



MWPA BOARD OF DIRECTORS AGENDA

Thursday July 15, 2021

3:00 PM

<https://zoom.us/j/93068198420>

Or Telephone:

669-900-6833

Meeting ID: 930 6819 8420

For those joining by phone use: *9 to "raise your hand" and *6 to mute/unmute

ATTENTION: This will be a virtual meeting of the Board of Directors of the Marin Wildfire Prevention Authority pursuant to Executive Order N-29-20 issued by the Governor of the State of California.

There will not be a public location for participating in this meeting, but any interested member of the public can participate telephonically by utilizing the dial-in information printed on this agenda. If any member of the public has a request for a reasonable modification or accommodation for accessing this meeting due to a disability, she/he/they should contact Mark Brown at mbrown@marinwildfire.org

1. Call to order.

2. Roll Call.

David Kimball	Barry Evergettis	Mark White
Sashi McEntee	Bill Shea	Bob Ravasio
Rachel Kertz	Paul Jeschke	Barbara Coler
Gabe Paulson	Bruce Goines	Julie McMillan
Dennis Rodoni	Tom Finn	Steve Burdo
Kathryn Donohue	Cathryn Hilliard	

3. Agenda Adjustments.

4. Open time for public expression.

The public is welcome to address the Board of Directors at this time on matters not on the agenda that are within the jurisdiction of the Board. Please be advised that pursuant to the Government Code Section 54954.2, the board is not permitted to discuss or take action on any matter not on the agenda. Comments may be no longer than three minutes and should be respectful to the

community. ***Please silence your cell phones during the meeting / mute your microphone when not reporting out.***

5. Executive Officer's Report - Verbal Report.

Information Only, such as information about Marin/Statewide Wildfire Status Update, Executive and Finance Committee Updates.

6. Consent Calendar.

The opportunity for public comment on consent agenda items will occur prior to the Board's discussion of the consent agenda. The Board may approve the entire consent agenda with one action. In the alternative, items on the consent agenda may be removed by any Board or staff member, for separate discussion and vote.

- a. Approve June 17, 2021 Board of Director Meeting Minutes

6a1 - MWPA BOARD 6-17-21.pdf

- b. Agreement with Fire Aside for Defensible Space Inspection Software

Authorize Executive Officer Mark Brown to execute the attached software as a service (SaaS) agreement with Fire Aside for development and implementation of the defensible space inspection and evaluation software.

6b1 - MWPA BOD Staff Report Fire Aside agmnt 7 15 21.pdf

6b2 - Fire Aside DRAFT SaaS Agreement - for 7 15 21 BOD packet.v1.1.pdf

- c. Acknowledgement of Environmental Compliance and Project Approval for Core Proposals "West Marin Zone Evacuation Route Core Project," "Central Marin Zone Evacuation Route Core Project," "San Rafael Zone Evacuation Route Core Project," and "Curbside Chipper Program"

Recommendation: that the Board take the following actions related to the Core Proposals "West Marin Zone Evacuation Route Core Project," "Central Marin Zone Evacuation Route Core Project," "San Rafael Zone Evacuation Route Core Project," and "Curbside Chipper Program" (collectively, the "Projects"):

(1) acknowledge completion of environmental compliance (Attachment 1 - 4); and

(2) approve the Projects.

6c1 - MWPA_BoD_StaffRpt_071521_CEQA_final.pdf

6c2 - Chipper_CombinedFiles.pdf

6c3 - WestMarin_CombinedFile.pdf

6c4 - CentralMarin_CombinedFile.pdf

6c5 - SanRafael_CombinedFile.pdf

7. Staff Reports.

- a. Finance Staff Report

Recommendation: receive report.

7a1 - JULY 2021 MWPA FINANCE REPORT.pdf

- b. Work Plan Update

Recommendation: that the Board review and provide input on this FY 2021-2022 Work Plan update.

[7b1 - MWPA_BoD_StaffRpt_071521_WPupdate_final.pdf](#)

8. Committee Reports.

- a. **FIRESafe MARIN**

Recommendation: receive report.

[8a1 - FSM Project report July 2021 .pdf](#)

[8a2 - MWPA REPORT " June 2021.pdf](#)

[8a3 - MWPA Report - June 2021 - data on the 17 Fire Districts.pdf](#)

- b. Operations Committee

Recommendation: receive report.

- c. Advisory/Technical Committee

Recommendation: receive report.

9. Information Items.

- a. Acknowledge June 3, 2021 Executive Committee Meeting Minutes

[9a1 - MWPA EXEC COMM 6-3-21.pdf](#)

- b. Acknowledge June 23, 2021 Citizens' Oversight Committee Minutes

[9b1 - MWPA COC 6-23-21.pdf](#)

- c. Educational Session

10. Action Items

- a. Elect Board President and Vice President for Fiscal Year 2021/22

Recommendation: nominate and elect Board President and Vice President for fiscal year 2021/22.

[10a1 - Elect Board President and Vice President for 21-22.pdf](#)

11. Board Members Request Future Agenda Items.

12. Adjourn.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the MWPA at 415-539-MWPA (6972). Notification at least 48 hours prior to the meeting will enable the Agency to make reasonable accommodation to help insure accessibility to this meeting.

Any writings or documents provided to a majority of the Board of Directors regarding any item on this

*agenda after the distribution of the original packet will be made available for public inspection at 28 Liberty Ship Way, Suite 2800, Sausalito CA 94965. *Note as of 4/30/20 offices are closed to the public. Therefore, documents will be made available upon request and will be available online at www.marinwildfire.org*

Notice is hereby given that the Board of Directors may discuss and/or take action on any or all of the items listed on this agenda. If any of these matters above are challenged in Court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this agenda, or in written correspondence delivered at, or prior to, this Board meeting. Judicial review of an administrative decision of the Board of Directors must be filed with the Court not later than the 90th day following the date of the Board meeting decision (Code of Civil Procedure Section 1094.6)

I certify that this agenda was posted on the Public Notice Bulletin Board on or before Monday, July 12, 2021 at 3:00 PM.



Mark Brown, Executive Officer

THE MARIN WILDFIRE PREVENTION AUTHORITY
BOARD OF DIRECTORS MEETING
3:00 p.m. Thursday, June 17, 2021
Via teleconference due to Coronavirus (COVID-19)
MINUTES

1. Call to Order- President Goines called the meeting to order at 3:00 p.m.

2. Roll Call and Introductions

Directors – In Attendance: Barbara Coler (Fairfax), Tom Finn (Sleepy Hollow Fire), Bruce Goines (Novato Fire), Cathryn Hilliard (Southern Marin Fire), Paul Jeschke (Muir Beach), David Kimball (Bollinas Fire District), Sashi McEntee (Mill Valley), Julie McMillan (Ross), Gabe Paulson (Larkspur), Rachel Kertz (San Rafael), Bob Ravasio (Corte Madera), Dennis Rodoni (County of Marin), Mark White (Stinson Beach), Kathryn Donohue (Inverness), Bill Shea (Marinwood)

Directors- Absent: Barry Evergettis (Kentfield), Steve Burdo (San Anselmo),

Staff in Attendance: Executive Officer Mark Brown, Planning and Program Manager Anne Crealock, Treasurer Alyssa Schiffmann

3. Agenda Adjustments

There were no adjustments.

4. Open Time for Public Expression

There were no comments.

5. Executive Officer's Report

Executive Officer Brown reported on the following: 1) He is pleased with the approval of the Work Plan and the start of implementation of some of the projects; 2) Planning And Program Manager Crealock was able to get Panorama Environmental on board quickly; 3) The two-step process for environmental compliance is as follows: approving the concept of a proposal and providing for funding for environmental compliance, and then the administrative step of Board approval as a CEQA project; 4) This two-step process also provides for a public review process of the environmental documents; 5) Manager Crealock has been meeting with the Operations (OPS) Committee and the Advisory Technical (ATC) Committee; 6) Fire season update includes a rebounding of moisture content in the 100-hour and 1,000-hour fuels (no longer at historic lows); 7) Unhealthy Madrone forests; 8) He will be focusing on the Communications Strategy; 9) He was involved in several media interviews including KTVU regarding the roll out of Zonehaven; 10) Defensible space (d-space) evaluation app is in Beta mode; 11) The Ecologically Sound Practices (ESP) document has been reviewed and revised and is in the hands of Manager Crealock and Panorama Environmental to make sure it is in alignment with CEQA standards and MWPA JPA language; 12) Discussions with the ESP on how the organization will be a partner with the MWPA and fire agencies; 13) Citizens'

Oversight Committee (COC) will be meeting on Wednesday, June 23rd and is focusing on the end of the year financial report; 14) Staff is moving quickly with Zonehaven and will begin training field personnel; there will be a Public Information Officer (PIO) meeting on June 28th to organize a "Know Your Zone" campaign; 15) Tax exemption information sent to constituents and Public Information Officers (PIOs).

Director McMillan asked for a demonstration of the d-space app once it is up and running.

President Goines opened the meeting to public comments.

Director Paulson asked for suggestions on how to get the word out about the Senior Tax Exemption. Executive Officer Brown stated staff will start a campaign through social media and other avenues starting in April of each year notifying residents that they have to apply annually. This is a low-income exemption and conditions can change. Director Paulson asked if there was any way to get information from the County about individual ages so they could do a targeted mailing. Executive Officer Brown stated this was done in conjunction with sending the first flyer.

Director Coler suggested going through the non-profit community benefit organizations including Ritter House and St. Vincent's.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

6. Consent Calendar

- a. Approve May 20, 2021 Board of Director Meeting Minutes
- b. Fiscal Year 2021/22 Work Plan Implementation: Acknowledgement of Environmental Compliance and Project Approval for Core Proposal "Prescribed Herbivory on San Rafael Open Space"

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

M/s, Jeschke/McEntee, to approve the Consent Calendar as submitted.

Ayes: All

Absent: Burdo, Evergettis
(through a roll call vote)

7. Staff Reports

- a. Finance Staff Report

MWPA Treasurer Schiffmann reported on the following: 1) It will take another month to finalize the Fiscal Year information but it is looking good; 2) Revenues are projected to be about 2% more than budgeted; 3) Expenses are at about 84% (below the 94% timeframe); 3) Staff is working on a new look for next year's budget.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

There were no questions or comments from the Board.

b. Board Update on Fiscal Year 2021/22 Work Plan Implementation Roll Out and Project Tracking

Manager Crealock presented the staff report. She has reached out to the Advisory/Technical Committee (ATC) and has been meeting with representatives of member agencies to start coordination around environmental compliance and collect information about projects. She will be developing a manual for these agencies that will outline process, provide different templates for environmental documents, and a preliminary set of Best Management Practices around protection of natural resources. The Core Projects that require environmental compliance will be placed on the Board agenda as a Consent Calendar item. Staff will be working on developing an app for collecting data on the ground, creating a database for tracking metrics that are determined to be a high priority, and creating a dashboard so the public can track progress.

Director Paulson asked how staff is currently keeping tracking of things. Manager Crealock stated she is working with Treasurer Schiffmann in assigning each project a unique code. Automation will be a big part of this process in establishing numerical tracking. This will carry over to the next Work Plan.

Director Kimball asked how much staff would rely on others to provide the input on a project (TAC, etc.). Manager Crealock stated staff would rely on the member agencies in the development of the tracking process- they are most familiar with the project. Close collaboration and the creation of a user-friendly tool will be critical.

President Goines asked staff how well each member agency is prepared to do "what comes next". Manager Crealock stated some of the work staff is doing with Panorama Environmental will benefit member agencies- they are creating a standardized approach for these projects. The GrizzlyCorp fellow will be coming on board soon to help the member agencies. Executive Officer Brown stated staff is discussing bringing on a temporary employee. A lot of these projects are similar and staff is working on a Request for Proposal (RFP) for approved vendors. Staff is working with member agencies to determine capacity and figuring out where the MWPA can help.

Director Paulson asked staff to present a process chart at the next Board meeting.

Director Coler asked what happens if at the end of the fiscal year a member agency is not able to get to a project. She suggested that the member agencies submit quarterly reports. Executive Officer Brown stated this was a great suggestion since many projects will bridge fiscal years.

Director Kertz stated each member agency will need to have the information to report in a standard way. Setting the right expectations will be important in terms of how many projects will be started and completed.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

8. Committee Reports

a. FIRESafe Marin

OPS Committee member Shortall reported on the following highlights: 1) All of their projects are on course to be completed at the end of the fiscal year; 2) He will present a comprehensive report at the end of July; 3) The next Webinar will focus on pets in a disaster; 4) The Chipper Program has started to pick up.

b. Operations Committee

Executive Officer Brown stated the OPS Committee has not met for a while. There was no report.

b. Advisory/Technical Committee (ATC)

Advisory/Technical Committee Chair Martin reported on the following: 1) The ATC is taking a short respite; 2) They will hit the ground running once the fiscal year starts; 3) Defensible space inspectors are canvassing neighborhoods- the 25 inspectors are hitting about 280 homes per day; 4) The ATC met with Manager Crealock and representatives of Panorama Environmental to talk about its vision of a fire adaptive community concept of home hardening and concentrating on evacuation routes.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

There were no questions or comments from the Board.

9. Information Items

- a. Acknowledge May 6, 2021 Executive Committee Special Meeting Minutes
- b. Acknowledge May 14, 2021 Finance Committee Minutes
- c. Acknowledge May 21, 2021 Operations Committee Minutes
- d. Acknowledge May 26, 2021 Citizens' Oversight Committee Minutes

10. Action Items

- a. MWPA Board Retreat Part V

Executive Officer Brown presented a brief staff report. He stated the Board has done a great job on setting the Vision, Mission, and Goals and he suggested a ground up approach to setting the objectives and metrics of these objectives.

Ms. Jean Bonander reported a broad array of projects are included in the Work Plan crossing multiple individual regional groups. Some projects are one year and some are span multiple years and staff will need the assistance of the ATC and OPE in building out the objectives. The key projects out of the Work Plan are defensible space (d-space) and home hardening and the detection alert and evacuation systems goals.

Ms. Charlotte Jordaine stated this is a unique opportunity to create a performance plan that is not just "counting widgets". They have an opportunity to start from scratch and consider intermediary outcomes that will lead to final outcomes.

Mr. Bill Keene stated at the end of the day the voters will want to see that what was done by the MWPA made a difference. He discussed the d-space objectives and stated the first two were originally combined. There will be a lot of action early on with the first one with progress being made over time with the second one. The third and fourth focus on home hardening. The fifth develops models for educational resources. The last one tracks how well they are getting the word out.

President Goines stated the Board is looking at whether or not the consultants are on the right track.

Director Kertz referred to the metrics and asked if there was a baseline (such as number of parcels). Executive Officer Brown stated "yes".

Director Coler stated one of the measures of success that might be missing is the idea of reproducibility.

Director Kimball stated they should be striving for outcomes.

Director Paulson stated he liked the structure of the document. He referred to the measure of success for home hardening and the need to reach out to and account for the underserved population.

Ms. Bonander presented the wildfire detection alert and evacuation systems objectives. The first two are about creating a foundation or framework and figuring out what is out there that could be used. The third is also a foundation issues and has to do with getting residents to understand evacuation choices, services, and grants. The fourth has to do with safe refuge areas locations and will involve the OPS and TAC Committees. The fifth focuses on clearing roadways and pathways and developing standards.

Director McMillan referred to #3 and stated they should give encouragement to the broader agencies to have regional evacuation plans and drills. She suggested using words such as “encourage” or “facilitate”.

Director Kertz asked if there has been consideration of doing a residents’ survey.

Director Hilliard stated Southern Marin and Mill Valley are already doing evacuation drills and identifying refuge areas. She asked about the unincorporated areas. Executive Officer Brown stated this is being applied to all the member agencies. Messaging will be done through Zonehaven. Director Hilliard noted home hardening is expensive and there should be more grant programs.

Director McEntee discussed Mill Valley’s evacuation plans and drills. There will need to be coordination and communication between the MWPA and local jurisdictions.

Director Paulson stated roles and responsibilities should be clarified.

Ms. Jordaine stated the best researchers in the world have yet to agree on the definition of success for an evacuation (time to destination, time to clear a zone, etc.). They are seeking to build a culture of preparedness in the County.

Director Donohue noted the West Marin Fire Departments are understaffed and need help from MWPA for resources. President Goines agreed there were capacity issues.

Director Kimball asked if the outcome of the Board retreat is to design these items or to provide guidance to the OPS and ATC Committees. President Goines stated these committees would work out the details and build the objectives and metrics.

President Goines stated they need to go slow in terms of the evacuation route clearing standards since the Board committed \$850,000 to a modeling exercise that will take a look at Marin’s transportation system, identify problematic areas, etc. Ms. Bonander agreed and noted Marin’s roadways, paths, stairways, etc. are unique and this will be a huge coordination efforts.

President Goines opened the meeting to public comments.

Mr. Stephen Keese stated Cascade Canyon in Fairfax has scheduled an evacuation exercise this Saturday. The key is preparation- how fast a family can get out and not necessarily the route to take, what Public Safety personnel will do, etc. Leave early and leave safely!

President Goines closed the meeting to public comments.

President Goines asked the Board to send comments to Executive Officer Brown.

11. Board Members Request Future Agenda Items

President Goines stated he would like to see an update on forest health assessment work and educational seminars on an upcoming agenda.

12. Adjournment- President Goines adjourned the meeting at 4:53 p.m.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary



MARIN WILDFIRE PREVENTION AUTHORITY

STAFF REPORT

For the Meeting of July 15, 2021

To: Marin Wildfire Prevention Authority Executive Committee

From: Mark Brown, Executive Officer

Subject: Agreement with Fire Aside for Defensible Space Inspection and Evaluation Software

RECOMMENDATION:

Authorize Executive Officer Mark Brown to execute the attached software as a service (SaaS) agreement with Fire Aside for development and implementation of the defensible space inspection and evaluation software. (Attachment 1).

BACKGROUND:

Fire Aside is a Marin-based technology company founded in 2019 supporting fire agencies and nonprofit organizations to reduce wildfire risk to structures. Fire Aside provides integrated products that improve resident access to information, wildfire mitigation resources, as well as more efficient administration of these programs.

In 2019 FireSAFE MARIN engaged Fire Aside to develop an online portal and app for its chipper program. Fire Aside built the Chipper Day Marin website, which allows the public to register for chipper day events and to receive alerts and reminders about their registration. In addition, Fire Aside developed a field app that provides real-time information to the crews to optimize their routes and it allows them to collect valuable data about the chipper program. Finally, Fire Aside created an online portal that allows FireSAFE MARIN to access the data for reporting and evaluation purposes.

Central Marin Fire recognized that there was an opportunity to build on the Chipper Day Marin website and app to further efforts to improve defensible space inspections and ultimately



resident engagement in defensible space work. Central Marin enlisted Fire Aside to develop a beta version of a defensible space inspection and evaluation (DSI) software that has been successfully tested by inspectors.

ANALYSIS:

The 2021 Work Plan, which was developed by the Operations Committee and Advisory Technical Committee and approved by the Board, includes the following description:

The Greater Ross Valley Fire Agencies (MRN, RVY, KNT, CMD) propose an MWPA multi-agency core funded project to fund development of a Defensible Space Evaluation data collection and resident reporting software tool. This iOS based software, already in development, will: improve the efficiency of data collection during Defensible Space evaluations/inspections; improve the ability to communicate defensible space and home hardening deficiencies; improve communications to property owners and residents regarding recommended and required corrective actions; integrate other MWPA programs such as "Chipper Days" to leverage defensible space inspections as a tool to improve participation and reduce hazardous vegetation; improve the ability to collect and analyze actionable data for future wildfire hazard assessment and hazard and risk modeling; provide verified data on the success of MWPA programs in reducing community risk. The resulting tool should be offered and available to all MWPA member agencies, and its use would be encouraged, but not required, for documentation and communication of defensible space and home hardening inspections and evaluations.

