



NOTICE OF THE FINANCE & ADMINISTRATION COMMITTEE MEETING/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Thursday, March 27, 2025 at 8:30 AM

AGENDA

LOCATIONS:

Open Session to start at or after 9:30 a.m.

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Closed Session begins at 8:30 a.m.

Marin Water Mt. Tam Conference Room, 220 Nellen Avenue, Corte Madera, CA 94925

Public Participation:

The public may attend this meeting in-person or remotely using the following methods:

On a computer or smart device, go to: <https://marinwater.zoom.us/j/81110533069>

By phone, dial: **1-669-444-9171** and use Webinar ID: **811 1053 3069**

HOW TO PROVIDE PUBLIC COMMENT:

During the Meeting: Typically, you will have 3 minutes to make your public comment, however, the committee chair may shorten the amount of time for public comment due to a large number of attendees. Furthermore, pursuant to Government Code, section 54954.2 (the Brown Act), the Committee may not take action or discuss any item that does not appear on the agenda.

-- **In-Person Attendee:** Fill out a speaker card and provide to the board secretary. List the number/letter (ex: 6a) 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.

-- **Remote Attendee:** Use the "raise hand" button on the bottom of the Zoom screen. If you are joining by phone and would like to comment, press *9. The board secretary will use the last four digits of your phone number to call on you (dial *6 to mute/unmute).

In Advance of the Meeting: Submit your comments by email in advance of the meeting to boardcomment@marinwater.org. To ensure that your comment is provided to the Committee members prior to the meeting, please email your comment 24 hours in advance of the meeting start time. Comments received after this cut off time will be sent to the Committee after the meeting. Please do not include personal information in your comment such as phone

AGENDA ITEMS

1. **Call to Order and Roll Call**
2. **Adoption of Agenda**
3. **Announcement of Closed Session Item(s); Public Comments on Closed Session Item(s)**

Following announcement of Closed Session items and prior to recess into Closed Session, the public may speak up to three minutes on items to be addressed in Closed Session. The Board will convene to Closed Session in the Mt. Tam Conference Room after public comment.

- a. **Conference with Legal - Pending Litigation**
(California Government Code §54956.9)

California Native Plant Society, Marin Audubon Society, and Marin Conservation League vs. Marin Municipal Water District

Marin County Superior Court, Case No. CV0004078

- b. **Conference with Legal Counsel - Anticipated Litigation**
(Significant Exposure to Litigation pursuant to §54956.9(b))

Number of Potential Cases: Unknown

Adjourn closed session and reconvene to open session in the Board Room and via Zoom.

4. **Reconvene to Open Session; Closed Session Report Out (9:30 a.m. - Time Approximate)**
5. **Public Comment on Non-Agenda Matters**

This is the time when any person may address the Board of Directors on matters not listed on this agenda, but which are within the subject matter jurisdiction of the Board.

6. **Regular Items (9:35 a.m. – Time Approximate)**

- a. Minutes of the Finance & Administration Committee Meeting on February 27, 2025

RECOMMENDATION: Approve the minutes

- b. Contract Extension with Athens Administrators for Workers' Compensation Claims Administration Services

RECOMMENDATION: Review and comment on the request to authorize the General Manager to extend an agreement with Athens Administrators, the District's current Workers' Compensation Third Party Administrator, for a two-year term through June 2027, with an expected amount not to exceed \$130,000

- c. Agreements for Temporary Staffing Support

RECOMMENDATION: Review and comment on staff's proposal for the District to enter into agreements with Express Employment Professionals and Gary D. Nelson Associates, Inc. dba (Nelson Connects), for temporary staffing support

d. Monthly Financial Update

RECOMMENDATION: Review and comment on the Monthly Financial Update

e. Annual Review of Policy No. 33 Investment Policy

RECOMMENDATION: Review and comment on Policy No. 33 Investment Policy

f. Budget Planning Update

RECOMMENDATION: Review and comment on the District's Two-Year Budget Process for FY 2025/26 and FY 2026/27

7. Upcoming Meeting

The next Finance & Administration Committee Meeting/Special Meeting of the Board of Directors is scheduled for Thursday, April 24, 2025 at 9:30 a.m.

8. Adjournment (11:30 a.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 the Board Secretary/ADA Coordinator at 415.945.1448, at least two business days in advance of the meeting. Advance notification will enable Marin Water to make reasonable arrangements to ensure accessibility.

Information agendas are available for review at the Civic Center Library, Corte Madera Library, Fairfax Library, Mill Valley Library, Marin Water Administration Building, and marinwater.org.

Posted: 03-21-2025