By: Tiburon Fire Protection District

Building Site Elevations: 180'-380'

Pressures: 55-130psi

Water Facilities Required: 3,400' of 8" wsp, 1,400' of 12" wsp, 7-6" hydrants, 1-6", 14-1 1/2" and 13-1" services

Annual Consumption: 9.34-acre-feet

Average Summer Day: 9,380 gpd

	Before	After	Dist. Standard/Minimum
Tank Adequacy Rating:	>4.5	>4.2	2.00/1.25

Estimated Cost of Work: A summary of the estimated costs to provide facilities and capacity for the pipeline extension applied for as developed in this report is as follows:

	Column 1: Materials, Fees, and Charges	Column 2: Installation Costs	Column 3: Total
Pipeline Materials	\$328,621	\$535,000	\$863,621
Hydrant Materials	\$21,903	\$84,000	\$105,903
Service Materials	\$38,575	\$161,935	\$200,510
District Labor and Equipment	\$262,825	\$0	\$262,825
Pumping & Storage	\$21,203	\$0	\$21,203
Connection Fee	<u>\$357,516</u>	<u>\$0</u>	<u>\$357,516</u>
TOTAL	\$1,030,643	\$780,935	\$1,811,578

Said cost estimates are made solely for the convenience of District in determining required deposits, bonds, and guarantees; and they are based, in part, on information submitted by the applicant.

JE

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MARIN MUNICIPAL WATER DISTRICT

RESOLUTION NO.

**RESOLUTION FINDING IMPENDING PERIL OF GRADUAL EARTH
MOVEMENT AND DETERMINING AND UNDERTAKING APPROPRIATE
ACTION TO HALT, STABILIZE, OR ABATE SUCH PERIL**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MARIN MUNICIPAL
WATER DISTRICT AS FOLLOWS:**

1. The Board of Directors has examined the information contained in the agenda packet for this item, and based thereon finds, pursuant to Government Code Subsection 865 et.seq., that an impending peril of gradual earth movement exists on property in Marin County described as follows:

Assessor's Parcel No. **039-021-13 and 039-301-01**

2. The Board of Directors determines that the following remedial action by the District to halt, stabilize, or abate such impending peril is appropriate as a condition to the provisions of water service to said property and undertakes to see that such remedial action is carried out as a condition to provision of water service to said property:

Installation of welded steel pipe

PASSED AND ADOPTED on the 20th day of June, 2023, by the following vote of the Board of Directors.

AYES:

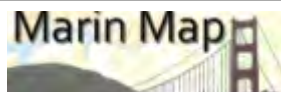
NOES:

ABSENT:

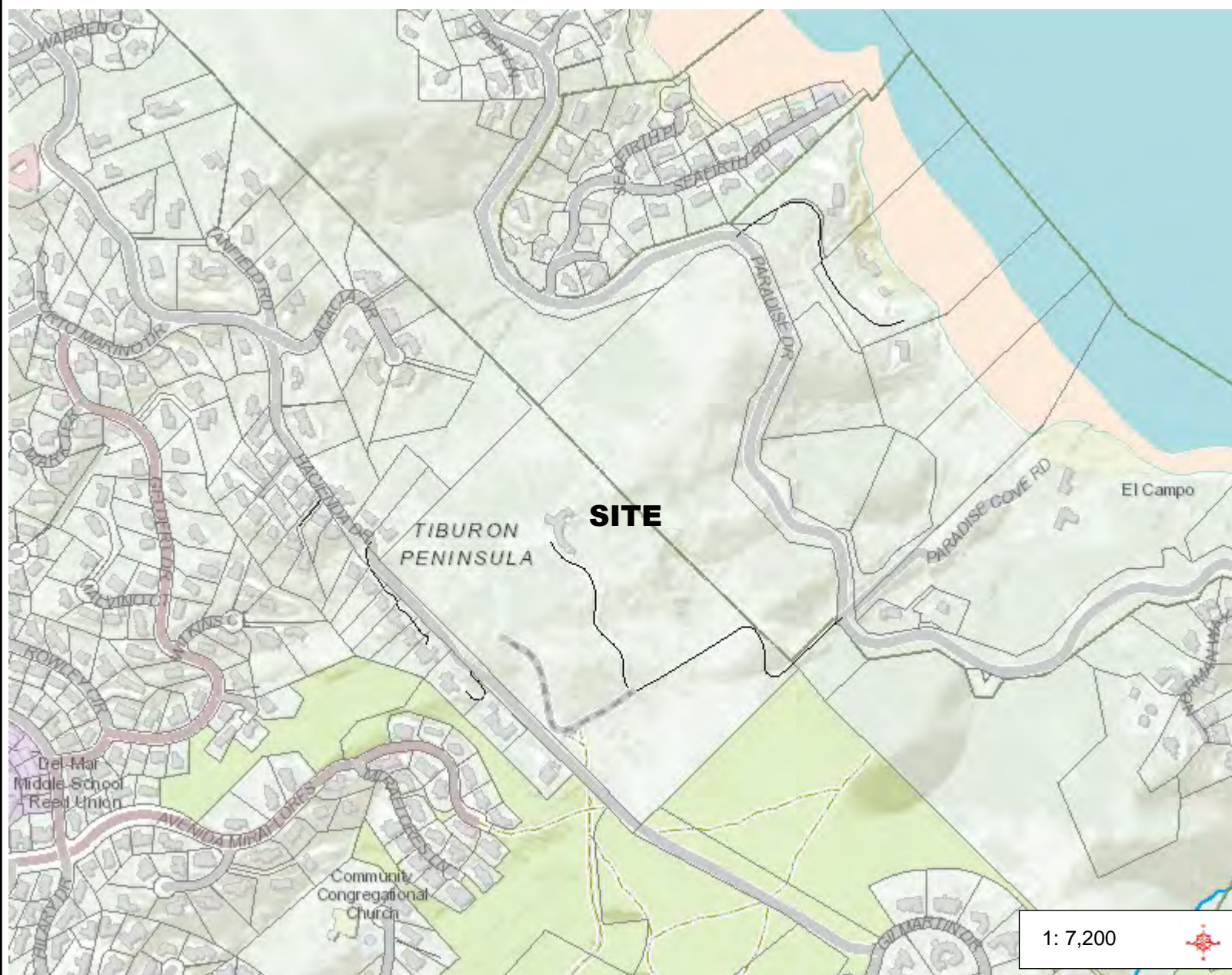
Monty Schmitt
President, Board of Directors

ATTEST:

Terrie Gillen
Board Secretary



Vicinity Map



Legend

- Parcel Note
- easement
 - centerline
 - Parcel
 - Condominium Common Area
 - Mobile Home Pad
 - Marin County Legal Boundary
 - Other Bay Area County

Notes

1,200.0 0 600.00 1,200.0 Feet

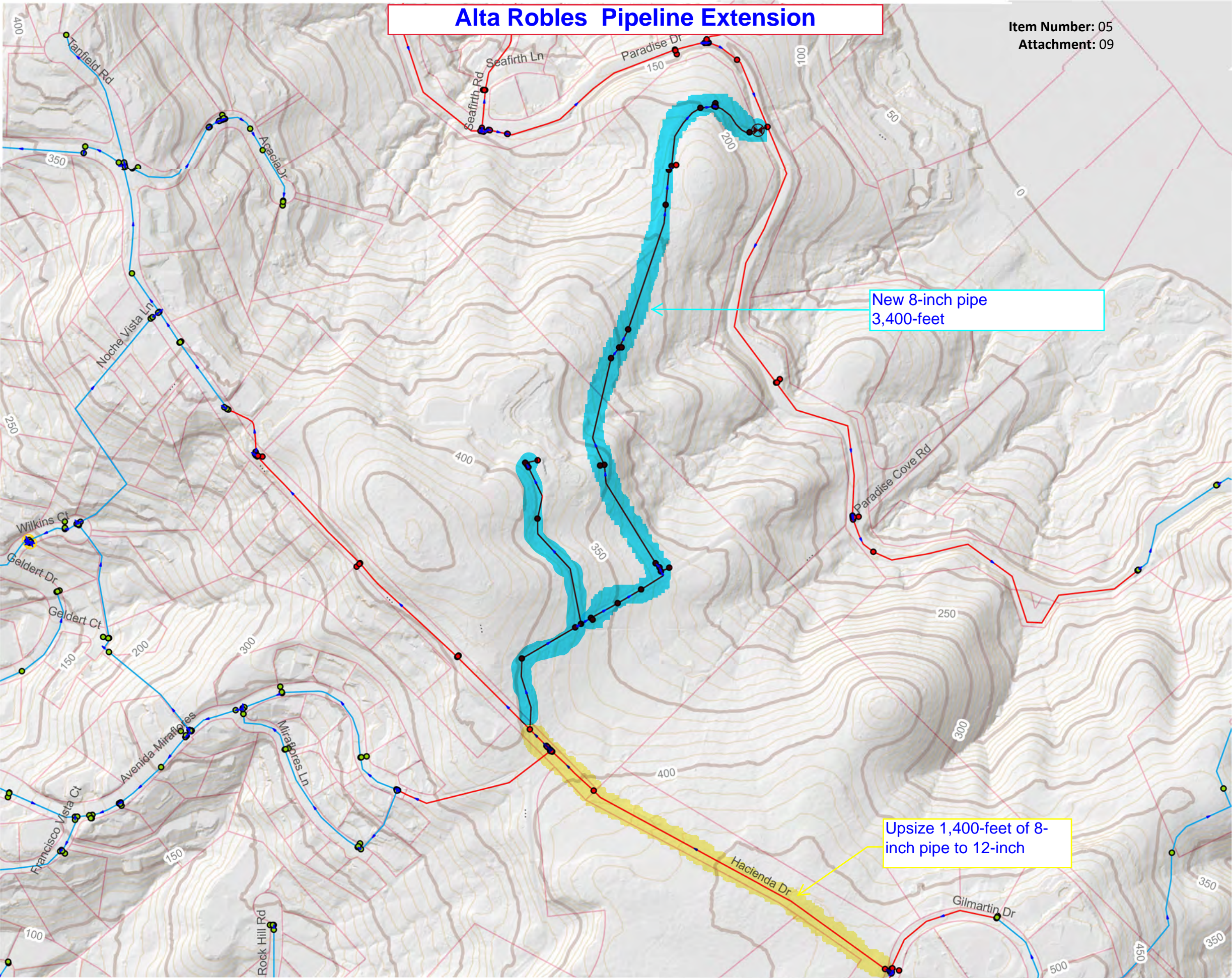
NAD_1983_HARN_StatePlane_California_III_FIPS_0403_Feet
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Alta Robles Pipeline Extension

Item Number: 05
Attachment: 09



New 8-inch pipe
3,400-feet

Upsize 1,400-feet of 8-
inch pipe to 12-inch



Approval Item

TITLE

Proposed Operating and Capital Budget for Fiscal Year 2023/24 and Fiscal Year 2024/25

RECOMMENDATION

Adopt the Proposed Operating and Capital Budget for Fiscal Year 2023/24 and Fiscal Year 2024/25

SUMMARY

Staff has prepared the two year Operating and Capital Budget for Fiscal Year 2023/24 (FY 24) and Fiscal Year 2024/25 (FY 25) in conjunction with the 2023 rate-setting process. The proposed two year budget reflects the Board's direction to address water supply, capital infrastructure and fiscal stability, and it also incorporates inflationary impacts and non-discretionary expenditure items.

The District's rate-setting and budget process was guided by the following priorities:

- Replacing and modernizing aging infrastructure
- Strengthening water supply resiliency in the face of climate change
- Accelerating wildfire risk mitigation and enhance forest health restoration efforts
- Keeping pace with inflation
- Replenishing reserves to prepare for future emergencies

The proposed budget for FY 24 represents an increase of 22 percent compared to the prior year, and FY 25 is an increase of 15 percent. The increased expenditures over the two year budget period are predominantly attributable to increased capital spending on water supply projects and deferred maintenance. The proposed budget also includes contributions to reserves totaling \$5 million annually which are split evenly between a water supply project fund and the planned replenishment of the unrestricted operating reserve.

	FY 22/23	FY 23/24	%	FY 24/25	%
	Approved Budget	Proposed Budget	Change	Proposed Budget	Change
Operating Fund	\$92,181,473	\$104,139,464	13%	\$109,347,389	5%
Capital and Fire Flow Funds	\$23,922,000	\$32,981,000	38%	\$49,451,000	50%
Contribution to Reserves	\$0	\$5,000,000	-	\$5,000,000	0%
Total	\$116,103,473	\$142,120,464	22%	\$163,798,389	15%

DISCUSSION

Consistent with the material presented at the May 2 Board of Directors meeting, the proposed budget is comprised of \$142.1 million in FY 24 and \$163.8 million in FY 25, for a two-year total of \$305.9 million. The FY 24 budget includes operating expenses of \$104.1 million, a 13 percent increase compared to FY 23, and capital expenses of \$34.1 million, an increase of 42 percent compared to the prior year. In addition to increased expenditures for operating and capital needs, the proposed budget includes reserve contributions totaling \$5 million per year, split evenly between a water supply project reserve and the unrestricted operating reserve.

Table 1: FY 24 and FY 25 Proposed Budget Comparison

	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	% Change	FY 24/25 Proposed Budget	% Change
Operating Fund					
Personnel Services	\$56,248,399	\$57,462,068	2%	\$59,528,020	4%
Materials and Supplies	\$11,804,764	\$15,791,321	34%	\$17,740,645	12%
District Operations	\$13,591,413	\$17,958,044	32%	\$18,630,587	4%
General and Administrative	\$5,530,390	\$8,100,738	46%	\$8,745,570	8%
Debt Service	\$9,706,507	\$9,527,293	-2%	\$9,402,567	-1%
Allocation to Capital	(\$4,700,000)	(\$4,700,000)	0%	(\$4,700,000)	0%
Total Operating	\$92,181,473	\$104,139,464	13%	\$109,347,389	5%
Capital and Fire Flow Funds					
Capital Purchases	\$1,299,770	\$1,300,000	0%	\$1,300,000	0%
Baseline CIP	\$17,372,230	\$18,622,000	7%	\$19,578,000	5%
Water Supply	\$0	\$2,750,000	-	\$9,200,000	235%
Backlog Reduction	\$0	\$3,150,000	-	\$6,615,000	110%
Systems (ERP)	\$0	\$525,000	-	\$3,858,000	635%
Fireflow	\$4,500,000	\$4,500,000	0%	\$4,500,000	0%
Grant Funding	\$750,000	\$2,134,000	185%	\$4,400,000	106%
Total Capital and Fire Flow	\$23,922,000	\$32,981,000	38%	\$49,451,000	50%
Contribution to Reserves					
Water Supply	\$0	\$2,500,000	-	\$2,500,000	0%
Unrestricted Operating	\$0	\$2,500,000	-	\$2,500,000	0%
Total Contribution to Reserves	\$0	\$5,000,000	-	\$5,000,000	0%
Total Capital and Operating	\$116,103,473	\$142,120,464	22%	\$163,798,389	15%

The increase in operating expenses compared to the prior year is largely attributable to inflationary increases in areas such as purchased water, insurance premiums, paving contracts and water treatment chemicals. Increases in capital expenditures include new spending for water supply resiliency projects, increased investments in the Capital Improvement Program (CIP) to reduce the District's deferred maintenance backlog, additional funding for the Biodiversity, Fire and Fuels Integrated Plan (BFFIP), and funding to begin the replacement of the

District's enterprise resource planning (ERP) software. Finally, the FY 24 capital budget includes \$2.1 million in grant funding for watershed improvements and pipeline replacement projects.

In the second year of the budget (FY 25), the operating budget is increasing by \$5.2 million, or 5 percent, which reflects a continuation of inflationary impacts in most areas of the organization. The capital budget is increasing by \$16.4 million in FY 25, or 50 percent, as investments in water supply resiliency projects, deferred maintenance backlog reduction and software system replacement continue to be phased-in.

In FY 24, staffing will increase to 245 full time employees (FTE) from 243, which reflects one additional Ranger Trainee position to support Watershed operations and one additional Human Resources position to support district-wide training and development. In FY 25, staffing will increase to 247 FTE with the addition of two Utility Systems Specialist positions to reinstate the District's valve exerciser program.

The following are highlights of the FY 24 and FY 25 budget:

- \$16.9 million in Water Supply investments to support early action projects and future planning, including the electrification of the Soulajule reservoir, the Phoenix-Bon Tempe permanent connection, and a dedicated reserve fund for future water supply projects
- \$9.8 million in Capital Infrastructure funding to reduce the backlog of deferred maintenance in district facilities
- \$5.0 million to replenish operating reserves
- \$1.0 million in additional funding for the Watershed's BFFIP program to increase annual fire fuel reduction and invasive species removal by 17 percent
- \$610,000 was added to the District's Water Efficiency program to support the Water Conservation element of the Strategic Water Supply Assessment.

The District's two year Capital Improvement Program (CIP) Budget is based on a 5-Year Plan for FY 2024 through FY 2028 that anticipates a total investment of approximately \$249 million. This level of investment is an increase of nearly 80 percent compared to the previous 5-year plan and reflects the Board's top priorities of water supply resiliency, deferred maintenance reduction and watershed protection.

In recent months, there has been some discussion regarding the budgeted expenditure levels for water efficiency and the watershed. Staff will provide an overview of the funding levels for these departments during the presentation. As highlighted above, the Proposed Budget contains \$610,000 in additional spending over the two years to implement the Water Conservation element of the Strategic Water Supply Assessment. This will further enhance the District's ability to support and incentivize the replacement of water using appliances with high efficiency devices, turf conversions, rain barrels, and Graywater Kits. It will also help the District

utilize water use data and further refine marketing and outreach efforts. Furthermore, the District expects to receive grant funding in the coming fiscal year that can be applied to enhance our existing rebate and incentive program.

Proposed funding for the Watershed includes \$500,000 annually in additional funding for the Biodiversity, Fire Fuel Integrated Plan (BFFIP). The Proposed Budget also includes an additional Ranger Trainee position and increased capital investments over the two year budget period.

FISCAL IMPACT

The Proposed Budget includes expenditure appropriations of \$142.1 million and \$163.8 million for FY 24 and FY 25, respectively.

ATTACHMENT(S)

- 1. Proposed Operating and Capital Budget for FY 2023/24 and FY 2024/25

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Administrative Services Division	 Bret Uppendahl Finance Director	 Ben Horenstein General Manager



Proposed

Operating and Capital Budget

Fiscal Year 2023/24 and 2024/25

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Operating and Capital Budget FY 2023/24 and FY 2024/25

Board of Directors

Monty Schmitt, President

Division II Representative

Ranjiv Khush, Vice President

Division III Representative

Matthew Samson

Division I Representative

Jed Smith

Division IV Representative

Larry Russell

Division V Representative

Board Committees

Operations Committee

Finance & Administration Committee

Watershed Committee

Communications & Water Efficiency Committee

Ad Hoc Committees

One Tam

North Bay Watershed Association

Tomaes Bay Watershed Council

North Bay Water Reuse Authority

Association of California Water Agencies

Federal Affairs Committee

Technical Advisory Committees

Lagunitas Creek Sediment & Riparian

Management Committee

Water Advisory Committee

Sonoma County Water Agency



MISSION STATEMENT

It is the purpose of the Marin Municipal Water District to manage our natural resources in a sustainable manner and to provide our customers with reliable, high-quality water at a reasonable price.



**MARIN
WATER**

Board of Directors

General Manager: Ben Horenstein



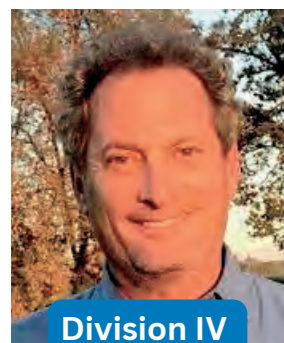
Division I
Matt Samson



Division II
Monty Schmitt



Division III
Ranjiv Khush



Division IV
Jed Smith

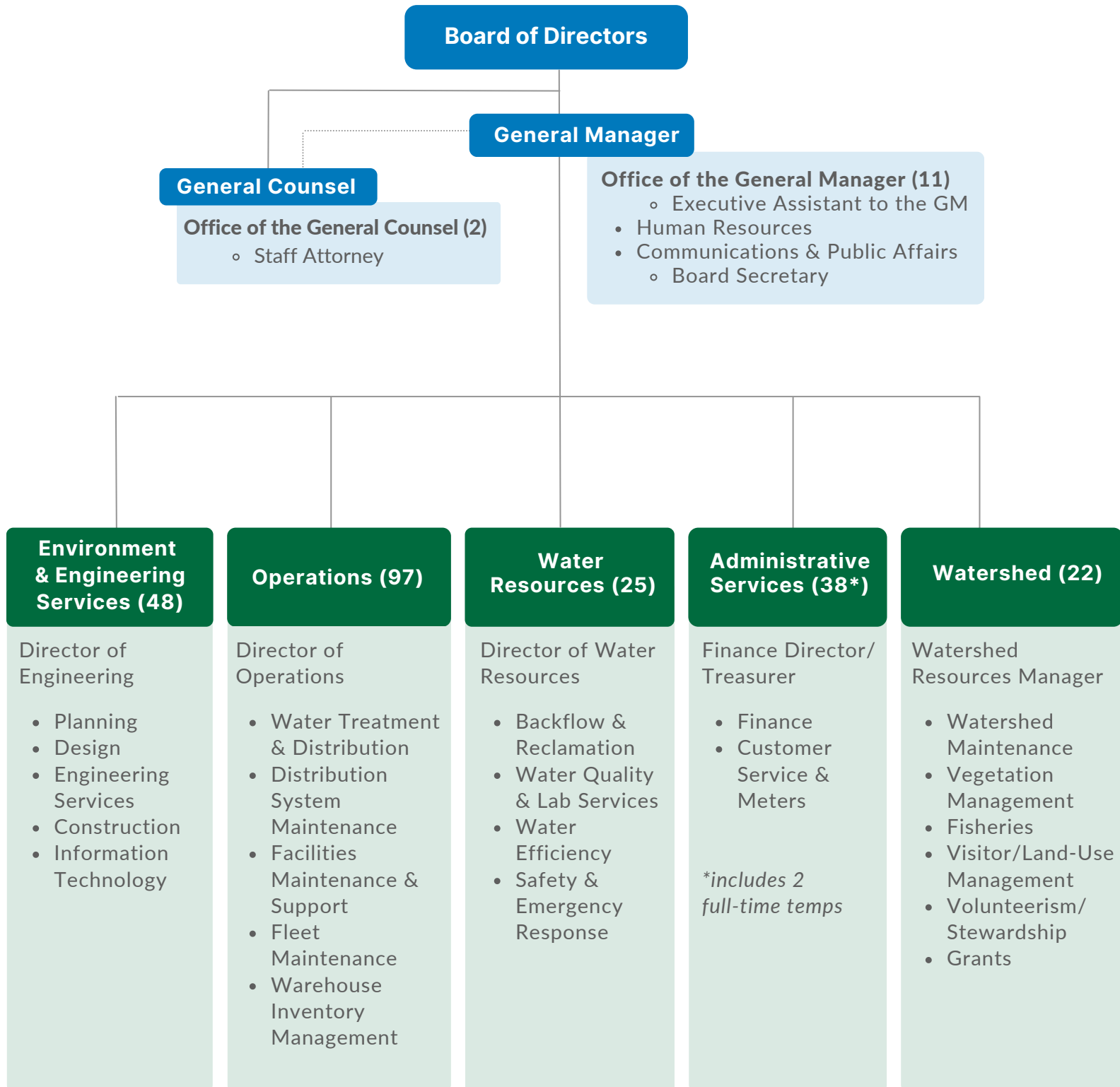


Division V
Larry Russell





Team Organization





Operating and Capital Budget Fiscal Year 2023/24 & 2024/25

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June 20, 2023

President and Members of the Board of Directors:

As the District enters its 112th year, we continue our commitment to provide high-quality drinking water to over 190,000 people in a 147 square-mile area of southern and central Marin County that includes ten towns and cities as well as unincorporated areas. The District is proud to be a responsible steward of the Mt. Tamalpais Watershed, managing nearly 22,000 acres of watershed lands in a sustainable manner to reduce wildfire risk and enhance the productivity and quality of our community's primary source of water.

Over the past few years we had some extraordinary events and, with the support of our community and our customers, we were able to meet the challenges they presented – from the Public Safety Power Shutoffs, where PG&E shut down all power supply for extended periods to address fire risk, to a public health pandemic, and the recent historic drought, in which rainfall levels were the lowest in nearly a century and our local reservoir storage was nearly depleted.

We are proud to be California's oldest municipal water district and we are proud to have overcome so many previous challenges. Since 1912, Marin Water has reliably delivered for our customers, overcoming incredible obstacles along the way. We tunneled through Pine Mountain, erected Alpine Dam and filled reservoirs. We are now at a point in the District's history where we have an opportunity to enhance the services we provide and place us on a trajectory of long-term resiliency and sustainability. More specifically, we have the opportunity to address water supply resiliency, even in the face of extreme droughts that are projected to increase over time.

We also have the opportunity to increase investments in our aging infrastructure to maintain our commitment to deliver water whenever customers may need it. This includes a continued commitment to the unique watershed with which are entrusted, a continued focus on fire fuel reduction activities to protect the watershed and neighboring communities, and continued preservation of the natural biodiversity that protects the high quality of water provided by the mountain streams and their natural systems.

Over the past several months, the District partnered with an independent advisor to conduct an extensive analysis of the revenue requirement to support planned operational and capital needs over the next four years. Consistent with the direction provided by the

Board of Directors, the District's rate-setting process provides funding for the top priorities, which include:

- Replacing and modernizing aging infrastructure
- Strengthening water supply resiliency in the face of climate change
- Accelerating wildfire risk mitigation and enhance forest health restoration efforts
- Keeping pace with inflation
- Replenishing reserves to prepare for future emergencies

FY 24 and FY 25 Budget Summary and Highlights

The district-wide budget for FY 24 is \$143.2 million, which is a 23 percent increase compared to the prior year. In FY 25, the budget is \$163.8 million, a 14 percent increase. The FY 24 budget includes operating expenses of \$104.1 million, a 13 percent increase compared to FY 23, and capital expenses of \$34.1 million, an increase of 42 percent compared to the prior year. In addition to increased expenditures for operating and capital needs, the proposed budget includes reserve contributions totaling \$5 million per year, split evenly between a water supply project reserve and the unrestricted operating reserve.

