



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

Thursday, August 22, 2024 at 8:30 AM

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## AGENDA

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### 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 to start at or after 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 board president 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 Board 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](mailto:boardcomment@marinwater.org). To ensure that your comment is provided to the Board of Directors 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 Board after the meeting. Please do not include personal information in your comment such as phone numbers and home addresses.

## 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 Counsel - Anticipated Litigation**

(Initiation of litigation pursuant to § 54956.9(c)):

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**
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 (9:50 a.m. – Time Approximate)**
  - a. Minutes of the Finance & Administration Committee Meeting/Special Meeting of the Board of Directors on June 27, 2024  
**RECOMMENDATION:** Approve the minutes
  - b. Human Resources Update  
**RECOMMENDATION:** Receive Human Resources staff update
  - c. Monthly Financial Update  
**RECOMMENDATION:** Review the Monthly Financial Update
  - d. Quarterly Investment Report  
**RECOMMENDATION:** Receive staff update on the District's investment portfolio
  - e. Capacity Charge Study  
**RECOMMENDATION:** Receive an update on the District's Capacity Charge Study
  - f. Review of Sections 1 and 2 of Board of Directors' Policy No. 1 – Marin Municipal Water District Board of Directors Handbook  
**RECOMMENDATION:** Receive a staff presentation to review Sections 1 – Introduction/Purpose, and 2 – Board Officers and Board Appointed Staff, of the Board of Directors Handbook (Handbook) and proposed updates to these sections

**7. Upcoming Meeting**

The next Finance & Administration Committee Meeting/Special Meeting of the Board of Directors will take place on Thursday, September 26 at 9:30 a.m.

**8. Adjournment (11:15 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](http://marinwater.org).*

Posted: 08-16-2024