As indicated by the Work Plan, Fire Aside has begun developing a DSI software that can be used MWPA-wide. Once fully implemented, field inspectors will be able to use an app to collect data during their visits to properties. Then residents will be able to use an online portal to access their personalized defensible space evaluation reports.

A critical component of resident engagement and of residents taking action on defensible space recommendations is awareness and easy access to remediation tools such as community chipping programs. Residents need to be aware of their specific vegetation problems (the inspection), have a catalyst to take action (deadline of a free chipping event), and easy access (efficient routing & simplicity of curbside chipping). By integrating the defensible space evaluation report with the community chipping program software, MWPA will be able to present residents with their next chipper day at the same time inspectors present them with



information about the vegetation they should remove. Residents will be able to click and register for a chipping event directly from the defensible space evaluation report.

Staff believes the integration will be highly effective, given that 89.5% of residents stated that the free chipping program caused them to remove vegetation. The net result will be higher resident engagement with defensible space actions, a safer community and higher return on investment on both the defensible space inspections and community chipping.

FISCAL IMPACT:

The attached SaaS agreement provides for a two-year term with automatic annual renewal. The Work Plan sets the cost of development and implementation of the DSI software at \$234,000. However, for 2021 the cost will be \$210,000, unless Novato, San Rafael and Southern Marin begin using the software. Through the end of 2021, each of these jurisdictions may be added for a flat rate of \$10,000/area.

Beginning on January 1, 2022, the attached SaaS agreement provides that DSI pricing will be based on the number of residential parcels in the MWPA inspection area. (Attachment 1 at Exhibit A). For example, if all MWPA jurisdictions utilize the DSI software, the price per residential parcel will be \$1.90/parcel. Funding for ongoing usage of the DSI software will be from the Defensible Space funding allocation.

In consideration of MWPA being the first user of the Fire Aside DSI software, input into the design and product development, and serving as a reference customer, Fire Aside has agreed to offer a discount of ten percent (10%) to MWPA. The discount is triggered upon Fire Aside's contracting with any other customers for the DSI software and would apply for the life of the MWPA agreement. In addition, Fire Aside will provide Most Favored Pricing to MWPA should Fire Aside provide more favorable pricing terms to other customers in the future.

MWPA's Guidelines for Contract Services require Board approval for contracts estimated to cost more than \$25,000 and where it is determined that it is in the best interest of the Authority for services, other than construction, to be provided by a specific consultant. (MWPA Purchasing Policy § 1201.6.2). In this instance, Fire Aside developed the Chipper Day Marin software and has built on that platform to create the DSI software that can be used in the 2021 season by inspectors. Fire Aside is uniquely qualified to develop this software for immediate implementation in the field. Moreover, Fire Aside has demonstrated its skill and ability to perform software development services through the extremely successful Chipper Day Marin



software. Therefore, staff believes that it is in the best interest of the MWPA to contract with Fire Aside for this service.

ENVIRONMENTAL IMPACT:

Entering into the attached agreement for DSI software is not a “project” under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

Respectfully submitted,

Mark Brown
Executive Officer

Attachments:

1. Software as a Service Agreement with Fire Aside for DSI software

Fire Aside SaaS Software Agreement

This Software-as-a-Service (SaaS) Software Agreement ("**Agreement**") is being entered into as of _____ ("**Effective Date**") by and between Marin Wildfire Prevention Authority ("**Customer**"), a Joint Powers Authority established under California Government Code sections 6500 *et seq.* with a principal place of business at 28 Liberty Ship Way, Suite 2800, Sausalito, CA 94965, and Fire Aside ("**Supplier**"), a Delaware corporation with a principal place of business at 510 Red Hill Avenue, San Anselmo, CA 94960.

In consideration of the mutual promises and agreements set forth in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged and agreed by the parties, the parties agree as follows:

1. DEFINITIONS.

1.1 "**Data**" means information and data submitted by or on behalf of Customer to Supplier for incorporation into the SaaS Service.

1.2 "**Documentation**" means the online user instructions, help files and training materials made available by Supplier to Customer for use with the SaaS Service, as may be updated from time to time by Supplier; however, changes to Documentation shall not alter the terms and conditions of this Agreement.

1.3 "**SaaS Service**" means Internet access to Supplier's Defensible Space Inspection and Evaluation software.

1.4 "**Services**" means the SaaS Service and any Setup Services.

1.5 "**Setup Services**" means the implementation, consulting, development and other professional services that Supplier may perform as described in **Exhibit A**.

1.6 "**Third Party Offerings**" means applications, services, platforms, software and products provided by third parties that interoperate with the SaaS Service.

1.7 "**Users**" means Customer's employees, member agency representatives and consultants (a) who are authorized by Customer to access and use the SaaS Service and (b) who have been supplied unique user identifications and passwords for such purpose by Customer (or by Supplier at Customer's request).

2. LICENSES AND RESTRICTIONS.

2.1 **Access and Use License.** Subject to Customer's compliance with the terms and conditions contained in this Agreement, Supplier hereby grants to Customer, during the term of this Agreement, a limited, non-exclusive, non-transferable right for its Users to access and use the SaaS Service in accordance with the Documentation in each case solely for Customer's internal business purposes. Customer agrees that its purchase of the Services is neither contingent on the delivery of any future functionality or features nor dependent on any oral or written public comments made by Supplier regarding any future functionality or features.

2.2 **Restrictions.** Customer shall not, directly or indirectly, and Customer shall not permit any User or third party to: (a) reverse engineer, decompile, disassemble or otherwise attempt to discover the object code, source code or underlying ideas or algorithms of the SaaS Service; (b) modify, translate, or create derivative works based on any element of the SaaS Service or any related Documentation; (c) rent, lease, distribute, sell, resell, assign, or otherwise transfer its rights to use the SaaS Service; (d) use the SaaS Service for timesharing purposes or otherwise for the benefit of any person or entity other than for the benefit of Customer, with the exception of use by individuals in Marin County for defensible space purposes; (e) remove any proprietary notices from the Documentation; (f) publish or disclose to third parties, except as required by law, any evaluation of the SaaS Service

without Supplier's prior written consent; (g) use the SaaS Service for any purpose other than its intended purpose; (h) interfere with or disrupt the integrity or performance of the SaaS Service; or (i) attempt to gain unauthorized access to the SaaS Service or their related systems or networks.

2.3 **Reservation of Rights.** Except as expressly granted in this Agreement, there are no other licenses granted to Customer, express, implied or by way of estoppel. All rights not granted in this Agreement are reserved by Supplier.

3. **THIRD PARTY OFFERINGS.**

3.1 **Third Party Offerings.** The SaaS Service may contain features designed to interoperate with Third Party Offerings. To use such features, Customer may be required to obtain access to such Third Party Offering from their providers. If the provider of any Third-Party Offering ceases to make the Third Party Offering available for interoperation with the corresponding SaaS Service features on reasonable terms, Supplier may cease providing such features without entitling Customer to any refund, credit, or other compensation. Any use by Customer of any such Third-Party Offerings, and any exchange of data between Customer and any provider of a Third Party Offering, is solely between Customer and the applicable provider of the Third Party Offering. Supplier does not warrant or support any Third Party Offering.

3.2 **Supplier Access Codes.** To the extent that Supplier requires that Customer grant Supplier authorizations, logins, passwords or other user credentials to a Third Party Offering ("**Supplier Access Codes**") to enable interoperability with the SaaS Service, Customer shall promptly provide such Supplier Access Codes. Supplier shall not share, reassign, divulge or disclose any Supplier Access Codes except to Supplier employees or contractors specifically engaged in the performance of the Services. Supplier Access Codes shall constitute Customer's Confidential Information under this Agreement.

4. **PASSWORDS; SECURITY.**

4.1 **Passwords.** Supplier will issue to Customer user logins and passwords for each of its Users authorized to access and use the SaaS Service. Customer shall be, and shall ensure that each of its Users are, responsible for maintaining the confidentiality of all user logins and passwords and for ensuring that each user login and password is used only by the User to which it was issued. Customer is solely responsible for any and all access and use of the SaaS Service that occurs using logins and passwords Supplier issues to Users. Customer shall restrict its Users from sharing passwords. Customer agrees to immediately notify Supplier of any unauthorized use of any account or login and password issued to Customer's Users, or any other breach of security known to Customer. Customer is responsible for all use of Customer's User accounts, and Customer is responsible for compliance by each User with the terms of this Agreement. Supplier shall have no liability for any loss or damage arising from Customer's failure to comply with the terms set forth in this Section.

4.2 **No Circumvention of Security.** Neither Customer nor any User may circumvent or otherwise interfere with any user authentication or security of the SaaS Service. Customer will immediately notify Supplier of any breach, or attempted breach, of security known to Customer.

4.3 **Escrow Service.** Within 60 days of Effective Date, Supplier will deposit the source code for the SaaS Service with an escrow service. The source code shall be made available to Customer upon the Supplier's permanent cessation of business operations or upon such business operations being transferred to a successor under terms that are inconsistent with sections 2, 4, 8, 10 and 12 of this Agreement.

4.4 **Security Measures.** Supplier implements commercially reasonable technical, administrative, and organizational measures to protect Data both online and offline from loss, misuse, and unauthorized access, disclosure, alteration or destruction.

(a) **Data In Transit.** Supplier uses industry standard encryption algorithms and best practice configurations to ensure security of data transmissions. For example; encryption using AES-256, Data Authentication using at least SHA1, and Handshake encryption using at least RSA-2048. In certain cases, Supplier may secure data in transit through use of its own encryption and configuration policies, which are recognized as industry standard by a technology standard organizations; like, IEEE and RFC.

(b) **Access to Software.** Supplier uses SSL/TLS (FTPS) and the SSL/TLS to access/provide access to software or services. The certificate used to encrypt information is from a trusted certificate authority with data authentication of at least SHA1 and handshake encryption using at least RSA-2048.

(c) **Data at Rest.** Supplier encrypts all data and metadata at rest using an industry standard AES-256 encryption algorithm

5. CUSTOMER OBLIGATIONS.

5.1 **Data.** Customer shall deliver Data to Supplier as reasonably requested by Supplier. Customer hereby grants to Supplier a non-exclusive, royalty-free, transferable, perpetual, irrevocable, worldwide, fully paid-up license (with rights to sublicense, including, without limitation, through multiple tiers of sublicensees) to use, reproduce, prepare derivative works, distribute, perform, display, and otherwise exploit the Data in connection with the SaaS Service and Supplier's (and its successors' and affiliates') business, including, without limitation, for the purpose of promoting and redistributing part or all of the SaaS Service.

5.2 **Acceptable Uses.** Customer shall be solely responsible for its actions and the actions of its Users while using the SaaS Service. Customer acknowledges and agrees: (a) to abide by all local, state, national, and international laws and regulations applicable to Customer's use of the SaaS Service, including, without limitation, the provision and storage of Data; (b) not to use, send or store data on or to the SaaS Service which violates the rights of any individual or entity established in any jurisdiction; (c) not to upload in any way any data regarding an individual's financial or economic identity, sexual orientation, religious beliefs, medical or physical identity, other than property addresses and ownership records to the extent necessary to use the SaaS Service; (d) not to interfere or disrupt networks connected to the SaaS Service or interfere with other ability to access or use the SaaS Service; and (e) to use the SaaS Service only in accordance with the Documentation. Customer acknowledges and agrees that Supplier neither endorses the contents of any Customer communications or Data, nor assumes any responsibility for any offensive material contained therein, any infringement of third-party intellectual property rights arising therefrom or any crime facilitated thereby. Supplier, in its discretion, may remove, in its reasonable belief, any violating content posted or stored using the SaaS Service or transmitted through the SaaS Service, without notice to Customer. Notwithstanding the foregoing, Supplier does not guarantee, and does not and is not obligated to verify, authenticate, monitor or edit the Data or any other information or data input into or stored in the SaaS Service for completeness, integrity, quality, accuracy or otherwise. Customer shall be responsible and liable for the completeness, integrity, quality, accuracy, legality, reliability, and appropriateness of Data.

5.3 **Accuracy of Customer's Contact Information; Email Notices.** Customer agrees to provide accurate, current and complete information as necessary for Supplier to communicate with Customer from time to time regarding the Services, issue invoices or accept payment, or contact Customer for other account-related purposes. Customer agrees to keep any online account information current and inform Supplier of any changes in Customer's legal business name, address, email address and phone number. Customer agrees to accept emails from Supplier at the e-mail addresses specified by its Users for login purposes. In addition, Customer agrees that Supplier may rely and act on all information and instructions provided to Supplier by Users from the above-specified e-mail address.

5.4 **Temporary Suspension.** Supplier may temporarily suspend Customer's or its Users' access to the SaaS Service in the event that either Customer or any of its Users is engaged in, or Supplier in good faith suspects Customer or any of its Users unauthorized conduct that violates this Agreement. Supplier will attempt to contact Customer prior to or contemporaneously with such suspension; provided, however, that Supplier's

exercise of the suspension rights herein shall not be conditioned upon Customer's receipt of any notification. Supplier shall not temporarily suspend Customer's or its User's access to the SaaS Service during a declared local emergency. A suspension may take effect for Customer's entire account and Customer understands that such suspension would therefore include User sub-accounts. Customer agrees that Supplier shall not be liable to Customer, any of its Users, or any other third party if Supplier exercises its suspension rights as permitted by this Section. Upon determining that Customer has ceased the unauthorized conduct leading to the temporary suspension to Supplier's reasonable satisfaction, Supplier shall reinstate Customer's and its Users' access and use of the SaaS Service. Notwithstanding anything in this Section to the contrary, Supplier's suspension of SaaS Service is in addition to any other remedies that Supplier may have under this Agreement or otherwise, including but not limited to termination of this Agreement for cause. Additionally, if there are repeated incidences of suspension, regardless of the same or different cause and even if the cause or conduct is ultimately cured or corrected, Supplier may, in its reasonable discretion, determine that such circumstances, taken together, constitute a material breach.

6. AVAILABILITY; SUPPORT.

6.1 Availability. Subject to the terms and conditions of this Agreement, Supplier will use all commercially reasonable efforts to make the SaaS Service available with minimal downtime 24 hours a day, 7 days a week and an uptime of at least 99.99%; provided, that the following are excepted from availability commitments: (a) planned downtime, with regard to which Supplier will use commercially reasonable efforts to provide at least 24 hours advance notice, and (b) routine maintenance times as reasonably specified by Supplier, and (c) any unavailability caused by circumstances of Force Majeure described in **Section 15.10**. Certain enhancements to the SaaS Service made generally available at no cost to all subscribing customers during the term of this Agreement will be made available to Customer at no additional charge, subject to any conditions that may be required by Supplier. However, upon prior approval, the availability of some new enhancements or modules to the SaaS Service may require the payment of additional fees, and Supplier will determine at its sole discretion whether access to any other such new enhancements will require an additional fee. This Agreement will apply to, and the SaaS Service includes, any bug fixes, error corrections, new builds, enhancements, updates, upgrades and new modules to the SaaS Service subsequently provided by Supplier to Customer hereunder.

6.2 Support. Supplier will provide a program manager and technical support to Customer via both telephone and electronic mail on weekdays during the hours of 8:00 am through 6:00 pm Pacific time, with the exclusion of US federal holidays ("**Support Hours**"). After hours support will be triaged based on severity with a focus to prioritize any issues related to resident access to a DSI report as described in **Exhibit A**. Customer can seek support by calling the Supplier or by emailing help@fireside.co. Supplier will make available to Customer an emergency contact for after-hours service.

7. SETUP SERVICES. Supplier shall use commercially reasonable efforts to perform the Setup Services as set forth in **Exhibit A**. Supplier and Customer shall cooperate to enable Supplier to perform the Setup Services according to the dates of performance and delivery terms set forth in **Exhibit A**. In addition, Customer shall perform any Customer obligations specified in **Exhibit A**. In the event the Setup Services are not performed in material accordance with the terms of **Exhibit A**, Customer shall notify Supplier in writing no later than thirty (30) calendar days after performance of the affected Setup Services by Supplier. Customer's notice shall specify the basis for non-compliance with **Exhibit A**, and if Supplier agrees with the basis for non-compliance, then at Supplier's sole option, Supplier shall re-perform the Setup Services at no additional charge to Customer or refund to Customer the applicable fees for the affected Setup Service. THE FOREGOING CONSTITUTES CUSTOMER'S SOLE AND EXCLUSIVE REMEDY AND SUPPLIER'S SOLE AND EXCLUSIVE LIABILITY WITH RESPECT TO PERFORMANCE OR NON-PERFORMANCE OF THE SETUP SERVICES.

8. FEES AND PAYMENT.

8.1 Fees. Customer agrees to pay all fees specified in **Exhibit A** using one of the payment methods supported by Supplier.

8.2 **Invoices and Payment.** Except as otherwise specified in this Agreement or in **Exhibit A**, all fees will be invoiced in advance. Except as otherwise set forth in the applicable exhibit, Customer agrees to pay all invoiced amounts within thirty (30) calendar days of the invoice date. Customer is responsible for providing complete and accurate billing and contact information to Supplier and notifying Supplier of any changes to such information.

8.3 **Taxes.** “**Taxes**” means all taxes, levies, imposts, duties, fines or similar governmental assessments imposed by any jurisdiction, country or any subdivision or authority thereof including, but not limited to federal, state or local sales, use, property, excise, service, transaction, privilege, occupation, gross receipts or similar taxes, in any way connected with this Agreement or any instrument, or agreement required hereunder, and all interest, penalties or similar liabilities with respect thereto, except such taxes imposed on or measured by a party’s net income. Notwithstanding the foregoing, Taxes shall not include payroll taxes attributable to the compensation paid to workers or employees and each party shall be responsible for its own federal and state payroll tax collection, remittance, reporting and filing obligations. Fees and charges imposed under this Agreement or under any document ancillary to or referenced by this Agreement shall not include Taxes except as otherwise provided herein. Customer shall be responsible for all of such Taxes. If, however, Supplier has the legal obligation to pay Taxes and is required or permitted to collect such Taxes for which Customer is responsible under this section, Customer shall promptly pay the Taxes invoiced by Supplier unless Customer has furnished Supplier with valid tax exemption documentation regarding such Taxes at the execution of this Agreement or at the execution of any subsequent instrument or agreement ancillary to or referenced by this Agreement. Customer shall comply with all applicable tax laws and regulations.

8.4 **Insurance.** During the term of this Agreement, Supplier shall maintain, at no expense to Customer, the insurance coverage included in **Exhibit B**.

9. **REPRESENTATIONS AND WARRANTIES.**

9.1 **Mutual Representations and Warranties.** Each party represents, warrants and covenants that: (a) it has the full power and authority to enter into this Agreement and to perform its obligations hereunder, without the need for any consents, approvals or immunities not yet obtained; (b) it has the right to grant the licenses it grants hereunder; and (c) its acceptance of and performance under this Agreement shall not breach any oral or written agreement with any third party or any obligation owed by it to any third party to keep any information or materials in confidence or in trust.