	FY 22/23	FY 23/24	%	FY 24/25	%
	Approved Budget	Proposed Budget	Change	Proposed Budget	Change
Operating Fund	\$92,181,473	\$104,139,464	13%	\$109,347,389	5%
Capital and Fire Flow Funds	\$23,922,000	\$32,981,000	38%	\$49,451,000	50%
Contribution to Reserves	\$0	\$5,000,000	-	\$5,000,000	0%
Total	\$116,103,473	\$142,120,464	22%	\$163,798,389	15%

The increase in operating expenses compared to the prior year is largely attributable to inflationary increases in areas such as purchased water, insurance premiums, paving contracts and water treatment chemicals. Increases in capital expenditures include new spending for water supply resiliency projects, increased investments in the Capital Improvement Program (CIP) to reduce the District's deferred maintenance backlog, additional funding for the Biodiversity, Fire and Fuels Integrated Plan (BFFIP), and funding to begin the replacement of the District's enterprise resource planning (ERP) software. Finally, the FY 24 capital budget includes \$2.1 million in grant funding for watershed improvements and pipeline replacement projects.

In the second year of the budget (FY 25), the operating budget is increasing by \$5.2 million, or 5 percent, which reflects a continuation of inflationary impacts in most areas of the organization. The capital budget is increasing by \$16.4 million in FY 25, or 50 percent, as investments in water supply resiliency projects, deferred maintenance backlog reduction and software system replacement continue to be phased-in.

The following are highlights of the FY 24 and FY 25 budget:

- \$16.9 million in Water Supply investments to support early action projects and future planning, including the electrification of the Soulajule reservoir, the Phoenix-Bon Tempe permanent connection, and a dedicated reserve fund for future water supply projects
- \$9.8 million in Capital Infrastructure funding to reduce the backlog of deferred maintenance in district facilities
- \$5.0 million to replenish operating reserves
- \$1.0 million in additional funding for the Watershed's BFFIP program to increase annual fire fuel reduction and invasive species removal by 17 percent
- \$610,000 was added to the District's Water Efficiency program to support the Water Conservation element of the Strategic Water Supply Assessment.
- One additional Ranger Trainee position was added in order to provide greater support to the Watershed
- One additional Human Resources position was added to support district-wide training and development
- Two additional Utility Systems Specialist positions were added in FY 25 to reinstate the District's Valve Exerciser program

Table 1: Budget Comparison

	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	% Change	FY 24/25 Proposed Budget	% Change
Operating Fund					
Personnel Services	\$56,248,399	\$57,462,068	2%	\$59,528,020	4%
Materials and Supplies	\$11,804,764	\$15,791,321	34%	\$17,740,645	12%
District Operations	\$13,591,413	\$17,958,044	32%	\$18,630,587	4%
General and Administrative	\$5,530,390	\$8,100,738	46%	\$8,745,570	8%
Debt Service	\$9,706,507	\$9,527,293	-2%	\$9,402,567	-1%
Allocation to Capital	(\$4,700,000)	(\$4,700,000)	0%	(\$4,700,000)	0%
Total Operating	\$92,181,473	\$104,139,464	13%	\$109,347,389	5%
Capital and Fire Flow Funds					
Capital Purchases	\$1,299,770	\$1,300,000	0%	\$1,300,000	0%
Baseline CIP	\$17,372,230	\$18,622,000	7%	\$19,578,000	5%
Water Supply	\$0	\$2,750,000	-	\$9,200,000	235%
Backlog Reduction	\$0	\$3,150,000	-	\$6,615,000	110%
Systems (ERP)	\$0	\$525,000	-	\$3,858,000	635%
Fireflow	\$4,500,000	\$4,500,000	0%	\$4,500,000	0%
Grant Funding	\$750,000	\$2,134,000	185%	\$4,400,000	106%
Total Capital and Fire Flow	\$23,922,000	\$32,981,000	38%	\$49,451,000	50%
Contribution to Reserves					
Water Supply	\$0	\$2,500,000	-	\$2,500,000	0%
Unrestricted Operating	\$0	\$2,500,000	-	\$2,500,000	0%
Total Contribution to Reserves	\$0	\$5,000,000	-	\$5,000,000	0%
Total Capital and Operating	\$116,103,473	\$142,120,464	22%	\$163,798,389	15%

Capital Improvement Program Budget

The CIP 5-Year Plan for FY 2024 through FY 2028 anticipates a total investment of approximately \$249 million. This level of investment is an increase of nearly 80 percent compared to the previous 5-year plan and reflects the Board's top priorities of water supply resiliency, deferred maintenance reduction and watershed protection.

As noted previously, the District's budget includes the first two years of the long term CIP plan and the proposed two-year capital budget is an increase of \$32.4 million, or 65 percent, compared to the prior two-year capital budget. The major categories of projects are summarized below and discussed in greater detail in the Capital Improvement Program section of the Proposed Budget.

CIP 2 Year Budget Comparison

	FY 22	FY 23	FY 24	FY 25	%
	Approved Budget	Approved Budget	Proposed Budget	Proposed Budget	Change (2 yr)
Pipelines	\$ 9,400,000	\$ 8,510,000	\$ 12,010,000	\$ 15,276,000	52%
Pump Stations	\$ 485,000	\$ 1,385,000	\$ 1,385,000	\$ 4,420,000	210%
Storage Tanks	\$ 4,875,000	\$ 5,525,000	\$ 5,700,000	\$ 6,860,000	21%
Treatment Plants	\$ 5,065,000	\$ 1,075,000	\$ 2,420,000	\$ 1,620,000	-34%
Watershed	\$ 2,972,000	\$ 4,077,000	\$ 4,890,000	\$ 5,224,000	43%
System Improvements	\$ 3,300,000	\$ 3,350,000	\$ 3,826,000	\$ 6,851,000	61%
Water Supply	\$ -	\$ -	\$ 2,750,000	\$ 9,200,000	
Total	\$ 26,097,000	\$ 23,922,000	\$ 32,981,000	\$ 49,451,000	65%

Conclusion

The FY 24 and FY 25 budget was developed with the intent to put the District on a path toward water supply resiliency and financial stability. The recent drought put a significant strain on district resources and we relied heavily on reserves to mitigate the fiscal impact on our customers. Despite the recent rains, we know that climate change is dramatically impacting longer term water supply planning and underscoring the importance of proactive vegetation and fire fuel management on the Mount Tam watershed. In order to successfully meet these challenges, we will need to continue to partner with our customers to enhance water efficiency while also investing in the infrastructure that will supply our community with reliable, high-quality water for decades to come.

Respectfully submitted,



Bennett Horenstein
General Manager



Bret Uppendahl
Finance Director/Treasurer

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GENERAL INFORMATION

The Marin Municipal Water District (MMWD) is a special district that provides water service to residents residing within 147 square miles of Marin County, California, located immediately north of the Golden Gate Bridge and the City of San Francisco. The district is an independent agency that has no reporting responsibilities to the County of Marin or any of the municipalities within the county. It serves a population of approximately 191,000 with the annual water demand averaging 25,200 acre feet over the last five years. MMWD's service area includes southern and central Marin County and ten (10) of the county's eleven (11) cities. The district is the oldest municipal water district in the State of California and is comprised of over 900 miles of water pipelines, three (3) treatment plants, seven (7) local reservoirs, 130 storage tanks, and over 60,000 service connections.

The district is governed by a five-member Board of Directors, each representing a geographical division. Directors serve overlapping four-year terms. The Board, in turn, elects one of its members to serve as Board President each year. The Board appoints the General Manager, Administrative Services Division Manager/Treasurer, Board Secretary and Legal Counsel. The General Manager is the chief executive, and is responsible for hiring Division Managers for each of the district functions and to administer the programs in accordance with the policies of the Board of Directors.

Water Supply

Historically, the district's water supply comes primarily from rainfall runoff captured on the north slope of Mt. Tamalpais in the westerly slopes of the coastal range. District facilities, constructed in stages over the last 100 years, divert approximately two-thirds of the flow of Lagunitas Creek above Kent Lake and more than one-third of the flow of Nicasio Creek to developed areas of eastern Marin. The District's watershed drainage system has four creek units: Lagunitas Creek above Kent Lake, Nicasio Creek at Nicasio Dam, Ross Creek above Phoenix Lake and Walker Creek above Soulajule Reservoir.

Average annual precipitation averages 50 inches per year at Lake Lagunitas, although the annual totals vary across the drainage basins above the reservoirs. Over the last ten years, approximately 73% of the potable water used by district customers comes from the local reservoir system. Although while under drought conditions in FY 2021/22, only 56% of potable water was from the local reservoir system.

The district has considerable stewardship responsibility for the aquatic species that reside in the streams below its reservoirs. In particular, the district must release water from its reservoirs to help sustain downstream fisheries. To meet the terms included in the district's water rights, an average of approximately 10,500 acre feet per year is released for that purpose.

In addition to the above described local water sources, since 1976 the district, has contracted for imported delivery from Sonoma County Water Agency (SCWA). A renewed agreement with SCWA was executed in June 2015; this agreement allows the district to continue taking delivery of up to 14,300 acre feet of water per year. The contract remains in effect until June 30, 2025, and includes a renewal provision that will extend the agreement through June 30, 2040. In fiscal year 2022, the district produced approximately 21,000 acre feet of water for its customers, including approximately 8,900 acre feet of water imported from SCWA.

Water Systems and Treatment Facilities

The district owns and operates water production, storage, treatment and distribution facilities to serve customers within its boundaries. MMWD's current water system consists of 80 square miles of watershed, seven reservoirs with a storage capacity of 79,566 acre feet (one acre foot is equal to 325,851 gallons, enough water to cover one acre to a depth of one foot), 908 miles of pipeline, 130 storage tanks, 97 pumping stations, and 3 potable water treatment facilities. The District's owned land, including watershed, totals 22,450 acres. Five of the seven district reservoirs (Alpine, Bon Tempe, Kent, Lagunitas and Phoenix Lakes) are located on the north slope of Mt. Tamalpais. The other two (Nicasio and Soulajule) are outside the district's service area in western Marin County.

Presented below are descriptions of the district's reservoirs:

- **Alpine Lake**, built in 1919 and has an arched concrete dam. The dam was raised in 1923 and 1941 to its present height and a total storage capacity of 8,891 acre feet.
- **Bon Tempe Lake** has an earth fill dam and was built in 1948 with a capacity of 4,017 acre feet.
- **Kent Lake** has an earth fill dam and was built in 1953. The structure was enlarged in 1982 to accommodate a total capacity of 32,895 acre feet.
- **Lake Lagunitas**, the oldest facility, has an earth fill dam built in 1872. Lake Lagunitas still maintains its original capacity of 350 acre feet.
- **Phoenix Lake**, has an earth fill dam, was constructed in 1905 and was significantly modified in 1968 and 1985. The last modification reduced the lake's capacity to 411 acre feet. It now serves primarily as a scenic resource for the community and is used as a water supply source only in very dry years.
- **Nicasio Reservoir** has an earth fill dam and was built in 1960, with a capacity of 22,430 acre feet.
- **Soulajule Reservoir** is impounded by an earth fill dam built in 1979 with a capacity of 10,572 acre feet.

The district operates three water treatment facilities. San Geronimo and Bon Tempe Plants, with 35 million gallons per day (mgd) and 20 mgd maximum capacity, respectively, treat water originating from the district reservoirs. Ignacio Pump Station, with 16 mgd maximum capacity, performs chemical treatment in a "polishing" operation on water received from Sonoma County Water Agency via the North Marin Intertie Pipeline.

FINANCIAL ORGANIZATION AND BUDGET PROCESS

This section describes the district's financial structure, financial organization, and budget development process. It provides a financial overview including how the budget is created.

FINANCIAL ORGANIZATION

Fund Structure and Descriptions

The district's financial structure is based on proprietary and fiduciary funds. Overall district operations are reported as a single proprietary fund which uses an economic resources measurement focus and the accrual basis of accounting. The fund operates similar to business enterprises where the intent is that the expense of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Financial Reporting

The district prepares its financial reports in conformity with generally accepted accounting principles (GAAP) and standards for financial reporting set forth by the Governmental Accounting Standards Board (GASB) on an accrual basis; revenues are recognized when earned and costs are recognized when a liability is incurred.

Budgetary and Accounting Basis

The district's basis of budgeting generally conforms to the GAAP basis of accounting used for financial reporting. Revenues are recorded when earned and expenses are recorded at the time commitments are incurred.

Depreciation and amortization are handled differently in financial and budgetary reporting. In financial reporting, depreciation and amortization are included, and the repayment of the principal on debt is not included. In budgetary reporting, depreciation and amortization are excluded, and the repayment of the principal on debt is included as an expense.

THE BUDGET PROCESS

During the budget process, the district makes decisions on the efficient use of its resources. A financial plan and biennial budget is established that includes the operating and capital programs and sets levels of related operating, capital and debt service expenditures that may be made during the budget period.

The budget is developed to reflect the costs necessary to provide customers with safe and reliable water service over the long term while keeping rate increases as low as possible. The budget not only allocates resources, but is also used as a planning document to develop rates and charges that provide adequate revenues to meet the district's needs.

Decisions on allocating resources and addressing budget needs do not end when the board adopts the budget. Throughout the year departments are responsible for implementing the budget and monitoring budget performance, responding to unforeseen or emergency circumstances, and participating in long-range financial planning.

Balanced Budget

The district budget is balanced when operating revenues are equal to or greater than operating expenditures including debt service but excluding depreciation and amortization (i.e., budgeted expenditures shall not exceed budgeted revenues).

Mid-Cycle Budget Update

The Board of Directors approves the budget covering a two-year period. Prior to the start of the second year of the two-year budget on July 1, the Board will be presented a financial update including updates on projections for revenues, expenditures and staffing and review of the prior fiscal year results compared to budget.

Budgetary Controls

The district-wide funds management system provides budgetary controls which monitors spending within budgeted amounts. Budgetary controls function differently for operating and capital budget expenditures. For the operating budget, each division's expenditures is controlled within an expenditure category such as materials, supplies, freight and utilities, repairs and maintenance and professional services fees. A division cannot exceed their authorized operating budget within an expenditure category or the total department budget for a fiscal year. Capital project spending is controlled based on the funding source. There can be more than one project assigned to a funding source.

Budgetary Adjustments

Reallocation of the operating budget for a division among its line item expenses allows the divisions to have financial flexibility within the funds management system. Budget adjustments to a division's budget are reallocations of funds between line item expenses and between fund centers. Approval from the affected division(s) and the Finance Director are required for all budget adjustments. The General Manager's approval is required for the reallocation of funds from between the operating and capital budgets and between departments. Overall increases to the operating or capital budgets require approval from the Board of Directors.

Capital Improvement Program

The Capital Improvement Program (CIP) addresses the capital priorities of the district for the next five to ten years. The CIP is updated annually to reflect shifts in project priorities.

OUTSTANDING DEBT SUMMARY

The district's outstanding debt as of July 1, 2023 includes Revenue Bonds, Clean Renewable Energy Bonds (CREBs), Aqueduct Energy Efficiency Project Obligation (AEEP), and Las Gallinas Valley Sanitary District (LGVSD) – Recycled Water Buy-in Obligation as described below.

Water Revenue Bonds

As of July 2023, the district has three revenue bond issues outstanding; the 2016 Refunding Revenue Bonds, the Subordinate Revenue Bonds Series 2017, and the 2022 Refunding Revenue Bonds. All were issued by the joint power authority, Marin Municipal Water District Financing Authority (Authority). The bonds are special limited obligations of the Authority payable from and secured by a pledge of the net revenue of the district per an installment sale agreement between the district and the Authority.

A portion of each issues' proceeds were used to fund additions, betterments, extensions and improvements to the district's water system, watershed improvement projects, water treatment and water quality projects, water distribution piping and related facility improvement projects, water storage projects and computer and technology system projects.

The 2016 Refunding Revenue Bonds were issued in November 2016, in the amount of \$31,380,000, to refund the district's outstanding 2010 Series A Water Revenue Bonds. The refunding took place to restructure the debt service requirements and deferred the first principal payment to 2030 generating cash flow saving of \$1.9 million. The proceeds received from the refunding bond issue was \$35.2 million and were held in an escrow account until the 2010 Water Revenue Bonds were redeemed in 2020.

On August 1, 2017, the Marin Municipal Water District Financing Authority Subordinate Revenue Bonds, Series 2017 were issued in the amount of \$36,120,000. The bond sale raised \$42 million with \$6 million net premium for the District's capital improvement program. The bonds were issued with average coupon rate is 4.846% and scheduled to fully mature on July 1, 2047.

On April 4, 2022, the Authority issued the 2022 Refunding Revenue Bonds in the amount of \$67,505,000, to refund the district's outstanding 2012 Series A Water Revenue Bonds. On January 29, 2020, the Series 2022 Bonds were issued through the Forward Bond Purchase Agreement with Morgan Stanley which locked in the interest rates as of January 29, 2020. The 26-month forward delivery structure enabled a tax-exempt current refunding of the Series A 2012 Bonds at their July 1, 2022 call date. The 2022 Refunding Revenue Bonds generated \$10.6 million of net present value savings. The 2012 Series A Water Revenue Bonds were originally issued in June 2012 in the amount of \$85,000,000 to refund the district's outstanding 2002 Water Revenue Bonds and a portion of the 2004 Certificates of Participation and to fund capital improvements to the district's water system. Total proceeds received from the original bond issue for funding district capital improvements was \$54.6 million.

As of June 30, 2023 the outstanding principal balances for 2016 Refunding Revenue Bonds, 2017 Series Subordinate Revenue Bonds and 2022 Refunding Revenue Bonds are \$31,380,000, and \$32,815,000 and \$64,210,000 respectively.

Clean Renewable Energy Bonds (CREBs)

In September 2008, the district issued Clean Renewable Energy Bonds (CREBs) for the installation of solar panels on the district's administration and corporate yard buildings. The CREBs were authorized by the Internal Revenue Service and are structured so that bondholders receive a federal income tax credit in lieu of interest. The total principal amount of the CREBs issued for both projects was \$1,956,000. The debt service is paid annually over 15 years in the amount of \$122,250, principal only. The installment payments are payable from the net revenue of the district. As of June 30, 2023 the outstanding principal balance is \$122,250.

Las Gallinas Valley Sanitary District (LGVSD) – Recycled Water Buy-In Obligation

On April 1, 2017, the District entered into an agreement with the Las Gallinas Valley Sanitary District (LGVSD) to pay 10.5% of the final actual costs currently estimated at \$41,000,000 of the Recycled Water Treatment Facility (RWTF). LGVSD operates an existing recycled water treatment facility that was initially constructed in 2011 and currently provides recycled water to the North Marin Water District (NMWD). The NMWD also reimburses the LGVSD for its proportional share of the initial construction costs it incurred in 2011 for the construction of the original facility (Buy-In). The District's proportional share of initial construction costs is determined at \$4,023,647. In addition, the District agreed to pay \$2,049,595 for the recycled water right. The District is obligated to make payments in the amount of \$463,000 annually from 2017 through 2031. The annual payment will then be reduced to \$256,000 from 2032 through 2042 as fair compensation for the water treatment facility capital cost and the recycled water right. As of June 30, 2023 the outstanding principal balance is \$4,153,057.

Aqueduct Energy Efficiency Project Obligation (AEEP)

On February 5, 2015, the District entered into an agreement with the North Marin Water District to pay 51% (\$3,662,882) of the final actual costs of \$7,103,691 for the Aqueduct Energy Efficiency Project which would upsize the North Marin Aqueduct from Kastania Pump Station to Redwood Landfill road. Marin Municipal Water District takes delivery of Agency water through a connection to an Aqueduct in Northern Novato. Part of the Aqueduct was replaced under the Marin-Sonoma Narrows High Occupancy Vehicle Widening project, a joint project between Caltrans and the Federal Highway Administration. The relocation and replacement of the Aqueduct is called the Aqueduct Energy Efficiency Project, which includes relocation and replacement of 24,000-feet of Aqueduct with a larger diameter pipe. Marin Municipal Water District is obligated to make payments in the amount of \$205,306 to the North Marin Water District, each July 1, from 2015 through 2032 as fair compensation for the capital cost. As of June 30, 2023 the outstanding principal balance is \$1,624,354.

Summary of Outstanding Debt as of June 30, 2023			
	Interest Rate	Maturity	Principal Balance
2016 Refunding Revenue Bonds	3.25% - 5.00%	07/01/2040	31,380,000
2017 Subordinate Revenue Bonds	2.00% – 5.00%	07/01/2047	32,815,000
2022 Refunding Revenue Bonds	3.00% – 5.00%	06/15/2052	64,210,000
Clean Renewable Energy Bonds		09/30/2023	122,250
LGVSD Obligation		07/01/2042	4,153,057
AEEP Obligation		07/01/2032	1,624,354
Total Outstanding Debt			\$134,304,661

The district is subject to certain debt covenants, the most restrictive of which requires the setting of rates and charges to yield net revenue equal to at least 125 percent of the current annual debt service requirement of the revenue bonds and other parity debt, as well as the establishment of certain principal, interest and reserve funds. The 2016 Refunding Bonds, 2017 Subordinate Revenue Bonds and 2022 Refunding Revenue Bonds are collateralized by a pledge of the district's net revenues of Water Systems, as defined in the Master Indenture.

Sources of Debt Service Payments

The district's primary source of revenue is water sales, followed by service charges, connection charges and interest. The district has the power and is mandated to establish rates and charges for water service as necessary to meet all of its expenses and obligations including debt service on existing revenue bonds, coverage requirements, and installment payments.

The outstanding revenue bonds have a first lien on net revenues. Net revenues are all enterprise revenues after deducting all maintenance and operation costs, plus connection charges after deducting all costs of making the connections for which such charges are payable.

MMWD's current water rates are designed to fund all district expenses, including operation and maintenance, debt service and meet debt coverage requirements.

Water Rates and Charges

The district has the authority under California law to establish charges for service without the review and approval of any other government body, but is required to initiate public notification through the Proposition 218 process. The district's rates and charges are established by ordinance approved by the Board of Directors. The district has the right to refuse or terminate water service to delinquent customers and to require full payment of delinquent amounts and reconnection charges to resume service.

District Revenue Summary (All Funds)

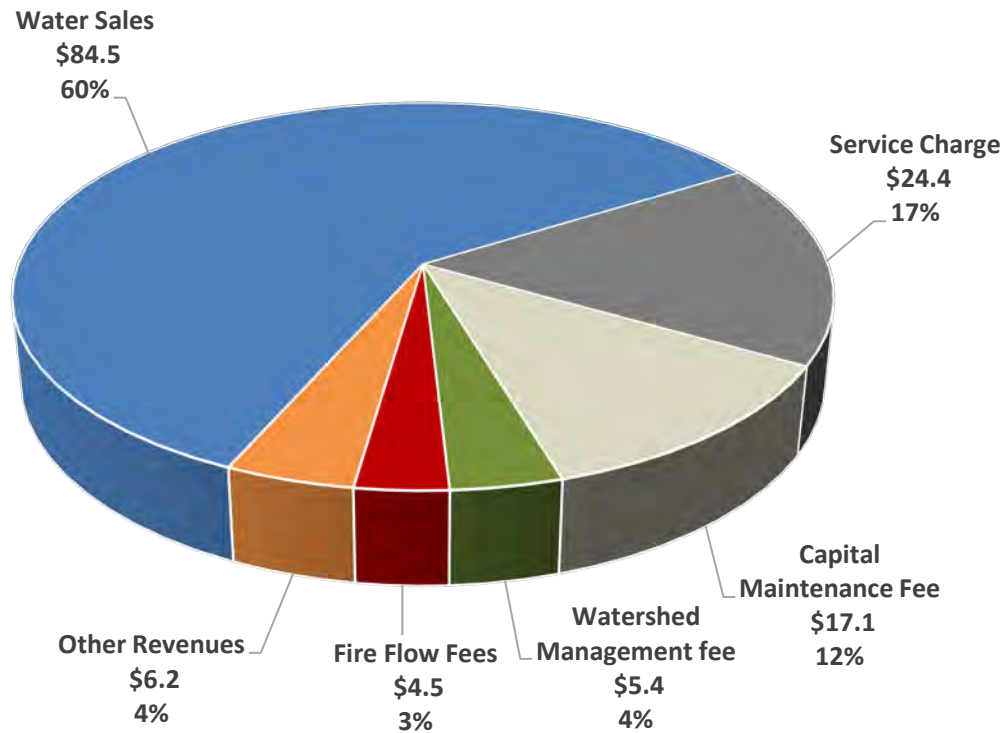
	Actual FY 2020/21	Actual FY 2021/22	Budget FY 2022/23	Budget FY 2023/24	%	Budget FY 2024/25	%
Operating & Capital Revenue							
Rate Revenue							
Water Sales	61,099,872	46,192,851	60,881,258	84,509,599	38.8%	102,302,963	21.1%
Service Charge	20,532,597	21,867,255	23,381,979	24,370,494	4.2%	25,589,019	5.0%
Watershed Management Fee	4,572,006	4,899,011	5,207,474	5,386,376	3.4%	5,655,695	5.0%
Capital Maintenance Fee	15,509,355	16,444,158	18,065,625	17,118,698	-5.2%	17,974,633	5.0%
Total Rate Revenues	\$101,713,830	\$89,403,276	\$107,536,336	\$131,385,167	22.2%	\$151,522,309	15.3%
Other Revenues							
Connection Charges	1,562,588	1,353,226	810,182	600,000	-25.9%	600,000	0.0%
Rents and Royalties	1,620,134	1,735,135	1,606,069	1,974,852	23.0%	2,014,349	2.0%
Grants	416,461	3,654,788	-	2,134,500	-	4,400,000	106.1%
Permits and Fees	554,883	454,191	365,116	365,120	0.0%	365,120	0.0%
Late Payments & Charges	153,558	131,888	120,133	120,133	0.0%	120,133	0.0%
Interest Revenue	409,770	317,362	296,804	738,750	148.9%	538,125	-27.2%
Miscellaneous	182,444	254,814	350,647	286,804	-18.2%	286,804	0.0%
Total Other Revenues	\$4,899,839	\$7,901,404	\$3,548,951	\$6,220,159	75.3%	\$8,324,531	33.8%
Total Operating & Capital Revenues	\$106,613,669	\$97,304,679	\$111,085,287	\$137,605,326	23.9%	\$159,846,840	16.2%
Fire Flow Revenue							
Fire Flow Fees	4,504,313	4,525,100	4,500,000	4,500,000	0.0%	4,500,000	0.0%
Total Fire Flow Revenues	\$4,504,313	\$4,525,100	\$4,500,000	\$4,500,000	0.0%	\$4,500,000	0.0%
Total District Revenues	\$111,117,982	\$101,829,779	\$115,585,287	\$142,105,326	22.9%	\$164,346,840	15.7%

Over 90 percent of the District's revenue comes from rate revenues paid by customers. As part of the 2023 rate setting process, the rate structure was updated to reflect current demand levels and to reduce the overall percentage of revenue generated by fixed fees. The increase in rents and royalties reflects a new license agreement for the Mt. Tamalpais Communication Site and grant revenues of \$2.1 million in FY 24 support the Lagunitas Creek Fisheries Restoration project and infrastructure improvements in Marin City and San Rafael.

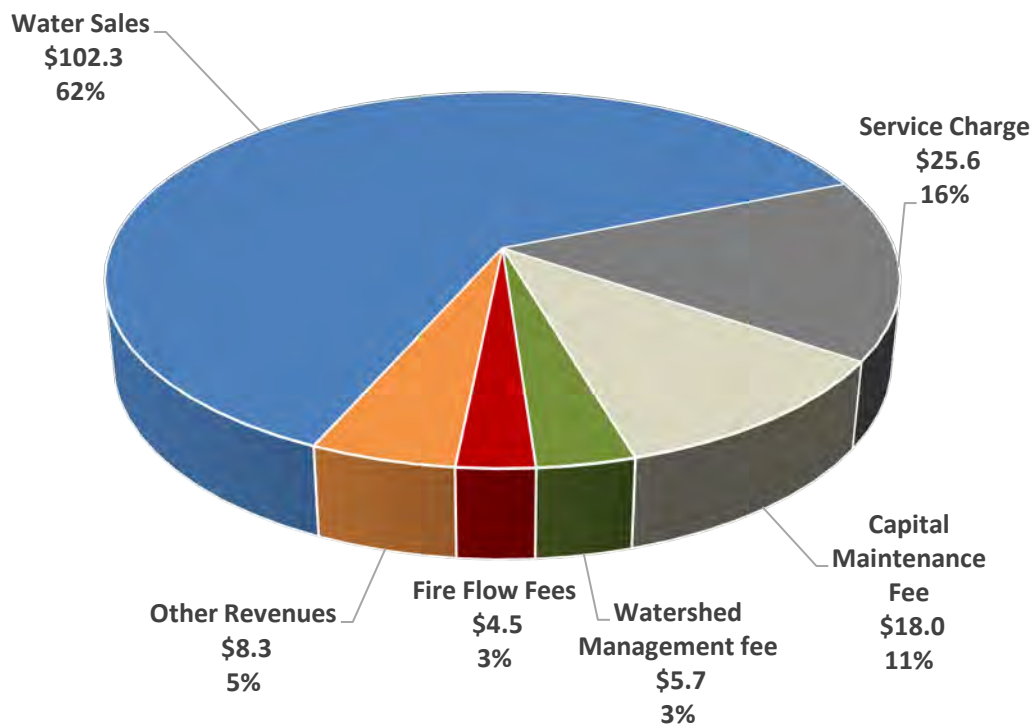
District Expenditure Summary (All Funds)

	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$23,606,274	\$29,225,957	\$29,634,516	1.4%	\$30,392,633	2.6%
Overtime and Standby	\$1,361,470	\$1,024,297	\$1,006,227	-1.8%	\$1,014,108	0.8%
Temporary	\$301,047	\$492,506	\$442,025	-10.2%	\$460,890	4.3%
Contract Help	\$484,860	\$383,136	\$565,224	47.5%	\$825,849	46.1%
Director Fees	\$0	\$61,000	\$61,000	0.0%	\$61,000	0.0%
Fringe Benefits	\$20,821,052	\$25,061,502	\$25,753,076	2.8%	\$26,773,540	4.0%
Personnel Services Total	\$46,574,703	\$56,248,399	\$57,462,068	2.2%	\$59,528,020	3.6%
Materials and Supplies						
Chemicals	\$1,152,919	\$1,930,190	\$2,789,547	44.5%	\$2,969,757	6.5%
Materials	\$2,315,164	\$899,500	\$963,600	7.1%	\$981,500	1.9%
Supplies	\$513,712	\$551,074	\$560,474	1.7%	\$577,388	3.0%
Water Purchases	\$12,139,318	\$8,424,000	\$11,477,700	36.3%	\$13,212,000	15.1%
Materials and Supplies Total	\$16,121,114	\$11,804,764	\$15,791,321	33.8%	\$17,740,645	12.3%
District Operations						
Automotive	\$762,911	\$739,000	\$926,500	25.4%	\$959,000	3.5%
Conservation	\$1,704,644	\$591,000	\$591,000	0.0%	\$651,000	10.2%
Construction Contracts	\$2,179,703	\$1,925,000	\$4,035,000	109.6%	\$4,431,000	9.8%
Equipment Rental	\$429,078	\$504,000	\$504,750	0.1%	\$511,700	1.4%
Professional Services	\$2,265,140	\$1,875,370	\$3,355,935	78.9%	\$3,180,979	-5.2%
Repairs & Maintenance	\$1,722,665	\$2,048,577	\$2,564,158	25.2%	\$2,628,001	2.5%
Small Tools & Equipment	\$91,541	\$164,110	\$162,960	-0.7%	\$163,810	0.5%
Utilities	\$4,596,823	\$5,744,356	\$5,817,741	1.3%	\$6,105,097	4.9%
District Operations Total	\$13,752,505	\$13,591,413	\$17,958,044	32.1%	\$18,630,587	3.7%
General and Admin						
Communications & Freight	\$441,916	\$567,783	\$565,100	-0.5%	\$580,900	2.8%
Fees & Subscriptions	\$327,628	\$578,492	\$575,527	-0.5%	\$565,372	-1.8%
Insurance	\$703,674	\$1,463,000	\$2,568,000	75.5%	\$2,915,000	13.5%
Misc. Expense	\$1,690,526	\$951,655	\$2,406,045	152.8%	\$2,564,320	6.6%
Taxes, Fees & License	\$1,886,918	\$1,969,460	\$1,986,066	0.8%	\$2,119,978	6.7%
General and Admin Total	\$5,050,662	\$5,530,390	\$8,100,738	46.5%	\$8,745,570	8.0%
Debt Service						
Debt Service	\$10,184,004	\$9,706,507	\$9,527,293	-1.8%	\$9,402,567	-1.3%
Debt Service Total	\$10,184,004	\$9,706,507	\$9,527,293	-1.8%	\$9,402,567	-1.3%
Overhead						
Indirect Labor	(\$5,213,912)	(\$4,700,000)	(\$4,700,000)	0.0%	(\$4,700,000)	0.0%
Overhead Total	(\$5,213,912)	(\$4,700,000)	(\$4,700,000)	0.0%	(\$4,700,000)	0.0%
Capital Purchases						
Capital Purchases	\$1,159,482	\$1,299,770	\$1,300,000	0.0%	\$1,300,000	0.0%
Capital Purchases Total	\$1,159,482	\$1,299,770	\$1,300,000	0.0%	\$1,300,000	0.0%
CIP						
Baseline	\$20,001,912	\$17,372,230	\$18,122,000	4.3%	\$19,053,000	5.1%
Backlog	\$0	\$0	\$3,150,000	-	\$6,615,000	110.0%
Water supply	\$0	\$0	\$2,750,000	-	\$9,200,000	234.5%
System	\$0	\$0	\$525,000	-	\$3,858,000	634.9%
BFFIP	\$0	\$0	\$500,000	-	\$525,000	5.0%
Fireflow	\$4,203,677	\$4,500,000	\$4,500,000	0.0%	\$4,500,000	0.0%
Split Funding		\$750,000	2,134,000	184.5%	4,400,000	106.2%
CIP Total	\$24,205,589	\$22,622,230	31,681,000	40.0%	48,151,000	52.0%
Contribution to Reserves						
Unrestricted Operating Reserve	\$0	\$0	\$2,500,000	-	\$2,500,000	0.0%
Water Supply Project Reserve	\$0	\$0	\$2,500,000	-	\$2,500,000	0.0%
Contribution to Reserves Total	\$0	\$0	\$5,000,000	-	\$5,000,000	0.0%
Grand Total	\$111,834,146	\$116,103,473	\$142,120,464	22.4%	\$163,798,389	15.3%

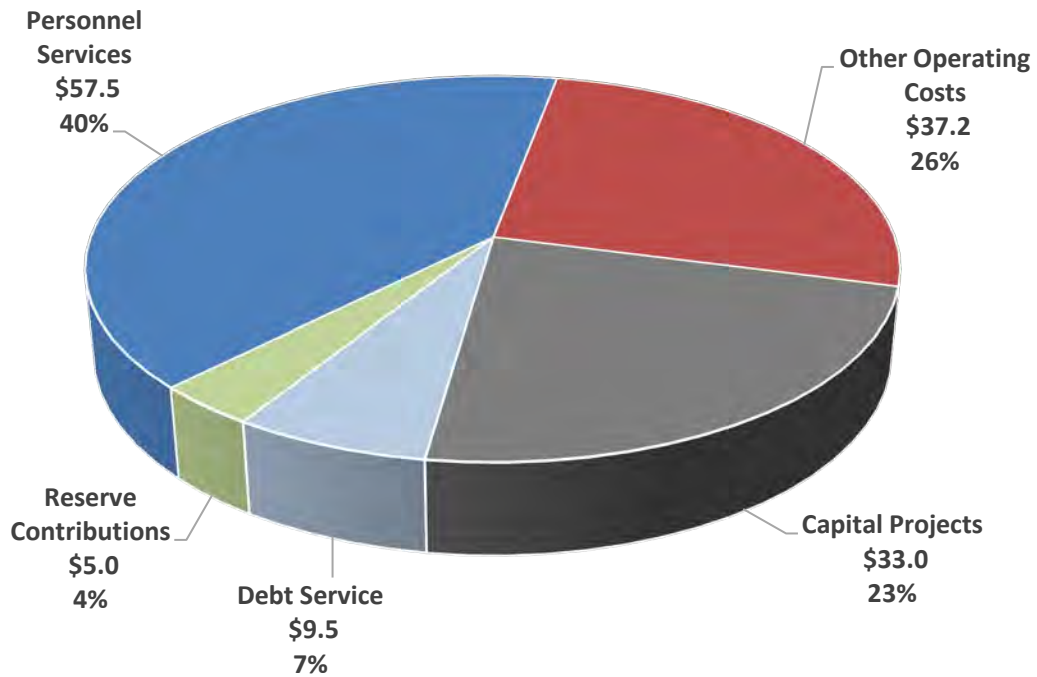
FY 2023-24 Revenue Budget (\$M)



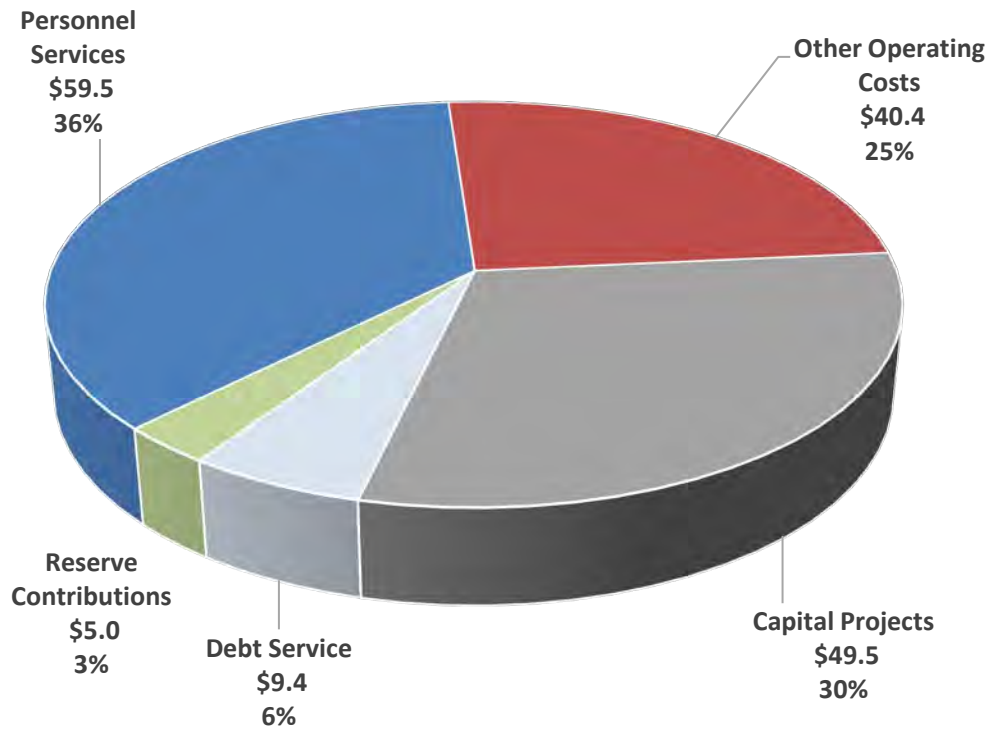
FY 2024-25 Revenue Budget (\$M)



FY 2023-24 Expenditure Budget (\$M)



FY 2024-25 Expenditure Budget (\$M)



FULL TIME AUTHORIZED POSITIONS

The charts below Summarizes the Full Time Authorized Positions by the District’s various divisions. It should be noted that the General Manager’s division includes Human Resources and Public Communications. In FY 2023/24, 1.0 Ranger Trainee in Watershed and 1.0 Training Program Specialist in Human Resources were added to the authorized positions. In FY 2024/25, 2.0 Utility System Specialists were added to the Operations division’s authorized positions for the Value Exercising Crew.

More information regarding job descriptions and salary ranges are available on the District’s website at www.marinwater.org/employment.

Divisions	FY 2022/23*	FY 2023/24	FY 2024/25
Legal	2	2	2
General Manager	11	12	12
Watershed	22	23	23
Administrative Services	38	38	38
Water Resources	25	25	25
Engineering	48	48	48
Operations	97	97	99
Total Full Time Authorized	243	245	247

*As of 5/1/2023



DIVISIONAL BUDGETS



Board of Directors

The Board of Directors consists of five division Directors elected by District voters within each of the five divisions to serve four-year, staggered terms. The President and Vice President of the Board are elected annually by the Board of Directors. The Board directly appoints the General Manager, General Legal Counsel of the District, Treasurer/Finance Director and the Board Secretary. The Board communicates its direction, or its philosophy, toward fulfilling the District's mission by developing and periodically reviewing its values and goals, and creating and updating various policies and procedures to ensure that the District's customers and the public are treated in a fair and consistent manner.

Operating Budget Expenditure Summary

Board of Directors

	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$82,800	\$0	\$0	-	\$0	-
Overtime and Standby	\$0	\$0	\$0	-	\$0	-
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$61,000	\$61,000	0.0%	\$61,000	0.0%
Fringe Benefits	\$115,956	\$128,475	\$130,000	1.2%	\$130,000	0.0%
Personnel Services Total	\$198,756	\$189,475	\$191,000	0.8%	\$191,000	0.0%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$0	\$0	\$0	-	\$0	-
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$0	\$0	\$0	-	\$0	-
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$0	\$0	-	\$0	-
Professional Services	\$0	\$0	\$0	-	\$0	-
Repairs & Maintenance	\$0	\$0	\$0	-	\$0	-
Small Tools & Equipment	\$0	\$0	\$0	-	\$0	-
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$0	\$0	\$0	-	\$0	-
General and Admin						
Communications & Freight	\$0	\$2,900	\$0	-100.0%	\$0	-
Fees & Subscriptions	\$7,110	\$6,375	\$6,375	0.0%	\$6,375	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$0	\$0	\$0	-	\$0	-
Taxes, Fees & License	\$0	\$0	\$0	-	\$0	-
General and Admin Total	\$7,110	\$9,275	\$6,375	-31.3%	\$6,375	0.0%
Capital Purchases						
Capital Purchases	\$0	\$0	\$0	-	\$0	-
Capital Purchases Total	\$0	\$0	\$0	-	\$0	-
Grand Total	\$205,866	\$198,750	\$197,375	-0.7%	\$197,375	0.0%



General Counsel's Office

The General Counsel's Office is comprised of the General Counsel and a staff attorney, who serve as legal advisors to the District regarding all legal matters pertaining to the District. The General Counsel performs such duties in relation to the District's legal matters as the General Manager, or Board may request.

Operating Budget Expenditure Summary

General Counsel's Office						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$453,119	\$454,567	\$451,595	-0.7%	\$460,627	2.0%
Overtime and Standby	\$0	\$0	\$0	-	\$0	-
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$20,000	\$0	-100.0%	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$253,472	\$281,058	\$273,367	-2.7%	\$279,918	2.4%
Personnel Services Total	\$706,591	\$755,625	\$724,962	-4.1%	\$740,545	2.1%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$1,693	\$1,000	\$1,000	0.0%	\$1,000	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$1,693	\$1,000	\$1,000	0.0%	\$1,000	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$2,908	\$4,500	\$4,500	0.0%	\$4,500	0.0%
Professional Services	\$195,102	\$200,000	\$200,000	0.0%	\$200,000	0.0%
Repairs & Maintenance	\$894	\$1,000	\$1,000	0.0%	\$1,000	0.0%
Small Tools & Equipment	\$0	\$0	\$0	-	\$0	-
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$198,904	\$205,500	\$205,500	0.0%	\$205,500	0.0%
General and Admin						
Communications & Freight	\$0	\$1,200	\$1,200	0.0%	\$1,200	0.0%
Fees & Subscriptions	\$16,207	\$20,500	\$20,500	0.0%	\$20,500	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$52	\$115	\$115	0.0%	\$115	0.0%
Taxes, Fees & License	\$0	\$0	\$0	-	\$0	-
General and Admin Total	\$16,259	\$21,815	\$21,815	0.0%	\$21,815	0.0%
Capital Purchases						
Capital Purchases	\$0	\$4,000	\$0	-100.0%	\$0	-
Capital Purchases Total	\$0	\$4,000	\$0	-100.0%	\$0	-
Grand Total	\$923,447	\$987,940	\$953,277	-3.5%	\$968,860	1.6%



General Manager's Office

The General Manager's Office is comprised of the General Manager, Human Resources and Communications departments. The General Manager is responsible for the administration and oversight of all District activities. The Human Resources department is responsible for the recruitment and hiring of staff, employee relations, discipline and the negotiation of labor contracts. The Communications department is the centralized point for all public relations, coordinating the dissemination of public information and outreach, engagement, and the marketing of District programs. The Communications department also includes the Board Secretary, who supports the Board of Directors by producing the agendas, recording meeting minutes, and managing public records requests.

Operating Budget Expenditure Summary

Division Summary: General Manager

	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$3,699,914	\$4,051,273	\$4,367,904	7.8%	\$4,491,232	2.8%
Overtime and Standby	\$220,268	\$121,647	\$151,375	24.4%	\$156,375	3.3%
Temporary	\$187,668	\$288,718	\$307,115	6.4%	\$323,834	5.4%
Contract Help	\$290,657	\$356,136	\$523,224	46.9%	\$543,068	3.8%
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$2,623,636	\$3,020,650	\$3,139,387	3.9%	\$3,235,356	3.1%
Personnel Services Total	\$7,022,143	\$7,838,424	\$8,489,005	8.3%	\$8,749,865	3.1%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$32,171	\$51,550	\$53,350	3.5%	\$54,750	2.6%
Supplies	\$36,534	\$47,100	\$45,900	-2.5%	\$42,900	-6.5%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$68,705	\$98,650	\$99,250	0.6%	\$97,650	-1.6%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$45	\$0	\$0	-	\$0	-
Construction Contracts	\$7,820	\$25,000	\$25,000	0.0%	\$25,000	0.0%
Equipment Rental	\$163,719	\$135,300	\$156,800	15.9%	\$158,100	0.8%
Professional Services	\$798,962	\$754,785	\$903,600	19.7%	\$906,144	0.3%
Repairs & Maintenance	\$363,943	\$699,000	\$749,582	7.2%	\$750,282	0.1%
Small Tools & Equipment	\$27,422	\$45,800	\$55,900	22.1%	\$56,000	0.2%
Utilities	\$13,238	\$20,750	\$21,100	1.7%	\$22,200	5.2%
District Operations Total	\$1,375,149	\$1,680,635	\$1,911,982	13.8%	\$1,917,726	0.3%
General and Admin						
Communications & Freight	\$66,870	\$29,705	\$43,447	46.3%	\$43,847	0.9%
Fees & Subscriptions	\$52,647	\$103,645	\$87,205	-15.9%	\$87,750	0.6%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$195,969	\$174,890	\$224,750	28.5%	\$224,850	0.0%
Taxes, Fees & License	\$105,339	\$14,200	\$15,000	5.6%	\$15,500	3.3%
General and Admin Total	\$420,825	\$322,440	\$370,402	14.9%	\$371,947	0.4%
Capital Purchases						
Capital Purchases	\$72,461	\$96,000	\$118,500	23.4%	\$92,000	-22.4%
Capital Purchases Total	\$72,461	\$96,000	\$118,500	23.4%	\$92,000	-22.4%
Grand Total	\$8,959,282	\$10,036,149	\$10,989,139	9.5%	\$11,229,188	2.2%

Operating Budget Expenditure Summary

General Manager's Office						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$362,601	\$385,901	\$413,768	7.2%	\$424,421	2.6%
Overtime and Standby	\$25,357	\$0	\$75	-	\$75	0.0%
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$203,026	\$249,087	\$268,035	7.6%	\$272,646	1.7%
Personnel Services Total	\$590,984	\$634,987	\$681,878	7.4%	\$697,142	2.2%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$7	\$0	\$0	-	\$0	-
Supplies	\$722	\$1,200	\$800	-33.3%	\$800	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$730	\$1,200	\$800	-33.3%	\$800	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$4,283	\$6,500	\$6,500	0.0%	\$6,500	0.0%
Professional Services	\$30,678	\$20,000	\$50,000	150.0%	\$50,000	0.0%
Repairs & Maintenance	\$1,355	\$2,400	\$1,500	-37.5%	\$1,500	0.0%
Small Tools & Equipment	\$0	\$0	\$0	-	\$0	-
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$36,316	\$28,900	\$58,000	100.7%	\$58,000	0.0%
General and Admin						
Communications & Freight	\$0	\$1,000	\$1,000	0.0%	\$1,000	0.0%
Fees & Subscriptions	\$13,397	\$39,135	\$14,970	-61.7%	\$14,970	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$0	\$3,115	\$3,075	-1.3%	\$3,075	0.0%
Taxes, Fees & License	\$0	\$0	\$0	-	\$0	-
General and Admin Total	\$13,397	\$43,250	\$19,045	-56.0%	\$19,045	0.0%
Capital Purchases						
Capital Purchases	\$0	\$0	\$0	-	\$0	-
Capital Purchases Total	\$0	\$0	\$0	-	\$0	-
Grand Total	\$641,427	\$708,337	\$759,723	7.3%	\$774,987	2.0%

Operating Budget Expenditure Summary

Communications						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$426,981	\$565,524	\$565,863	0.1%	\$593,184	4.8%
Overtime and Standby	\$17,897	\$1,500	\$2,000	33.3%	\$2,000	0.0%
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$290,173	\$388,716	\$356,997	-8.2%	\$373,296	4.6%
Personnel Services Total	\$735,050	\$955,740	\$924,860	-3.2%	\$968,480	4.7%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$6,703	\$15,500	\$13,100	-15.5%	\$10,100	-22.9%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$6,703	\$15,500	\$13,100	-15.5%	\$10,100	-22.9%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$5,000	\$5,000	0.0%	\$5,000	0.0%
Professional Services	\$37,457	\$30,000	\$100,500	235.0%	\$85,500	-14.9%
Repairs & Maintenance	\$6,701	\$7,100	\$23,682	233.5%	\$23,682	0.0%
Small Tools & Equipment	\$0	\$0	\$0	-	\$0	-
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$44,158	\$42,100	\$129,182	206.8%	\$114,182	-11.6%
General and Admin						
Communications & Freight	\$57,422	\$15,500	\$29,000	87.1%	\$29,000	0.0%
Fees & Subscriptions	\$5,502	\$5,875	\$10,750	83.0%	\$10,750	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$120,449	\$97,000	\$131,800	35.9%	\$131,800	0.0%
Taxes, Fees & License	\$0	\$0	\$0	-	\$0	-
General and Admin Total	\$183,373	\$118,375	\$171,550	44.9%	\$171,550	0.0%
Capital Purchases						
Capital Purchases	\$0	\$3,000	\$0	-100.0%	\$0	-
Capital Purchases Total	\$0	\$3,000	\$0	-100.0%	\$0	-
Grand Total	\$969,285	\$1,134,715	\$1,238,692	9.2%	\$1,264,312	2.1%

Operating Budget Expenditure Summary

Human Resources						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$580,425	\$677,577	\$679,611	0.3%	\$690,458	1.6%
Overtime and Standby	\$2,158	\$2,500	\$3,000	20.0%	\$3,000	0.0%
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$153,120	-	\$160,776	5.0%
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$389,897	\$472,894	\$525,724	11.2%	\$539,038	2.5%
Personnel Services Total	\$972,481	\$1,152,971	\$1,361,455	18.1%	\$1,393,272	2.3%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$5,855	\$5,000	\$6,000	20.0%	\$6,000	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$5,855	\$5,000	\$6,000	20.0%	\$6,000	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$2,445	\$3,800	\$3,800	0.0%	\$3,800	0.0%
Professional Services	\$131,595	\$11,000	\$11,000	0.0%	\$11,000	0.0%
Repairs & Maintenance	\$0	\$0	\$0	-	\$0	-
Small Tools & Equipment	\$0	\$0	\$0	-	\$0	-
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$134,040	\$14,800	\$14,800	0.0%	\$14,800	0.0%
General and Admin						
Communications & Freight	\$1,405	\$1,820	\$1,820	0.0%	\$1,820	0.0%
Fees & Subscriptions	\$11,377	\$19,555	\$22,555	15.3%	\$23,000	2.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$58,501	\$47,900	\$62,900	31.3%	\$62,900	0.0%
Taxes, Fees & License	\$0	\$0	\$0	-	\$0	-
General and Admin Total	\$71,283	\$69,275	\$87,275	26.0%	\$87,720	0.5%
Capital Purchases						
Capital Purchases	\$0	\$0	\$0	-	\$0	-
Capital Purchases Total	\$0	\$0	\$0	-	\$0	-
Grand Total	\$1,183,660	\$1,242,046	\$1,469,530	18.3%	\$1,501,792	2.2%

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Watershed Division

The Watershed Division is comprised of five primary functions; Administration, Watershed Protection, Fisheries, Vegetation and Natural Resources and Watershed Maintenance. Watershed Administration oversees all of the day-to-day activities on the Watershed, long-term watershed planning as well as the grant, fundraising and legislative coordination for the District.