9.2 **Supplier Warranties.** Supplier represents and warrants that it will provide the SaaS Service in a professional manner consistent with general industry standards and that the SaaS Service will perform substantially in accordance with the Documentation. SUPPLIER WARRANTS THAT THE SAAS SERVICES WILL PERFORM IN ALL MATERIAL RESPECTS IN ACCORDANCE WITH THE DOCUMENTATION. SUPPLIER DOES NOT GUARANTEE THAT THE SAAS SERVICE WILL BE PERFORMED ERROR-FREE OR UNINTERRUPTED, OR THAT SUPPLIER WILL CORRECT ALL SAAS SERVICES ERRORS. CUSTOMER ACKNOWLEDGES THAT SUPPLIER DOES NOT CONTROL THE TRANSFER OF DATA OVER COMMUNICATIONS FACILITIES, INCLUDING THE INTERNET, AND THAT THE SAAS SERVICE MAY BE SUBJECT TO LIMITATIONS, DELAYS, AND OTHER PROBLEMS INHERENT IN THE USE OF SUCH COMMUNICATIONS FACILITIES. THIS SECTION SETS FORTH THE SOLE AND EXCLUSIVE WARRANTY GIVEN BY SUPPLIER (EXPRESS OR IMPLIED) WITH RESPECT TO THE SUBJECT MATTER OF THIS AGREEMENT. NEITHER SUPPLIER NOR ANY OF ITS LICENSORS OR OTHER SUPPLIERS WARRANT OR GUARANTEE THAT THE OPERATION OF THE SAAS SERVICE WILL BE UNINTERRUPTED, VIRUS-FREE OR ERROR-FREE, NOR SHALL SUPPLIER OR ANY OF ITS SERVICE PROVIDERS BE LIABLE FOR UNAUTHORIZED ALTERATION, THEFT OR DESTRUCTION OF CUSTOMER’S OR ANY USER’S DATA, FILES, OR PROGRAMS.

10. **INDEMNIFICATION.**

10.1 **Supplier Indemnity.** During term of this Agreement, Supplier, at its expense, shall to the fullest extent permitted by law indemnify, release, hold harmless, and defend Customer and its officers, agents,

directors and employees (the “**Customer Indemnified Parties**”) from and against all actions, proceedings, claims and demands by a third party (a “**Third-Party Claim**”) alleging that the SaaS Service infringes any copyright or misappropriates any trade secret or intellectual property rights and shall pay all damages, costs and expenses, including attorneys’ fees and costs (whether by settlement or award of by a final judicial judgment) paid to the third party bringing any such Third-Party Claim. Supplier’s obligations under this Section are conditioned upon (i) Supplier being promptly notified in writing of any claim under this Section though Supplier is only excused to the extent it is prejudiced by lack of prompt notice, (ii) Supplier having the right to control the defense, except as required by law, and (iii) Customer providing all reasonable assistance (at Supplier’s expense and reasonable request) in the defense of such claim. In no event shall Customer settle any claim without Supplier’s prior written approval. Customer may, at its own expense, engage separate counsel to advise Customer regarding a Claim and to participate in the defense of the claim, subject to Supplier’s right to control the defense and settlement.

10.2 **Customer Indemnity.** During the term of this Agreement, Customer shall defend Supplier and its officers, directors and employees (“**Supplier Indemnified Parties**”) from and against any and all Third-Party Claims which arise out of or relate to: (a) a claim or threat that the Data (and the exercise by Supplier of the rights granted herein with respect thereto) infringes, misappropriates or violates any third party’s intellectual property rights, privacy rights or other rights; (b) Customer’s use or alleged use of the SaaS Service other than as permitted under this Agreement; (c) or bodily injury, death of any person or damage to real or tangible, personal property resulting from Customer’s use or alleged use of the SaaS Service. Customer shall pay all damages, costs and expenses, including attorneys’ fees and costs (whether by settlement or award of by a final judicial judgment) paid to the third party bringing any such Third-Party Claim. Customer’s obligations under this Section are conditioned upon (x) Customer being promptly notified in writing of any claim under this Section, (y) Customer having the sole and exclusive right to control the defense and settlement of the claim, and (z) Supplier providing all reasonable assistance (at Customer’s expense and reasonable request) in the defense of such claim. In no event shall Supplier settle any claim without Customer’s prior written approval. Supplier may, at its own expense, engage separate counsel to advise Supplier regarding a Third-Party Claim and to participate in the defense of the claim, subject to Customer’s right to control the defense and settlement.

11. **LIMITATIONS OF LIABILITY.**

11.1 NEITHER PARTY (NOR ANY LICENSOR OR OTHER SUPPLIER OF SUPPLIER) SHALL BE LIABLE FOR INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOST BUSINESS, PROFITS, DATA OR USE OF ANY SERVICE, INCURRED BY EITHER PARTY OR ANY THIRD PARTY IN CONNECTION WITH THIS SAAS AGREEMENT, REGARDLESS OF THE NATURE OF THE CLAIM (INCLUDING NEGLIGENCE), EVEN IF FORESEEABLE OR THE OTHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NEITHER PARTY’S AGGREGATE LIABILITY FOR DAMAGES UNDER THIS SAAS AGREEMENT, REGARDLESS OF THE NATURE OF THE CLAIM (INCLUDING NEGLIGENCE), SHALL EXCEED THE FEES PAID OR PAYABLE BY CUSTOMER UNDER THIS SAAS AGREEMENT DURING THE 12 MONTHS PRECEDING THE DATE THE CLAIM AROSE. The foregoing limitations shall not apply to the parties’ obligations (or any breach thereof) under Sections entitled “Restrictions”, “Indemnification”, or “Confidentiality”.

12. **CONFIDENTIALITY.**

12.1 **Confidential Information.** “**Confidential Information**” means any and all non-public technical and non-technical information disclosed by one party (the “**Disclosing Party**”) to the other party (the “**Receiving Party**”) in any form or medium, whether oral, written, graphical or electronic, pursuant to this Agreement, that is marked confidential and proprietary, or that the Disclosing Party identifies as confidential and proprietary, or that by the nature of the circumstances surrounding the disclosure or receipt ought to be treated as confidential and proprietary information, including but not limited to: (a) techniques, sketches, drawings, models, inventions (whether or not patented or patentable), know-how, processes, apparatus, formulae, equipment, algorithms, software programs, software source documents, APIs, and other creative works (whether or not copyrighted or copyrightable); (b) information concerning research, experimental work, development, design details and specifications, engineering, financial information, procurement requirements, purchasing, manufacturing,

customer lists, business forecasts, sales and merchandising and marketing plans and information; and (c) proprietary or confidential information of any third party who may disclose such information to Disclosing Party or Receiving Party in the course of Disclosing Party's business. Confidential Information of Supplier shall include the SaaS Service, the Documentation, and pricing and other terms and conditions of this Agreement. Confidential Information also includes all summaries and abstracts of Confidential Information. For the avoidance of doubt, Customer agrees that Data is not Confidential Information of Customer.

12.2 Non-Disclosure. Each party acknowledges that in the course of the performance of this Agreement, it may obtain the Confidential Information of the other party. Subject to **Section 12.2 (Anonymized Usage Statistics)**, the Receiving Party shall, at all times, both during the term of this Agreement and thereafter, to the greatest extent allowable under the law, keep in confidence and trust all of the Disclosing Party's Confidential Information received by it, and the Receiving Party shall not use the Confidential Information of the Disclosing Party other than as necessary to fulfill the Receiving Party's obligations or to exercise the Receiving Party's rights under this Agreement. Each party agrees to secure and protect the other party's Confidential Information with the same degree of care and in a manner consistent with the maintenance of such party's own Confidential Information (but in no event less than reasonable care), and to take appropriate action by instruction or agreement with its employees or other agents who are permitted access to the other party's Confidential Information to satisfy its obligations under this Section. Subject to **Section 12.2 (Anonymized Usage Statistics)**, the Receiving Party shall not disclose Confidential Information of the Disclosing Party to any person or entity other than its officers, employees and agents who need access to such Confidential Information in order to affect the intent of this Agreement and who are subject to confidentiality obligations at least as stringent as the obligations set forth in this Agreement.

12.3 Exceptions to Confidential Information. The obligations set forth in **Section 11.2 (Non-Disclosure)** shall not apply to the extent that Confidential Information includes information which: (a) was known by the Receiving Party prior to receipt from the Disclosing Party either itself or through receipt directly or indirectly from a source other than one having an obligation of confidentiality to the Disclosing Party; (b) was developed by the Receiving Party without use of the Disclosing Party's Confidential Information; or (c) becomes publicly known or otherwise ceases to be secret or confidential, except as a result of a breach of this Agreement or any obligation of confidentiality by the Receiving Party. Nothing in this Agreement shall prevent the Receiving Party from disclosing Confidential Information to the extent the Receiving Party is legally compelled to do so by any governmental investigative or judicial agency pursuant to proceedings over which such agency has jurisdiction; provided, however, that prior to any such disclosure, the Receiving Party shall (x) assert the confidential nature of the Confidential Information to the agency; (y) immediately notify the Disclosing Party in writing of the agency's order or request to disclose; and (z) cooperate fully with the Disclosing Party in protecting against any such disclosure and in obtaining a protective order narrowing the scope of the compelled disclosure and protecting its confidentiality. Supplier acknowledges that Customer is subject to the California Public Records Act ("PRA", Cal. Gov. Code §§ 6250 *et seq.*) and is obligated to disclose all public records that are not specifically exempt from disclosure. Customer will provide Supplier with notice of any PRA request related to Supplier's confidential information so that Supplier, not Customer, may seek a protective order to prevent disclosure of its materials.

12.4 Injunctive Relief. The Parties agree that any unauthorized disclosure of Confidential Information may cause immediate and irreparable injury to the Disclosing Party and that, in the event of such breach, the Receiving Party will be entitled, in addition to any other available remedies, to seek immediate injunctive and other equitable relief, without bond and without the necessity of showing actual monetary damages.

13. PROPRIETARY RIGHTS.

13.1 SaaS Service. As between Supplier and Customer, all right, title and interest in the SaaS Service and any other Supplier materials furnished or made available hereunder, and all modifications and enhancements thereof, including all copyright rights, patent rights and other intellectual property rights in each of the foregoing, belong to and are retained solely by Supplier or Supplier's licensors and providers, as applicable.

13.2 **Anonymized Usage Statistics.** Notwithstanding anything in this Agreement to the contrary, during and after the term of this Agreement, Supplier is free to use and disclose data and information relating to Customer's use of the Services in any aggregated or de-identified form ("**Anonymized Usage Statistics**"). As between Supplier and Customer, all right, title and interest in the Anonymized Usage Statistics and all intellectual property rights therein, belong to and are retained solely by Supplier. Without limiting the foregoing, Customer agrees that Supplier may (a) make Anonymized Usage Statistics publicly available, (b) disclose Anonymized Usage Statistics to third parties, and (c) use Anonymized Usage Statistics for any purpose, including any analysis, service enhancement or marketing.

13.3 **Supplier Developments.** All inventions, works of authorship and developments conceived, created, written, or generated by or on behalf of Supplier, whether solely or jointly, including without limitation, in connection with Supplier's performance of the Setup Services hereunder, all resulting work product and deliverables ("**Supplier Developments**") and all intellectual property rights therein, shall remain the sole and exclusive property of Supplier.

13.4 **Customer Materials.** As between Supplier and Customer, Customer will exclusively own all rights, title and interest in and to the Data, information and other materials required by the Supplier to perform the Services, including all Intellectual Property Rights therein. This Data includes, but is not limited to information collected by inspectors, including first name, last name, residential address, relationship to the named person(s) to the property at the residential address, such as owner, occupant, tenant, or family member; person(s) contact information including email address and/or telephone phone number.

14. **TERM AND TERMINATION.**

14.1 **Term.** This Agreement shall commence on the Effective Date and, unless terminated sooner in accordance with the terms of this Agreement, shall continue for an initial term of two years. After the initial term, this Agreement will automatically renew for additional one-year periods, unless either party gives the other party notice of its intent not to renew at least 30 days prior to the end of the initial term or then current renewal term. Termination will be effective at the end of the applicable term in which no such notice is received.

14.2 **Termination for Cause.** A party may terminate this Agreement upon written notice to the other party in the event the other party (a) files a petition for bankruptcy or has a petition for bankruptcy filed against it that is not dismissed within sixty (60) days after filing or admits its inability to pay its debts as they mature, makes an assignment for the benefit of its creditors or ceases to function as a going concern or to conduct its operations in the normal course of business and such termination shall occur immediately upon notice; or (b) commits a material breach of this Agreement and does not remedy such breach within thirty (30) days after receipt of written notice of such breach. Upon any termination for cause by Customer, Supplier shall refund to Customer any prepaid amounts attributable to the period of time after the termination date, as reasonably determined by Supplier. Upon any termination for cause by Supplier, Customer shall pay any unpaid fees covering the remainder of the term of this Agreement after the effective date of termination. In no event shall any termination relieve Customer of the obligation to pay any fees payable to Supplier for the period prior to the effective date of termination.

14.3 **Termination for Convenience.** This Agreement may be terminated by the Customer in accordance with this clause in whole, or in part, upon thirty (30) days prior written notice, whenever the Customer shall determine that such termination is in the best interest of the Customer. The Customer will pay all reasonable costs associated with this Agreement that the Supplier has incurred up to the date of termination, and all reasonable costs associated with termination of the Agreement. In the event of a termination for convenience, Customer shall not be entitled to any refund of fees.

14.4 **Effects of Termination.** Upon expiration or termination of this Agreement, (a) Customer's use of and access to the SaaS Service and Supplier's performance of all Setup Services shall cease, (b) all fees and

other amounts owed to Supplier shall be immediately due and payable by Customer, and (c) Supplier shall provide Customer with all Data within thirty (30) days of expiration or termination.

14.5 **Survival.** The termination or expiration of this Agreement for any reason shall not affect a party's rights or obligations that expressly or by their nature continue and survive (including, without limitation, the payment terms and the provisions concerning ownership, confidentiality, limitation of liability, indemnity, warranty disclaimers, and the Data license from Customer to Supplier).

15. MISCELLANEOUS.

15.1 **Notices.** Supplier may give notice to Customer by means of a general notice through the SaaS Service interface, electronic mail to Customer's e-mail address on record with Supplier, or by written communication sent by first class postage prepaid mail or nationally recognized overnight delivery service to Customer's address on record with Supplier. Customer may give notice to Supplier by written communication sent by first class postage prepaid mail or nationally recognized overnight delivery service addressed to Supplier, 510 Red Hill Avenue, San Anselmo, CA, Attention: Legal. Notice shall be deemed to have been given upon receipt or, if earlier, two (2) business days after mailing, as applicable. All communications and notices to be made or given pursuant to this Agreement shall be in the English language.

15.2 **Governing Law.** This Agreement and the rights and obligations of the parties to and under this agreement shall be governed by and construed under the laws of the United States and the State of California as applied to agreements entered into and to be performed in such State without giving effect to conflicts of laws rules or principles. The parties agree that the United Nations Convention on Contracts for the International Sale of Goods is specifically excluded from application to this Agreement. The parties further agree to waive and opt-out of any application of the Uniform Computer Information Transactions Act (UCITA), or any version thereof, adopted by any state of the United States in any form. Any disputes arising out of or in connection with this Agreement, including but not limited to any question regarding its existence, interpretation, validity, performance or termination, or any dispute between the parties arising from the parties' relationship created by this Agreement, shall be heard in the state and federal courts located in Marin County in the State of California and the parties hereby consent to exclusive jurisdiction and venue in such courts.

15.3 **Publicity.** Supplier has the right to reference and use Customer's name and trademarks and disclose the nature of the Services provided hereunder in each case in Supplier business development and marketing efforts, including without limitation Supplier's website.

15.4 **Waiver.** No term or provision of this Agreement shall be considered waived by either party, and no breach excused by either party, unless such waiver or consent is in writing signed on behalf of the party against whom the waiver is asserted. No consent by either party to, or waiver of, a breach by either party, whether express or implied, shall constitute consent to, waiver of, or excuse of any other, different, or subsequent breach by either party.

15.5 **Severability.** If any provision of this Agreement is held invalid or unenforceable for any reason, the remainder of the provision shall be amended to achieve as closely as possible the economic effect of the original term and all other provisions shall continue in full force and effect.

15.6 **Assignment.** Customer may not assign its rights or delegate its obligations under this Agreement to any third party, whether voluntarily or by operation of law or otherwise (including in connection with any merger or acquisition involving Customer), without the prior written consent of Supplier, such consent not to be unreasonably withheld, and subject to Customer paying any applicable transfer or set-up fees. Any purported assignment or transfer in violation of this section shall be void. Subject to the foregoing restrictions, this Agreement will bind and benefit the parties and their successors and permitted assigns.

15.7 **Relationship of the Parties.** Supplier is an independent contractor to Customer. There is no relationship of agency, partnership, joint venture, employment, or franchise between the parties. Neither party has the authority to bind the other or to incur any obligation on its behalf.

15.8 **No Recourse Against Members of Customer.** Customer is organized as a Joint Powers Authority in accordance with the Joint Exercise of Powers Act of the State of California (Government Code Section 6500, *et seq.*) and is a public entity separate from its constituent members. Customer shall solely be responsible for all debts, obligations and liabilities accruing and arising out of this Agreement. Supplier shall have no rights and shall not make any claims, take any actions or assert any remedies against any of Customer's constituent members in connection with this Agreement.

15.9 **Disentanglement.** Supplier shall cooperate with Customer and Customer's contractors to ensure a smooth transition at the time of termination of this Agreement, regardless of the nature or timing of the termination. Supplier shall cooperate with Customer's efforts to ensure that there is no interruption of work required under the Agreement and no adverse impact on the provision of services or the Customer's activities. Supplier shall return to Customer all Customer assets and Confidential Information in Supplier's possession. Supplier shall promptly remove from Customer's premises, or the site of the work being performed by Supplier for Customer, any Supplier assets. Supplier shall deliver to Customer or its designee, at Customer's request, all Confidential Information of Customer, and after return of same, Supplier shall destroy all copies thereof not turned over to Customer, all at no charge to Customer.

15.10 **Dispute Resolution.** Customer's satisfaction is an important objective to SUPPLIER in performing its obligations under this SaaS Agreement. Except with respect to intellectual property rights, if a dispute arises between the parties relating to the interpretation or performance of this SaaS Agreement or the grounds for the termination hereof, the parties agree to hold a meeting within fifteen (15) days of written request by either party, attended by individuals with decision-making authority, regarding the dispute, to attempt in good faith to negotiate a resolution of the dispute prior to pursuing other available remedies. If, within 15 days after such meeting, the parties have not succeeded in resolving the dispute, either party may protect its interests by any lawful means available to it.

15.11 **Force Majeure.** Neither party shall be liable for any failure or delay in performance under this Agreement due to fire, explosion, earthquake, storm, flood or other weather; unavailability of necessary utilities or raw materials; Internet service provider failures or delays, or denial of service attacks; war, civil unrest, acts of terror, insurrection, riot, acts of God or the public enemy; strikes or other labor problems; any law, act, order, proclamation, decree, regulation, ordinance, or instructions of government or other public authorities, or judgment or decree of a court of competent jurisdiction (not arising out of breach by such party of this Agreement); or any other event beyond the reasonable control of the party whose performance is to be excused.

15.12 **Entire Agreement.** This Agreement, including all exhibits and all documents referenced herein, constitute the entire agreement between the parties relating to this subject matter and supersedes all prior or simultaneous understandings, representations, discussions, negotiations, and agreements, whether written or oral.

IN WITNESS WHEREOF, the parties have signed this Agreement as of the Effective Date hereof.

Fire Aside, Inc.

Marin Wildfire Prevention Authority

By: _____

By: _____

Name: _____

Name: Mark Brown

Title: _____

Title: Executive Officer

DRAFT

EXHIBIT A

DESCRIPTION OF SERVICES

The Defensible Space Inspection and Evaluation Software (DSI) provides agencies with a robust and comprehensive suite of tools consisting of three primary modules. Each module has been built for a specific stakeholder in the evaluation value chain. Providing recipients (property owners) context and resources, this platform is designed to increase the efficiency of inspection teams, provide actionable insights for agency leadership, and increase resident compliance with both legal requirements and site-specific recommendations. In addition, the system provides data for external reporting agencies such as Cal Fire.

MODULE 1 / Program Management

The administrative component of the DSI package provides the agency leaders and managers with capabilities centered on managing users, reviewing discoveries on a micro and macro basis, and overall inspection performance. A program manager can add inspectors, change credentials and assign inspectors to teams. Program management will include different user roles such as Admin (ability to see all activity across the jurisdiction) and Zone (ability to review activity in a specific zone). Reporting provides insights into performance such as inspections completed, discoveries found, etc.