Watershed Protection is responsible for enforcement of watershed regulations and facilities security, medical response, wildland fire response and prescribed burns, search and rescue, and visitor outreach and watershed interpretation.

Fisheries is responsible for fisheries life-cycle monitoring, stream restoration planning and coordination, fisheries response and monitoring for water distribution main breaks and the Lagunitas Creek Stewardship Plan.

Vegetation and Natural Resource oversees the Watershed Volunteer and Outreach Program, and environmental planning, monitoring and compliance in support of watershed and District operations. The division also ensures compliance with the Biodiversity, Fire, Fuels and Integrated Plan (BFFIP) including prescribed burn planning and rare and invasive plant monitoring and management.

Watershed Maintenance maintains fire roads and trails across the watershed under the Roads and Trails Management Plan including culvert repairs, service road maintenance, trail stewardship, and maintenance of the visitor facilities. This division also implements the Biodiversity, Fire, Fuels and Integrated Plan (BFFIP) and coordinates all contractor activities in support of invasive plant management, forest restoration, and fuel reduction work.

Operating Budget Expenditure Summary

Watershed						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$2,329,908	\$2,422,271	\$2,708,662	11.8%	\$2,783,169	2.8%
Overtime and Standby	\$174,856	\$117,647	\$146,300	24.4%	\$151,300	3.4%
Temporary	\$187,668	\$288,718	\$307,115	6.4%	\$323,834	5.4%
Contract Help	\$290,657	\$356,136	\$370,104	3.9%	\$382,292	3.3%
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$1,740,540	\$1,909,954	\$1,988,631	4.1%	\$2,050,375	3.1%
Personnel Services Total	\$4,723,628	\$5,094,726	\$5,520,812	8.4%	\$5,690,970	3.1%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$32,163	\$51,550	\$53,350	3.5%	\$54,750	2.6%
Supplies	\$23,254	\$25,400	\$26,000	2.4%	\$26,000	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$55,417	\$76,950	\$79,350	3.1%	\$80,750	1.8%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$45	\$0	\$0	-	\$0	-
Construction Contracts	\$7,820	\$25,000	\$25,000	0.0%	\$25,000	0.0%
Equipment Rental	\$156,991	\$120,000	\$141,500	17.9%	\$142,800	0.9%
Professional Services	\$599,231	\$693,785	\$742,100	7.0%	\$759,644	2.4%
Repairs & Maintenance	\$355,886	\$689,500	\$724,400	5.1%	\$725,100	0.1%
Small Tools & Equipment	\$27,422	\$45,800	\$55,900	22.1%	\$56,000	0.2%
Utilities	\$13,238	\$20,750	\$21,100	1.7%	\$22,200	5.2%
District Operations Total	\$1,160,634	\$1,594,835	\$1,710,000	7.2%	\$1,730,744	1.2%
General and Admin						
Communications & Freight	\$8,043	\$11,385	\$11,627	2.1%	\$12,027	3.4%
Fees & Subscriptions	\$22,371	\$39,080	\$38,930	-0.4%	\$39,030	0.3%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$17,019	\$26,875	\$26,975	0.4%	\$27,075	0.4%
Taxes, Fees & License	\$105,339	\$14,200	\$15,000	5.6%	\$15,500	3.3%
General and Admin Total	\$152,771	\$91,540	\$92,532	1.1%	\$93,632	1.2%
Capital Purchases						
Capital Purchases	\$72,461	\$93,000	\$118,500	27.4%	\$92,000	-22.4%
Capital Purchases Total	\$72,461	\$93,000	\$118,500	27.4%	\$92,000	-22.4%
Grand Total	\$6,164,911	\$6,951,051	\$7,521,194	8.2%	\$7,688,096	2.2%



Administrative Services

The Administration Services division is responsible for the Finance, Customer Service and Meter Reading departments.

The Finance department includes the accounting, treasury, budget, payroll and purchasing functions. The Accounting section is responsible for processing accounts payable and receivable, creating the annual comprehensive financial report and managing the audit process. Treasury functions include oversight of daily cash flow transactions, investment activities and financial reporting. Budget management responsibilities include the development and ongoing monitoring of the District's 2 year Operating Budget, mid-year budget adjustments and long term financial projections. Payroll maintains districtwide timekeeping records, produces the bi-weekly payroll, and submits required reporting to federal and state agencies. Purchasing offers contract management services for District's agreements and oversight of all purchase orders. The program provides procurement for all goods and general services, review of sole sourcing, Request for Proposal (RFP) oversight and assistance, and surplus disposal. Additional tasks performed by the Finance department are the management of the deferred compensation program, insurance review of all contracts and professional service agreements, and administrative support for the North Bay Watershed Association.

The Customer Service department directs and administers customer billing and account maintenance activities; incoming call center operations, customer discount programs, accounts receivable and collections for delinquent accounts. This department is responsible for the development, maintenance and administration of the District's customer information system. The department is also responsible for directing the operation of the centralized mail center and reprographic services.

The Meter Reading department is responsible for metering infrastructure and technology for the 62,000 service connections within the District. This includes maintenance, repair, testing and replacement of analog and automated water meters.

Operating Budget Expenditure Summary

Division Summary: Administrative Services

	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$3,440,874	\$3,921,126	\$3,973,681	1.3%	\$4,084,038	2.8%
Overtime and Standby	\$53,717	\$20,400	\$20,500	0.5%	\$20,500	0.0%
Temporary	\$4,227	\$7,500	\$0	-100.0%	\$0	-
Contract Help	\$14,413	\$7,000	\$7,000	0.0%	\$7,000	0.0%
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$2,398,208	\$2,892,218	\$2,780,863	-3.9%	\$2,867,094	3.1%
Personnel Services Total	\$5,911,438	\$6,848,244	\$6,782,044	-1.0%	\$6,978,632	2.9%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$128,319	\$203,000	\$215,000	5.9%	\$228,000	6.0%
Supplies	\$17,313	\$24,000	\$29,100	21.3%	\$32,100	10.3%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$145,632	\$227,000	\$244,100	7.5%	\$260,100	6.6%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$32,334	\$44,000	\$48,800	10.9%	\$54,450	11.6%
Professional Services	\$132,366	\$177,700	\$334,700	88.4%	\$299,700	-10.5%
Repairs & Maintenance	\$38,831	\$22,700	\$36,100	59.0%	\$38,600	6.9%
Small Tools & Equipment	\$6,937	\$10,500	\$11,050	5.2%	\$11,800	6.8%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$210,468	\$254,900	\$430,650	68.9%	\$404,550	-6.1%
General and Admin						
Communications & Freight	\$158,905	\$227,420	\$238,945	5.1%	\$254,345	6.4%
Fees & Subscriptions	\$2,354	\$23,785	\$23,810	0.1%	\$23,810	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$112,425	\$108,100	\$124,550	15.2%	\$137,725	10.6%
Taxes, Fees & License	\$938,099	\$1,012,500	\$1,014,625	0.2%	\$1,017,025	0.2%
General and Admin Total	\$1,211,782	\$1,371,805	\$1,401,930	2.2%	\$1,432,905	2.2%
Capital Purchases						
Capital Purchases	\$26,015	\$1,500	\$0	-100.0%	\$0	-
Capital Purchases Total	\$26,015	\$1,500	\$0	-100.0%	\$0	-
Grand Total	\$7,505,336	\$8,703,449	\$8,858,724	1.8%	\$9,076,187	2.5%

Operating Budget Expenditure Summary

Finance						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$1,528,955	\$1,629,496	\$1,620,392	-0.6%	\$1,665,189	2.8%
Overtime and Standby	\$10,152	\$2,000	\$2,000	0.0%	\$2,000	0.0%
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$12,077	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$928,918	\$1,105,852	\$1,084,304	-1.9%	\$1,118,257	3.1%
Personnel Services Total	\$2,480,103	\$2,737,349	\$2,706,696	-1.1%	\$2,785,446	2.9%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$514	\$0	\$0	-	\$0	-
Supplies	\$3,789	\$3,500	\$5,600	60.0%	\$5,600	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$4,304	\$3,500	\$5,600	60.0%	\$5,600	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$1,995	\$2,500	\$2,500	0.0%	\$2,500	0.0%
Professional Services	\$132,366	\$177,700	\$214,700	20.8%	\$239,700	11.6%
Repairs & Maintenance	\$0	\$0	\$200	-	\$200	0.0%
Small Tools & Equipment	\$649	\$2,800	\$2,800	0.0%	\$2,800	0.0%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$135,010	\$183,000	\$220,200	20.3%	\$245,200	11.4%
General and Admin						
Communications & Freight	\$4,405	\$4,520	\$3,920	-13.3%	\$3,920	0.0%
Fees & Subscriptions	\$789	\$16,085	\$16,110	0.2%	\$16,110	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$3,535	\$600	\$600	0.0%	\$600	0.0%
Taxes, Fees & License	\$927,212	\$1,002,500	\$1,002,500	0.0%	\$1,002,500	0.0%
General and Admin Total	\$935,941	\$1,023,705	\$1,023,130	-0.1%	\$1,023,130	0.0%
Capital Purchases						
Capital Purchases	\$0	\$1,500	\$0	-100.0%	\$0	-
Capital Purchases Total	\$0	\$1,500	\$0	-100.0%	\$0	-
Grand Total	\$3,555,358	\$3,949,054	\$3,955,626	0.2%	\$4,059,376	2.6%

Operating Budget Expenditure Summary

Customer Services						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$861,033	\$1,110,795	\$1,154,109	3.9%	\$1,186,930	2.8%
Overtime and Standby	\$2,628	\$7,400	\$7,500	1.4%	\$7,500	0.0%
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$2,336	\$7,000	\$7,000	0.0%	\$7,000	0.0%
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$647,159	\$834,057	\$828,418	-0.7%	\$855,029	3.2%
Personnel Services Total	\$1,513,156	\$1,959,252	\$1,997,027	1.9%	\$2,056,459	3.0%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$113	\$0	\$0	-	\$0	-
Supplies	\$10,994	\$18,000	\$20,500	13.9%	\$23,500	14.6%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$11,107	\$18,000	\$20,500	13.9%	\$23,500	14.6%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$30,339	\$41,500	\$46,300	11.6%	\$51,950	12.2%
Professional Services	\$0	\$0	\$120,000	-	\$60,000	-50.0%
Repairs & Maintenance	\$10,085	\$12,000	\$12,700	5.8%	\$14,200	11.8%
Small Tools & Equipment	\$0	\$1,200	\$1,500	25.0%	\$2,000	33.3%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$40,424	\$54,700	\$180,500	230.0%	\$128,150	-29.0%
General and Admin						
Communications & Freight	\$149,667	\$217,100	\$229,225	5.6%	\$244,625	6.7%
Fees & Subscriptions	\$0	\$6,500	\$6,500	0.0%	\$6,500	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$107,713	\$107,500	\$123,950	15.3%	\$137,125	10.6%
Taxes, Fees & License	\$9,898	\$9,000	\$10,125	12.5%	\$11,525	13.8%
General and Admin Total	\$267,278	\$340,100	\$369,800	8.7%	\$399,775	8.1%
Capital Purchases						
Capital Purchases	\$0	\$0	\$0	-	\$0	-
Capital Purchases Total	\$0	\$0	\$0	-	\$0	-
Grand Total	\$1,831,965	\$2,372,052	\$2,567,827	8.3%	\$2,607,884	1.6%

Operating Budget Expenditure Summary

Meter Operations						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$1,050,886	\$1,180,835	\$1,199,180	1.6%	\$1,231,919	2.7%
Overtime and Standby	\$40,936	\$11,000	\$11,000	0.0%	\$11,000	0.0%
Temporary	\$4,227	\$7,500	\$0	-100.0%	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$822,131	\$952,308	\$868,142	-8.8%	\$893,808	3.0%
Personnel Services Total	\$1,918,180	\$2,151,644	\$2,078,321	-3.4%	\$2,136,727	2.8%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$127,692	\$203,000	\$215,000	5.9%	\$228,000	6.0%
Supplies	\$2,529	\$2,500	\$3,000	20.0%	\$3,000	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$130,220	\$205,500	\$218,000	6.1%	\$231,000	6.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$0	\$0	-	\$0	-
Professional Services	\$0	\$0	\$0	-	\$0	-
Repairs & Maintenance	\$28,747	\$10,700	\$23,200	116.8%	\$24,200	4.3%
Small Tools & Equipment	\$6,287	\$6,500	\$6,750	3.8%	\$7,000	3.7%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$35,034	\$17,200	\$29,950	74.1%	\$31,200	4.2%
General and Admin						
Communications & Freight	\$4,833	\$5,800	\$5,800	0.0%	\$5,800	0.0%
Fees & Subscriptions	\$1,565	\$1,200	\$1,200	0.0%	\$1,200	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$1,177	\$0	\$0	-	\$0	-
Taxes, Fees & License	\$989	\$1,000	\$2,000	100.0%	\$3,000	50.0%
General and Admin Total	\$8,563	\$8,000	\$9,000	12.5%	\$10,000	11.1%
Capital Purchases						
Capital Purchases	\$26,015	\$0	\$0	-	\$0	-
Capital Purchases Total	\$26,015	\$0	\$0	-	\$0	-
Grand Total	\$2,118,012	\$2,382,344	\$2,335,271	-2.0%	\$2,408,927	3.2%

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Water Resources Division

The Water Resources Division is comprised of five primary functions; Administration, Water Efficiency, Safety and Emergency Response, Water Quality Lab, and Backflow and Reclamation. Water Resources Administration oversees the overall division as well as the implementation of the Water Resources Roadmap.

Water Efficiency develops effective water savings programs for residential, commercial, institutional and dedicated irrigation customers through offering incentives and programs to support customers increasing their water use efficiency. Program offerings are promoted through various levels of community engagement such as educational trainings, outreach campaigns, and coordination with partners. Compliance with State water efficiency regulations and enforcement of local water conservation policies which ensure ongoing demand reductions are also a key focus.

Safety and Emergency Response is responsible for the District-wide Safety Program, training of all District staff and emergency preparedness for natural disasters.

Water Quality Lab monitors the distribution system pressure and chlorine level to ensure that safe drinking water is delivered to all of our customers. This division ensures that the District is compliant with acute and chronic water quality regulations from the source of the water to the customers' meter.

Backflow and Reclamation monitors the distribution system to prevent water from flowing backward through a customer meter and to prevent potential contamination of the distribution system. As required by state regulations, trained and licensed specialists implement Marin Water's program that protects and preserves the distribution system water quality.

Operating Budget Expenditure Summary

Division Summary: Water Resources

	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$2,536,627	\$3,012,256	\$3,291,347	9.3%	\$3,379,277	2.7%
Overtime and Standby	\$35,366	\$32,500	\$32,500	0.0%	\$32,500	0.0%
Temporary	\$40,660	\$42,000	\$42,000	0.0%	\$42,000	0.0%
Contract Help	\$125,277	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$1,688,393	\$2,074,503	\$2,281,500	10.0%	\$2,349,225	3.0%
Personnel Services Total	\$4,426,324	\$5,161,259	\$5,647,347	9.4%	\$5,803,002	2.8%
Materials and Supplies						
Chemicals	\$86,026	\$109,000	\$113,000	3.7%	\$113,000	0.0%
Materials	\$2,812	\$2,350	\$2,350	0.0%	\$2,350	0.0%
Supplies	\$235,582	\$192,925	\$192,225	-0.4%	\$203,425	5.8%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$324,420	\$304,275	\$307,575	1.1%	\$318,775	3.6%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$1,704,599	\$591,000	\$591,000	0.0%	\$651,000	10.2%
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$5,567	\$15,050	\$21,000	39.5%	\$21,000	0.0%
Professional Services	\$479,148	\$349,110	\$688,110	97.1%	\$678,110	-1.5%
Repairs & Maintenance	\$76,716	\$67,000	\$65,600	-2.1%	\$65,600	0.0%
Small Tools & Equipment	\$16,712	\$20,300	\$19,950	-1.7%	\$19,950	0.0%
Utilities	\$17,729	\$10,000	\$10,000	0.0%	\$10,000	0.0%
District Operations Total	\$2,300,471	\$1,052,460	\$1,395,660	32.6%	\$1,445,660	3.6%
General and Admin						
Communications & Freight	\$8,146	\$15,668	\$10,400	-33.6%	\$10,400	0.0%
Fees & Subscriptions	\$30,723	\$51,400	\$55,895	8.7%	\$56,095	0.4%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$108,599	\$39,750	\$40,750	2.5%	\$40,750	0.0%
Taxes, Fees & License	\$269,978	\$190,150	\$314,850	65.6%	\$342,350	8.7%
General and Admin Total	\$417,447	\$296,968	\$421,895	42.1%	\$449,595	6.6%
Capital Purchases						
Capital Purchases	\$154,431	\$205,000	\$81,000	-60.5%	\$76,500	-5.6%
Capital Purchases Total	\$154,431	\$205,000	\$81,000	-60.5%	\$76,500	-5.6%
Grand Total	\$7,623,093	\$7,019,962	\$7,853,477	11.9%	\$8,093,532	3.1%

Operating Budget Expenditure Summary

Water Resources Administration

	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$0	\$241,391	\$797,056	230.2%	\$814,902	2.2%
Overtime and Standby	\$0	\$0	\$0	-	\$0	-
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$0	\$141,702	\$512,557	261.7%	\$524,959	2.4%
Personnel Services Total	\$0	\$383,093	\$1,309,613	241.9%	\$1,339,861	2.3%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$0	\$0	\$500	-	\$500	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$0	\$0	\$500	-	\$500	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$0	\$0	-	\$0	-
Professional Services	\$0	\$0	\$100,000	-	\$100,000	0.0%
Repairs & Maintenance	\$0	\$0	\$200	-	\$200	0.0%
Small Tools & Equipment	\$0	\$0	\$2,800	-	\$2,800	0.0%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$0	\$0	\$103,000	-	\$103,000	0.0%
General and Admin						
Communications & Freight	\$0	\$0	\$0	-	\$0	-
Fees & Subscriptions	\$0	\$0	\$6,000	-	\$6,000	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$0	\$0	\$0	-	\$0	-
Taxes, Fees & License	\$0	\$0	\$70,000	-	\$71,500	2.1%
General and Admin Total	\$0	\$0	\$76,000	-	\$77,500	2.0%
Capital Purchases						
Capital Purchases	\$0	\$0	\$0	-	\$0	-
Capital Purchases Total	\$0	\$0	\$0	-	\$0	-
Grand Total	\$0	\$383,093	\$1,489,113	288.7%	\$1,520,861	2.1%

Operating Budget Expenditure Summary

Water Efficiency						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$822,032	\$1,002,314	\$1,006,714	0.4%	\$1,034,303	2.7%
Overtime and Standby	\$6,200	\$7,000	\$7,000	0.0%	\$7,000	0.0%
Temporary	\$33,357	\$0	\$0	-	\$0	-
Contract Help	\$105,194	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$552,482	\$682,067	\$696,194	2.1%	\$716,843	3.0%
Personnel Services Total	\$1,519,265	\$1,691,381	\$1,709,908	1.1%	\$1,758,146	2.8%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$93,476	\$32,500	\$26,300	-19.1%	\$37,500	42.6%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$93,476	\$32,500	\$26,300	-19.1%	\$37,500	42.6%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$1,704,599	\$591,000	\$591,000	0.0%	\$651,000	10.2%
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$1,650	\$6,000	\$12,000	100.0%	\$12,000	0.0%
Professional Services	\$232,006	\$110,000	\$233,000	111.8%	\$233,000	0.0%
Repairs & Maintenance	\$0	\$2,000	\$200	-90.0%	\$200	0.0%
Small Tools & Equipment	\$0	\$3,000	\$1,000	-66.7%	\$1,000	0.0%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$1,938,255	\$712,000	\$837,200	17.6%	\$897,200	7.2%
General and Admin						
Communications & Freight	\$4,205	\$7,900	\$4,600	-41.8%	\$4,600	0.0%
Fees & Subscriptions	\$12,035	\$17,250	\$17,250	0.0%	\$17,250	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$86,276	\$18,550	\$18,550	0.0%	\$18,550	0.0%
Taxes, Fees & License	\$0	\$150	\$150	0.0%	\$150	0.0%
General and Admin Total	\$102,515	\$43,850	\$40,550	-7.5%	\$40,550	0.0%
Capital Purchases						
Capital Purchases	\$0	\$0	\$0	-	\$0	-
Capital Purchases Total	\$0	\$0	\$0	-	\$0	-
Grand Total	\$3,653,511	\$2,479,731	\$2,613,958	5.4%	\$2,733,396	4.6%

Operating Budget Expenditure Summary

Water Quality Lab						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$954,911	\$994,071	\$1,010,793	1.7%	\$1,033,142	2.2%
Overtime and Standby	\$27,987	\$25,000	\$25,000	0.0%	\$25,000	0.0%
Temporary	\$7,303	\$42,000	\$42,000	0.0%	\$42,000	0.0%
Contract Help	\$20,083	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$644,193	\$714,935	\$713,554	-0.2%	\$732,934	2.7%
Personnel Services Total	\$1,654,477	\$1,776,006	\$1,791,347	0.9%	\$1,833,076	2.3%
Materials and Supplies						
Chemicals	\$86,026	\$109,000	\$113,000	3.7%	\$113,000	0.0%
Materials	\$1,868	\$1,050	\$1,050	0.0%	\$1,050	0.0%
Supplies	\$83,063	\$71,600	\$71,600	0.0%	\$71,600	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$170,957	\$181,650	\$185,650	2.2%	\$185,650	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$3,917	\$9,050	\$9,000	-0.6%	\$9,000	0.0%
Professional Services	\$121,832	\$124,500	\$210,500	69.1%	\$210,500	0.0%
Repairs & Maintenance	\$37,865	\$55,000	\$55,200	0.4%	\$55,200	0.0%
Small Tools & Equipment	\$13,566	\$8,250	\$8,250	0.0%	\$8,250	0.0%
Utilities	\$17,729	\$10,000	\$10,000	0.0%	\$10,000	0.0%
District Operations Total	\$194,908	\$206,800	\$292,950	41.7%	\$292,950	0.0%
General and Admin						
Communications & Freight	\$1,790	\$3,100	\$3,100	0.0%	\$3,100	0.0%
Fees & Subscriptions	\$2,070	\$14,700	\$14,700	0.0%	\$14,700	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$828	\$0	\$0	-	\$0	-
Taxes, Fees & License	\$153,952	\$159,000	\$201,200	26.5%	\$229,700	14.2%
General and Admin Total	\$158,640	\$176,800	\$219,000	23.9%	\$247,500	13.0%
Capital Purchases						
Capital Purchases	\$141,662	\$93,000	\$58,000	-37.6%	\$53,500	-7.8%
Capital Purchases Total	\$141,662	\$93,000	\$58,000	-37.6%	\$53,500	-7.8%
Grand Total	\$2,320,644	\$2,434,256	\$2,546,947	4.6%	\$2,612,676	2.6%

Operating Budget Expenditure Summary

Backflow and Reclamation						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$488,813	\$503,671	\$319,903	-36.5%	\$336,912	5.3%
Overtime and Standby	\$1,180	\$500	\$500	0.0%	\$500	0.0%
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$308,789	\$337,652	\$245,081	-27.4%	\$257,393	5.0%
Personnel Services Total	\$798,782	\$841,823	\$565,484	-32.8%	\$594,804	5.2%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$944	\$1,300	\$1,300	0.0%	\$1,300	0.0%
Supplies	\$345	\$525	\$525	0.0%	\$525	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$1,288	\$1,825	\$1,825	0.0%	\$1,825	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$0	\$0	-	\$0	-
Professional Services	\$31,021	\$2,100	\$2,100	0.0%	\$2,100	0.0%
Repairs & Maintenance	\$0	\$0	\$0	-	\$0	-
Small Tools & Equipment	\$1,550	\$2,900	\$2,900	0.0%	\$2,900	0.0%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$32,571	\$5,000	\$5,000	0.0%	\$5,000	0.0%
General and Admin						
Communications & Freight	\$1,415	\$3,300	\$2,700	-18.2%	\$2,700	0.0%
Fees & Subscriptions	\$11,350	\$12,950	\$11,600	-10.4%	\$11,800	1.7%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$5,180	\$2,700	\$2,700	0.0%	\$2,700	0.0%
Taxes, Fees & License	\$82,150	\$5,000	\$7,500	50.0%	\$5,000	-33.3%
General and Admin Total	\$100,095	\$23,950	\$24,500	2.3%	\$22,200	-9.4%
Capital Purchases						
Capital Purchases	\$0	\$0	\$0	-	\$0	-
Capital Purchases Total	\$0	\$0	\$0	-	\$0	-
Grand Total	\$932,736	\$872,598	\$596,809	-31.6%	\$623,829	4.5%

Operating Budget Expenditure Summary

Safety						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$270,872	\$270,809	\$156,880	-42.1%	\$160,018	2.0%
Overtime and Standby	\$0	\$0	\$0	-	\$0	-
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$182,929	\$198,147	\$114,115	-42.4%	\$117,096	2.6%
Personnel Services Total	\$453,801	\$468,956	\$270,995	-42.2%	\$277,114	2.3%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$58,698	\$88,300	\$93,300	5.7%	\$93,300	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$58,698	\$88,300	\$93,300	5.7%	\$93,300	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$0	\$0	-	\$0	-
Professional Services	\$94,289	\$112,510	\$142,510	26.7%	\$132,510	-7.0%
Repairs & Maintenance	\$38,851	\$10,000	\$10,000	0.0%	\$10,000	0.0%
Small Tools & Equipment	\$1,597	\$6,150	\$5,000	-18.7%	\$5,000	0.0%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$134,737	\$128,660	\$157,510	22.4%	\$147,510	-6.3%
General and Admin						
Communications & Freight	\$737	\$1,368	\$0	-100.0%	\$0	-
Fees & Subscriptions	\$5,269	\$6,500	\$6,345	-2.4%	\$6,345	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$16,315	\$18,500	\$19,500	5.4%	\$19,500	0.0%
Taxes, Fees & License	\$33,877	\$26,000	\$36,000	38.5%	\$36,000	0.0%
General and Admin Total	\$56,197	\$52,368	\$61,845	18.1%	\$61,845	0.0%
Capital Purchases						
Capital Purchases	\$12,769	\$112,000	\$23,000	-79.5%	\$23,000	0.0%
Capital Purchases Total	\$12,769	\$112,000	\$23,000	-79.5%	\$23,000	0.0%
Grand Total	\$716,202	\$850,284	\$606,650	-28.7%	\$602,769	-0.6%

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Engineering Division

The Engineering Division is comprised of five primary functions; Information Technology, Design, Construction, Planning, and Engineering Support and Development Services. Information Technology is responsible for the information technology help desk, geographical information system administration, email and file server administration, remote networking, cellular devices, voice over internet phones, information system hardware maintenance and upgrades, software defined wide area network, fiber and microwave connections, cyber security/disaster recovery, software licensing and technical support contracts.

Engineering Design is responsible for environmental permitting, drafting (computer-aided design), field measurements, bid process and award, and customer communications on construction projects. The division also manages specialty consultants (e.g. geotechnical or electrical design) and reimbursement agreements with local jurisdictions.

Construction is responsible for construction administration including submittal review, notice to proceed, project documentation, invoicing, and change orders. The team also oversees inspections, contract enforcement, environmental monitoring and mitigation, adherence to permit requirements, paving, compaction testing and potholing.

Planning oversees the safety of dams, project planning, environmental review and surveying, the Capital Improvement Program, the Fire Flow Improvement Program, Local Hazard Mitigation Plan, hydraulic modeling, and water rights reporting. The team serves as the liaison to local jurisdictions for coordinating multi-benefit projects and addressing utility impacts from external capital projects. The team also moderates the Fire Flow Technical Advisory Committee in conjunction with the Fire Chiefs Association for local and county fire departments.

Engineering Support and Development Services manages requests for new services, hydrants, service upgrades, and pipeline extension agreements. The records group within this department supports the capital program and maintenance group with updating record "as-builts" and performing mark and locates for compliance with Underground Service Alerts. Lastly, this group manages the District's real estate interests including management of leases, easements, deeds, titles, right-of-ways, and encroachment permits.

Operating Budget Expenditure Summary

Division Summary: Engineering

	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$3,898,375	\$6,302,354	\$6,306,382	0.1%	\$6,445,752	2.2%
Overtime and Standby	\$160,920	\$85,000	\$69,600	-18.1%	\$69,600	0.0%
Temporary	\$30,651	\$93,000	\$50,000	-46.2%	\$50,000	0.0%
Contract Help	\$21,860	\$0	\$35,000	-	\$35,000	0.0%
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$3,924,044	\$4,457,693	\$4,466,054	0.2%	\$4,612,172	3.3%
Personnel Services Total	\$8,035,850	\$10,938,047	\$10,927,036	-0.1%	\$11,212,524	2.6%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$22,627	\$41,800	\$23,600	-43.5%	\$23,600	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$22,627	\$41,800	\$23,600	-43.5%	\$23,600	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$14,855	\$33,650	\$18,650	-44.6%	\$18,650	0.0%
Professional Services	\$307,055	\$189,850	\$811,000	327.2%	\$773,500	-4.6%
Repairs & Maintenance	\$842,959	\$614,930	\$840,150	36.6%	\$840,150	0.0%
Small Tools & Equipment	\$9,531	\$21,660	\$7,660	-64.6%	\$7,660	0.0%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$1,174,401	\$860,090	\$1,677,460	95.0%	\$1,639,960	-2.2%
General and Admin						
Communications & Freight	\$128,733	\$178,500	\$164,358	-7.9%	\$164,358	0.0%
Fees & Subscriptions	\$27,087	\$71,392	\$67,542	-5.4%	\$67,142	-0.6%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$3,196	\$16,200	\$8,400	-48.1%	\$8,400	0.0%
Taxes, Fees & License	\$271,673	\$379,600	\$364,900	-3.9%	\$364,900	0.0%
General and Admin Total	\$430,689	\$645,692	\$605,200	-6.3%	\$604,800	-0.1%
Capital Purchases						
Capital Purchases	\$149,497	\$60,100	\$132,800	121.0%	\$87,400	-34.2%
Capital Purchases Total	\$149,497	\$60,100	\$132,800	121.0%	\$87,400	-34.2%
Grand Total	\$9,813,064	\$12,545,729	\$13,366,096	6.5%	\$13,568,284	1.5%

Operating Budget Expenditure Summary

Engineering Administration						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$326,740	\$338,260	\$346,656	2.5%	\$358,718	3.5%
Overtime and Standby	\$342	\$0	\$600	-	\$600	0.0%
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$325,841	\$231,635	\$251,829	8.7%	\$260,875	3.6%
Personnel Services Total	\$652,923	\$569,896	\$599,085	5.1%	\$620,193	3.5%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$11,440	\$31,200	\$13,000	-58.3%	\$13,000	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$11,440	\$31,200	\$13,000	-58.3%	\$13,000	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$7,274	\$25,000	\$10,000	-60.0%	\$10,000	0.0%
Professional Services	\$0	\$88,000	\$88,000	0.0%	\$88,000	0.0%
Repairs & Maintenance	\$0	\$0	\$200	-	\$200	0.0%
Small Tools & Equipment	\$0	\$2,000	\$2,000	0.0%	\$2,000	0.0%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$7,274	\$115,000	\$100,200	-12.9%	\$100,200	0.0%
General and Admin						
Communications & Freight	\$925	\$1,700	\$500	-70.6%	\$500	0.0%
Fees & Subscriptions	\$1,984	\$3,600	\$4,800	33.3%	\$5,000	4.2%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$122	\$1,000	\$1,000	0.0%	\$1,000	0.0%
Taxes, Fees & License	\$0	\$200	\$0	-100.0%	\$0	-
General and Admin Total	\$3,031	\$6,500	\$6,300	-3.1%	\$6,500	3.2%
Capital Purchases						
Capital Purchases	\$0	\$0	\$0	-	\$0	-
Capital Purchases Total	\$0	\$0	\$0	-	\$0	-
Grand Total	\$674,668	\$722,596	\$718,585	-0.6%	\$739,893	3.0%

Operating Budget Expenditure Summary

Engineering Support						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$1,404,391	\$1,968,608	\$2,013,863	2.3%	\$2,027,814	0.7%
Overtime and Standby	\$5,282	\$11,000	\$10,000	-9.1%	\$10,000	0.0%
Temporary	\$16,690	\$48,000	\$30,000	-37.5%	\$30,000	0.0%
Contract Help	\$21,860	\$0	\$35,000	-	\$35,000	0.0%
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$1,212,013	\$1,452,922	\$1,423,729	-2.0%	\$1,477,097	3.7%
Personnel Services Total	\$2,660,236	\$3,480,530	\$3,512,592	0.9%	\$3,579,912	1.9%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$0	\$300	\$300	0.0%	\$300	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$0	\$300	\$300	0.0%	\$300	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$7,581	\$8,650	\$8,650	0.0%	\$8,650	0.0%
Professional Services	\$6,000	\$24,500	\$24,500	0.0%	\$24,500	0.0%
Repairs & Maintenance	\$24,964	\$44,650	\$51,350	15.0%	\$51,350	0.0%
Small Tools & Equipment	\$594	\$3,660	\$3,660	0.0%	\$3,660	0.0%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$39,140	\$81,460	\$88,160	8.2%	\$88,160	0.0%
General and Admin						
Communications & Freight	\$1,079	\$8,300	\$4,000	-51.8%	\$4,000	0.0%
Fees & Subscriptions	\$489	\$13,142	\$11,742	-10.7%	\$11,742	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$241	\$0	\$0	-	\$0	-
Taxes, Fees & License	\$82,948	\$128,400	\$111,400	-13.2%	\$111,400	0.0%
General and Admin Total	\$84,756	\$149,842	\$127,142	-15.1%	\$127,142	0.0%
Capital Purchases						
Capital Purchases	\$45,008	\$22,100	\$10,100	-54.3%	\$10,100	0.0%
Capital Purchases Total	\$45,008	\$22,100	\$10,100	-54.3%	\$10,100	0.0%
Grand Total	\$2,829,140	\$3,734,232	\$3,738,294	0.1%	\$3,805,614	1.8%

Operating Budget Expenditure Summary

Design and Construction						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$563,718	\$1,769,039	\$1,998,507	13.0%	\$2,071,780	3.7%
Overtime and Standby	\$110,149	\$44,000	\$44,000	0.0%	\$44,000	0.0%
Temporary	\$1,849	\$25,000	\$15,000	-40.0%	\$15,000	0.0%
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$1,157,801	\$1,232,474	\$1,458,548	18.3%	\$1,508,926	3.5%
Personnel Services Total	\$1,833,517	\$3,070,513	\$3,516,056	14.5%	\$3,639,705	3.5%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$0	\$0	\$0	-	\$0	-
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$0	\$0	\$0	-	\$0	-
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$0	\$0	-	\$0	-
Professional Services	\$0	\$0	\$0	-	\$0	-
Repairs & Maintenance	\$12,090	\$11,900	\$25,400	113.4%	\$25,400	0.0%
Small Tools & Equipment	\$4,692	\$1,000	\$2,000	100.0%	\$2,000	0.0%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$16,782	\$12,900	\$27,400	112.4%	\$27,400	0.0%
General and Admin						
Communications & Freight	\$95	\$12,500	\$3,858	-69.1%	\$3,858	0.0%
Fees & Subscriptions	\$15,242	\$19,000	\$31,500	65.8%	\$31,500	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$2,353	\$15,000	\$7,000	-53.3%	\$7,000	0.0%
Taxes, Fees & License	\$1,254	\$1,000	\$3,500	250.0%	\$3,500	0.0%
General and Admin Total	\$18,944	\$47,500	\$45,858	-3.5%	\$45,858	0.0%
Capital Purchases						
Capital Purchases	\$1,940	\$2,000	\$2,000	0.0%	\$2,000	0.0%
Capital Purchases Total	\$1,940	\$2,000	\$2,000	0.0%	\$2,000	0.0%
Grand Total	\$1,871,183	\$3,132,913	\$3,591,314	14.6%	\$3,714,963	3.4%

Operating Budget Expenditure Summary

Planning and Operations						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$375,702	\$867,891	\$604,948	-30.3%	\$611,732	1.1%
Overtime and Standby	\$0	\$0	\$0	-	\$0	-
Temporary	\$10,038	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$432,936	\$609,391	\$409,994	-32.7%	\$417,244	1.8%
Personnel Services Total	\$818,676	\$1,477,282	\$1,014,942	-31.3%	\$1,028,976	1.4%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$0	\$0	\$0	-	\$0	-
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$0	\$0	\$0	-	\$0	-
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$0	\$0	-	\$0	-
Professional Services	\$50,026	\$17,350	\$213,500	1130.5%	\$202,000	-5.4%
Repairs & Maintenance	\$15,471	\$16,700	\$15,200	-9.0%	\$15,200	0.0%
Small Tools & Equipment	\$162	\$0	\$0	-	\$0	-
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$65,659	\$34,050	\$228,700	571.7%	\$217,200	-5.0%
General and Admin						
Communications & Freight	\$4,481	\$0	\$0	-	\$0	-
Fees & Subscriptions	\$2,923	\$4,850	\$4,200	-13.4%	\$3,600	-14.3%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$166	\$200	\$200	0.0%	\$200	0.0%
Taxes, Fees & License	\$187,471	\$250,000	\$250,000	0.0%	\$250,000	0.0%
General and Admin Total	\$195,042	\$255,050	\$254,400	-0.3%	\$253,800	-0.2%
Capital Purchases						
Capital Purchases	\$0	\$0	\$0	-	\$0	-
Capital Purchases Total	\$0	\$0	\$0	-	\$0	-
Grand Total	\$1,079,377	\$1,766,382	\$1,498,042	-15.2%	\$1,499,976	0.1%

Operating Budget Expenditure Summary

Information Technology						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$1,227,824	\$1,358,556	\$1,342,407	-1.2%	\$1,375,708	2.5%
Overtime and Standby	\$45,147	\$30,000	\$15,000	-50.0%	\$15,000	0.0%
Temporary	\$2,074	\$20,000	\$5,000	-75.0%	\$5,000	0.0%
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$795,452	\$931,271	\$921,953	-1.0%	\$948,030	2.8%
Personnel Services Total	\$2,070,497	\$2,339,827	\$2,284,360	-2.4%	\$2,343,738	2.6%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$11,187	\$10,300	\$10,300	0.0%	\$10,300	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$11,187	\$10,300	\$10,300	0.0%	\$10,300	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$0	\$0	-	\$0	-
Professional Services	\$251,029	\$60,000	\$485,000	708.3%	\$459,000	-5.4%
Repairs & Maintenance	\$790,434	\$541,680	\$748,000	38.1%	\$748,000	0.0%
Small Tools & Equipment	\$4,083	\$15,000	\$0	-100.0%	\$0	-
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$1,045,546	\$616,680	\$1,233,000	99.9%	\$1,207,000	-2.1%
General and Admin						
Communications & Freight	\$122,153	\$156,000	\$156,000	0.0%	\$156,000	0.0%
Fees & Subscriptions	\$6,449	\$30,800	\$15,300	-50.3%	\$15,300	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$314	\$0	\$200	-	\$200	0.0%
Taxes, Fees & License	\$0	\$0	\$0	-	\$0	-
General and Admin Total	\$128,916	\$186,800	\$171,500	-8.2%	\$171,500	0.0%
Capital Purchases						
Capital Purchases	\$102,549	\$36,000	\$120,700	235.3%	\$75,300	-37.6%
Capital Purchases Total	\$102,549	\$36,000	\$120,700	235.3%	\$75,300	-37.6%
Grand Total	\$3,358,696	\$3,189,607	\$3,819,860	19.8%	\$3,807,838	-0.3%

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Operations Division

The Operations Division is comprised of three primary functions; the Operations and Maintenance, Water Treatments and Support Services. The Operations and Maintenance function is responsible for the day to day activity of delivering water to over 191,000 customers throughout Marin County.

The Water Treatment Department is responsible for the daily operation of three water treatment facilities. Treatment Plant Operators operate various equipment and processes, as well as monitor and test for water quality, in order to produce potable water that meets all state and federal water quality regulatory standards.

Support Services includes oversight of the District's Auto Shop and Warehouse. The Auto Shop provides essential services for the District's fleet of vehicles and equipment. The Warehouse core function is to provide materials used for the maintenance of the water system and capital improvement projects.

Operating Budget Expenditure Summary

Division Summary: Operations

	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$9,497,685	\$11,484,381	\$11,243,608	-2.1%	\$11,531,708	2.6%
Overtime and Standby	\$891,341	\$764,750	\$732,252	-4.2%	\$735,133	0.4%
Temporary	\$37,840	\$61,288	\$42,910	-30.0%	\$45,056	5.0%
Contract Help	\$32,653	\$0	\$0	-	\$240,781	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$7,289,624	\$8,451,905	\$8,255,905	-2.3%	\$8,593,775	4.1%
Personnel Services Total	\$17,749,145	\$20,762,324	\$20,274,675	-2.3%	\$21,146,453	4.3%
Materials and Supplies						
Chemicals	\$1,066,892	\$1,821,190	\$2,676,547	47.0%	\$2,856,757	6.7%
Materials	\$629,401	\$642,600	\$692,900	7.8%	\$696,400	0.5%
Supplies	\$180,221	\$219,249	\$243,649	11.1%	\$249,363	2.3%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$1,876,514	\$2,683,039	\$3,613,096	34.7%	\$3,802,520	5.2%
District Operations						
Automotive	\$760,660	\$699,000	\$926,500	32.5%	\$959,000	3.5%
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$2,171,883	\$1,900,000	\$4,010,000	111.1%	\$4,406,000	9.9%
Equipment Rental	\$209,695	\$251,000	\$255,000	1.6%	\$255,000	0.0%
Professional Services	\$408,669	\$158,525	\$338,525	113.5%	\$243,525	-28.1%
Repairs & Maintenance	\$325,556	\$489,747	\$487,526	-0.5%	\$468,169	-4.0%
Small Tools & Equipment	\$30,938	\$65,850	\$68,400	3.9%	\$68,400	0.0%
Utilities	\$175,544	\$201,059	\$254,141	26.4%	\$265,397	4.4%
District Operations Total	\$4,082,946	\$3,765,181	\$6,340,092	68.4%	\$6,665,491	5.1%
General and Admin						
Communications & Freight	\$44,700	\$74,390	\$65,050	-12.6%	\$65,050	0.0%
Fees & Subscriptions	\$13,363	\$68,000	\$80,200	17.9%	\$69,700	-13.1%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$7,656	\$4,300	\$4,300	0.0%	\$4,300	0.0%
Taxes, Fees & License	\$301,829	\$311,510	\$275,191	-11.7%	\$280,703	2.0%
General and Admin Total	\$367,547	\$458,200	\$424,741	-7.3%	\$419,753	-1.2%
Capital Purchases						
Capital Purchases	\$748,730	\$903,170	\$914,753	1.3%	\$1,044,100	14.1%
Capital Purchases Total	\$748,730	\$903,170	\$914,753	1.3%	\$1,044,100	14.1%
Grand Total	\$24,824,882	\$28,571,914	\$31,567,357	10.5%	\$33,078,317	4.8%

Operating Budget Expenditure Summary

Operations Administration						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$487,108	\$622,571	\$369,777	-40.6%	\$385,039	4.1%
Overtime and Standby	\$0	\$2,000	\$0	-100.0%	\$0	-
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$32,653	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$200,694	\$437,096	\$248,900	-43.1%	\$259,263	4.2%
Personnel Services Total	\$720,456	\$1,061,667	\$618,678	-41.7%	\$644,302	4.1%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$4,369	\$700	\$2,200	214.3%	\$2,200	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$4,369	\$700	\$2,200	214.3%	\$2,200	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$0	\$4,000	-	\$4,000	0.0%
Professional Services	\$260,120	\$50,000	\$0	-100.0%	\$0	-
Repairs & Maintenance	\$5,250	\$2,650	\$200	-92.5%	\$200	0.0%
Small Tools & Equipment	\$0	\$500	\$0	-100.0%	\$0	-
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$265,370	\$53,150	\$4,200	-92.1%	\$4,200	0.0%
General and Admin						
Communications & Freight	\$1,472	\$0	\$0	-	\$0	-
Fees & Subscriptions	\$338	\$6,000	\$3,450	-42.5%	\$3,450	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$0	\$0	\$0	-	\$0	-
Taxes, Fees & License	\$39,251	\$65,500	\$150	-99.8%	\$150	0.0%
General and Admin Total	\$41,061	\$71,500	\$3,600	-95.0%	\$3,600	0.0%
Capital Purchases						
Capital Purchases	\$0	\$0	\$0	-	\$0	-
Capital Purchases Total	\$0	\$0	\$0	-	\$0	-
Grand Total	\$1,031,255	\$1,187,017	\$628,678	-47.0%	\$654,302	4.1%

Operating Budget Expenditure Summary

Support Services						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$523,700	\$588,702	\$574,003	-2.5%	\$591,488	3.0%
Overtime and Standby	\$5,865	\$2,500	\$2,500	0.0%	\$2,500	0.0%
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$382,262	\$460,836	\$434,840	-5.6%	\$449,534	3.4%
Personnel Services Total	\$911,827	\$1,052,038	\$1,011,342	-3.9%	\$1,043,522	3.2%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$9,428	\$9,000	\$10,000	11.1%	\$11,000	10.0%
Supplies	\$34,553	\$43,000	\$45,500	5.8%	\$48,000	5.5%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$43,981	\$52,000	\$55,500	6.7%	\$59,000	6.3%
District Operations						
Automotive	\$630,635	\$693,500	\$921,000	32.8%	\$953,500	3.5%
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$3,437	\$54,000	\$4,000	-92.6%	\$4,000	0.0%
Professional Services	\$0	\$0	\$0	-	\$0	-
Repairs & Maintenance	\$41,552	\$23,100	\$57,100	147.2%	\$35,100	-38.5%
Small Tools & Equipment	\$2,934	\$4,000	\$4,000	0.0%	\$4,000	0.0%
Utilities	\$7,318	\$7,000	\$7,500	7.1%	\$8,000	6.7%
District Operations Total	\$685,876	\$781,600	\$993,600	27.1%	\$1,004,600	1.1%
General and Admin						
Communications & Freight	\$240	\$240	\$0	-100.0%	\$0	-
Fees & Subscriptions	\$8,346	\$10,450	\$31,200	198.6%	\$20,700	-33.7%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$3,486	\$3,950	\$3,950	0.0%	\$3,950	0.0%
Taxes, Fees & License	\$98	\$3,000	\$3,000	0.0%	\$3,000	0.0%
General and Admin Total	\$12,170	\$17,640	\$38,150	116.3%	\$27,650	-27.5%
Capital Purchases						
Capital Purchases	\$431,977	\$722,000	\$738,463	2.3%	\$732,000	-0.9%
Capital Purchases Total	\$431,977	\$722,000	\$738,463	2.3%	\$732,000	-0.9%
Grand Total	\$2,085,831	\$2,625,278	\$2,837,055	8.1%	\$2,866,772	1.0%

Operating Budget Expenditure Summary

Facilities and Systems Maintenance						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$5,151,550	\$6,516,609	\$6,627,363	1.7%	\$6,787,797	2.4%
Overtime and Standby	\$684,768	\$604,000	\$609,000	0.8%	\$609,000	0.0%
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$0	-	\$240,781	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$4,386,640	\$4,847,019	\$4,918,243	1.5%	\$5,152,038	4.8%
Personnel Services Total	\$10,222,958	\$11,967,627	\$12,154,606	1.6%	\$12,789,616	5.2%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$583,829	\$596,500	\$642,700	7.7%	\$645,200	0.4%
Supplies	\$61,522	\$78,900	\$83,900	6.3%	\$83,900	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$645,351	\$675,400	\$726,600	7.6%	\$729,100	0.3%
District Operations						
Automotive	\$130,025	\$5,500	\$5,500	0.0%	\$5,500	0.0%
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$2,171,883	\$1,900,000	\$4,010,000	111.1%	\$4,406,000	9.9%
Equipment Rental	\$190,855	\$169,000	\$219,000	29.6%	\$219,000	0.0%
Professional Services	\$40,696	\$56,200	\$86,200	53.4%	\$91,200	5.8%
Repairs & Maintenance	\$196,993	\$300,000	\$302,900	1.0%	\$302,900	0.0%
Small Tools & Equipment	\$26,556	\$56,200	\$57,500	2.3%	\$57,500	0.0%
Utilities	\$95,016	\$99,000	\$109,500	10.6%	\$109,500	0.0%
District Operations Total	\$2,852,024	\$2,585,900	\$4,790,600	85.3%	\$5,191,600	8.4%
General and Admin						
Communications & Freight	\$11,130	\$9,900	\$0	-100.0%	\$0	-
Fees & Subscriptions	\$2,841	\$32,200	\$26,200	-18.6%	\$26,200	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$3,010	\$0	\$0	-	\$0	-
Taxes, Fees & License	\$261,370	\$238,170	\$265,070	11.3%	\$270,570	2.1%
General and Admin Total	\$278,351	\$280,270	\$291,270	3.9%	\$296,770	1.9%
Capital Purchases						
Capital Purchases	\$267,253	\$87,120	\$70,800	-18.7%	\$206,800	192.1%
Capital Purchases Total	\$267,253	\$87,120	\$70,800	-18.7%	\$206,800	192.1%
Grand Total	\$14,265,936	\$15,596,317	\$18,033,876	15.6%	\$19,213,886	6.5%