MODULE 2 / Field Inspector

The field component of the DSI platform is an iPad-based interface for inspectors to access information about parcels within the designated and licensed region as well as conduct property inspections. The inspection process is built around the actual process in the field which allows for quick buttons for the most common items as well as a way to add on to existing discoveries if found on another side of the house. The inspector can quickly identify what has been found, approximate where it was found on a map, take pictures (optional) and input notes (optional).

MODULE 3 / Resident Portal

This module provides a digital experience where residents can interact with their defensible space report. The benefits of the digital delivery model include an ability to identify for residents where the issue(s) were found both by pinpointing on their property but also including pictures from the inspector. On-going tracking and usage will enable refinements to the resident experience with a focus on increasing resolution of issues by the resident. Perhaps most important, the resident portal creates a task list that residents can use to learn more about and resolve discoveries made during the inspection.

Included Services

The following details the services provided by Fire Aside DSI for each module.

Setup Services

- Configuration and review of Inspection Types and related content for residents.
- Enabling Parcel data including risk rating & defensible space zones.
- Training for admin and field users.
- Install or update information for the specific fire agency (logo, evacuation information, etc.)

Resident Portal

- Secure automatic and randomized assignment of a unique access code to each inspection upon completion.
- Simple access remediation
- Securely hosted web service
- Behavior tracking and reporting on usage (time on site, pages visited, unique vs. repeat, etc.)
- Personalized report assembly unique to each parcel and inspection that includes:

- Information about the overall risk for the parcel & structures,
- Identifies where on the parcel any issues were found,
- Includes categorization of the issues by violation, non-violation defensible space, and home hardening,
- Provides clear requirements for homeowners related to violations
- Resources from approved 3rd parties on how to resolve issues
- Additional wildfire resources such as emergency contact, evacuation zone, local fire department resources, link to emergency.marincounty.org etc.
- Integrate with 3rd party data services to gather information on the parcel such as average slope, aspect, and flame modeling.
- Integrate or calculate a hazard score that weights inputs from parcel location & topography, defensible space status, and home hardening.
- Interactive checklist for residents to indicate when an item has been resolved.
- Integrate with MWPA chipper program to present the upcoming date(s) for that parcel.
- Branding capabilities to prominently represent both the MWPA and the participating fire departments
- Optional download of the report and checklist in PDF format.
- Optional ability to request a paper copy of the report via US Mail for residents without internet access.
- Initial version to support English only.

Field Inspector

- Individual authenticated login
- Access to mapping of available areas
- Local storage (on iPad) of parcel images of potential inspection sites
- Logging of location with time stamps to help future optimization of inspections
- iPad based interface with offline (no cell service) storage capabilities and sync over WIFI or return to coverage.
- Inspection workflow to include.
 - Integrated parcel information
 - Resident name & email (for report access)
 - Multi-level menu for type, sub-type, specific (i.e. Live Vegetation > Tree > Conifer)
 - Ability to indicate where on the parcel the discovery was
 - Ability to indicate what zone the discovery was found (Zone 0, 1, 2, 3-access)
 - Ability to take optional pictures of the discovery
 - Ability to input optional notes about the discovery
- Ability to record resolution of previous discoveries while inspector is on site or during a return visit
- Review of all discoveries on a parcel in a list format.
- Automatic and randomized assignment of a unique access code to each inspection upon completion.

Program Admin

- Web based interface
- Secure individual login & authentication
- Field Inspector User Management
 - Create and Manage field inspectors
- Resident Support
 - Ability to review resident reports to answer questions or review discoveries
 - Ability to view resident access codes
 - Ability to print resident reports
- Reporting
 - Inspection performance
 - Resident engagement

- Defensible Space insights
- Additional data analytics as defined

Integrations

- Integration to CalFIRE to meet or exceed their reporting requirements.
 - Data on violations found
 - Data on inspections completed
 - Export of activity data to meet input fields for management such as Emergency Reporting
 - Data on type of inspection (first, second, etc)
 - Counts set to reset based on CalFIRE season end of 12/31

Service Commitment:

Fire Aside will use commercially reasonable efforts to make the Included Services available. The services will rely on high-availability infrastructure providers such as Amazon Web Services (AWS) and uptime will follow the AWS service levels of “Monthly Uptime percentage of at least 99.99%”. Fire Aside does not guarantee availability of additional external dependencies such as cellular connectivity for field updates.

Compensation:

2021 Season Pricing:

Initial Design & Concepting work: **\$20,000**

Coverage for all inspections in Central Marin (Fairfax, San Anselmo, Kentfield, Sleepy Hollow, Larkspur, Corte Madera) and Marin County Fire Responsibly Areas fixed fee of **\$190,000**.

Expansion to cover additional zones (San Rafael, Novato, or Southern Marin) are optional for a fixed fee of \$10,000 per zone.

Payment Schedule

Pricing for 2021:

Design & Concept	\$20,000	Upon Signing Agreement
Field release: inspector app	\$50,000	Upon Signing Agreement
Inspector App: use by inspectors	\$50,000	August 30, 2021
Resident & Admin portal releases and use	\$50,000	August 30, 2021
End of season	\$40,000	October 31, 2021 or upon end of inspection season whichever comes first.
Optional Additional Zones	\$10,000- \$30,000	Based on use by San Rafael, Novato and/or Southern Marin

Standard On-going Pricing

Effective as of January 1, 2022

DSI pricing is based on an annual contract that resets on 12/31/21 and is charged in a fill-a-tier model based on the number of residential parcels in an inspection area. This includes storage of information on each parcel and supporting unlimited access by residents and fire agencies to their inspection reports.

Annual Charge Per Residential Parcel for DSI Services in the MWPA Jurisdiction:

1	10,000	\$25,000 minimum fee, includes 10,000 parcels
10,001	25,000	\$2.25 per parcel
25,001	100,000	\$1.90 per parcel
100,001		\$1.50 per parcel

In consideration for Customer being the first user of the SaaS Service, input into the design and product development, and serving as a reference customer, Supplier agrees to offer a discount of ten percent (10%) to Customer. The discount is triggered upon Supplier's contracting with any other customers for the SaaS Service and would apply for the life of this agreement. Further Supplier will provide Most Favored Pricing to Customer should Supplier provide more favorable pricing terms to other customers in the future.

EXHIBIT B

INSURANCE COVERAGE

SUPPLIER INSURANCE REQUIREMENTS.

A. **Scope of Coverage.** During the term of this Agreement, SUPPLIER shall maintain, at no expense to CUSTOMER, the following insurance policies:

1. A commercial general liability insurance policy in the minimum amount of one million dollars (\$1,000,000) per occurrence/two million dollars (\$2,000,000) aggregate, for death, bodily injury, personal injury, or property damage.

2. A personal automobile liability insurance policy (owned, non-owned, and hired vehicles) in the minimum amount of one million dollars (\$500,000 bodily injury; \$100,000 property damage) dollars per occurrence.

3. If any licensed professional performs any of the services required to be performed under this Agreement, a professional liability insurance policy in the minimum amount of one million dollars (\$1,000,000) per occurrence/two million dollars (\$2,000,000) aggregate, to cover any claims arising out of the SUPPLIER's performance of services under this Agreement. Where SUPPLIER is a professional not required to have a professional license, CUSTOMER reserves the right to require SUPPLIER to provide professional liability insurance pursuant to this section.

4. If it employs any person, SUPPLIER shall maintain worker's compensation insurance, as required by the State of California, with statutory limits, and employer's liability insurance with limits of no less than one million dollars (\$1,000,000) per accident for bodily injury or disease. SUPPLIER's worker's compensation insurance shall be specifically endorsed to waive any right of subrogation against CUSTOMER.

5. SUPPLIER will at all times during the term of this Agreement maintain "errors and omissions" insurance coverage which is customarily carried by consultants performing functions that are similar to those performed under this Agreement and in an amount which is comparable to that which is customarily maintained by consultants performing such functions.

6. SUPPLIER shall, at its own expense, procure and maintain in full force at all time during the term of this Agreement Cyber Insurance covering cyber and network risks. Such insurance shall include, but not be limited to, coverage for: (a) liability arising from theft, dissemination and/or use of Confidential Information stored or transmitted in electronic form; and (b) liability arising from the introduction of a computer virus into, or otherwise causing damage to, a customer's or third person's computer, computer system, network or similar computer related property and the data, software and programs stored thereon. Such insurance will be maintained with limits of no less than \$2,000,000 per claim and in the annual aggregate, and may be maintained on a stand-alone basis, or as cyber insurance coverage provided as part of any professional liability insurance policy. This insurance shall have a retroactive date that equals or precedes the effective date of this Agreement. Supplier shall maintain such coverage until the later of: (1) a minimum period of three (3) years following termination or completion this Agreement, or (2) until Supplier has returned or destroyed all Confidential Information in its possession, care, custody or control, including any copies maintained for archival or record-keeping processes.

B. **Other Insurance Requirements.** The insurance coverage required of the SUPPLIER in subparagraph A of this section above shall also meet the following requirements:

1. Except for professional liability insurance or worker's compensation insurance, the insurance policies shall be specifically endorsed to include the CUSTOMER, its officers, agents, employees, and volunteers, as additional insureds (for both ongoing and completed operations) under the policies.

2. The additional insured coverage under SUPPLIER'S insurance policies shall be "primary and noncontributory" with respect to any insurance or coverage maintained by CUSTOMER and shall not call upon CUSTOMER's insurance or self-insurance coverage for any contribution. The "primary and noncontributory" coverage in SUPPLIER'S policies shall be at least as broad as ISO form CG20 01 04 13.

3. Except for professional liability insurance or worker's compensation insurance, the insurance policies shall include, in their text or by endorsement, coverage for contractual liability and personal injury.

4. By execution of this Agreement, SUPPLIER hereby grants to CUSTOMER a waiver of any right to subrogation which any insurer of SUPPLIER may acquire against CUSTOMER by virtue of the payment of any loss under such insurance. SUPPLIER agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not CUSTOMER has received a waiver of subrogation endorsement from the insurer.

5. If the insurance is written on a Claims Made Form, then, following termination of this Agreement, said insurance coverage shall survive for a period of not less than five (5) years.

6. The insurance policies shall provide for a retroactive date of placement coinciding with the effective date of this Agreement.

7. The limits of insurance required in this Agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of CUSTOMER (if agreed to in a written contract or agreement) before CUSTOMER'S own insurance or self-insurance shall be called upon to protect it as a named insured.

8. It shall be a requirement under this Agreement that any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements and/or limits shall be available to CUSTOMER or any other additional insured party. Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured; whichever is greater. No representation is made that the minimum Insurance requirements of this agreement are sufficient to cover the obligations of the SUPPLIER under this agreement.

C. **Deductibles and SIR's.** Any deductibles or self-insured retentions in SUPPLIER's insurance policies must be declared to and approved by the PROJECT MANAGER and General Counsel and shall not reduce the limits of liability. Policies containing any self-insured retention (SIR) provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or CUSTOMER or other additional insured party. At CUSTOMER's option, the deductibles or self-insured retentions with respect to CUSTOMER shall be reduced or eliminated to CUSTOMER's satisfaction, or SUPPLIER shall procure a bond guaranteeing payment of losses and related investigations, claims administration, attorney's fees and defense expenses.

D. **Proof of Insurance.** SUPPLIER shall provide to the PROJECT MANAGER or CUSTOMER'S General Counsel all of the following: (1) Certificates of Insurance evidencing the insurance coverage required in this Agreement; (2) a copy of the policy declaration page and/or endorsement page listing all policy endorsements for the commercial general liability policy, and (3) excerpts of policy language or specific endorsements evidencing the other insurance requirements set forth in this Agreement. CUSTOMER reserves the right to obtain a full certified copy of any insurance policy and endorsements from SUPPLIER. Failure to exercise this right shall not constitute a

waiver of the right to exercise it later. The insurance shall be approved as to form and sufficiency by PROJECT MANAGER and the General Counsel.

DRAFT



MARIN WILDFIRE PREVENTION AUTHORITY

STAFF REPORT

For the Meeting of July 15, 2021

To: Marin Wildfire Prevention Authority Board of Directors

From: Anne Crealock, Planning and Program Manager

Subject: Acknowledgement of Environmental Compliance and Project Approval for Core Proposals "West Marin Zone Evacuation Route Core Project," "Central Marin Zone Evacuation Route Core Project," "San Rafael Zone Evacuation Route Core Project," and "Curbside Chipper Program"

RECOMMENDATION:

Staff recommends that the Board take the following actions related to the Core Proposals "West Marin Zone Evacuation Route Core Project," "Central Marin Zone Evacuation Route Core Project," "San Rafael Zone Evacuation Route Core Project," and "Curbside Chipper Program" (collectively, the "Projects"):

- (1) acknowledge completion of environmental compliance (Attachment 1 - 4); and
- (2) approve the Projects.

BACKGROUND:

On May 27, 2021, this Board of Directors approved a Work Plan for fiscal year 2021-2022 which outlines the priorities that the MWPA and member agencies intend to pursue. The Work Plan accounts for the distribution of MWPA funds for environmental compliance and implementation of Core, Defensible Space Evaluation/Mitigation, and Local Wildfire Mitigation Projects.

The MWPA budget is comprised of three primary categories: Core (60%), Defensible Space Evaluation/Mitigation (DSpace – 20%) and Local Wildfire Mitigation (Local Mitigation – 20%). The Operations Committee, in conjunction with the Advisory/Technical Committee, creates,



vets and recommends to the Board of Directors for approval the Work Plan for projects within the Core budget. The local member agencies create, vet and recommend proposals to their city/town councils and boards for DSpace and Local Mitigation funds. DSpace and Local Mitigation funding proposals are included in the MWPA Work Plan to advise the Board of Directors and to confirm that spending is in line with the mission of the MWPA.

Board approval of the 2021-2022 MWPA Work Plan enabled full funding of those proposals for which no environmental compliance is required, as well as funding of environmental compliance activities for those proposals that will be evaluated under the California Environmental Quality Act (CEQA) and other local, state, and federal regulations.

For each Core proposal requiring environmental review, MWPA staff and consultants will work with member agencies to complete that review. MWPA staff then presents the associated documentation to the Board to demonstrate that environmental review is complete and to seek Board approval of the project. Once approved, MWPA will release full funding for implementation of the project.

ANALYSIS:

MWPA staff and consultants have been working with member agencies to fast-track environmental analysis for Core proposals that combine big public safety benefits with very low potential for environmental effects. Some of these proposals include chipper programs and evacuation route projects. Those proposals for which environmental analysis has been completed are described below and included in the agenda item for consideration by the Board.

Curbside Chipper Program

The Curbside Chipper Program would assist communities, homeowner's associations, fire departments, and individual landowners manage biomass resulting from defensible space activities around homes. The Curbside Chipper Program environmental analysis includes all Core and local chipper activities listed in the 2021-22 Work Plan, including those proposed by FIRESafe Marin, City of San Rafael Fire Department, Bolinas Fire Department, and Novato Fire Protection District.

MWPA staff worked with City of San Rafael Fire Department staff and consultants to determine that the Project is exempt from CEQA pursuant to categorical exemption (Class 4) Section



15304, Minor Alterations to Land, and (Class 1) section 15301, Existing Facilities, and no exceptions to the exemptions apply. Please see attached Notice of Exemption and memo. (Attachment 1).

Approval of this item would acknowledge the completion of environmental review, approve the project, and allow for disbursement of funds to implement the project.

Evacuation Route Improvement Projects

Three evacuation route improvement projects are included in this Board item. The West Marin Zone Evacuation Route Core Project (originally listed as “West Marin Evacuation Route Core 2021” in the FY 2021-22 Work Plan), Central Marin Zone Evacuation Route Core Project (originally listed as “2021-2022 Evacuation Route Vegetation Management” in the FY 2021-22 Work Plan), and San Rafael Zone Evacuation Route Core Project (originally listed as “Evacuation Route Clearance” in the FY 2021-22 Work Plan) projects include vegetation trimming and removal adjacent to roadways identified as key routes for evacuation and ingress/egress.

MWPA staff worked with staff from Marin County Fire, Central Marin Fire, and City of San Rafael Fire and Consultants (Panorama Environmental, Inc. and Sequoia Ecological Consulting, Inc.) to determine that these projects are exempt from CEQA pursuant to categorical exemption (Class 4) Section 15304, Minor Alterations to Land, and (Class 1) section 15301, Existing Facilities, and no exceptions to the exemptions apply. Please see attached Notices of Exemption and memos. (Attachments 2-4).

Approval of this item would acknowledge the completion of environmental review, approve the projects, and allow for disbursement of funds to implement the projects.

FISCAL IMPACT:

This action would result in disbursement of Core funds allocated for project implementation in the approved FY 2021-2022 Work Plan for the West Marin Zone Evacuation Route Core Project (up to \$150,000), Central Marin Zone Evacuation Route Core Project (up to \$1,234,000), and San Rafael Zone Evacuation Route Core Project (up to \$175,000) as well as the implementation funds for the following Core and local chipper programs: FIRESafe MARIN (up to \$1,150,000), San Rafael Core (up to \$90,000), Novato Core (up to \$282,120), and Bolinas Fire Protection District Local (up to \$12,906).



ENVIRONMENTAL IMPACT:

These projects are categorically exempt from the California Environmental Quality Act (CEQA) pursuant to categorical exemptions (Class 4) Section 15304, Minor Alterations to Land, and (Class 1) Section 15301, Existing Facilities. No exceptions to the exemptions listed under 15300.2 apply. Please see attached Notices of Exemption and Memos for additional information.

Respectfully submitted,

Anne Crealock, MWPA Planning and Program Manager

Attachments:

1. Notice of Exemption and Supporting Memo for Curbside Chipper Days
2. Notice of Exemption and Supporting Memo for West Marin Zone Evacuation Route Core 2021 Project
3. Notice of Exemption and Supporting Memo for Central Marin Zone Evacuation Route Vegetation Management Project
4. Notice of Exemption and Supporting Memo for San Rafael Zone Evacuation Route Project

Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044
County Clerk County of: Marin
Marin Civic Center
3501 Civic Center Dr., Suite 234,
San Rafael, CA 94903

From (Public Agency):
Marin Wildfire Prevention Authority
28 Liberty Ship Way, Suite 2800
Sausalito, CA 94965

Project Title: Curbside Chipper Program

Project Applicant: Marin Wildfire Prevention Authority

Project Location – Specific: Residential vegetation removal on private properties throughout Marin County (refer to Figure 1).

Project Location – City:
Unincorporated and incorporated
communities throughout the County

Project Location – County:
Marin County

Description of Nature, Purpose and Beneficiaries of Project:

The purpose of the project is to provide an opportunity for reduction and disposal of hazardous vegetative buildup in defensible space around homes in Marin County, thereby contributing to a decrease in wildland fire hazards. FIREsafe MARIN, Novato Fire Protection District, City of San Rafael Fire Department, and Bolinas Fire Protection District are working with MWPA to implement the project, which would assist communities, homeowner's associations, fire departments, and individual landowners with vegetation-fuel reduction to reduce wildfire hazards in Marin County. Many of the communities and neighborhoods served by this project are registered Firewise communities (CAL FIRE, 2021). Creating fire adaptive communities is not only about reducing fire threat from fire growth but also improving the safety of the residents. Creating defensible space is a critical component to long term fire adaptive safety.