Operating Budget Expenditure Summary

Water Distribution						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$1,429,628	\$1,779,700	\$1,746,986	-1.8%	\$1,785,659	2.2%
Overtime and Standby	\$83,110	\$46,250	\$46,250	0.0%	\$46,250	0.0%
Temporary	\$19,829	\$20,000	\$0	-100.0%	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$1,059,062	\$1,258,397	\$1,264,133	0.5%	\$1,298,541	2.7%
Personnel Services Total	\$2,591,629	\$3,104,347	\$3,057,369	-1.5%	\$3,130,450	2.4%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$30,915	\$28,000	\$28,000	0.0%	\$28,000	0.0%
Supplies	\$635	\$2,775	\$2,575	-7.2%	\$2,575	0.0%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$31,550	\$30,775	\$30,575	-0.6%	\$30,575	0.0%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$0	\$0	-	\$0	-
Professional Services	\$0	\$49,500	\$49,500	0.0%	\$49,500	0.0%
Repairs & Maintenance	\$48,579	\$58,000	\$58,000	0.0%	\$58,000	0.0%
Small Tools & Equipment	\$1,157	\$1,200	\$1,200	0.0%	\$1,200	0.0%
Utilities	\$0	\$0	\$0	-	\$0	-
District Operations Total	\$49,735	\$108,700	\$108,700	0.0%	\$108,700	0.0%
General and Admin						
Communications & Freight	\$30,506	\$62,600	\$62,000	-1.0%	\$62,000	0.0%
Fees & Subscriptions	\$435	\$7,800	\$7,800	0.0%	\$7,800	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$628	\$0	\$0	-	\$0	-
Taxes, Fees & License	\$675	\$580	\$860	48.3%	\$720	-16.3%
General and Admin Total	\$32,243	\$70,980	\$70,660	-0.5%	\$70,520	-0.2%
Capital Purchases						
Capital Purchases	\$18,627	\$40,550	\$40,000	-1.4%	\$40,000	0.0%
Capital Purchases Total	\$18,627	\$40,550	\$40,000	-1.4%	\$40,000	0.0%
Grand Total	\$2,723,785	\$3,355,352	\$3,307,304	-1.4%	\$3,380,245	2.2%

Operating Budget Expenditure Summary

Water Treatment						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$1,905,700	\$1,976,799	\$1,925,479	-2.6%	\$1,981,726	2.9%
Overtime and Standby	\$117,598	\$110,000	\$74,502	-32.3%	\$77,383	3.9%
Temporary	\$18,012	\$41,288	\$42,910	3.9%	\$45,056	5.0%
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$1,260,966	\$1,448,558	\$1,389,789	-4.1%	\$1,434,398	3.2%
Personnel Services Total	\$3,302,275	\$3,576,645	\$3,432,680	-4.0%	\$3,538,563	3.1%
Materials and Supplies						
Chemicals	\$1,066,892	\$1,821,190	\$2,676,547	47.0%	\$2,856,757	6.7%
Materials	\$5,229	\$9,100	\$12,200	34.1%	\$12,200	0.0%
Supplies	\$79,142	\$93,874	\$109,474	16.6%	\$112,688	2.9%
Water Purchases	\$0	\$0	\$0	-	\$0	-
Materials and Supplies Total	\$1,151,263	\$1,924,164	\$2,798,221	45.4%	\$2,981,645	6.6%
District Operations						
Automotive	\$0	\$0	\$0	-	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$15,404	\$28,000	\$28,000	0.0%	\$28,000	0.0%
Professional Services	\$107,854	\$2,825	\$202,825	7079.6%	\$102,825	-49.3%
Repairs & Maintenance	\$33,182	\$105,997	\$69,326	-34.6%	\$71,969	3.8%
Small Tools & Equipment	\$292	\$3,950	\$5,700	44.3%	\$5,700	0.0%
Utilities	\$73,210	\$95,059	\$137,141	44.3%	\$147,897	7.8%
District Operations Total	\$229,941	\$235,831	\$442,992	87.8%	\$356,391	-19.5%
General and Admin						
Communications & Freight	\$1,352	\$1,650	\$3,050	84.8%	\$3,050	0.0%
Fees & Subscriptions	\$1,403	\$11,550	\$11,550	0.0%	\$11,550	0.0%
Insurance	\$0	\$0	\$0	-	\$0	-
Misc. Expense	\$533	\$350	\$350	0.0%	\$350	0.0%
Taxes, Fees & License	\$435	\$4,260	\$6,111	43.5%	\$6,263	2.5%
General and Admin Total	\$3,722	\$17,810	\$21,061	18.3%	\$21,213	0.7%
Capital Purchases						
Capital Purchases	\$30,872	\$53,500	\$65,490	22.4%	\$65,300	-0.3%
Capital Purchases Total	\$30,872	\$53,500	\$65,490	22.4%	\$65,300	-0.3%
Grand Total	\$4,718,075	\$5,807,950	\$6,760,444	16.4%	\$6,963,112	3.0%

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Interdepartmental

The Interdepartmental division's primary function is account for expenses that are not directly related to an individual division but rather are a District-wide expenses. The major expenses included in the Interdepartmental division are insurance premiums and claims expense, debt service payments, water purchases and electricity costs.

Operating Budget Expenditure Summary

Interdepartmental						
	FY 21/22 Actual	FY 22/23 Approved Budget	FY 23/24 Proposed Budget	FY 24 % Change	FY 24/25 Proposed Budget	FY 25 % Change
Personnel Services						
Regular Salaries and Wages	\$0	\$0	\$0	-	\$0	-
Overtime and Standby	\$0	\$0	\$0	-	\$0	-
Temporary	\$0	\$0	\$0	-	\$0	-
Contract Help	\$0	\$0	\$0	-	\$0	-
Director Fees	\$0	\$0	\$0	-	\$0	-
Fringe Benefits	\$3,079,300	\$3,755,000	\$4,426,000	17.9%	\$4,706,000	6.3%
Personnel Services Total	\$3,079,300	\$3,755,000	\$4,426,000	17.9%	\$4,706,000	6.3%
Materials and Supplies						
Chemicals	\$0	\$0	\$0	-	\$0	-
Materials	\$0	\$0	\$0	-	\$0	-
Supplies	\$19,743	\$25,000	\$25,000	0.0%	\$25,000	0.0%
Water Purchases	\$12,139,318	\$8,424,000	\$11,477,700	36.3%	\$13,212,000	15.1%
Materials and Supplies Total	\$12,159,061	\$8,449,000	\$11,502,700	36.1%	\$13,237,000	15.1%
District Operations						
Automotive	\$0	\$40,000	\$0	-100.0%	\$0	-
Conservation	\$0	\$0	\$0	-	\$0	-
Construction Contracts	\$0	\$0	\$0	-	\$0	-
Equipment Rental	\$0	\$20,500	\$0	-100.0%	\$0	-
Professional Services	\$77,228	\$45,400	\$80,000	76.2%	\$80,000	0.0%
Repairs & Maintenance	\$73,766	\$154,200	\$384,200	149.2%	\$464,200	20.8%
Small Tools & Equipment	\$0	\$0	\$0	-	\$0	-
Utilities	\$4,390,311	\$5,512,547	\$5,532,500	0.4%	\$5,807,500	5.0%
District Operations Total	\$4,541,305	\$5,772,647	\$5,996,700	3.9%	\$6,351,700	5.9%
General and Admin						
Communications & Freight	\$34,563	\$38,000	\$41,700	9.7%	\$41,700	0.0%
Fees & Subscriptions	\$178,137	\$233,395	\$234,000	0.3%	\$234,000	0.0%
Insurance	\$703,674	\$1,463,000	\$2,568,000	75.5%	\$2,915,000	13.5%
Misc. Expense	\$1,262,628	\$608,300	\$2,003,180	229.3%	\$2,148,180	7.2%
Taxes, Fees & License	\$0	\$61,500	\$1,500	-97.6%	\$99,500	6533.3%
General and Admin Total	\$2,179,002	\$2,404,195	\$4,848,380	101.7%	\$5,438,380	12.2%
Debt Service						
Debt Service	\$10,184,004	\$9,706,507	\$9,527,293	-1.8%	\$9,402,567	-1.3%
Overhead						
Indirect Labor	(\$5,213,912)	(\$4,700,000)	(\$4,700,000)	0.0%	(\$4,700,000)	0.0%
Overhead Total	(\$5,213,912)	(\$4,700,000)	(\$4,700,000)	0.0%	(\$4,700,000)	0.0%
Debt Service Total	\$10,184,004	\$9,706,507	\$9,527,293	-1.8%	\$9,402,567	-1.3%
Capital Purchases						
Capital Purchases	\$8,347	\$30,000	\$52,947	76.5%	\$0	-100.0%
Capital Purchases Total	\$8,347	\$30,000	\$52,947	76.5%	\$0	-100.0%
Contribution to Reserves						
Unrestricted Operating Reserve	\$0	\$0	\$2,500,000	-	\$2,500,000	0.0%
Water Supply Project Reserve	\$0	\$0	\$2,500,000	-	\$2,500,000	0.0%
Contribution to Reserves Total	\$0	\$0	\$5,000,000	-	\$5,000,000	0.0%
Grand Total	\$26,937,108	\$25,417,349	\$36,654,020	44.2%	\$39,435,647	7.6%



CAPITAL IMPROVEMENT PROGRAM SUMMARY

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

The district's Capital Improvement Program (CIP) consists of the two-year Capital Improvement Program Budget and the five-year Capital Improvement Plan. The five-year CIP Plan guides financial planning, prioritizes and schedules capital projects for the five year period, and establishes a basis for generating the financial resources to complete these capital projects.

The first two years of expenditures in the five-year CIP comprise the district's two-year CIP Budget. By adopting the two-Year CIP Budget, the Board authorizes the initiation of project expenditures in fiscal years 2023/24 (FY 24) and 2024/25 (FY 25).

Capital assets are real or personal property that have a unit acquisition cost equal to or greater than \$2,000 and an estimated life greater than one year. Most assets only achieve their useful life as the result of periodic maintenance or repairs. Normal routine upgrade, maintenance and repairs, including the purchase of replacement parts, are funded through the Operating Budget. Capital assets are acquired by the district through a capital outlay purchase from the Operating Budget or through the CIP Budget. A capital outlay is usually for the purchase of a single asset, such as the purchase of a new vehicle or a piece of equipment.

Capital improvement projects are generally defined as follows:

1. Nonrecurring rehabilitation, replacement or major repair with a minimum cost of \$2,000. These generally include:
 - Repaving of facility access roads.
 - Replacing pipelines
 - Repainting and coating of reservoirs, storage tanks and major equipment.
 - Rehabilitation or replacement of existing facilities and equipment
2. Construction of a Public Works project in accordance with California Labor Code Section 1720 with a minimum cost of \$2,000.
3. Significant one-time investments in tangible goods, the benefit of which will accrue over several years. Examples include large initial investments or improvements in technology and software, or the purchase of a new telephone system.
4. Engineering studies and services that lead to, or are directly related to, capitalized facilities. These include professional design services, and preparation of asset management plans, master plans, and capital improvement plans.
5. Water supply resiliency projects

Non-capitalized projects include recurring, normal and routine maintenance projects. Examples include water facilities leak repairs, repair of potholes and fencing, spot roof patching, annual equipment maintenance, annual and on-going water meter replacement, engineering studies and plans that do not lead to or are not related to capitalized facilities, such as the Urban Water Management Plan and on-going and routine computer hardware and software upgrades not related to the CIP.

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

The five-year CIP total amount is \$249,160,700. The first two years of expenditures in the five-year CIP comprise the district's two-year CIP Budget and total \$84,432,000, which is a 65 percent increase compared to the prior two-year CIP budget. The increased capital investments reflect the Board's direction to strengthen water supply resiliency, replace and modernize aging infrastructure and accelerate wildfire mitigation efforts on the Mt. Tam Watershed.

Two-Year CIP Budget FYs 24 and 25

Expenditures	FY 2023/24	FY 2024/25	Total
Pipelines	\$12,010,000	\$15,276,000	\$27,286,000
Pump Stations	\$1,385,000	\$4,420,000	\$5,805,000
Storage Tanks	\$5,700,000	\$6,860,000	\$12,560,000
Treatment Plants	\$2,420,000	\$1,620,000	\$4,040,000
Watershed ¹	\$4,890,000	\$5,224,000	\$10,114,000
System Improvements	\$3,826,000	\$6,851,000	\$10,677,000
Water Supply	\$2,750,000	\$9,200,000	\$11,950,000
Grand Total	\$32,981,000	\$49,451,000	\$82,432,000

Funding	FY 2023/24	FY 2024/25	Total
Capital Maintenance Fee	\$17,118,698	\$17,974,633	\$35,093,331
Connection Fees	\$600,000	\$600,000	\$1,200,000
Fire Flow Fee	\$4,500,000	\$4,500,000	\$9,000,000
Grant Funding	\$2,134,500	\$4,400,000	\$7,635,000
Rate Revenue	\$8,598,302	\$21,951,367	\$30,758,269
Interest	\$30,000	\$25,000	\$55,000
Grand Total	\$32,981,000	\$49,451,600	\$82,432,080

¹ Watershed includes all projects conducted on the district's watershed including dams, reservoirs, road and slide repairs, vegetation management and habitat improvements.

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

1 RENEWAL AND REPLACEMENT PROJECTS

1.1 Cathodic Protection (A1A01)

When the corrosion protection program began in the early 1960s, the district was responding to an average of 1,400 water system leaks and breaks per year. This was an average of four per day. Most of these leaks and breaks occurred on metallic piping systems. To address this problem, the district established a corrosion protection program in 1962. Leaks and breaks on the district's water system have declined to approximately 200 per year. Much of this decline can be attributed to the district's corrosion control program. The goal of the program is to eliminate corrosion as a limiting factor in the life of district facilities.

The district currently has 6,975 corrosion test stations. Of these, 5,165 use sacrificial anodes (passive) to control corrosion. The remaining test stations are part of the 146 systems that utilize impressed current from rectifiers to provide corrosion control. In total, the corrosion test stations protect approximately 465 miles of piping (53% of all district piping), 109 metallic storage tanks and three treatment facilities. For comparison, in 1990 there were approximately 2,800 corrosion test stations protecting 224 miles of piping and 50 metallic storage tanks.

Passive systems on piping are monitored on a six-year cycle; passive systems for storage tank interiors are monitored annually; and impressed current systems are monitored semi-annually. The semi-annual maintenance for impressed current systems provides only for testing of the rectifier and a remote test station. Full system checks of impressed current systems are performed on a six year cycle. Maintenance work provides the data from which other corrosion capital projects are planned. These projects include: Corrosion Test Station Rehabilitation, Cathodic Protection System Corrections, Cathodic Protection of Existing Pipelines, Cathodic Protection Remote Monitoring, Rectifier Anode Replacement, and the Tank Recoating program.

Corrosion Test Station Rehabilitation Program and Cathodic Protection of Existing Pipelines. The typical design life of magnesium anodes is 20 years. Magnesium anodes gradually dissolve over their design life as they provide a protective current to the pipeline or structure. Once an anode is depleted, it needs to be replaced in order to maintain the effectiveness of the cathodic protection system. Maintaining the operation of cathodic protection systems is a cost-effective means of preventing premature failure and/or replacement. This program supports annual replacement of approximately 150-200 anodes as determined by periodic testing.

FY 24	\$140,000
FY 25	\$140,000

Cathodic Protection System Corrections and Remote Monitoring. This program addresses the replacement of failed flange insulating kits and clearing of contacts with foreign structures. Electrical isolation of dissimilar metals and foreign structures (e.g. other utility conduits, abandoned piping etc.) is critical to the effectiveness of the district's cathodic protection systems. Electrical isolation is

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

achieved through the use of short sections of PVC pipe (typically three feet long) or flange insulating kits. PVC pipe has proven to be an excellent insulator, and to date, there have been no failures (electrical shorting) of PVC insulators. However, flange-insulating kits have failed. Failure to replace faulty insulators causes cathodic protection systems to lose their effectiveness resulting in premature and unnecessary pipeline failures. Approximately 10 flange insulating kits are replaced each year. Additionally, this program addresses any capital projects that are needed to maintain the remote monitoring systems in place for the passive and impressed current systems.

FY 24 \$205,000

FY 25 \$215,000

Rectifier Anode (ground bed) Replacement. Currently over the half of the District's pipelines are cathodically protected, ensuring less corrosion and extending their useful life. Funding to maintain The typical design life for rectifier ground beds is 30 years. Similar to magnesium anodes, these ground beds gradually dissolve over their design life as they provide protective current to the pipeline or structure; and once depleted, need to be replaced in order to maintain effectiveness of the rectifier system.

FY 24 \$55,000

FY 25 \$55,000

Tank Recoating Program. In addition to providing metallic pipeline protection, the Corrosion Control program also protects the district's 109 metallic storage tanks and 8 hydro-pneumatic pressure tanks. Corrosion protection of these facilities is provided by a system of anodes suspended in the storage tanks and buried near the tanks, and/or protective coatings applied to the interior and exterior of the tanks.

Coatings and linings are an integral part of corrosion control, as they provide a barrier between the structure and a corrosive environment. Over time, the coatings and linings deteriorate and require spot repair or complete removal. To monitor this deterioration, corrosion control staff performs periodic surveys of tank coatings. The surveys determine which tanks are in need of coating repair and provide data for future coating maintenance projects. Corrosion control staff also work with water quality staff to ensure that interior tank coatings and linings are in compliance with State Water Resources Control Board drinking water requirements. Prioritization of tanks requiring re-coating is based on maintaining water quality and the current requirement for interior cathodic protection. In some cases, a tank cannot be removed from service without significant temporary storage or distribution system upgrades. In order to continue achieving the benefits of the corrosion protection program, steel tanks should ideally be recoated on 20-25 year intervals. The current recoating rate exceeds 40 years, and is primarily dictated by the ability to remove a tank from service and funding.

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

The current tank recoating priority list is shown in the table below.

Tank Recoating Priority List

Priority	Tank	Capacity (MG)	Year Constructed	Coating Age (yrs)
1	Wolfback Ridge 1	0.25	1997	26
2	Wolfback Ridge 2	0.25	1997	26
3	Mill Valley	5.00	1967	56
4	Scott Highlands	0.25	1968	55
5	Conifer Way	0.50	1968	55
6	Loch Lomond	1.00	1954	69

The recoating of Wolfback Ridge Tanks is scheduled to be performed in FY 24 as part of the district's deferred maintenance backlog reduction funding. The remaining tanks on the list are scheduled to be recoated within the next five years.

The FY 24 and FY 25 budgets for the A1A01 category are shown below, and include \$500,000 in FY 24 to address deferred maintenance of storage tank recoatings:

FY 24 \$900,000

FY 25 \$410,000

Smith Saddle Tanks are two 5MG welded steel tanks in the distribution system that are also prioritized for needing repairs and recoating. This project been deferred until FY 26 to meet budgetary constraints and prioritize other storage tank replacements, and will be considered as part of the prioritization process for large projects. When funded, Smith Saddle Tanks rehabilitation will be funded through A1A11 Storage Tanks as significant repairs or replacements are expected.

1.2 Distribution Pipelines (A1A02A) and Transmission Pipelines (A1A03)

The district has approximately 900 miles of potable distribution and transmission system piping in service. Over 1.2 miles is from the 1800s. Approximately 18 miles are more than 100 years old. However, most of the existing installed pipes do not last this long. About 53% of the district piping system is comprised of modern long life welded steel or PVC. Over 317 miles of the district's pipe system is comprised of pipe materials that are problematic and prone to failure, such as galvanized threaded steel pipe (GTP – 18.1 miles), lock converse joint pipe (LCP – 5.5 miles), and cast iron pipe (CI – 293.7 miles). These pipe materials total approximately 36% of the district's water system. The remaining 11% of system piping is not necessarily leak prone but presents other inherent risks such as asbestos cement pipe and concrete cylinder pipe. Water main breaks result in treated water loss, damage to public and private infrastructure, public disruption, and divert district resources. Cast iron pipe can be particularly problematic because the failure mode is often catastrophic and usually releases a significant amount of water.

Pipeline Replacement Program. The objective of this program is to maintain and improve the level of service, quality and safety of the district's distribution and transmission piping system. Projects

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

in this program provide for replacement of worn and deteriorated transmission and distribution system piping. Pipeline segments are selected for inclusion in this program based primarily on leak history with consideration of other factors discussed below. A segment's leak history is the primary indicator used to assess pipe condition and remaining service life. The district maintains records of all leaks and leak repairs. Staff utilizes the district's GIS to identify pipe segments with a significant leak rate (generally ≥ 1 leak/year/1,000 ft pipe). The segments identified through this process are added to the pipeline replacement (leak) list. Pipe segments on the leak list undergo a thorough investigation to determine their complete leak history, year installed, type of pipe material, as-installed details and potential real property issues. Pipeline replacements are prioritized primarily based on leak rate and risk related to damages to the environment or property in the event of a main break. Special consideration is given to pipelines in close proximity to salmonid bearing streams. Finally, when given adequate notification, the district endeavors to replace pipeline segments in advance of planned street work that coincide with pipe segments on the pipeline replacement list or that may be disturbed by the construction.

The FY 24 budget for pipeline replacement is \$7,120,000, with \$10,376,000 budgeted for FY 25, and will support replacement of approximately six miles of pipe. This represents an increase of \$9.4 million compared to the prior two-year budget. Half of this additional funding is coming from \$6,400,000 grant from the California Department of Water Resources, which is funding pipeline replacement in Marin City in FYs 24-26 and San Rafael's Canal District in FY 26. The remaining portion of additional funding is coming from increased funding to address deferred maintenance backlogs.

FY 24 \$7,120,000
FY 25 \$10,376,000

Some of the planned locations of pipes to be replaced in FY 24 and FY 25 are shown in the table below. The remainder will be developed at the beginning of each fiscal year.

**Pipeline Replacement Locations for
FY 24 and FY 25**

Town	Street(s)	Pipe Length (ft)	Install Year
San Anselmo	Sir Francis Drake Blvd	3,000	1930
Marin City	Cole Dr, Drake Ave	18,000	1959
Tiburon	Paradise Dr	2,800	1922
Greenbrae	Greenbrae Boardwalk	2,200	1994
Corte Madera	Paloma, Granada, El Camino	7,200	1960s
TOTAL LENGTH		33,200	

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

Fire Flow Improvement Program

On May 17, 2012, the district's Board approved the Fire Flow Improvement Program (FFIP) which extended the Fire Flow Fee of \$75 per year for nineteen years, and provides \$4.5 million annually for investment in fire flow improvement projects. The FFIP proposes to replace 52 miles of fire-flow deficient pipe, comprising 49 miles of distribution piping and 3 miles of transmission piping. The locations of pipes to be replaced during FY 24 and FY 25 are shown in the table below, which shows a total of 16,100 feet (3 miles) of undersized pipe to be replaced.

**FFIP Replacement Locations for
FY 24 and FY 25**

Town	Street(s)	Pipe Length (ft)	Install Year
Fairfax/Oak Manor	Rock Ridge, Muriel, San Miguel, Hillside, Scenic, Archangel, Cynthia, Gregory, Von, Stevens, Oak Manor	5,700	1936
San Rafael	Knight, Castlewood, Lochnivar	4,000	1956
San Rafael	J St, Forbes, Treehaven, Culloden Park, El Cerrito, 5 th St, Sirand, Alpine	2,600	1920s/1930s
Woodacre	Redwood, Park, Taylor	3,800	1914
TOTAL LENGTH		16,100	

The pipeline replacement program and Fire Flow Improvement Program in combination are scheduled to replace a total of nine miles of pipe over FY 24 and FY 25, which represents an annual replacement rate of 0.5%. At this rate, it will take over 200 years to replace all of the district's pipelines. Increased funding for deferred maintenance backlog reduction is planned for FY 26 and FY 27, which will support an increase in the rate of replacement in future years.

1.4 Treatment Plants (A1A04)

The district's three water treatment facilities are an essential element in providing high-quality water for our customers. The oldest facility is the Bon Tempe Water Treatment Plant, constructed in the 1950s. This plant annually provides about 25% of the district's potable water supply and has a maximum short term capacity of 20 million gallons per day (mgd). The largest facility is the San Geronimo Water Treatment Plant, originally constructed in 1962, and upgraded in 1972. This facility is located in the San Geronimo Valley, has a maximum short term capacity of 35 mgd, and annually provides over 50% of the district's potable water supply. The Ignacio Treatment Plant was constructed in 1975 and comprises a pump station, emergency generator, and chemical treatment facilities to condition water imported from the Sonoma County Water Agency. Imported water annually provides about 25% of the district's potable water supply.

Capital projects at the treatment plants address three main functional areas: Structure, primary treatment unit processes, and secondary unit processes. The primary structural features of the Bon Tempe and San Geronimo treatment plants are concrete structures such as mixing chambers,

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

circular up-flow clarifiers, filter basins, clear-wells, backwash water ponds, chemical rooms, the pipe galleries and the control rooms. These structures contain the various mechanical and electrical elements of the treatment process and therefore must be maintained structurally sound and resistant to seismic events. Capital projects that target the unit processes at the treatment plants are identified via a collaborative process with input from the Superintendent of Water Treatment, the Maintenance department, Operations, and Engineering. The Capital projects typically seek to extend the life, improve the reliability and functionality of the unit processes. Capital projects are evaluated on a number of criteria including reliability, consequence of failure, cost and feasibility. Once the capital projects are identified, they are typically budgeted, designed and implemented by district engineering staff with assistance from consulting resources as required.

Capital work at the treatment plants is guided by the Treatment Plant Master Plan, completed in September 2015, and includes seismic and process upgrades to both facilities. The Treatment Plant Filter Seismic Upgrade at both San Geronimo and Bon Tempe Treatment Plants was completed in 2018, bringing the filters at these facilities up to code to withstand a major earthquake. Specific activities to be conducted at San Geronimo Treatment Plant over the next two years include:

San Geronimo Treatment Plant – Roof Replacement. The roof at San Geronimo Treatment Plant was constructed in 1961 and has reached the end of its useful life. This project includes the replacement of the roof with a noncombustible material to harden the structure in the event of a wildfire.

Bon Tempe Backwash Line. This project will replace and relocate the 24-inch backwash line and replace the backwash tank 24-inch isolation valve as they both have reached the end of their useful life and no longer provide watertight isolation for maintenance.