Name of Public Agency Approving Project: Marin Wildfire Prevention Authority

Name of Person or Agency Carrying Out Project: Marin Wildfire Prevention Authority

Exempt Status (check one):

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☐ Common Sense Exemption (Sec. 15061(b)(3));
- ☒ Categorical Exemption. State type and section number: Section 15304(i). Minor alterations to land for fuel management activities. Section 15301. Existing Facilities for the management of vegetation for existing developed properties.
- ☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The project is categorically exempt under California Environmental Quality Act (CEQA) Guidelines Section 15304(i), Class 4 Minor Alterations to Land and Section 15301, Class 1 Existing Facilities. A Class 4 exempt project consist of minor alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry and agricultural purposes. The chipper results in the removal of vegetation debris from the land, which is considered the alteration to land. A Class 1 exempt project consist of operation, repair, maintenance, or minor alterations of existing structures, facilities, or topographical features, involving negligible expansion of existing or former use of the site. Such projects include, but are not limited to, management of existing landscaping or native growth. The chipper program would dispose of hazardous vegetation removed by homeowners from existing developed properties native growth and involving no physical expansion of any development or use of sites. Additionally, no healthy, mature, scenic trees would be removed; no work would take place within sensitive habitat, including wetlands or waterways; and no ground disturbance, such as excavation, would take place. There are no facts or circumstances specific to this project that would support an exception to the categorical exemption. No exceptions listed under Section 15300.2 apply.

Lead Agency Contact Person:Mark Brown**Area Code/Telephone/Extension:**415-246-0280**If filed by applicant:**

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?
Yes ☐ No ☐

Signature: _____ Date: _____ Title: _____

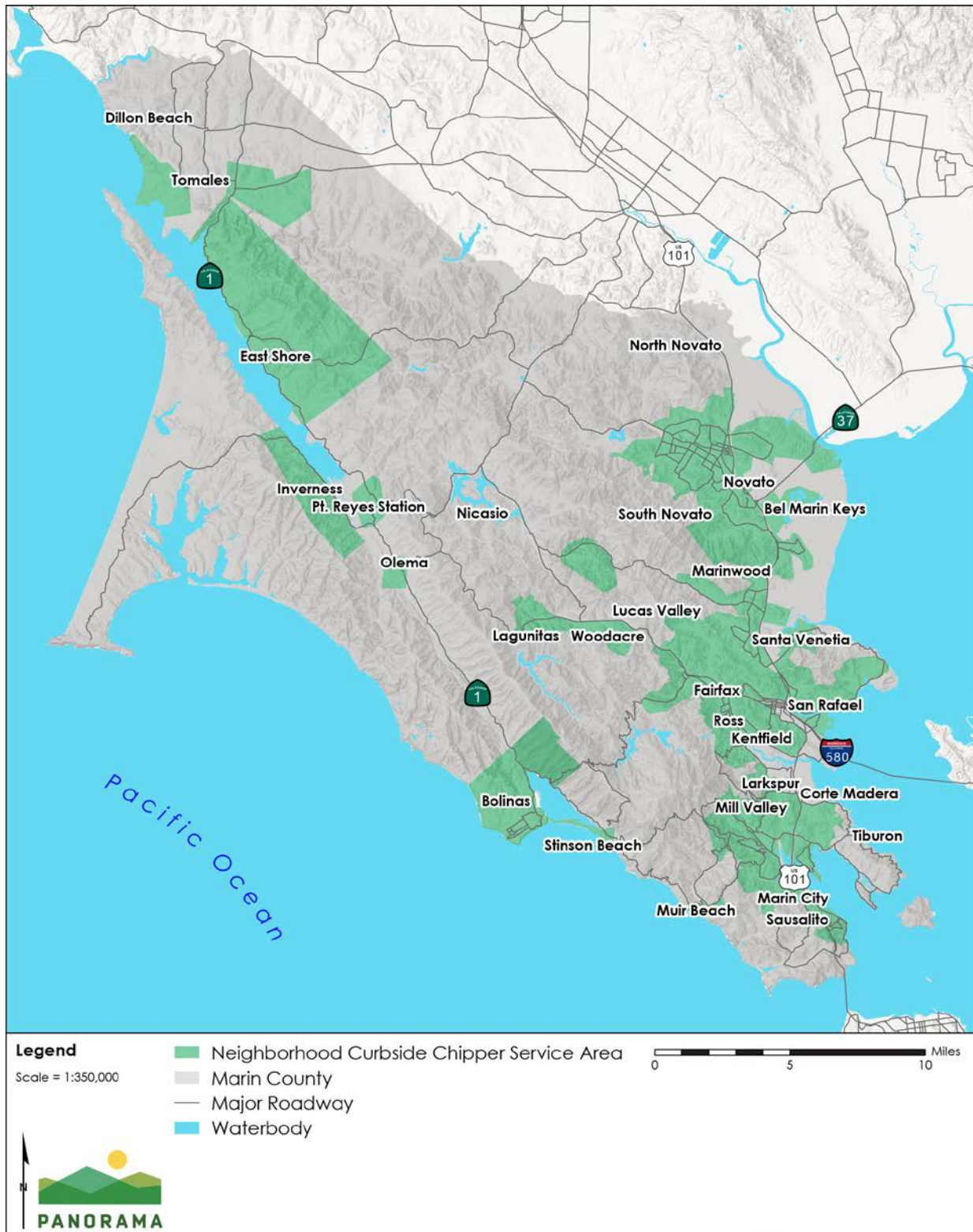
☐ Signed by Lead Agency☐ Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.

Date Received for filing at OPR: _____

Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Figure 1 Chipper Program Areas





**California Environmental Quality Act
Categorical Exemption Determination Memorandum**

Date: July 15, 2021

Project: Curbside Chipper Program¹

Categorical Exemption Summary

The Marin Wildfire Prevention Authority (MWWPA) has determined that the Curbside Chipper Program (project) is exempt under the California Environmental Quality Act (CEQA), pursuant to the following Categorical Exemptions:

- Section 15304 (Minor Alterations to Land): exempts projects that consist of minor alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees except for forestry and agricultural purposes. The chipper results in the removal of vegetation debris from the land, which is considered the alteration to land
- Section 15301 (Existing Facilities): exempts projects that consist of operation, repair, maintenance, or minor alterations of existing structures, facilities, or topographical features, involving negligible expansion of existing or former use of the site. Such projects include, but are not limited to, management of existing landscaping or native growth. The chipper program would dispose of hazardous vegetation removed by homeowners from existing developed properties native growth, and involving no physical expansion of any development or use of sites.

The project involves use of a trailer-mounted chipper and a chipper truck to help residents throughout Marin County dispose of larger amounts of fire-hazardous vegetation with free community curbside chipping and material pick-up. The general locations where chippers would be dispatched for curbside chipping are shown in Figure 1.

Residential vegetation removal on private properties as required by and in accordance with Public Resources Code (PRC) §4291 would occur prior to the project-related chipper activities. The Curbside Chipper Program is based on a “you cut, we chip” model. Homeowners are responsible for cutting, gathering, and then piling vegetation from around their homes at a roadside location. Flashy fuels like grasses and shrubs typically grow throughout the rainy season and begin drying in late spring and summer months. Many invasive species, which can contribute to fuel loads and flashy fuels around homes are most effectively pulled in and

¹ Includes the West Marin Zone Bolinas Chipper Days, Novato Zone Chipper Days, and San Rafael Zone Chipper Days (Additional) projects.

Categorical Exemption Determination Memorandum

July 15, 2021

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after the rainy season, depending upon the species. FIRESafe MARIN, Novato Fire Protection District, City of San Rafael Fire Department, and Bolinas Fire Protection District would provide chipping crews who visit neighborhood-by-neighborhood to chip vegetation on site or for removal. Chips would be hauled off at no cost to the homeowner.

Landowner implementation of the regulation for defensible space is not a project under CEQA, as there is typically no government permit or funding associated with the activity on private lands (PRC §21065). The chipper program provides fuel reduction and wildfire safety benefits by providing a free and convenient means to dispose of the combustible materials homeowners remove from their properties. Without the chipper program, homeowners would need to find another means to dispose of the removed materials. Through this model, residents have incentive to reduce the dangerous accumulation of vegetation around their homes required under law.

The following analysis demonstrates the chipping activities associated with the project would not result in adverse environmental effects, supporting the MWPA's determination that the proposed activities are exempt under CEQA. The project would be conducted in compliance with applicable federal, State, and local regulations and under contractual provisions prohibiting work in violation of applicable regulations and plans.

Information regarding the purpose and need for the project, a description of proposed activities, and an assessment of the potential for environmental effects are provided below.

Background

Marin County voters passed Measure C in 2020, which established a 17-member Joint Powers Authority, the MWPA, to fund and oversee proactive state-of-the-art wildfire prevention and preparedness efforts within Marin County. Members include several cities and towns, fire protection districts, and community service districts. The MWPA was formed to develop and implement a comprehensive wildfire prevention and emergency preparedness plan throughout almost all of Marin County. This project is a Core Project that is funded by and within the purview of the MWPA. Core Projects include those projects that focus on wildfire detection, notification, and evacuation; vegetation management and fire hazard reduction; grants management; and public education.

Purpose and Need

The purpose of the project is to provide an opportunity for reduction and disposal of hazardous vegetative buildup in defensible space around homes in Marin County, thereby contributing to a decrease in wildland fire hazards. FIRESafe MARIN, Novato Fire Protection District, City of San Rafael Fire Department, and Bolinas Fire Protection District are working with MWPA to implement the project, which would assist communities, homeowner's associations, fire departments, and individual landowners with vegetation-fuel reduction to reduce wildfire hazards in Marin County. Many of the communities and neighborhoods

Categorical Exemption Determination Memorandum

July 15, 2021

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served by this project are registered Firewise² communities (CAL FIRE, 2021). Creating fire adaptive communities is not only about reducing fire threat from fire growth but also improving the safety of the residents. Creating defensible space is a critical component to long term fire adaptive safety.

Project Description

Activity

The proposed chipping activity would occur throughout communities and neighborhoods in Marin County, as shown in Figure 1.

Residents within the areas shown in Figure 1 would register with FIRESafe Marin to opt into the curbside chipper program. For residents in the community of Bolinas, City of Novato, and City of San Rafael, additional chipper days would be available by phoning Bolinas Fire Protection District, Novato Fire Protection District, or City of San Rafael Fire Department to schedule. Residents are required to leave vegetation piles at the curb by 8:00am on the Monday of the week they registered for. The proposed activity would involve the use of a trailer-mounted chipper and a chipper truck traveling to registered residences to dispose of fire-hazardous vegetation that has been removed from each residential property by the landowner.

Tree limbs up to 8 inches in diameter, shrubs, brush, limbs, woody bushes, broom species, cypress, juniper, firewood would be allowable in the chipper. Trash, poison oak, blackberry brambles, construction materials, lumber, regular yard waste, leaves, lawn clippings, bamboo roots, roots with rocks/gravel/dirt, and bagged or tied materials of any kind would not be chipped or taken for the safety of the chipper crews.

Activity Method and Disposal

A trailer-mounted chipper with the capacity to accept up to 8-inch-diameter vegetation and a chipper truck would be driven to the registered residences. Vegetative material would be fed into the chipper and the chipped material would be hauled away for disposal. An estimated up to 26,800 cubic yards of vegetative material would be disposed of annually. Typically, each chipper truck makes one disposal trip per day. Disposal sites include West Marin Compost, Marin Resource Recovery Center, Bolinas-Stinson Resource Recovery Project, and Redwood Landfill Inc. Most of the vegetative material would be trucked to Stockton and used for conversion to energy.

² Firewise communities are local neighborhoods or communities that have taken appropriate measures meeting specific criteria put forth by the National Fire Protection Association to become more resistant to wildfire structural damage.

Categorical Exemption Determination Memorandum

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Workers

Contractor crews would conduct the chipping at registered residences within Marin County. Each contractor crew would be comprised of 3 persons. Up to five contractor crews may be operating within Marin County on a single day.

Site Access

The trailer-mounted chipper and chipper truck would operate along public roads in residential areas. While the majority of the roads are paved, there are some public roads in remote areas that are not paved and are dirt/gravel.

Schedule and Duration

Chipping would occur for up to 5 days (Monday through Friday) in each of the specific areas shown in Figure 1. The various roads within each area would be visited by a chipping crew for up to one week, typically twice a year and chipping would occur from 8:00am to 5:00pm. Chipping in front of any one residence is expected to only take a few minutes to an hour or so, and then the chipper moves to the next residence along the road (similar to refuse disposal). Chipping activities would be anticipated to occur for up to 210 days per year. Project activities are anticipated to start in mid-May and be completed by the end of October for the first year at many locations in the county. In future years, chipper days between October and February may also be offered county-wide. Additional chipper days are offered in Novato from August to February. The timing of the chipper days is aligned to ensure optimal use as landowners typically conduct vegetation removal activities after the growing season, which is typically in late winter and spring.

Discussion of Exceptions (Section 15300.2)

(a) Location:

Sensitive habitats, including watercourses and wetland areas would be avoided, therefore, exception (a) does not apply. The chipper would remain on established roads in residential areas.

(b) Cumulative Impact:

Chipping would generate noise, but the noise would be of a short duration at any one residence, lasting from a few minutes to up to an hour with intermittent noise. Other residential noises are likely intermittent as well and the chipper would not have a significant contribution to an otherwise cumulative noise impact. Most other work is transient. If construction or other work is going on in the vicinity of the chipper, that work would follow local codes and ordinances for construction noise. Defensible space work may also generate noise; however, the work would likely be completed by the time the chipper is operated along a street or neighborhood and thus would not cumulatively combine. As such, the project would not contribute to any potential significant cumulative effect and therefore, exception (b) does not apply.

Categorical Exemption Determination Memorandum

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(c) Significant Effects due to "Unusual Circumstances":

No unusual circumstances would occur. The chipper would operate in residential areas, on existing roads outside residences for a few minutes to up to an hour at each residence. The work is only comprised of chipping piled fuels by the homeowner and as such, no ground disturbance would occur from chipping that could impact plants or wildlife or sensitive species. The chipper generates noise but given chipping would occur from existing roadways in residential areas, subject to similar types of noise from residential activities such as landscaping and lawn care, trash disposal, and road usage, any listed species in proximity should be acclimated to noise. Noise is also temporary and of a short duration in any one location and is not expected to impact listed species. The chipper stays on roadways and as such would not impact sensitive waterways. No aesthetic impacts would occur as the project only includes chipping homeowner debris piled at the property line and roadways.

Therefore, there are no unusual circumstances associated with the project or the environment in which it would be implemented, and exception (c) does not apply.

(d) Scenic Highways:

The work would not result in any visible impacts from scenic highways. The chipper would remain at a residence for the duration of the chipping and then move to the next residence.

(e) Hazardous Waste Sites:

Work would occur along roadways and would only involve a truck and chipper. No intense ground disturbing activities that could unearth potentially contaminated soils would occur; therefore, exception (e) does not apply.

(f) Historical Resources:

The project does not include any ground disturbance and would be performed from existing roads in front of residences. No potential for impacts to cultural resources would occur.

Therefore, exception (f) does not apply.

Environmental Assessment

Aesthetics		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project involves the use of a chipper and chipper truck along public roadways within Marin County. Other vehicles utilize these existing roads, and the addition of the chipper and chipper truck for up to a few hours in each location and for a few minutes to an hour or so in front of each residence would not result in visual impacts. Use of the chipper and chipper truck would be temporary, and the vehicles would not be located at any one location for more than a few hours. Significant adverse effects to aesthetics would not occur.

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Agriculture and Forestry Resources		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The use of the chipper and chipper truck would not convert or cause or cause changes that would result in the conversion of designated farmland to non-agricultural uses. Chipping activities would occur from public roadways and as such would not result in the loss of forest land nor would it convert forestry land to non-forestry use. Adverse effects on agriculture and forestry resources would not occur.

Air Quality		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

In a given day, it is assumed that the chipper and chipper truck would operate for approximately 8 hours per day and one off-haul truck trip of the chipped material to a green waste disposal center would occur. Activities would be conducted for up to 210 days a year, which would not result in generation of air emissions in excess of Bay Area Air Quality Management District (BAAQMD) significance thresholds (CAPCOA, 2021). No tilling or grading activities that could generate fugitive dust emissions would occur. Significant air quality impacts would not occur.

Biological Resources		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input type="checkbox"/>

The chipper and chipper truck would be parked along public roadways during chipping activities at each residence. No ground disturbance or off-road vehicle use would occur that could affect wildlife or plant species. Existing noise levels along roadways vary depending upon types of uses, residential density, and proximity to large roads and urban centers. Ambient noise levels along roadways in residential neighborhoods are expected to range from 55 to 75 dBA L_{dn} (Marin County, 2005). Intermittent noise is typical along the project roadways from residential activities such as yard work using mowers and leaf blowers, motorcycles, and heavy trucks. Noise levels associated with these typical activities include

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leaf blowers with noise levels of 76 to 81.5 dBA at 50 feet³, motorcycles with noise levels ranging from 70 to over 100 dBA at 50 feet⁴, and garbage trucks with noise levels ranging from 63 to 80 dBA at 50 feet⁵. The proposed trailer-mounted chipper could produce peak noise levels of 74 to up to 83 dBA L_{eq} at 50 feet and more typical averaged noise levels of 47.5 to 57 dBA L_{eq} ⁶. Chipping activities and equipment would not significantly increase the presence of or level of human activities along public roadways. While chipping activities could occur adjacent to trees along the public roadways during the nesting season, bird species present in such trees would generally be accustomed to existing intermittent noises from yard work and vehicles as well as human presence. The highest potential noise level for chippers would occur for 15- to 30-second intervals during infeed of materials. Noise levels from chipping are anticipated to be audible above ambient noise levels for up to 4 hours in any one "neighborhood" but not more than a few minutes to an hour or so in any one location, up to two times per year. Due to the limited duration of peak noise levels and existing sources of intermittent noises in typical neighborhoods, nesting birds are not expected to be adversely affected by chipping activities. Significant impacts on biological resources would not occur.

Cultural Resources and Tribal Cultural Resources ⁷		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

³ Calculated from noise level of 100 to 105.9 dBA at 3 feet away (operator distance) (Husqvarna, n.d.; Balanay, Kearney, & Mannarino, 2016).

⁴ The large range is due to variations in engines and mufflers across different motorcycle models (Rochat, 2013; USEPA, 1974)

⁵ Calculated from noise levels of 83 to 100 dBA at 5 feet away (IAC Acoustics, 2021; Work Safe BC, 2021).

⁶ Calculated from peak noise levels of 98.1 to 107.5 dBA $L_{eq, 30 \text{ sec}}$ and averaged noise levels of 71.9 to 81.1 dBA L_{eq} at approximately 3 feet away (operator distance; assuming trimmed and untrimmed wood typical of vegetation management activities) (Rottensteiner, Tsioras, Neumayer, & Stampfer, 2013; Brueck, 2008).

⁷ No tribal consultation requirement is associated with filing a notice of exemption per Assembly Bill 52 (PRC §21080.3.1.(b)).

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The chipper and chipper truck would operate from public roads during chipping activities and the project would not involve any ground-disturbing or off-road equipment use nor alteration of existing structures. No potential to disturb cultural resources would occur. Significant impacts on cultural resources would not occur.

Energy		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The vehicles and equipment that would be used for the project include a chipper and chipper truck, which would consume energy, including gas, diesel, and motor oil. Vehicle engines and fuel used during the project would comply with State and local energy reduction and efficiency requirements. The use of fuel for project activities would be minimal (up to four chippers and chipper trucks per day). Most of the chipped vegetation would be dropped off at a transfer center that brings materials to Stockton to be converted to energy, offsetting some of the energy used during implementation of the project. Implementation of the project would not cause a significant impact due to wasteful, inefficient, or unnecessary consumption of energy resources.

Geology and Soils		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vehicle travel and operation of equipment would occur on existing roads. Most roads are paved but some roads may be unpaved or gravel. Use of established unpaved or gravel roadways would not result in erosion since use is minimal, typically only a day or two, and the small number of vehicles that would be operating daily (up to four chippers and chipper trucks per day). Existing unpaved or gravel roadways are currently being used and the additional of the chipper vehicles would not increase the potential for erosion or loss of topsoil. No ground-disturbing activities or use of off-road vehicles would occur. Significant impacts related to erosion and loss of topsoil would not occur.