Motor Control Center (MCC)/Programmable Logic Controller (PLC) Upgrades. This project includes replacement of the existing MCC and PLC at each treatment. This project replaces the current controllers that have reached the end of their useful life. This project is budgeted in FY 25 at \$500,000 and is scheduled to be performed as part of the district's deferred maintenance backlog reduction funding. Over the next four years, this project is expected to cost \$1.5 million.

The FY 24 and FY 25 budgets for this category are shown below, and include \$500,000 in each year to address deferred maintenance at the treatment plants:

FY 24	\$2,420,000
FY 25	\$1,620,000

1.5 Reservoir/Dam Facilities (A1A05)

The district's seven reservoirs supply about 75% of the water used by our customers. Six of the reservoirs were formed by constructing earth fill dams across naturally occurring valleys. The embankments range in height from about 50 feet, at the oldest reservoir, Lake Lagunitas, to over 225 feet at Kent Lake. The seventh reservoir, Lake Alpine, was formed by placing a 140 foot high concrete gravity dam across a narrow canyon on upper Lagunitas Creek.

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

While some of the reservoirs are over 100 years old, the major facilities were mostly constructed within the last 60 years. CIP projects in this category consist mainly of maintaining spillway repair projects and reservoir system appurtenances, such as control valves and dam instrumentation. The total FY 24 and 25 budget for this category is described below.

FY 24 \$1,550,000

FY 25 \$400,000

The main capital project taking place in is the execution of the workplan of the Phase II condition assessment of three of the district's dams (Seeger Dam at Nicasio Lake, Peters Dam at Kent Lake, and Soulajule Dam). The Division of Safety of Dams has required that they undergo a thorough condition assessment. Phase I of this assessment was completed in 2020, with non-structural spillway repairs completed in 2021. The Phase II Workplan of the condition assessment will be performed in FY 24, and includes concrete coring, subdrain investigation, and flip bucket inspections.

1.6 Buildings and Grounds (A1A06)

This program provides miscellaneous pavement replacement at district facilities, fencing repair and vandalism deterrent projects, retaining wall repair and replacement, landslide repairs, and capital repairs to the Administration Building office and Corporation Yard.

The Administrative Office Building was constructed in 1962 and the Corporation Yard was constructed in 1965. With over 50 years of use, both of these structures are in significant need of upgrading. A comprehensive review to determine all of the work needed was completed in 2016. Changes are needed to both buildings to bring the interior and exterior into compliance with the Americans with Disabilities Act. Other needed improvements include renovating interior wall and ceiling finishes, replacing inefficient windows and other improvements necessary to resist inclement weather, upgrading the HVAC system, replacing floor and carpeting, upgrading electrical and lighting areas, reconfiguring offices and workstations, installation of fire sprinklers, and upgrading the kitchen. The district replaced the roof in summer 2015 on an emergency basis.

Specific activities to be conducted at district facilities over the next two years include:

Administration Building Switchgear. The Administration Building electrical switchgear is outdated and needs to be replaced to allow for a proper generator connection to be installed to handle and disconnect the PG&E and solar panel electrical loads from the generator hook up. This will allow for the administration building to continue to have generator back up electricity during unplanned power outages.

FY 24 \$275,000

FY 25 \$996,000

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

1.7 Transmission Pumps (A1A07) and Distribution Pumps (A1A08)

The district has 95 active potable pump stations containing 178 pumps in service. Eleven stations and 37 pumps are classified as transmission pumps. These facilities include the district's largest pumping stations and are used to move untreated water between reservoirs, treated and untreated water to and from treatment plants and treated water to the transmission system. The transmission pumps are critical to the treatment and distribution of water to our customers. Many of these pumps are heavily used and log many hours of operating time. In addition, the transmission pumps often cost more than \$100,000 and require six months or more of lead time for delivery. The district closely monitors the operation and performance of these pumps. Replacement or overhaul of these pumps and motors are required every 10 to 20 years to assure their reliable and efficient operation. Due to their size and heavy use, the energy savings produced by regularly overhauling these pumps and motors often results in significant operating cost savings to the district. The pump/motors selected for overhaul/replacement are chosen based upon performance testing, operating hours and age/years since the last overhaul.

The remaining 84 stations and 141 pumps are classified as distribution pumps. These smaller stations deliver treated water to higher elevation neighborhoods throughout the district. The distribution pumps generally log fewer hours, have standby pumping capacity and are more readily available than the larger transmission pumps. As a result, these pumps are generally operated until they fail and are no longer repairable. The expected life of these pumps and motors is about 50 years.

Two critical pump station upgrades are planned over FY 24 and FY 25. Upgrades to these pump stations have been prioritized due to known performance and capacity issues as well as the ability to increase the reliability and efficiency of the district's water supply.

Tocaloma Pump Station Upgrade. Built in 1961 and located in Nicasio, Tocaloma Pump Station annually conveys approximately 30% of the district's water supply, from Nicasio Reservoir (and, when used, Soulajule Reservoir) to the San Geronimo Treatment Plant. This project includes the rehabilitation of electrical components that are obsolete and challenging to source replacement parts as well as refurbishment of the pumps. This project is budgeted for \$825,000 in FY 24 and \$3,000,000 in FY 25.

Kastania Pump Station. The Kastania Pump Station requires rehabilitation to both electrical and architectural components due to age and failure. The electrical switch gear is outdated and requires an upgrade to variable frequency drives (VFD). New VFD's will allow operators to control flow in the North Marin Aqueduct to meet dynamic demands of both North Marin Water District and Marin Municipal Water District. The original pump station roof from 1977 has failed and requires replacement in order to protect mechanical and electrical gear from the elements. A new hydraulic surge device will also protect the North Marin Aqueduct from potential high and low pressure swings resulting from the use of Kastania Pump Station.

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

This category also includes increased investments in water supply resiliency projects as identified in the Strategic Water Supply Roadmap.

Phoenix Lake – Bon Tempe Lake Connection. This project will install infrastructure to connect Phoenix Lake to Bon Tempe Lake, improving the operational efficiency and allow for more frequent use of Phoenix Lake without the intensive system modifications that need to take place currently. Implementing this project will require a new raw water pump station, upsizing of a low lift barge pump, and installation of approximately 4,000 feet of pipe. This project is budgeted for \$500,000 in FY 24 and \$1,700,000 in FY 25, with a total project cost of \$5,200,000 over the next five years.

Soulajule Electrification. This project will bring consistent power to Soulajule allowing the District to utilize water from Soulajule on a more frequent basis without the need to rent a diesel generator, improving the flexibility and operability of this storage facility. This would also improve efficiency of this site for a longer term operating model. This project is budgeted for \$500,000 in FY 24 and \$3,500,000 in FY 25, with a total project cost of \$7,200,000 over the next five years.

The combined FY 24 and FY 25 budget for both categories (A1A07 and A1A08) is presented below.

FY 24	\$2,320,000
FY 25	\$9,555,000

1.8 Control Systems (A1A09)

The Supervisory Control and Data Acquisition (SCADA) System and process control systems are used to control and monitor flows of water throughout the district using approximately 195 remote sites and the central control facility at the Corporation Yard. Remote sites include pump station, storage tank, control valve, and reservoir sites. In addition, SCADA and process control systems are used at the district's two surface water treatment plants (San Geronimo and Bon Tempe) and water quality plant (Ignacio). Systems at these facilities are used to control and monitor the treatment, production, and distribution of water.

SCADA System – Replace Hardware/Software. The district's Supervisory Control and Data Acquisition (SCADA) system is a computer system used to monitor and control the district's water delivery and treatment system. SCADA is a critical component of the district's operations, and not a single drop of water is moved without the use of SCADA. The SCADA system is comprised of hardware, such as computers and servers, human machine interface (HMI) software, communication interface, and electronic field connection controllers, which are either remote terminal units (RTUs) or programmable logic controllers (PLCs). The SCADA system hardware and software communicates with approximately 200 RTUs and PLCs that are located at various sites, such as treatment plants, pump stations, and tanks, throughout the district's water system. The RTUs and PLCs send data from the field to the SCADA hardware and software, and this data is used to help operations and engineering treat and deliver water to the district's 190,000 customers.

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

The district completed a project to upgrade the existing SCADA system in 2020. Ongoing capital maintenance of this system is expected to occur incrementally over the next ten year period rather than large reinvestment in at the end of the 10 year period.

FY 24 \$241,000
FY 25 \$347,000

1.9 Control Valves (A1A10)

The district has approximately 560 control valves in its transmission and distribution system. These valves have an expected useful life span of approximately 50 years. The valves receive yearly maintenance and are overhauled every 10 years. Each year, a few control valves are selected for replacement usually due to excessive corrosion and/or deterioration of the piping and vault.

FY 24 \$65,000
FY 25 \$65,000

1.10 Storage Tanks (A1A11)

MMWD has 130 storage tanks with a capacity of 82 million gallons. These tanks are of vastly different ages and a variety of materials (redwood, welded steel, bolted steel, riveted steel, concrete), all requiring differing maintenance and capital investment. The oldest tank, the Forbes Reservoir, originally constructed in 1894, received a new liner and cover in 2015. There are eight riveted steel tanks which date before 1930. Most of the district's tanks are of welded steel construction. In the past 10 years, the Capital Program has aggressively replaced redwood tanks which are nearing the end of their useful life as described below. The FY 24 and 25 budgets for this category are described below and include \$1 million in deferred maintenance backlog reduction funding.

FY 24 \$4,800,000
FY 25 \$6,450,000

Pine Mountain Tunnel Tank Replacement. This project includes the replacement of the 3MG Pine Mountain Tunnel, constructed in 1919, with two new 2MG tanks located near Sky Oaks headquarters. This project will replace an undersized and deteriorated facility that has reached the end of its useful life. This project will also greatly improve the district's ability to meet the operational and emergency storage needs of the area. This project is budgeted in FY 24 at \$4,000,000 and FY 25 at \$5,000,000 to complete design of a replacement tank and perform site work in preparation of tank construction. Over the next five years, this project is expected to cost \$24 million.

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

Redwood tank replacement program. This program funds replacement of redwood storage tanks that often present water quality challenges, are seismically vulnerable², and leak. Since 2001, this program has replaced approximately 47 redwood storage tanks. There are five (5) redwood tanks that remain. The tanks are prioritized from the combination of their field condition rating and their storage adequacy rating. The table below lists the remaining tanks to be replaced:

**List of Remaining Redwood Tanks
Needing Replacement**

Tank Name	City/Location	Capacity (gal)	Year Installed
Bolsa	Mill Valley	200,000	1978
Hind #1	San Rafael	100,000	1978
Hind #2	San Rafael	200,000	1958
Scenic Avenue	San Anselmo	20,000	1981
Madera Park	Corte Madera	100,000	1963

It is anticipated this program will be completed by FY 28.

1.11 Meters (A1A13)

The district has six potable water production flow meters. These measure production from the three potable treatment facilities. These meters are sent out for factory calibration bi-annually and are replaced as necessary. The district has flow transmitters at all of its 98 potable and reclaimed water pump stations. These meters are replaced at time of failure. This program also provides for annual replacement of district service meters.

FY 24 \$240,000

FY 25 \$250,000

1.12 Fire Chiefs Fund (A1A14)

This program annually funds replacements and improvements requested by the Marin County Fire Chiefs Association, and typically includes the installation or relocation of fire hydrants.

FY 24 \$150,000

FY 25 \$150,000

² Redwood tanks are mounted on concrete piers which will not support the tanks in a seismic event. Replacement tanks are constructed of bolted steel or welded steel which meet modern seismic building standards and are properly anchored to resist earthquake forces.

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

1.13 Asset Management Program (A1A16)

This program annually funds the development and implementation projects driven by the asset management program. Funding will support efforts associated with the condition assessment program, driving the decision-making process behind the capital program, and will include software solutions and integrations with current IT infrastructure environments, such as GIS and SAP.

Water System Master Plan. The Water System Master Plan (WSMP) is a comprehensive evaluation of the district's complex water system infrastructure to determine infrastructure needs and long-term capital investments for maintaining reliability and improving operability of the water system. The WSMP will identify potential system improvements and inform the district's capital improvement program (CIP) moving forward. This project is budgeted for \$350,000 in FY 24.

San Clemente System Improvement Project. This project will create a new pressure zone downhill of San Clemente Tank. This will result in decreased demand in the Ross Valley pressure zone as well increased turnover of the San Clemente Tank, improving the water quality in this area. This project is budgeted for \$800,000 in FY 24, which includes \$600,000 in funding for deferred maintenance backlog reduction.

Water Supply Assessment Roadmap Implementation. Funding is allocated in A1A16 to implement longer term project that are a result of the Strategic Water Supply Assessment. Potential projects that are in the feasibility phase are increasing local storage, enhanced connections between Marin and Sonoma, and Petaluma Brackish Desalination. There is \$1,750,000 budgeted for this in FY24 and \$4,000,000 in FY25.

FY 24 \$2,935,000

FY 25 \$4,050,000

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

2 WATERSHED PROJECTS

2.1 Watershed – Minor Structures (A1E01)

This program includes projects that will further the district's goal of protecting watershed function while facilitating the informed and responsible use of the lands held in public trust. In FY25, the district will complete a review of sanitation stations across the watershed and continue planning for the installation of improved sanitation facilities at the Lake Lagunitas picnic area.

FY 24 \$50,000

FY 25 \$100,000

2.2 Watershed – Ranger Residence Improvements (A1E02)

The six district ranger residences are vital infrastructure elements that establish an official district presence on watershed lands and enable staffing of critical resources for emergency and enforcement activities. The purpose of the Ranger Residence Improvement program is to incrementally upgrade these critical assets and ensure their long-term function. In FY25, the district will perform fire resiliency structure hardening on facilities across the watershed.

FY 24 \$100,000

FY 25 \$315,000

2.3 Watershed – Trail Repair and Improvement (A1E04)

The district manages a network of 59 miles of hiking trails that provide public access through the watershed. Managing the trail network ensures protection of water quality, user safety, and reduces the impact that recreation has on the watershed through closing social trails and restoring areas where illegal trails are built. The trail improvement program of the CIP, including improvements to Cataract Trail, acknowledges the importance of providing safe public access to the district's watershed lands while actively managing the trail network to protect water quality and natural resources through the use of trail maintenance best management practices. Expenditures under this plan decrease future costs for large scale trail re-construction through ensuring erosion issues are addressed through routine maintenance and illegal trails are closed.

FY 24 \$125,000

FY 25 \$385,000

2.4 Watershed – Road Repair and Improvement (A1E05)

The district manages nearly 100 miles of fire and access roads that are essential to watershed protection, water production, and recreation. This system of roads provides the link between district operation and maintenance staff and the dams, treatment plants, water mains, storage reservoirs, and other critical assets that keep the system running. The Road Repair and

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

Improvement program of the CIP acknowledges the importance of establishing and maintaining connectivity between critical assets and will make select investments to increase the resiliency of access roads in a cost-effective manner. Expenditures for FY24 and FY25 include permitting, design, and construction for culvert and road improvement projects that need immediate attention. This plan is expected to decrease future costs by consolidating environmental planning, compliance, and reporting efforts associated with culvert replacement actions.

Worn Springs Landslide Repair. During the heavy winter storms in early 2023, a landslide developed along Worn Springs Road, a fire road between Phoenix Lake and Ross Reservoir. This project will repair through installation of a retaining wall along the damaged section.

FY 24 \$885,000

FY 25 \$737,000

2.5 Watershed – Natural Capital & Green Infrastructure (A1E07)

The district owns and manages over 18,000 acres of land along the wildland and urban interface. From a water supply and fire protection perspective these lands represent a significant holding of natural capital that provides direct and indirect services to adjacent communities and water supply operations. The Mt. Tamalpais watershed's location, topography and flora and fauna all combine to provide water capture, filtration, run-off, and storage that are essential to the water system. The management of vegetation assemblages is a key component of this natural capital as it mitigates the potential for catastrophic fire that could impair water quality and/or destroy adjacent communities. The Natural Capital and Green Infrastructure program acknowledges the importance of investing in natural capital to support ecosystem services and includes \$1,000,000 per year to address fire and fuels management across district lands. Additional projects included in this program include the habitat restoration planning along Lagunitas Creek.

FY 24 \$1,745,000

FY 25 \$1,887,000

CAPITAL IMPROVEMENT PROGRAM BUDGET (FY 24 and FY 25)

3 SPLIT-FUNDING PROJECTS (A1F06)

The Split-Funding program includes projects and programs that are partially funded by outside agencies and the district through executed grant agreements. Watershed management and restoration goals of the district frequently align with state and federal agencies dedicated to endangered species protection, water quality improvements, and catastrophic fire mitigation. This year, the District has also been awarded grant funds for pipeline replacement projects in Marin City and San Rafael, however, those projects are included in the pipeline replacement program area.

The only split-funding projects in the proposed 2-year CIP is the Lagunitas Creek Enhancement Project, which is funded with \$1,835,000 in contributions from the California Department of Fish and Wildlife and US Bureau of Reclamation

FY 24 \$435,000

FY 25 \$1,400,000

4 INFORMATION TECHNOLOGY PROJECTS

The Information Technology Capital Improvement Projects are a blend of planned upgrades and new initiatives. Information Technology serves the business technology needs of MMWD, enabling business users to carry out their work efficiently, effectively, and securely. These include: (1) planning, operation, and support of the district's physical technology infrastructure, and (2) planning, design, operations, and maintenance of software applications. MMWD's enterprise systems typically require a substantial upgrade every four to seven years.

The FY 24 and FY 25 budget includes the partial implementation of Enterprise Resource Planning software replacement, which is a multi-year project with a total estimated cost of \$7,000,000 to \$8,000,000. This project will replace software that has been used by the district for over 20 years and will no longer be supported by the vendor.

FY 24 \$825,000

FY 25 \$4,158,000

5 CAPITAL PURCHASE EXPENDITURES

The Capital Purchase Expenditures include purchase of capital equipment to support operational budgets. The FY 24 and FY 25 budget includes funding for lab equipment, office furniture, vehicles, and heavy equipment.

FY 24 \$1,300,000

FY 25 \$1,300,000

Marin Water CIP (FY 24 - FY 28)

Fund Center/Project		FY23/24		FY24/25		FY25/26		FY26/27		FY27/28		Total
TOTAL EXPENDITURES (in 1000's)	\$	32,981	\$	49,451	\$	57,164	\$	53,692	\$	55,873	\$	249,161
A1A01 Replacements - Cathodic Protection												
Mill Valley Tank Recoating	\$	-	\$	-	\$	-	\$	-	\$	2,000	\$	2,000
Loch Lomond Tank Recoating	\$	-	\$	-	\$	-	\$	1,600	\$	-	\$	1,600
Cathodic Protection System Corrections	\$	170	\$	180	\$	190	\$	200	\$	210	\$	950
Corrosion Test Station Rehabilitation	\$	90	\$	90	\$	100	\$	110	\$	120	\$	510
Cathodic Protection of Existing Pipelines	\$	50	\$	50	\$	45	\$	55	\$	60	\$	260
Cathodic Protection Remote Monitoring	\$	35	\$	35	\$	40	\$	40	\$	50	\$	200
Rectifier Anode Replacement	\$	55	\$	55	\$	60	\$	60	\$	65	\$	295
<u>Backlog Reduction</u>												
Wolfback Ridge Tank Rehabilitation	\$	500	\$	-	\$	-	\$	-	\$	-	\$	500
Conifer Way Recoating and Tank Install	\$	-	\$	-	\$	-	\$	2,000	\$	-	\$	2,000
Scott Highland Tank Recoating	\$	-	\$	-	\$	500	\$	-	\$	-	\$	500
Mill Valley Tank Recoating	\$	-	\$	-	\$	650	\$	-	\$	3,000	\$	3,650
Welded Steel Tank Recoating	\$	-	\$	-	\$	-	\$	1,250	\$	1,000	\$	2,250
A1A01 Subtotal	\$	900	\$	410	\$	1,585	\$	5,315	\$	6,505	\$	14,715
A1A02A Replacements - Distribution Pipelines												
Cole Drive PRP (Marin City)*	\$	1,700	\$	3,000	\$	1,200	\$	-	\$	-	\$	5,900
Canal Pipeline Improvement Project	\$	-	\$	-	\$	1,200	\$	-	\$	-	\$	1,200
Sir Francis Drake, San Anselmo	\$	600	\$	1,100	\$	-	\$	-	\$	-	\$	1,700
Meadow Way Bridge PRP	\$	-	\$	180	\$	-	\$	-	\$	-	\$	180
Greenbrae Boardwalk PRP	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Paloma, Granada, Corte Madera	\$	2,000	\$	200	\$	-	\$	-	\$	-	\$	2,200
Greenbrae Boardwalk PRP	\$	-	\$	1,200	\$	-	\$	-	\$	-	\$	1,200
Bolinas Road, Fairfax	\$	-	\$	-	\$	1,000	\$	-	\$	-	\$	1,000
Pipeline Replacement Program	\$	-	\$	-	\$	700	\$	3,100	\$	3,100	\$	6,900
Service Laterals Renewals	\$	920	\$	920	\$	940	\$	940	\$	960	\$	4,680
Fireline Lateral Renewals	\$	50	\$	61	\$	65	\$	65	\$	67	\$	308
<u>Backlog Reduction</u>												
Paradise Dr, Tiburon	\$	1,550	\$	-	\$	-	\$	-	\$	-	\$	1,550
Paloma, Granada, Corte Madera	\$	-	\$	1,800	\$	-	\$	-	\$	-	\$	1,800
Miracle Mile Pipeline Replacement	\$	-	\$	-	\$	3,000	\$	-	\$	-	\$	3,000
Bolinas Road, Fairfax	\$	-	\$	-	\$	1,000	\$	-	\$	-	\$	1,000
Pipeline Replacement Program	\$	-	\$	615	\$	300	\$	6,500	\$	7,000	\$	14,415
A1A02A Subtotal	\$	6,820	\$	9,076	\$	9,405	\$	10,605	\$	11,127	\$	47,033

*Grant Funded

Marin Water CIP (FY 24 - FY 28)

Fund Center/Project	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Total
A1A03 Replacements - Transmission Pipelines						
North Marin Line Valve Isolation	\$ 300	\$ -	\$ -	\$ -	\$ -	300
Valve Replacement Program	\$ -	\$ 100	\$ 70	\$ 72	\$ 150	392
<u>Large CIP</u>						
North Marin Line Pipeline Replacement	\$ -	\$ -	\$ 2,800	\$ 2,800	\$ 2,800	8,400
<u>Backlog Reduction</u>						
North Marin Line Pipeline Replacement	\$ -	\$ 1,200	\$ -	\$ -	\$ -	1,200
Freitas Parkway Valve Replacement	\$ -	\$ -	\$ 1,200	\$ -	\$ -	1,200
A1A03 Subtotal	\$ 300	\$ 1,300	\$ 4,070	\$ 2,872	\$ 2,950	10,292
A1A04 Replacements - Treatment Facilities						
SGTP Roof Replacement	\$ 1,200	\$ -	\$ -	\$ -	\$ -	1,200
Bon Tempe Backwash Line	\$ 500	\$ -	\$ -	\$ -	\$ -	500
Treatment Plant Minor Repairs	\$ 120	\$ 170	\$ 170	\$ 270	\$ 170	900
Preventative Maintenance Projects	\$ 100	\$ 200	\$ 200	\$ 300	\$ 200	1,000
Treatment Plant Improvement Program	\$ -	\$ 750	\$ 800	\$ 850	\$ 850	3,250
<u>Backlog Reduction</u>						
PLC/MCC upgrades	\$ -	\$ 500	\$ 500	\$ 500	\$ -	1,500
SGTP Roof Replacement	\$ 500	\$ -	\$ -	\$ -	\$ -	500
Treatment Plant Improvement Program	\$ -	\$ -	\$ 250	\$ 850	\$ 1,500	2,600
A1A04 Subtotal	\$ 2,420	\$ 1,620	\$ 1,920	\$ 2,770	\$ 2,720	11,450
A1A05 Replacements - Reservoir/Dam Facilities						
Alpine Cathodic Protection	\$ -	\$ -	\$ 250	\$ -	\$ -	250
Phase II Condition Assessment	\$ -	\$ 200	\$ 1,500	\$ -	\$ -	1,700
Kent Dam Spillway Repairs	\$ 400	\$ -	\$ -	\$ -	\$ -	400
Nicasio Dam Spillway Repairs	\$ 400	\$ -	\$ -	\$ -	\$ -	400
Soulajule Dam Spillway Repairs	\$ 400	\$ -	\$ -	\$ -	\$ -	400
Alpine Barge Pumps & Actuator	\$ 300	\$ -	\$ -	\$ -	\$ -	300
Alpine Railing	\$ -	\$ -	\$ 200	\$ -	\$ -	200
Phoenix Dam Emergency Outlet Valve & Hydraulic A	\$ -	\$ -	\$ 100	\$ -	\$ -	100
Lagunitas Dam Emergency Outlet Valve & Hydraulic	\$ -	\$ 100	\$ -	\$ -	\$ -	100
Miscellaneous Replacements - Reservoir/Dam Facilt	\$ 50	\$ 100	\$ 50	\$ 300	\$ 400	900
A1A05 Subtotal	\$ 1,550	\$ 400	\$ 2,100	\$ 300	\$ 400	4,750

Marin Water CIP (FY 24 - FY 28)