Greenhouse Gas Emissions		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project would involve the use of a up to four crews operating a chipper and chipper truck each day along existing roadways. Use of these vehicles and equipment for chipping and vehicle travel to each residence to perform chipping activities would not generate greenhouse

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gas (GHG) emissions in significant quantities, due to the limited duration and types of activities. The project would result in the collection of cut vegetative material in communities that would otherwise be disposed of by individual landowner. One chipper truck can gather the equivalent of 17 full pickup truck loads of vegetative debris, thereby reducing truck trips and associated GHG emissions by increasing debris pickup efficiency. Significant GHG emission impacts would not occur.

Hazards and Hazardous Materials		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Risks of accidental spills of fuels or lubricants is minimal from use of the chipper and chipper truck at each residence and travel to and from residences. Trucks, vehicles, and equipment are used for ongoing management under existing conditions along Marin County roadways. Workers handling hazardous materials are required to adhere to OSHA and Cal/OSHA health and safety requirements to protect workers. The project does not involve any ground disturbance that could disturb listed hazardous waste sites. Significant impacts related to hazards and hazardous materials would not occur.

Hydrology and Water Quality		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Project activities would be confined to existing public roads. Any leaks or spills associated with chipper and chipper truck use would be minimal and generally confined to existing paved and unimproved roadways. Significant water quality impacts would not occur.

Land Use and Planning		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Implementation of the project would not involve any new development or changes to land uses that could physically divide a community. The project is consistent with the objectives of the Marin Wildfire Prevention Authority and the Marin County Community Wildfire Protection Plan (2020). All activities conducted would comply with local land use regulations and policies.

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Mineral Resources		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Chipping activities would not result in the loss of availability of a known mineral resource. Project vehicles and equipment would be confined to existing public roadways and would not alter land uses, access, or subsurface areas that could impact mineral resources.

Noise		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project would involve use of a chipper and chipper truck that would generate noise. The proposed trailer-mounted chipper could produce peak noise levels of 74 to up to 83 dBA L_{eq} at 50 feet and more typical averaged noise levels of 47.5 to 57 dBA L_{eq} at 50 feet⁸. The chipper would be sited along public roads during chipping activities at residences that have signed-up for the chipper program for a few minutes at any one residence and a few hours within any one street or “neighborhood”. Noise levels would be similar to noise levels typical to neighborhood activities, including yard work and garbage collection. Chipper use would operate on weekdays from 8:00am to 5:00pm in accordance with the applicable local noise ordinances. Exceedances of local noise standards would not occur, and significant noise impacts would not occur.

Population and Housing		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Contractor crews operating the chippers and chipper trucks would be sourced from the existing businesses in the region. As such, this project would not induce population growth. No impact related to population and housing would occur.

⁸ Calculated from peak noise levels of 98.1 to 107.5 dBA $L_{eq, 30 \text{ sec}}$ and averaged noise levels of 71.9 to 81.1 dBA L_{eq} at approximately 3 feet away (operator distance; assuming trimmed and untrimmed wood typical of vegetation management activities) (Rottensteiner, Tsioras, Neumayer, & Stampfer, 2013; Brueck, 2008).

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Public Services		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project would not directly or indirectly induce population growth. No new or altered governmental facilities would be needed to provide public services as a result of the project, and the project would not result in increased demand for public services. No impact related to public services would occur.

Recreation		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project would occur within existing public roadways and would not affect recreational facilities. The project would not directly or indirectly induce population growth that could increase the use of recreational facilities. Significant recreational impacts would not occur.

Transportation		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Up to five chipper and chipper truck crews would operate per day along public roadways in Marin County. The maximum of 30 daily one-way worker trips and 10 daily one-way chipper truck trips would not exceed screening threshold of 110 trips per day⁹. The VMT associated with implementation of the project would not conflict with State CEQA Guidelines section 15064.3, subdivision (b).

Given the minimal number of vehicles that would operate per day associated with worker vehicles and chipper trucks, the addition of project vehicles on public roads would not impede traffic. As analyzed above, implementation of the project would minimize the number of truck trips associated with individual landowners conducting their own disposal

⁹ The Office of Planning and Research identifies a screening threshold for a small land-use project as a project that generates or attracts fewer than 110 trips per day. Projects that generate fewer than this threshold may be assumed to cause a less-than-significant transportation impact (OPR, 2017). Although a vegetation treatment project is not a land use project, it is assumed that the screening threshold would still apply to the project.

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as required by law, if the project were not implemented. The project may require partial lane closures while the chipper and chipper truck are parked at each residence to perform chipping activities. At least one lane of traffic would be open during project activities and a flagger would be on duty to maintain traffic flow and emergency access. Flagging and signage would be conducted in accordance with California Manual on Uniform Traffic Control Devices (MUTCD) when lane closures are required. Local access would be maintained at all times. No significant traffic impacts would occur.

Utilities and Service Systems		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Project activities would not require use of water nor would the project generate wastewater. The project would not increase stormwater runoff. An estimated up to 300 cubic yards (420 tons) of vegetation material could be disposed of daily. Vegetative material processed by the chipper would be disposed at either the West Marin Compost, Marin Resource Recovery Center, Bolinas-Stinson Resource Recovery Project, or Redwood Landfill Inc., which together have a permitted capacity of over 4,950 tons per day and would be able to accept the chipped material (CalRecycle, 2021). No impact related to utilities and service systems would occur.

Wildfire		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Some of the chipping program areas are located in very high fire hazard severity zones or in the State Responsibility Areas (Marin County, 2021; CAL FIRE, 2007/2008). As discussed previously, emergency access would be maintained, and the project would not impair an adopted emergency response plan or evacuation plan. The project does not involve installation or maintenance of any infrastructure. The project does not involve ground disturbing activities or off-road vehicle use that could result in downslope or downstream flooding or landslides. The purpose of the project is to provide opportunities for reduction and disposal of hazardous vegetative buildup in defensible space around homes in Marin County, which would reduce the spread and intensity of a wildfire, should one occur. No impact related to wildfire would occur.

References

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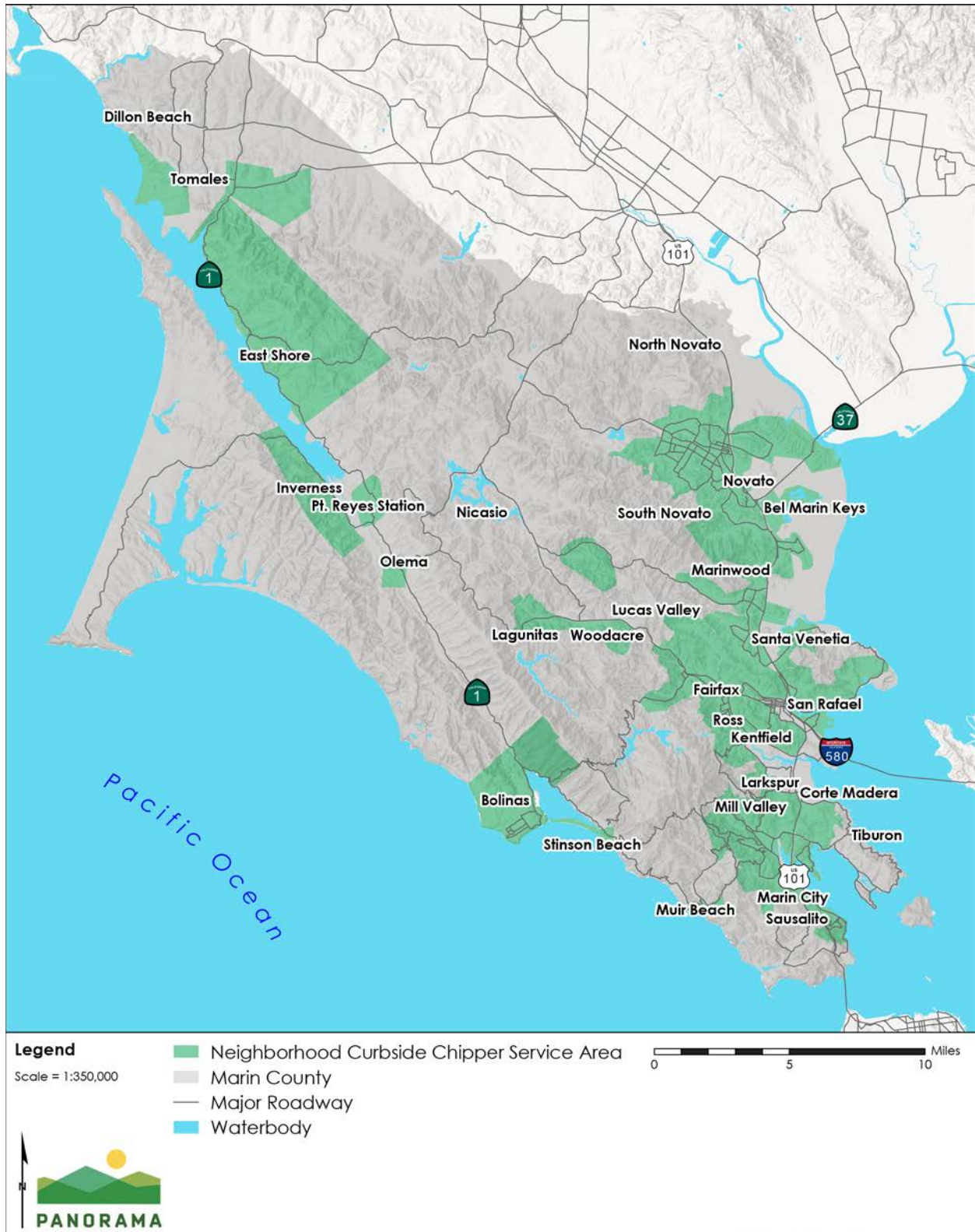
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- Work Safe BC. (2021). How Loud is it? Waste Management.

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Figure 1 Chipper Program Areas



Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

From (Public Agency):
Marin County Fire Department
33 Castle Rock Avenue
Woodacre, CA 94973

County Clerk County of: Marin
Marin Civic Center
3501 Civic Center Dr., Suite 234,
San Rafael, CA 94903

Project Title: West Marin Zone Evacuation Route Core Project

Project Applicant: Marin County Fire Department

Project Location – Specific: Approximately 24.7 miles of prioritized roadways in Inverness, Tomales, Bolinas, Stinson, Nicasio, Point Reyes, Olema, and the San Geronimo Valley in west Marin County.

Project Location – City:
Western Marin Communities

Project Location – County:
Marin County

Description of Nature, Purpose and Beneficiaries of Project:

The purpose of the project is to improve routes for evacuation and ingress/egress throughout the communities in West Marin and comply with the Marin County Fire Code (Title 16 § 4908). Many of the communities and neighborhoods served by this project are registered Firewise¹ communities (FIRE Safe Marin, 2021). Creating fire adaptive communities is not only about reducing fire threat from fuel growth but also improving the safety of the residents. Creating safe evacuation routes is a critical component to long term fire adaptive strategy. The project would also increase access for local fire departments in the event of an approaching wildfire or initial attack on a wildfire, which would increase the likelihood that residences and the community as a whole can be protected.

Name of Public Agency Approving Project: Marin County Fire Department

Name of Person or Agency Carrying Out Project: Jordan Reeser

Exempt Status (check one):

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
 - ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
 - ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
 - ☐ Common Sense Exemption (Sec. 15061(b)(3));
-

¹ Firewise communities are local neighborhoods or communities that have taken appropriate measures meeting a specific criteria put forth by the National Fire Protection Association to become more resistant to wildfire structural damage.

☒ Categorical Exemption. State type and section number: Section 15304(i). Minor alterations to land for fuel management activities. Section 15301. Existing Facilities for vegetation removal on existing roadways.

☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The project is categorically exempt under California Environmental Quality Act (CEQA) Guidelines Section 15304, Class 4 Minor Alterations to Land and Section 15301, Class 1 Existing Facilities. A Class 4 exempt project consists of minor public or private alterations in the condition of land, water, and/or vegetation that do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. A Class 1 exempt project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The project would involve vegetation trimming and removal along roads identified as key routes used for evacuation and ingress/egress in west Marin County. The scope of the project is consistent with a minor alteration to the condition of the vegetation along the routes and maintenance of the existing roadways. Additionally, no healthy, mature, scenic trees would be removed; no work would take place within sensitive habitat, including wetlands or waterways; and no ground disturbance, such as excavation, would take place. There are no facts or circumstances specific to this project that would support an exception to the categorical exemption. No exceptions listed under Section 15300.2 apply.

Lead Agency Contact Person:

Jordan Reeser

Area Code/Telephone/Extension:

(415) 473-6566

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?
Yes ☐ No ☐

Signature: _____ Date: _____ Title: _____

☐ Signed by Lead Agency

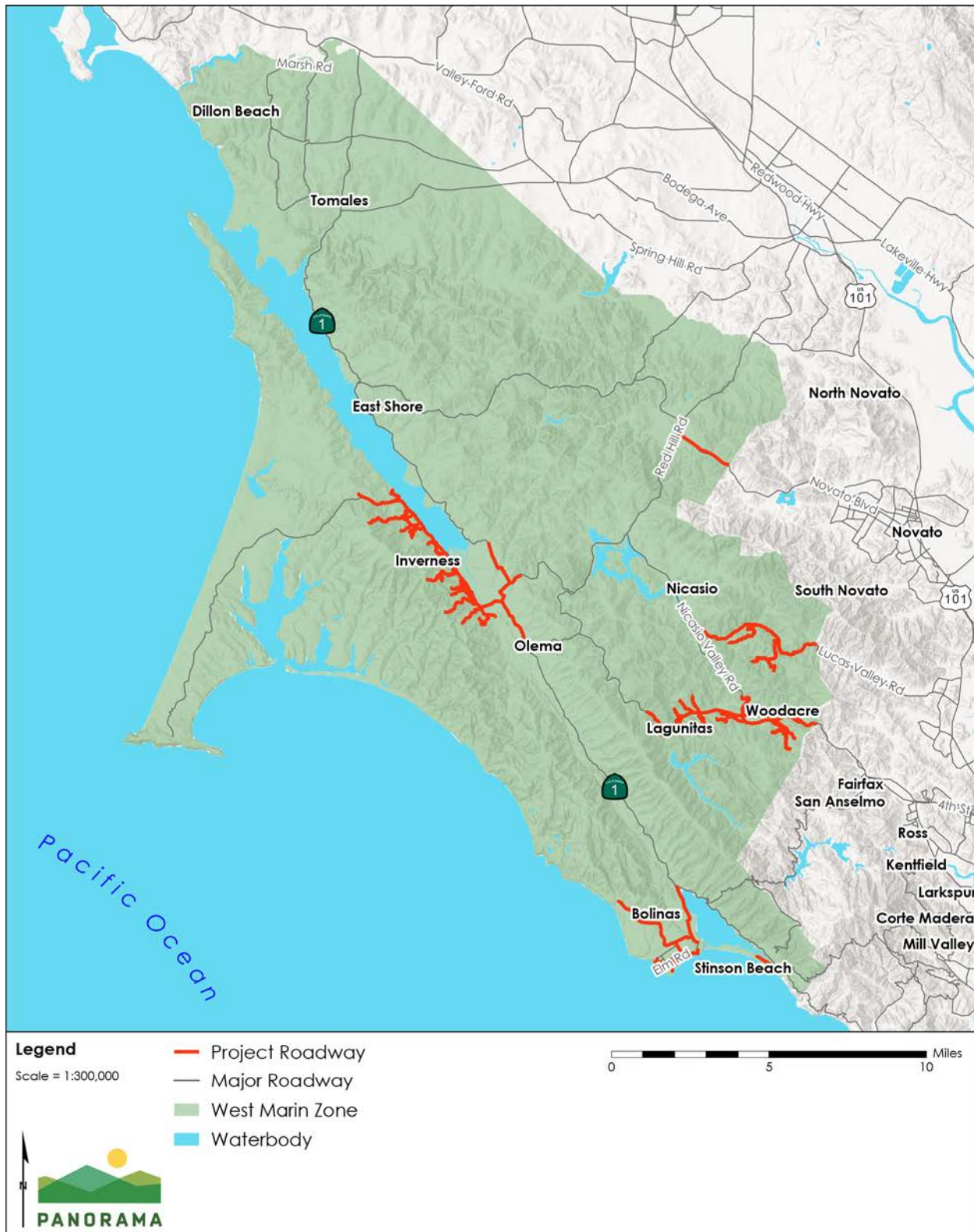
☐ Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.

Date Received for filing at OPR: _____

Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Figure 1 Project Roadways





**California Environmental Quality Act
Categorical Exemption Determination Memorandum**

Date: July 15, 2021

Project: West Marin Zone Evacuation Route Core Project

Categorical Exemption Summary

The Marin Wildfire Prevention Authority (MWPA) has determined that the West Marin Zone Evacuation Route Core Project (project) is categorically exempt under the California Environmental Quality Act (CEQA) Guidelines Section 15304, Class 4, for Minor Alterations to Land and Section 15301, Class 1, for Existing Facilities. A Class 4 exempt project consists of minor public or private alterations in the condition of land, water, and/or vegetation that do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. A Class 1 exempt project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The project would involve vegetation trimming and removal along roads identified as key routes used for evacuation and ingress/egress in west Marin County. The scope of the project is consistent with a minor alteration to the condition of the vegetation along the routes and maintenance of the existing roadways shown in Figure 1.

The following analysis demonstrates that the project would not result in adverse environmental effects, supporting the MWPA's determination that the proposed activities are categorically exempt under CEQA. The project would be conducted in compliance with applicable federal, State, and local regulations and under contractual provisions prohibiting work in violation of applicable regulations and plans.

Information regarding the purpose and need for the project, a description of proposed activities, a discussion of why the exceptions to a categorical exemption for unusual circumstances do not apply, and an assessment of the potential for environmental effects, are provided below.

Background

Marin County voters passed Measure C in 2020, which established a 17-member Joint Powers Authority, the MWPA, to fund and oversee proactive state-of-the-art wildfire prevention and preparedness efforts within Marin County. Members include several cities and towns, fire protection districts, and community service districts. The MWPA was formed to develop and implement a comprehensive wildfire prevention and emergency preparedness plan throughout almost all of Marin County. This project is a Core Project that is funded by and within the purview of the MWPA. Core Projects include those projects that focus on wildfire

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detection, notification, and evacuation; vegetation management and fire hazard reduction; grants management; and public education.

Purpose and Need

The purpose of the project is to improve routes for evacuation and ingress/egress throughout the communities in West Marin and comply with the Marin County Fire Code (Title 16 § 4908). Many of the communities and neighborhoods served by this project are registered firewise¹ communities (FIRE Safe Marin, 2021). Creating fire adaptive communities is not only about reducing fire threat from fire growth but also improving the safety of the residents. Creating safe evacuation routes is a critical component to long term fire adaptive strategy. The project would also increase access for local fire departments in the event of an approaching wildfire or initial attack on a wildfire, which would increase the likelihood that residences and the community as a whole can be protected.

Project Description

Treatment

The proposed activities would be completed along prioritized roads in Inverness, Tomales, Bolinas, Stinson, Nicasio, Point Reyes, Olema, and the San Geronimo Valley in the West Marin Zone as shown in Figure 1. Vegetation along a total of 24.7 miles of roadways would be treated.

Treatment activities would involve vegetation removal up to 10 feet from the road edge and vertical vegetation thinning to a minimum of 15 feet to allow safe ingress and egress of emergency personnel and residents along the road without vegetation obstruction. Generally, treatments would target invasive, non-native, and fire-hazardous vegetation and accumulative dead biomass along the roads. Small trees, 8 inches diameter at breast height (DBH) and smaller, would be removed as part of clearance for ingress and egress and ladder fuel removal. Some individual hazard trees, as determined by a qualified arborist or registered professional forester (RPF), may be removed. No scenic, healthy, mature trees would be removed as part of the project. The same types of vegetation thinning along roadways have been implemented in past years on the same and nearby roads in the County to maintain ingress and egress.

Treatment Method

¹ Firewise communities are local neighborhoods or communities that have taken appropriate measures meeting specific criteria put forth by the National Fire Protection Association to become more resistant to wildfire structural damage.

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Manual and mechanical hand tools would be used for vegetation trimming and removal. Crews would remove vegetation from the ground and would utilize bucket trucks to achieve the necessary vertical clearance. The initial treatment would be aimed at creating a zone along the road corridors that would be easily maintained in the future with mechanized equipment, which is much safer and more cost efficient than hand labor. In some discrete locations where access is difficult or unsafe for workers, such as areas with dense poison oak, an excavator mounted mower may be used.

Disposal

A trailer-mounted chipper with the capacity to accept up to 12-inch diameter vegetation and a chipper truck would be at all work areas. An estimated 160 cubic yards of vegetative debris (equivalent to approximately 16 cubic yards of chips) would be generated per mile of road. Vegetative material would be fed into the chipper and the chipped material may be broadcast at work areas, where appropriate, or hauled away for disposal. Vegetation left at and spread on work areas would be chipped to less than 3 inches to minimize risk of fuel buildup and ignition. Disposal sites include West Marin Compost and Marin Resource Recovery Center.

Workers

Contractors and Marin County Fire Department (County Fire) crews would conduct the vegetation removal and chipping along the specified roadways. Each contractor crew would be comprised of 5 persons. No more than three contractor crews may be operating within the West Marin Zone but more typically only one or two crews would be working at one time. For treatments conducted by County Fire, one crew of 14 persons or a maximum of two crews of 28 persons may be deployed to a work area.

Site Access

Trucks and worker vehicles would be parked within existing roadways adjacent to the work areas. Lane or partial lane closures may be needed. Flagging and signage would be conducted in accordance with California Manual on Uniform Traffic Control Devices (MUTCD). The MUTCD requires the utilization of warning signs to alert motorists and other roadways users to the presence of roadside workers as well as flaggers to direct flow. The MUTCD also requires crew to wear safety equipment, such as high-visibility vests, when operating vehicles or equipment near public roads. Any lane closures would also require encroachment permits from the local jurisdiction within which the road is located.

Typically, equipment and vehicles would be staged at the contractor headquarters or County Fire equipment yards. Equipment and vehicles would not be left along roadways but may be staged at turnouts where safe to do so.

Schedule and Duration

Treatments along roadways would be conducted on weekdays from 8:30am to 4:30pm. Roadway vegetation thinning activities would require up to 45 workdays or less, depending

Categorical Exemption Determination Memorandum

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upon how many crews are operating simultaneously. Work would not be performed on Red Flag Warning days. Initial roadside treatments are anticipated to start July 2021 and be completed early 2022.

The project also includes the regular maintenance of the roadside vegetation on an on-going basis. Maintenance treatments would typically occur every 3 to 5 years in forested and coastal hardwood areas and every 2 to 3 years in brushier areas.

Project Design and Implementation Features

The MWPA has developed specific design and implementation features that will be incorporated as applicable into the project design and implementation for each of its projects. The following specific design and implementation measures are part of the project:

CUL-1 Training

For all activities with the potential for ground disturbance (excluding prescribed herbivory, vegetation and tree trimming, and hand pulling smaller vegetation) all contractors and construction personnel will receive training prepared by and/or conducted by a qualified cultural resources specialist prior to beginning construction. The training will address the potential for exposing subsurface resources, recognizing basic signs of a potential resource, understanding required procedures if a potential resource is identified including reporting the resource to a qualified archaeologist or cultural resources specialist, and understanding all procedures required under Health and Safety Code § 7050.5 and PRC §§ 5097.94, 5097.98, and 5097.99 for the discovery of human remains.

CUL-2 Unanticipated Discovery

In the event that a previously unidentified cultural resource is discovered during implementation of an activity all work within a minimum of 150 feet of the discovery will be halted. The resource will be located, identified, and recorded in the MWPA cultural resources GIS database. Data regarding archaeological resources will be kept confidential per law, but may be shared with Native American tribes identified by the NAHC to be traditionally and culturally affiliated with the geographic area of the project site, if archaeological in nature and if the tribe has requested that such information be shared with them.

The boundaries around the buffered resource will be temporarily marked, such as with fencing or flagging. A qualified cultural resource specialist/archaeologist (who meets the U.S. Secretary of Interior's professional standards set forth in 48 CFR Parts 44738-44739 and Appendix A to 36 CFR 61) will inspect the discovery and determine whether further investigation is required. If the discovery can be avoided and no further impacts will occur, the resource will be documented on California State Department of Parks and Recreation cultural resource record forms and no further effort will be required. If the project proponent wishes to continue work in the area, only work performed using hand tools or powered hand tools is allowed, work cannot include ground disturbance below the topsoil layer, and the

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work area can only be accessed on foot as determined acceptable by the qualified cultural resource specialist/archaeologist.

Alternatively, the qualified cultural resource specialist/ archaeologist will evaluate the resource and determine whether it is:

- Eligible for the CRHR (and a historical resource for purposes of CEQA),
- A unique archaeological resource as defined by CEQA, and/or
- A potential tribal cultural resource (all archaeological resources could be a tribal cultural resource).

If the cultural resources specialist/archaeologist determines that the resource could be a tribal cultural resource, he or she will, within 48 hours of the discovery, notify each Native American tribe identified by the NAHC to be traditionally and culturally affiliated with the geographic area of the project site of the discovery. A tribal monitor will inspect the resource to determine whether it constitutes a tribal cultural resource. If the resource is determined to be neither a unique archaeological, an historical resource, or a potential tribal cultural resource, work may commence in the area.

If the resource meets the criteria for either a historical resource, unique archaeological resource, and/or tribal cultural resource, work will remain halted in the buffered area around the resource. No work will occur within the buffered area except those methods previously discussed as determined acceptable by the qualified archaeologist and/or tribal monitor. After work is completed, all cultural resource delineators (e.g., flags or fencing) will be removed in order to avoid potential vandalism, unauthorized excavation(s), etc.

ET-1 Environmental Training for Biological Resources

All crew members and contractors will receive training from a qualified registered professional forester (RPF) or biologist prior to beginning a treatment project where sensitive biological resources could occur in the work areas. The training will describe the appropriate work practices necessary to effectively implement the appropriate project design and implementation features and to comply with the applicable environmental laws and regulations. The training will include the identification, relevant life history information, and avoidance of potentially present special-status species with potential to occur; identification and avoidance of sensitive natural communities and habitats with the potential to occur in the treatment area; best management practices, ; and reporting requirements. As appropriate, the training will include protocols for work, such as specific trimming methods, where applicable. The training will instruct workers when it is appropriate to stop work and allow wildlife encountered during treatment activities to leave the area unharmed and when it is necessary to report encounters to a qualified RPF or biologist. The qualified RPF or biologist will immediately contact the California Department of Fish and Wildlife (CDFW) or United States Fish and Wildlife Service (USFWS), as appropriate, if any wildlife protected by the California Endangered Species Act (CESA) or Federal Endangered Species Act (ESA) is encountered and cannot leave the site on its own (without being handled).

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IP-1 Clean Equipment

All crew members, surveyors, and other personnel on site related to project activities will clean clothing, footwear, and equipment used during treatments of soil, seeds, vegetative matter, other debris or seed-bearing material, or water (e.g., rivers, streams, creeks, lakes) before entering the treatment area or when leaving an area with infestations of invasive plants, noxious weeds, known plant pathogens, or invasive wildlife.

IP-2 Prevent the Spread of Invasive Species and Plant Pathogens

Segregate and treat soils and vegetation contaminated with invasive plant seeds and propagules. Treat, as appropriate, to prevent the spread of invasive plants. Treatment may include disposal on site within already infested areas, chipping or pile burning and mulching to eliminate viable seeds, or disposal at an approved cogeneration plant or green waste facility.

Minimize soil disturbance to the greatest extent possible to reduce the potential for introducing or spreading invasive plants or plant pathogens, to protect topsoil resources, and to reduce available habitat for the establishment of new invasive plants.

IP-3 Treat Invasive Plants Prior to Seeding

Schedule activities to maximize the effectiveness of control efforts and minimize introduction and spread of invasive plants as feasible, with consideration for project objectives and location (e.g., install and maintain fuel breaks, disc lines, and other work before non-native plants set seeds).

IP-4 Retain Native Plants

When removing vegetation, focus first on removing invasive and highly flammable species, and dead or diseased vegetation. Retain beneficial, low-fire risk native plant species whenever possible.

GEO-1 Erosion and Soils Loss Stabilization Measures

Soils will be stabilized if a vegetation management activity may leave less than 70 percent groundcover or native mulch/organic material.

For areas between 50 percent and 70 percent ground cover left:

- Sow native grasses and other suitable native vegetation on denuded areas where natural colonization or other replanting will not occur rapidly; use slash or chips to prevent erosion on such areas.
 - Use surface mounds, depressions, logs, rocks, trees and stumps, slash and brush, the litter layer, and native herbaceous vegetation downslope of denuded areas to reduce sedimentation and erosion, as necessary to prevent erosion or slope destabilization.
 - Install approved, biodegradable erosion-control measures and non-filament-based geotextiles (e.g., coir, jute) when:
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- Conducting substantial ground-disturbing work (e.g., use of heavy equipment, pulling large vegetation) within 100 feet and upslope of currently flowing or wet wetlands, streams, lakes, and riparian areas;
 - Causing soil disturbance on moderate to steep (10 percent slope and greater) slopes; and
 - Removing invasive plants from stream banks to prevent sediment movement into watercourses and to protect bank stability.
- Sediment-control devices, if installed, will be certified weed-free, as appropriate. Sediment control devices will be inspected daily during active construction to ensure that they are repaired and working as needed to prevent sediment transport into the waterbodies.

For areas with less than 50 percent ground cover:

- Any of the above measures
- Stabilize with mulch or equivalent immediately after project activities, to the maximum extent practicable.
- If project activities could result in substantial sediment discharge from soil disturbance, as determined by the qualified personnel (e.g., RPF), organic material from mastication or mulch will be incorporated onto at least 75 percent of the disturbed soil surface where the soil erosion hazard is moderate or high, and 50 percent of the disturbed soil surface where soil erosion hazard is low to help prevent erosion.
- Where slash mulch is used, it will be packed into the ground surface with heavy equipment so that it is sufficiently in contact with the soil surface.

Once work is completed, the areas will be inspected at least annually if accessible, until groundcover exceeds 70 percent or slopes have stabilized, as determined by a qualified professional. At that time, erosion-control and slope-stability devices may be removed.

HAZ-1 Leak Prevention and Spill Cleanup

The project proponent will, at a minimum, implement measures that address the following procedures related to the use of hazardous materials during construction:

- Proper disposal or management of contaminated soils and materials (i.e., clean up materials)
 - Daily inspection of vehicles and equipment for leaks and spill containment procedures
 - Emergency response and reporting procedures to address hazardous material releases
 - Emergency spill supplies and equipment will be available to respond in a timely manner if an incident should occur
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- Response materials such as oil-absorbent material, tarps, and storage drums will be available in the plan area at all times during management activities and will be used as needed to contain and control any minor releases
 - The absorbent material will be removed promptly and disposed of properly
 - Use of secondary containment and spill rags when fueling
 - Discourage “topping-off” fuel tanks
 - Workers using fuels or other hazardous materials must be knowledgeable of the specific procedures necessary for hazardous materials cleanup and emergency response

HAZ-2 Wildfire Risk Reduction

The following measures will be implemented during activities that involve the use of equipment that can generate sparks or heat:

- Maintain fire suppression equipment (e.g., shovel, extinguisher) in work vehicles and ensure workers are trained in use
- Closely monitor for ignited vegetation from equipment and tool use
- Train workers to properly handle and store flammable materials to minimize potential ignition sources
- Prohibit smoking in vegetated areas
- Avoid use of spark- and/or heat-generating equipment during high fire danger days (e.g., Red Flag Days and Fire Weather Watch)
- Outfit off-road diesel vehicles and equipment with spark arrestors
- Avoid metal string or blade weed trimmers

NOI-1 Minimization of Noise Disruption to Nearby Neighbors and Sensitive Receptors

All projects will comply with applicable local noise ordinances. All powered equipment and power tools will be used and maintained according to manufacturer specifications. All diesel- and gasoline-powered treatment equipment will be properly maintained and equipped with noise-reduction intake and exhaust mufflers and engine shrouds, in accordance with manufacturers’ recommendations.

Measures to minimize noise disruption to nearby neighbors and sensitive receptors will be implemented as needed. These measures may include but are not limited to:

- Using noise control technologies on equipment (e.g., mufflers, ducts, and acoustically attenuating shields)
 - Locating stationary noise sources (e.g., pumps and generators) away from sensitive receptors.
 - Close engine shrouds during equipment operations
 - Shut down equipment when not in use. Equipment will not be idled unnecessarily.
 - Operate heavy equipment during daytime hours if such noise would be audible to receptors (e.g., residential land uses, schools, hospitals, places of worship).
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- Locate project activities, equipment, and equipment staging areas away from nearby noise-sensitive land uses (e.g., residential land uses, schools, hospitals, places of worship), to the extent feasible

NSO-1 Northern Spotted Owl Nesting Season Avoidance

Within areas where northern spotted owl have the potential to occur, work, including mowing with heavy equipment, the mechanical removal of vegetation, or prescribed burning, including pile and broadcast burning, will occur outside of the northern spotted owl nesting season to the extent possible (February 1 to July 31).

If work must occur during the northern spotted owl nesting season, either NSO-02 or NSO-03 will apply.

NSO-2 Work During Northern Spotted Owl Nesting Season - Surveys

Within an area where northern spotted owl has the potential to occur, when work will occur during the northern spotted owl nesting season (February 2 through July 31), and work is not considered low-impact by a qualified biologist the following measure will apply. Low impact type activities include, but are not limited to, goat grazing, hand pulling of weeds, hand trimming of trees and vegetation with non mechanized equipment, chipping from existing roadways in residential areas, use of mechanized equipment adjacent to roads or in residential areas that is a typical noise for the environment.

Determine if a known breeding pair is found within 0.25 mile of the proposed activity (i.e., from existing surveys that season) and perform a nest check to confirm presence. If no survey data for the season has been completed for the areas, two surveys will be conducted by a qualified biologist (whose qualifications have been approved by the MWPA or lead public agency) for nesting northern spotted owls during the months of April and May preceding the commencement of these activities. At a minimum, the survey area will include all suitable nesting habitats within 0.25 mile of any planned activity sites, and then one of the two options listed below will be implemented. If access can not be secured for surveys, then work should be delayed until after the nesting season, unless it can be shown that noise generation from the activities and the activities proposed would be below noise and visual disturbance levels for northern spotted owls (refer to USFWS Revised Transmittal of Guidance: Estimating the Effects of Auditory and Visual Disturbance to Northern Spotted Owls and Marbled Murrelets in Northwestern California) at the nest site, if known.

1. If it is conclusively determined that there are nesting northern spotted owls, planned activities that generate noise (e.g., mowing, heavy equipment usage, crews with hand tools that generate noise) in areas without regular human disturbances from human residency (e.g., leaf blowers, home construction and remodeling, roadways), that are within 0.25-mile of an identified active nest will not begin prior to September 1 unless the young have fledged, at which time work may begin no earlier than July 10. Prescribed burns may only occur within suitable northern spotted owl habitat (as determined by a qualified
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biologist) during the nesting season if protocol surveys have determined that northern spotted owl nesting is not occurring in the area of planned activity.

2. If work must occur within 0.25 mile, a permit may be required from the US Fish and Wildlife Service before work can commence.

NB-1 Nesting Bird Season Avoidance

Whenever possible, schedule work outside of the bird nesting season, which is generally from February 1 through August 31st². Not all species nest between the regulatory season, and active nests that are encountered year-round are protected.

NB-2 Nesting Bird Surveys

If work that has the potential to impact nesting birds commences between February 1 and August 31 (during the nesting season), a qualified biologist (whose qualifications have been approved by the MWPA or lead public agency) will conduct a pre-activity survey for nesting birds.

Nesting bird surveys are recommended during the nesting season for work involving mowing with heavy equipment, other vegetation (including tree) removal or limbing and trimming activities, and prescribed (broadcast and pile) burning. Low-impact activities including goat grazing, hand-pulling weeds, and herbicide application do not generally require nesting bird surveys. Determination of need for surveys for low-impact activities should be evaluated on a case-by-case basis in consultation with a qualified biologist or RPF.

Nesting bird surveys will occur within no more than 7 days prior to construction to ensure that no nests will be disturbed during vegetation management work. If work pauses for more than 7 days, a follow-up survey will be conducted prior to the restarting of work.

Appropriate survey areas will be determined by the qualified biologist depending on the project footprint, type of activity proposed, and suitable habitat for nesting birds. Surveys will be conducted during periods of high bird activity (i.e., 1-3 hours after sunrise and 1-3 hours before sunset). If the qualified biologist determines that visibility is significantly obstructed due to on-site conditions (such as access issues, rain, fog, smoke, or sound disturbance [including high wind]), surveys will be deferred until conditions are suitable for nest detection.

NB-3 Nesting Birds: Active Nest Avoidance

If active nests (i.e., presence of eggs and/or chicks) are observed in areas that could be directly or indirectly disturbed (including noise disturbance), a temporary, species-appropriate no-

² Note that the general nesting season between February 1 and August 31 is a guideline, and that birds may begin nesting beforehand, and complete nesting after these dates. Regardless, active nests are protected year-round. Avian nesting season may begin as early as January 1

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disturbance buffer zone will be created around the nest sufficient to reasonably expect that breeding would not be disrupted. No work will occur inside the buffer zone.

The size of the buffer zone will be determined by the biologist, by taking into account factors including but not limited to the following:

- Noise and human disturbance levels at the site at the time of the survey and the noise and disturbance expected during the work;
- Distance and amount of vegetation or other screening between the site and the nest; and
- Sensitivity of individual nesting species and behaviors of the nesting birds, taking into account factors such as topography, visibility to source of disturbance, noise/vibration, nesting phase, and other case-by-case specifics.

Buffer sizes may be altered during the course of work at the recommendation of the biologist. Raptor nests are subject to additional protections, including during the “branching” phase, when fledglings begin to fly but do not fully leave the nest. Buffers will be maintained until young fledge or the nest becomes inactive, as determined by the qualified biologist.

If work must occur within the buffer, proceed to NB-4.

NB-4 Nesting Birds - Active Nest Monitoring

If an avoidance buffer is not achievable, a qualified biologist may monitor the nest(s) during work activities within the recommended nest buffer to document that no take of the nest (nest failure) has occurred related to work activities. If it is determined that work activity is resulting in nest disturbance, work should cease immediately.

RB-1 Preconstruction Survey

If vegetation management activities would (1) occur in trees with potential for roosting bat species, (2) would include removal or trimming of trees where a bat could be roosting, or (3) would involve removal or trimming of a tree with mechanized equipment adjacent to trees or structures that could have roosting bats and (4) the work would commence between March 1 and July 31, during the bat maternity period, a pre-activity survey will be conducted for roosting bats within 2 weeks prior to work to ensure that no roosting bats will be disturbed during work. This survey can be conducted concurrent with other surveys for other sensitive species. Trees and shrubs within the work footprint that have been determined to be unoccupied by roosting bats, or that are located outside the avoidance buffer for active roosting sites may be removed. Roosting initiated during work is presumed to be unaffected, and no buffer would be necessary.

RB-2 Avoidance of Maternity Roosts and Day Roosts

If active maternity roosts or day roosts are found within the project site, or in areas subject to disturbance from construction activities, avoidance buffers will be implemented. The buffer size will be determined in consultation with the qualified biologist or RPF.