Fund Center/Project	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Total
A1A06 Replacements - Buildings and Grounds						
Admin Building and Yard/Warehouse Improvement:	\$ 50	\$ 150	\$ 150	\$ 250	\$ 300	900
Office & Yard Building Capital Repairs	\$ 50	\$ 60	\$ 60	\$ 130	\$ 200	500
Pavement Replacement at Various Facilities	\$ 75	\$ 75	\$ 75	\$ 100	\$ 250	575
Fencing/Vandalism at Various Facilities	\$ 50	\$ 61	\$ 63	\$ 66	\$ 100	340
Retaining Wall Replacement	\$ 50	\$ 50	\$ 150	\$ 50	\$ 100	400
Admin Bldg Switchgear	\$ -	\$ 500	\$ -	\$ -	\$ -	500
Electric Vehicle Charging Stations	\$ -	\$ 100	\$ 130	\$ -	\$ -	230
<u>Backlog Reduction</u>						
Electric Vehicle Charging Stations	\$ -	\$ -	\$ 120	\$ -	\$ -	120
Buildings and Grounds Improvements	\$ -	\$ -	\$ 130	\$ 500	\$ 500	1,130
A1A06 Subtotal	\$ 275	\$ 996	\$ 878	\$ 1,096	\$ 1,450	4,695
A1A07 Replacements - Transmission Pumps						
Tocaloma Pump Station Upgrade	\$ 825	\$ 2,000	\$ 850	\$ -	\$ -	3,675
Federal Works Pump Station	\$ -	\$ -	\$ 300	\$ 900	\$ -	1,200
Diesel Pumps at Alto Tanks	\$ -	\$ -	\$ -	\$ -	\$ 300	300
San Quentin Pump Station	\$ -	\$ -	\$ -	\$ 250	\$ 1,200	1,450
Kastania Pump Station & Hydraulics	\$ 240	\$ 1,000	\$ -	\$ -	\$ -	1,240
Large Distribution/Transmission Pump/Motor Repla	\$ 200	\$ 300	\$ 300	\$ 300	\$ 300	1,400
<u>Backlog Reduction</u>						
Tocaloma Pump Station Upgrade	\$ -	\$ 1,000	\$ -	\$ -	\$ -	1,000
<u>Water Supply</u>						
Phoenix Lake - Bon Tempe Connection	\$ 500	\$ 1,700	\$ 2,000	\$ 1,000	\$ -	5,200
Soulajule Electrification	\$ 500	\$ 3,500	\$ 3,200	\$ -	\$ -	7,200
A1A07 Subtotal	\$ 2,265	\$ 9,500	\$ 6,650	\$ 2,450	\$ 1,800	22,665
A1A08 - Replacements - Distribution Pumps						
Distribution Pump Station Improvement Program	\$ -	\$ -	\$ -	\$ -	\$ -	-
Distribution Pump/Motor/Valve Replacement	\$ 55	\$ 55	\$ 150	\$ 60	\$ 100	420
A1A08 Subtotal	\$ 55	\$ 55	\$ 150	\$ 60	\$ 100	420
A1A09 Replacements - Control Systems						
Replacement of Failed Control Equipment	\$ 41	\$ 43	\$ 44	\$ 46	\$ 48	222
SCADA System - Replace Hardware/Software	\$ 200	\$ 304	\$ 100	\$ 329	\$ 342	1,275
A1A09 Subtotal	\$ 241	\$ 347	\$ 144	\$ 375	\$ 390	1,497

Marin Water CIP (FY 24 - FY 28)

Fund Center/Project	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Total
A1A10 Replacements - Control Valves						
Control Valve Replacement Program	\$ 45	\$ 45	\$ 100	\$ 50	\$ 50	290
Control Valve Enclosure Replacement Program	\$ 20	\$ 20	\$ 50	\$ 25	\$ 25	140
A1A10 Subtotal	\$ 65	\$ 65	\$ 150	\$ 75	\$ 75	430
A1A11 Replacements - Storage Tanks						
Ross Reservoir Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	-
Bolsa Tank Replacement (Redwood Tank)	\$ 450	\$ -	\$ -	\$ -	\$ -	450
Scenic Avenue Tank Replacement (Redwood Tank)	\$ -	\$ -	\$ -	\$ 750	\$ -	750
Madera Park Tank Replacement (Redwood Tank)	\$ -	\$ -	\$ 400	\$ -	\$ -	400
Hind Tanks Replacement (Redwood Tanks)	\$ 200	\$ 300	\$ -	\$ -	\$ -	500
Water Quality Improvement Program	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	750
Pine Mountain Tunnel Replacement	\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	24,000
<u>Large CIP</u>						
Smith Saddle Tank Rehabilitation	\$ -	\$ -	\$ 2,400	\$ 2,400	\$ 2,400	7,200
<u>Backlog Reduction</u>						
Madera Park Tank Replacement (Redwood Tank)	\$ -	\$ -	\$ 350	\$ -	\$ -	350
Hind Tanks Replacement (Redwood Tanks)	\$ -	\$ 1,000	\$ -	\$ -	\$ -	1,000
A1A11 Subtotal	\$ 4,800	\$ 6,450	\$ 8,300	\$ 8,300	\$ 7,550	35,400
A1A13 Replacements - Meters						
Service Meters	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	1,000
Large Production, Transmission Meter Replacement	\$ 40	\$ 50	\$ 50	\$ 50	\$ 50	240
AMI	\$ -	\$ -	\$ 200	\$ -	\$ -	200
<u>Systems</u>						
AMI	\$ -	\$ -	\$ -	\$ 2,600	\$ 2,700	5,300
A1A13 Subtotal	\$ 240	\$ 250	\$ 450	\$ 2,850	\$ 2,950	6,740
A1A14 Replacements - Fire Chief's Fund						
Fire Chief's Fund - Replacements	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	750
A1A14 Subtotal	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	750

Marin Water CIP (FY 24 - FY 28)

Fund Center/Project	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Total
A1A16 Program Management						
Water System Master Plan	\$ 350	\$ -	\$ -	\$ -	\$ -	350
San Clemente System Improvement	\$ 200	\$ -	\$ -	\$ -	\$ -	200
Asset Management	\$ 35	\$ 50	\$ 50	\$ 50	\$ 50	235
<u>Backlog Reduction</u>						
San Clemente System Improvement	\$ 600	\$ -	\$ -	\$ -	\$ -	600
Bret Harte System Improvement	\$ -	\$ -	\$ 750	\$ -	\$ -	750
<u>Water Supply</u>						
SWSA Roadmap Planning/Pre-design	\$ 1,750	\$ 4,000	\$ 4,500	\$ 2,000	\$ 3,000	15,250
A1A16 Subtotal	\$ 2,935	\$ 4,050	\$ 5,300	\$ 2,050	\$ 3,050	17,385
A1E01 Watershed - Minor Structures I/R/R						
Lake Lagunitas Flush Toilets/Watershed Pit Toilets	\$ -	\$ 50	\$ 500	\$ -	\$ -	550
Misc. Non-water system Minor Structures Capital R	\$ 50	\$ 50	\$ 50	\$ 75	\$ 100	325
<u>Backlog Reduction</u>						
Misc. Non-water system Minor Structures Capital R	\$ -	\$ -	\$ -	\$ 200	\$ -	200
A1E01 Subtotal	\$ 50	\$ 100	\$ 550	\$ 275	\$ 100	1,075
A1E02 Watershed - Ranger Residence Improvements						
Lake Lagunitas Residence Repairs	\$ -	\$ -	\$ -	\$ -	\$ 300	300
Alpine Dam Residence Water System Upgrade	\$ -	\$ -	\$ -	\$ -	\$ 150	150
Sky Oaks Residence Repairs	\$ -	\$ -	\$ -	\$ 200	\$ -	200
Misc Sky Oaks/Ranger Residence Repairs	\$ 100	\$ 115	\$ 115	\$ 150	\$ 150	630
<u>Backlog Reduction</u>						
Watershed Facility Hardening	\$ -	\$ 200	\$ 200	\$ 250	\$ 100	750
Lake Lagunitas Residence Repairs	\$ -	\$ -	\$ -	\$ -	\$ 344	344
A1E02 Subtotal	\$ 100	\$ 315	\$ 315	\$ 600	\$ 1,044	2,374
A1E04 Watershed - Trail Repair and Improvement						
Cataract Trail Rehabilitation	\$ 50	\$ 60	\$ -	\$ -	\$ -	110
Misc Trail Improvements/Rehabilitation	\$ 75	\$ 75	\$ 75	\$ 150	\$ 200	575
<u>Backlog Reduction</u>						
Cataract Trail Rehabilitation	\$ -	\$ 100	\$ 100	\$ 200	\$ 100	500
Misc Trail Improvements/Rehabilitation	\$ -	\$ 150	\$ 168	\$ 200	\$ 150	668
A1E04 Subtotal	\$ 125	\$ 385	\$ 343	\$ 550	\$ 450	1,853

Marin Water CIP (FY 24 - FY 28)

Fund Center/Project	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Total
A1E05 Watershed - Road Repair and Improvements						
Culvert Planning & Permitting	\$ 35	\$ 35	\$ 35	\$ 35	\$ -	140
Culvert & Stream Crossing Repairs	\$ 150	\$ 150	\$ -	\$ -	\$ -	300
Culverts - Kent Pump Road	\$ 50	\$ 250	\$ -	\$ -	\$ -	300
Culverts - Cross Marin Trail	\$ -	\$ -	\$ 200	\$ 300	\$ 600	1,100
Watershed Road Repair	\$ 130	\$ 182	\$ 190	\$ 250	\$ 300	1,052
Worn Springs Landslide Repair	\$ 450	\$ -	\$ -	\$ -	\$ -	450
Pine Mountain Tunnel Retaining Wall	\$ -	\$ -	\$ -	\$ 400	\$ -	400
Boat Ramps	\$ -	\$ 100	\$ 50	\$ -	\$ -	150
ADA Watershed Improvements	\$ 70	\$ 20	\$ 50	\$ -	\$ -	140
Sky Oaks Road & Filter Plant Road Widening Project	\$ -	\$ -	\$ -	\$ 400	\$ -	400
<u>Backlog Reduction</u>						
Culvert & Stream Crossing Repairs	\$ -	\$ -	\$ 250	\$ 436	\$ 250	936
Watershed Road Repair	\$ -	\$ -	\$ -	\$ -	\$ 250	250
A1E05 Subtotal	\$ 885	\$ 737	\$ 775	\$ 1,821	\$ 1,400	5,618
A1E07 Watershed - Natural Capital and Green Infrastructure						
Misc Habitat Restoration & Revegetation Projects	\$ 50	\$ 65	\$ 80	\$ 200	\$ 250	645
Lagunitas Creek Habitat Project Planning	\$ 25	\$ 30	\$ 32	\$ 33	\$ 50	170
BFFIP Fire & Fuels Management	\$ 1,170	\$ 1,217	\$ 1,265	\$ 1,316	\$ 1,369	6,337
<u>Enhancements</u>						
BFFIP Fire & Fuels Management	\$ 500	\$ 525	\$ 551	\$ 579	\$ 608	2,763
<u>Backlog Reduction</u>						
Misc Habitat Restoration & Revegetation Projects	\$ -	\$ -	\$ 150	\$ 150	\$ 300	600
Fisheries Pit Tag Infrastructure	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	200
A1E07 Subtotal	\$ 1,745	\$ 1,887	\$ 2,128	\$ 2,328	\$ 2,627	10,715
A1F06 Reimbursable - Split Grant Funding						
Lag Creek Fisheries Restoration Grant	\$ 435	\$ 1,400	\$ 200	\$ -	\$ -	2,035
A1F06 Subtotal	\$ 435	\$ 1,400	\$ 200	\$ -	\$ -	2,035

Marin Water CIP (FY 24 - FY 28)

Fund Center/Project	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Total
A2A Fire Flow Improvement Program						
Glenwood FFIP PRP	\$ 2,300	\$ -	\$ -	\$ -	\$ -	2,300
Redwood Dr FFIP PRP	\$ 700	\$ 1,250	\$ -	\$ -	\$ -	1,950
Treehaven FFIP PRP	\$ 1,300	\$ -	\$ -	\$ -	\$ -	1,300
Wolfback Ridge FFIP	\$ 200	\$ 250	\$ -	\$ -	\$ -	450
Rock Ridge FFIP PRP	\$ -	\$ 3,000	\$ -	\$ -	\$ -	3,000
Fire Flow Improvement Program	\$ -	\$ -	\$ 4,500	\$ 4,500	\$ 4,500	13,500
A2A Subtotal	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	22,500
A4B Information Technology - IT						
GIS Upgrade	\$ -	\$ -	\$ 600	\$ -	\$ -	600
Information Technology Improvement Program	\$ 300	\$ 300	\$ 400	\$ 500	\$ 500	2,000
<u>Systems</u>						
ERP Upgrade (SAP Replacement)	\$ 525	\$ 3,858	\$ 4,051	\$ 850	\$ 835	10,119
A4B Subtotal	\$ 825	\$ 4,158	\$ 5,051	\$ 1,350	\$ 1,335	12,719
Capital Equipment Purchases						
Capital Equipment Purchases	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,500	\$ 1,700	7,100
<u>Backlog Reduction</u>						
Capital Equipment Purchases	\$ -	\$ -	\$ 750	\$ 1,500	\$ 1,500	3,750
Capital Equipment Subtotal	\$ 1,300	\$ 1,300	\$ 2,050	\$ 3,000	\$ 3,200	10,850
Summary by Project Type						
Pipelines	\$ 12,010	\$ 15,276	\$ 18,575	\$ 20,977	\$ 21,677	88,515
Pump Stations	\$ 2,385	\$ 9,620	\$ 6,950	\$ 2,585	\$ 1,975	23,515
Storage Tanks	\$ 5,700	\$ 6,860	\$ 9,885	\$ 13,615	\$ 14,055	50,115
Treatment Plants	\$ 2,420	\$ 1,620	\$ 1,920	\$ 2,770	\$ 2,720	11,450
Watershed	\$ 4,455	\$ 3,824	\$ 6,211	\$ 5,874	\$ 6,021	26,385
System Improvements	\$ 6,011	\$ 12,251	\$ 13,623	\$ 7,871	\$ 9,425	49,181
TOTAL EXPENDITURES (in 1000's)	\$ 32,981	\$ 49,451	\$ 57,164	\$ 53,692	\$ 55,873	249,161

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APPENDIX



Single-Family Residential & Duplex Tier Allotments

Tiers	2022 Summer	2023 Winter	Summer/ Winter
	CCF	CCF	CCF
Tier 1	0 - 26	0 - 21	0 - 15
Tier 2	27 - 59	22 - 48	16 - 25
Tier 3	60 - 99	49 - 80	26 - 80
Tier 4	100+	81+	81+

Multi-Family Residential Tier Allotments

Tiers	2022 Summer	2023 Winter	Summer/ Winter
	CCF	CCF	CCF
Tier 1	0 - 10	0 - 10	0 - 10
Tier 2	11 - 20	11 - 18	11 - 20
Tier 3	21 - 28	19 - 26	21 - 28
Tier 4	29+	27+	29+

Commercial, Institutional, Irrigation & Single-Family Irrigation Tier Allotments

Tiers	Existing	as of July 1, 2023
	% of Allocation	% of Allocation
Tier 1	0 - 85%	0 - 85%
Tier 2	86 - 150	86 - 150
Tier 3	151+	151+

Commercial, Institutional, Irrigation & Single-Family Irrigation Tier Allotments

Tiers	Existing	as of July 1, 2023
	% of Allocation	% of Allocation
Tier 1	0 - 85%	0 - 85%
Tier 2	86 - 150	86 - 150
Tier 3	151+	151+

Volumetric Charges		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
(\$ per CCF)						
Watershed Maintenance Volumetric Rate						
All Use		N/A	\$ 0.61	\$ 0.62	\$ 0.64	\$ 0.66
Single-Family Residential Volumetric Rates						
Tier 1	\$	4.73	\$ 7.67	\$ 9.16	\$ 10.24	\$ 10.86
Tier 2		8.19	10.02	11.96	13.38	14.19
Tier 3		13.78	16.19	19.33	21.62	22.92
Tier 4		22.15	24.77	29.58	33.08	35.07
Duplex Volumetric Rates						
Tier 1	\$	4.76	\$ 7.67	\$ 9.16	\$ 10.24	\$ 10.86
Tier 2		8.31	10.02	11.96	13.38	14.19
Tier 3		13.72	16.19	19.33	21.62	22.92
Tier 4		21.53	24.77	29.58	33.08	35.07
Multi-Family Residential Volumetric Rates						
Tier 1	\$	4.82	\$ 8.19	\$ 9.78	\$ 10.94	\$ 11.60
Tier 2		8.11	10.30	12.30	13.76	14.59
Tier 3		12.85	14.94	17.84	19.95	21.15
Tier 4		21.56	19.69	23.51	26.29	27.87
Commercial, Institutional, Irrigation Volumetric Rates						
Tier 1	\$	4.62	\$ 8.42	\$ 10.05	\$ 11.24	\$ 11.92
Tier 2		12.37	15.29	18.26	20.42	21.65
Tier 3		18.53	16.09	19.21	21.48	22.77
Single-Family Irrigation Volumetric Rates						
Tier 1	\$	5.94	\$ 8.42	\$ 10.05	\$ 11.24	\$ 11.92
Tier 2	\$	7.10	15.29	18.26	20.42	21.65
Tier 3	\$	12.32	16.09	19.21	21.48	22.77
Recycled Water Rates						
Tier 1	\$	3.70	\$ 5.43	\$ 5.63	\$ 5.84	\$ 6.06
Tier 2		11.49	5.43	5.63	5.84	6.06
Tier 3		21.35	5.43	5.63	5.84	6.06
Raw Water Rates						
All Use	\$	4.31	\$ 5.32	\$ 6.35	\$ 7.10	\$ 7.53

Bi-Monthly Fixed

Charges	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
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Meter Size**Service Charge***SFR + Duplex*

5/8"	\$	44.62	\$	48.04	\$	50.44	\$	52.96	\$	55.61
3/4"		57.09		61.99		65.09		68.34		71.76
1"		82.01		72.46		76.08		79.88		83.87
1.5"		144.30		142.22		149.33		156.80		164.64
2"		219.05		222.45		233.57		245.25		257.51

All Other Customer Classes (Except Private Fire Lines)

5/8"	\$	44.62	\$	48.04	\$	50.44	\$	52.96	\$	55.61
3/4"		57.09		65.48		68.75		72.19		75.80
1"		82.01		100.36		105.38		110.65		116.18
1.5"		144.30		187.57		196.95		206.80		217.14
2"		219.05		292.22		306.83		322.17		338.28
3"		455.77		710.82		746.36		783.68		822.86
4"		804.63		1,408.48		1,478.90		1,552.85		1,630.49
6"		1,763.97		2,454.97		2,577.72		2,706.61		2,841.94
8"		3,009.87		4,722.38		4,958.50		5,206.43		5,466.75
10"		4,754.13		6,989.78		7,339.27		7,706.23		8,091.54

Capital Maintenance Fee*SFR + Duplex*

5/8"	\$	30.42	\$	31.50	\$	33.08	\$	34.73	\$	36.47
3/4"		45.61		44.11		46.32		48.64		51.07
1"		76.03		53.56		56.24		59.05		62.00
1.5"		152.07		116.57		122.40		128.52		134.95
2"		243.32		189.03		198.48		208.40		218.82

All Other Customer Classes (Except Private Fire Lines)

5/8"	\$	30.42	\$	31.50	\$	33.08	\$	34.73	\$	36.47
3/4"		45.61		47.26		49.62		52.10		54.71
1"		76.03		78.76		82.70		86.84		91.18
1.5"		152.07		157.52		165.40		173.67		182.35
2"		243.32		252.04		264.64		277.87		291.76
3"		532.26		630.10		661.61		694.69		729.42
4"		958.09		1,260.19		1,323.20		1,389.36		1,458.83
6"		2,129.09		2,205.34		2,315.61		2,431.39		2,552.96
8"		3,649.85		4,253.15		4,465.81		4,689.10		4,923.56
10"		5,778.95		6,300.97		6,616.02		6,946.82		7,294.16

Bi-Monthly Fixed

Charges	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
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*Meter Size***Watershed Management Fee**

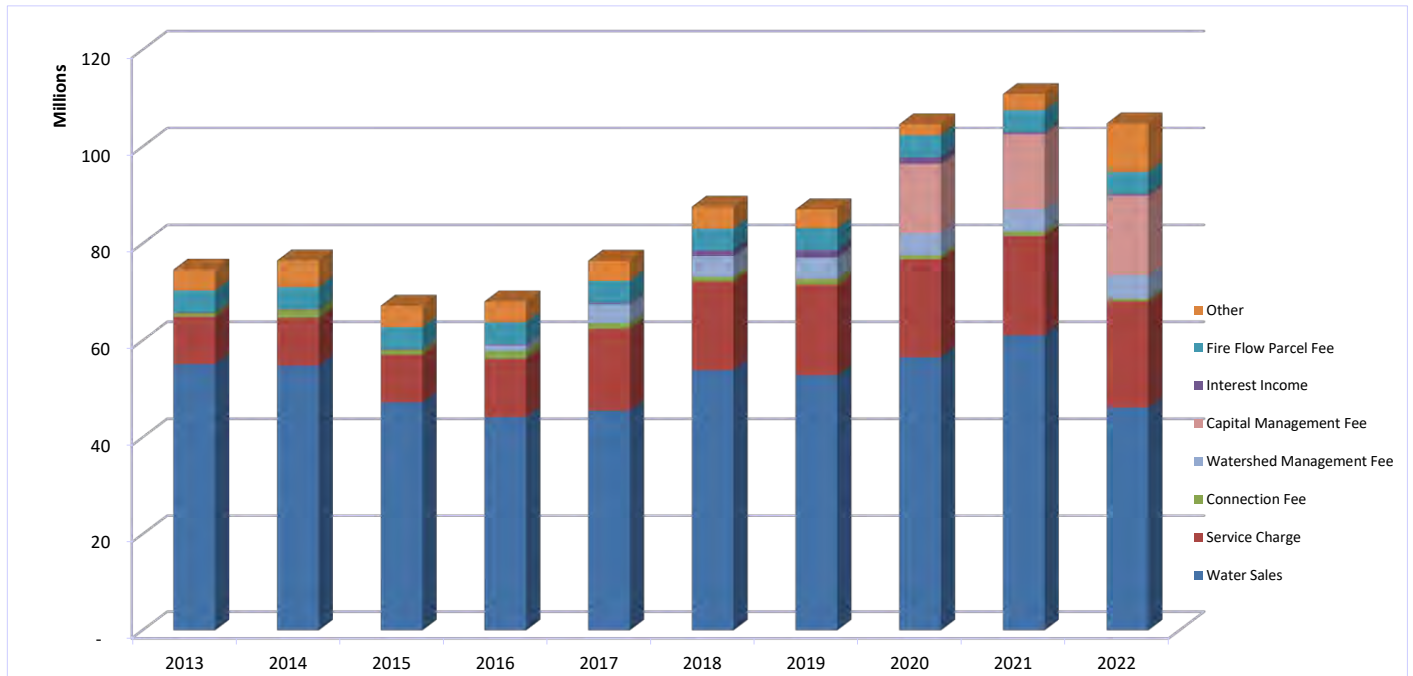
5/8"	\$	11.59
3/4"		13.86
1"		18.35
1.5"		29.61
2"		43.12
3"		85.91
4"		148.96
6"		322.37
8"		547.56
10"		862.84

Volumetric rate**Private Fire Line Service Charge**

2"	\$	40.59	\$	21.41	\$	22.48	\$	23.60	\$	24.78
4"		101.89		49.29		51.75		54.34		57.06
6"		202.33		95.66		100.44		105.46		110.73
8"		332.76		157.55		165.43		173.70		182.39
10"		515.38		240.06		252.06		264.66		277.89

**MARIN MUNICIPAL WATER DISTRICT
REVENUE BY SOURCE LAST TEN FISCAL YEARS**

Year Ended June 30,	Total	Water Sales	Service Charge	Connection Charges	Watershed Management Fee	Capital Management Fee	Interest Income	Fire Flow Parcel Fee	Other
2013	\$ 74,641,897	55,125,168	9,805,521	737,597			132,261	4,540,389	4,300,961
2014	\$ 76,536,722	54,840,298	9,837,195	1,705,549			147,055	4,524,178	5,482,447
2015	\$ 67,203,721	47,239,262	9,878,268	969,356			171,393	4,511,604	4,433,838
2016	\$ 68,077,139	44,206,306	11,996,081	1,603,209	1,244,800		229,316	4,511,652	4,285,775
2017	\$ 76,476,795	45,524,376	16,851,837	1,214,666	3,884,640		321,992	4,523,545	4,155,739
2018	\$ 87,639,692	53,888,079	18,291,565	999,336	4,259,747		1,145,072	4,518,478	4,537,415
2019	\$ 87,089,938	52,832,678	18,708,397	1,178,784	4,350,066		1,598,276	4,526,384	3,895,353
2020	\$ 104,646,989	56,563,572	20,242,669	810,182	4,545,973	14,301,460	1,384,318	4,520,242	2,278,573
2021	\$ 110,874,064	61,099,872	20,532,597	912,312	4,572,006	15,509,355	409,770	4,504,313	3,333,839
2022	\$ 104,816,473	46,192,851	21,867,256	540,349	4,899,012	16,444,158	317,362	4,525,100	10,030,385



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Item Number: 07
Meeting Date: 06-20-2023
Meeting: Board of Directors

Informational Item

TO: Board of Directors

FROM: Terrie Gillen, Board Secretary

THROUGH: Paul Sellier for Ben Horenstein, General Manager

DIVISION NAME: Communications & Public Affairs Department **ITEM:** Future Meeting

Schedule Items

SUMMARY

Review of the upcoming Board of Directors and Committee meetings

DISCUSSION

Meeting Schedule

Below are the upcoming meetings of the Board of Directors and/or Committees:

Internal Meeting(s)

- Thursday, June 22, 2023
Finance & Administration Committee Meeting/Special Meeting of the Board of Directors (Finance & Administration)
9:30 a.m.
- Tuesday, July 11, 2023
Regular Bi-Monthly Meeting of the Board of Directors
6:30 p.m.
- Friday, July 21, 2023
Operations Committee Meeting/Special Meeting of the Board of Directors (Operations)
9:30 a.m.

External Meeting(s)

- July 7, 2023
North Bay Watershed Association Meeting
Location: TBD
9:30 a.m.

FISCAL IMPACT
None

ATTACHMENT(S)
None