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RB-3 Bat Roosting Tree Removal – Seasonal Restrictions

Removal of trees identified as providing suitable roosting habitat should be conducted during seasonal periods of bat activity, including:

- Between March 1 and April 15, or after evening temperatures rise above 45 degrees Fahrenheit and/or no more than ½ inch of rainfall within 24 hours occurs; or
- Between September 1 and about October 15, or before evening temperatures fall below 45 degrees Fahrenheit and/or more than ½ inch of rainfall within 24 hours occurs.

If it is determined that a colonial maternity roost is potentially present, the roost will be avoided and will not be removed during the breeding season (April 15 to August 31) unless removal is necessary to address an imminent safety hazard.

Operation of mechanical equipment producing high noise levels (e.g., chainsaws, heavy equipment) in proximity to buildings/structures supporting or potentially supporting a colonial bat roost will be restricted to periods of seasonal bat activity (as defined above), when possible.

RB-4 Bat Roosting Tree Removal – Emergency Removals

Potential non-colonial roosts that cannot be avoided will be removed on warm days in late morning to afternoon when any bats present are likely to be warm and able to fly.

Appropriate methods will be used to minimize the potential of harm to bats during tree removal. Such methods may include using a two-step tree removal process. This method is conducted over two consecutive days, and works by creating noise and vibration by cutting non-habitat branches and limbs from habitat trees using chainsaws only (no excavators or other heavy machinery) on Day 1. The noise and vibration disturbance, together with the visible alteration of the tree, is very effective in causing bats that emerge nightly to feed, to not return to the roost that night. The remainder of the tree is removed on Day 2.

RR-1 Riparian Resources – Project Design

In riparian areas, treatments will be limited to removal of uncharacteristic fuel loads (e.g., removing dead or dying vegetation), trimming/limbing of woody species as necessary to reduce ladder fuels, and select thinning of vegetation to restore densities that are representative of healthy stands of the riparian vegetation types that are characteristic of the region. Allowable activities include hand removal (or mechanized removal where topography allows) of dead or dying riparian trees and shrubs, invasive plant removal, selective thinning, and removal of encroaching upland species. Mature, healthy trees will not be removed from a riparian corridor. Any activities conducted within a riparian corridor will be conducted so as to avoid alteration to a bed, channel, or bank of a waterway and all debris, including sawdust, chips, or other vegetative material, will be prevented from entering the bed, channel, or bank of a waterway, unless a permit from the California Department of Fish and Game under Section 1600 is obtained.

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Avoid grazing across waterways and within a 50 foot buffer if there is a need for protection of riparian vegetation from grazing. Limited grazing may be allowed if it would be beneficial to plant communities without causing harm (e.g., removal of invasive species) and would not result in erosion.

TR-1 Emergency Access to Project Areas

The following measures will be implemented to maintain emergency access:

- At least one week prior to temporary lane or full closure of a public road for vegetation management-related work, the appropriate emergency response agency/agencies will be contacted with jurisdiction to ensure that each agency is notified of the closure and any temporary detours in advance and obtain all required encroachment permits
- In the event of any emergency, roads blocked or obstructed for maintenance activities will be cleared to allow the vehicles to pass.
- During temporary lane or road closures on public roads, flaggers equipped with two-way radios will be utilized where needed to control traffic. During an emergency, flaggers will radio to the crew to cease operations and reopen the public road to emergency vehicles.
- All authorized vehicles at the treatment site will be parked to not block roads when no operator is present to move the vehicle.

TR-2 Traffic Control Measures

Traffic control measures will be implemented to maintain traffic and pedestrian circulation on streets affected by project activities. The following measures may include:

- All traffic control devices will conform to the latest edition of the MUTCD, and as amended by the latest edition of the MUTCD California supplement.
- Any work that disturbs normal traffic signal operations and ensure proper temporary traffic control (lane shifts, lane closures, detours etc.) will be coordinated with the agency having jurisdiction, at least 72 hours prior to commencing construction.
- Flaggers and/or construction warning signage of work ahead.
- A minimum of twelve (12) foot travel lanes on public roads must be maintained unless otherwise approved.
- Maintaining access to driveways and private roads at all times unless other arrangements have been made.
- Traffic control devices will be removed from view or covered when not in use.
- Sidewalks for pedestrians will remain open if safe for pedestrians. Alternate routes and signing will be provided if pedestrian routes are to be closed.
- Scheduling truck trips during non-peak hours to the extent feasible.

Discussion of Exceptions (Section 15300.2)

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(a) Location:

Sensitive habitats, including watercourses and wetland areas would be avoided. Riparian woodlands may be encountered but any vegetation trimming or thinning would be conducted by hand and alteration to and deposition of debris avoided within the bed, channel, or bank of a waterway (RR-1). Due to the scope and design of the project, it would not adversely affect riparian habitats as it would not affect shade or species diversity and could be beneficial if invasive species removal is needed, therefore, exception (a) does not apply.

(b) Cumulative Impact:

Roadside vegetation treatments, similar to that proposed for this project, have occurred along the same roadways as the project in the past. Ongoing maintenance of the roadside vegetation along the project roadways would be limited to the types of activities previously described, which would be performed periodically to maintain ingress and egress. The visual character of project work areas would be modified each time vegetation treatments are implemented to maintain ingress and egress as vegetation regrows, due to reduction in vegetation cover and type (e.g., broom removal), but the natural character would remain and the treatments are not considered a visual degradation given the existing disturbance of the road. As such, the project would not contribute to any potential significant cumulative effect and therefore, exception (b) does not apply.

(c) Significant Effects due to "Unusual Circumstances":

The proposed vegetation thinning activities along roadways and future maintenance is considered routine and are prevalent and typical throughout the County and Bay Area region. Sensitive waterways and special-status species would be avoided. The project would modify the vegetation but the natural character would remain, and the aesthetic change would not be substantial. Therefore, there are no unusual circumstances associated with the project or the environment in which it would be implemented, and exception (c) does not apply.

(d) Scenic Highways:

State Route (SR) 1 is the nearest eligible California State Scenic Highway to the roadway work areas (Caltrans, 2021). Most roadways and proposed activities would not be visible from SR 1. For the discrete locations where project work areas may be visible, visual impacts from changes to the vegetation patterns from removal of small or hazard trees and shrubs in forested areas and weed removal within 10 feet along the roadways would occur. The natural characteristic of the area along the roadways would remain and significant adverse changes to the visual environment as seen from a scenic highway would not occur; therefore, exception (d) does not apply.

(e) Hazardous Waste Sites:

Per the current government database of hazardous waste sites at the time of this filing, no open hazardous waste sites are located adjacent to the work areas along the roadways.

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Several closed sites are located in the vicinity of some of the roadways (SWRCB, 2021). No intense ground disturbing activities that could unearth potentially contaminated soils would occur; therefore, exception (e) does not apply.

(f) Historical Resources:

The project does not propose any intense ground-disturbing activities. Some hand pulling of invasive plants could occur. As part of the project, workers would participate in a cultural training prior to project implementation (CUL-1) and should a previously unidentified cultural resource be discovered, work would halt in the area and the resource fully avoided (CUL-2). Project activities would not alter any built environment features and would not cause a substantial adverse change in the significance of a known or previously undiscovered historical resource. Therefore, exception (f) does not apply.

Environmental Assessment

Aesthetics		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The visual character along the specified roadways varies but is generally undeveloped with interspersed low density urbanized areas; primarily residential communities. Vegetation consists of densely forested mountain areas as well as grassy and chaparral-covered lowlands and hills. Many of the roads are near or overlooking the ocean or tidal waterways including the communities of Bolinas, Stinson Beach, and Inverness. Viewers in the vicinity of the work areas would primarily be motorists.

Equipment and trucks performing the work would be temporarily visible along these roadways. The roadways vegetation thinning activities would be in one area for a short period of time (a few hours to a day) and the work would be performed in limited areas within western Marin County at any given time.

Minor changes to the vegetation patterns and form would occur from manual and mechanical removal of small or hazard trees and shrubs in forested areas as well as weed removal within 10 feet along the roadways. No healthy, mature, scenic trees would be removed as part of this project. The vegetative material may be chipped and left in place, or chipped and hauled away from the work area. Chipped material, if spread on site, would be visible during decomposition, but generally blends into the forest floor. Viewers in the immediate vicinity may notice changes in the density and type of the vegetation along the roadways. These methods of roadside vegetation thinning currently occur throughout Marin County to maintain ingress and egress. Views in the immediate foreground are also dominated by the man-made road itself and vegetation thinning along the edges of roadways would not be considered significant visual degradation. This type of work and vegetation management is

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typical of the area and a characteristic part of the existing environment. The project would not degrade views from adjacent roadways because the visual change would be minimal, is typical in the area, and would only extend 10 feet from the roadway. The natural characteristic of the area around the roadways would remain. Significant adverse effects to aesthetics would not occur. Visual degradation as seen from State or locally designated scenic roads or vistas, including the Marin County ridge and upland greenbelt areas, would not occur.

Agriculture and Forestry Resources		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The proposed roadside vegetation thinning activities would not convert designated farmland to non-agricultural uses. Project activities would occur within 10 feet of roadways and as such would not result in the loss of forest land nor would it convert forestry land to non-forestry use. Adverse effects on agriculture and forestry resources would not occur.

Air Quality		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vehicles and equipment for the roadside vegetation thinning activities would emit diesel particulate matter and criteria air pollutants. In a given day, it is assumed that a bucket truck, chainsaws or other mechanical hand tools, and a chipper would operate for a few hours per crew and up to one off-haul truck would travel to a green waste disposal center. Activities would be conducted for up to 45 days a year, which would not result in generation of air emissions in excess of Bay Area Air Quality Management District (BAAQMD) significance thresholds (CAPCOA, 2021). No tilling or grading activities that could generate fugitive dust emissions would occur. Significant air quality impacts would not occur.

Biological Resources		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Biological database searches for the vicinity of the roadways were conducted (CDFW, 2021; CNPS, 2021). Of the species identified during the database search, species were determined to have potential to occur within the roadside work areas if the species is known to occur in the vicinity of the sites and if the sites or immediate vicinity contains suitable habitat to support these species.

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Special-Status Plants and Sensitive Vegetation Communities

Due to the type of project and extent of the vegetation treatment activities out to 10 feet along roadways, serpentine and wetland habitats are not anticipated to be encountered or treated, and special-status species found in these areas would not be encountered. Riparian habitat may occur along road edges. Vegetation trimming and removal would be conducted by hand to remove fuel loading and allow safe ingress and egress (RR-1). Vegetation proposed for removal would not be ecologically significant to special-status plants or animals.

Workers would receive training from a qualified professional prior to beginning the roadside vegetation treatments where sensitive biological resources could occur in the work areas, which would include identification of special-status plant species and avoidance or, as appropriate, training for species-specific protocols for work, such as trimming methods (ET-1). The training for this project would involve identification of congested-headed hayfield tarplant, woolly-headed spineflower, Mt. Vision ceanothus, Sonoma spineflower, Marin manzanita, Marin checker lily, western leatherwood, San Francisco owl's-clover, two-fork clover, and marsh microseris for avoidance if encountered along the roadways. The vegetation trimming and removal would generally focus on removing invasive and fire-hazardous species, leaving native species in place (IP-4). Workers would clean equipment and handle vegetation to avoid spreading invasive species and plant pathogens (IP-1, IP-2, IP-3). All sensitive plant species have a low to no potential to be impacted by roadside vegetation removal activities as shown in Table 1. Significant impacts on native vegetation communities and special-status plants species would not occur.

Special-Status Wildlife

Some wildlife species have a moderate or high potential to occur along the project roadways. Project activities would generally be conducted August to February avoiding nesting birds and roosting bats. If activities must occur from February to August appropriate nesting bird and/or bat surveys would be conducted (NSO-1, NSO-2, NB-1, NB-2, NB-3, NB-4, RB-1, RB-2, RB-3, RB-4). Training would include identification for avoidance of sensitive communities that provide habitats for several special-status species, such as wetlands. Training would also identify host plants for the monarch for avoidance (ET-1). Due to the scale and scope of the roadside vegetation treatments, the western bumble bee and monarch would not be adversely affected as these species are mobile and could move away from any danger posed by equipment or humans. Substantial thinning of eucalyptus groves would not occur as activities would occur within 10 feet of the roadway. Burrowing owl, northern spotted owl, or yellow warbler also would not be impacted since work would occur outside nesting season or surveys conducted and nests avoided. All wildlife species reviewed had a low potential for impacts from roadside vegetation clearance activities as shown in Table 1.

Critical habitat for marbled murrelet, northern spotted owl, and tidewater goby occurs within or adjacent to the work areas (USFS, 2021; NOAA, 2021). Vegetation treatment and removal would target invasive, non-native, and fire-hazardous vegetation and accumulative dead biomass along the roads. Individual mature trees may be removed if they pose a hazard, but

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generally small trees, 8 inches DBH and smaller, would be removed as part of clearance for ingress and egress and ladder fuel removal. This vegetation would grow back and be retreated as needed. Given the work would be conducted in very close proximity to roads and focused on removal of hazardous fuels near roads, the work would not be considered habitat alteration. Significant impacts on special-status wildlife species would not occur.

Wetlands

Seasonal streams intersect or occur adjacent to the project roadways (USFWS, 2021). Existing infrastructure including culverts would not be altered as part of the project. Streams would be avoided by project activities. Due to the type of project and extent of the vegetation treatment activities out to 10 feet along roadways, wetlands are not anticipated to be encountered and no activities would occur in wetlands. Training would ensure that workers avoid wetlands (ET-1). Significant impacts on wetlands would not occur.

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Table 1 Special-Status Species with Potential to Occur in the Project Vicinity

Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
Sensitive Plants					
<i>Abronia umbellata</i> var. <i>breviflora</i>	pink sand-verbena	CNPS 1B.1	Coastal dunes and scrub, disturbed sandy areas	Low	Low – not likely to be encountered
<i>Agrostis blasdalei</i>	Blasdale's bent grass	CNPS 1B.2	Dunes, coastal bluffs and scrub	Low	Low – not likely to be encountered
<i>Amorpha californica</i> var. <i>napensis</i>	Napa false indigo	CNPS 1B.2	Wetland, Riparian woodland	Low	Low – not likely to be encountered
<i>Amsinckia lunaris</i>	bent-flowered fiddleneck	CNPS 1B.2	Grassland, serpentine, gravelly slopes	Low	Low – not likely to be encountered
<i>Arctostaphylos montana</i> ssp. <i>montana</i>	Mt. Tamalpais manzanita	CNPS 1B.3	Chaparral, Valley Grassland	Low	Low – not likely to be encountered
<i>Arctostaphylos virgata</i>	Marin manzanita	CNPS 1B.2	Closed-cone Pine Forest, Redwood Forest, Mixed Evergreen Forest, Chaparral	Moderate, species is known to occur in project area north of Inverness	Low – can be identified and avoided with training
<i>Astragalus pycnostachyus</i> var. <i>pycnostachyus</i>	coastal marsh milk-vetch	CNPS 1B.2	Coastal marshes, seeps	Moderate, species occurs in project area near Stinson Beach, but is likely to be found near marsh not along roadside	Low – suitable habitat would be avoided
<i>Blennosperma nanum</i> var. <i>robustum</i>	Point Reyes blennosperma	CR, CNPS 1B.2	Sandy bluffs, wetlands	Low	Low – not likely to be encountered
<i>Calamagrostis crassiglumis</i>	Thurber's reed grass	CNPS 2B.1	Slopes, meadows, coastal marshes	Low	Low – not likely to be encountered
<i>Campanula californica</i>	swamp harebell	CNPS 1B.2	Freshwater marshes	Moderate, species known to occur in	Low – suitable habitat would be avoided

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
				project area near Inverness	
<i>Carex leptalea</i>	bristle-stalked sedge	CNPS 2B.2	Wet meadows, swamps	Low	Low – suitable habitat would be avoided
<i>Carex lyngbyei</i>	Lyngbyei's sedge	CNPS 2B.2	Coastal, salt marshes	Low	Low – suitable habitat would be avoided
<i>Castilleja ambigua</i> var. <i>humboldtiensis</i>	Humboldt Bay owl's clover	CNPS 1B.2	Salt-marsh wetlands, coastal	Low to Moderate, species occurs near project area east of Kent Lake	Low – suitable habitat would be avoided
<i>Ceanothus gloriosus</i> var. <i>porrectus</i>	Mt. Vision ceanothus	CNPS 1B.3	Coastal bluffs, scrub, closed-cone pine forest	Moderate; species known to occur in project area south of Inverness	Low – can be identified and avoided with training
<i>Ceanothus masonii</i>	Mason's ceanothus	CR, CNPS 1B.2	Chaparral	Low	Low – not likely to be encountered
<i>Chloropyron maritimum</i> ssp. <i>palustre</i>	Point Reyes salty bird's-beak	CNPS 1B.2	Coastal salt marsh	Low, species occurs in project area west of Bolinas Lagoon	Low – suitable habitat would be avoided
<i>Chorizanthe cuspidata</i> var. <i>villosa</i>	woolly-headed spineflower	CNPS 1B.2	Coastal prairie, sand	Moderate	Low – can be identified and avoided with training
<i>Chorizanthe valida</i>	Sonoma spineflower	FE, CE, CNPS 1B.1	Coastal prairie, sand	Moderate, species known to occur in project area west of Inverness, but highly unlikely to occur in the disturbed areas adjacent to roadways	Low – not likely to be encountered along roadways, can be identified and avoided with training
<i>Cicuta maculata</i> var. <i>bolanderi</i>	Bolander's water-hemlock	CNPS 2B.1	Coastal wetlands	Low	Low – suitable habitat would be avoided

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Cirsium andrewsii</i>	Franciscan thistle	CNPS 1B.2	Bluffs, seeps, occasionally serpentine	Low	Low – not likely to be encountered, project activities would be low risk
<i>Cirsium hydrophilum var. vaseyi</i>	Mt. Tamalpais thistle	CNPS 1B.2	Serpentine seeps	Low	Low – suitable habitat would be avoided
<i>Dirca occidentalis</i>	western leatherwood	CNPS 1B.2	Riparian	Moderate, species occurs in project area south of Inverness	Low – can be identified and avoided with training
<i>Entosthodon kochii</i>	Koch's cord moss	CNPS 1B.3	Riverbanks on newly exposed soil	None, riverbanks avoided by project design	None
<i>Eriogonum luteolum var. caninum</i>	Tiburon buckwheat	CNPS 1B.2	Chaparral, Coastal Prairie, Valley Grassland	Low	Low – not likely to be encountered
<i>Erysimum concinnum</i>	bluff wallflower	CNPS 1B.2	Cliffs, coastal bluffs, dunes, prairies	Low	Low – not likely to be encountered
<i>Fissidens pauperculus</i>	minute pocket moss	CNPS 1B.2	Seasonally moist hard-packet soils on steep faces, gullies, or cut banks	Low	Low – not likely to be encountered
<i>Fritillaria lanceolata var. tristulis</i>	Marin checker lily	CNPS 1B.1	Oak or pine scrub, grassland	Moderate; species is known to occur in project area near Inverness	Low – can be identified and avoided with training
<i>Fritillaria liliacea</i>	fragrant fritillary	CNPS 1B.2	Heavy soil, open hills, fields near coast	Low	Low – not likely to be encountered
<i>Gilia millefoliata</i>	dark-eyed gilia	CNPS 1B.2	Coastal dunes	Low	Low – not likely to be encountered
<i>Hemizonia congesta spp. congesta</i>	congested-headed hayfield tarweed	CNPS 1B.2	Northern Coastal Scrub, Valley Grassland	Moderate to High, species occurs in project area east of Kent Lake, and known	Low – can be identified and avoided with training

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
				to occur along roadsides	
<i>Hesperovax sparsiflora</i> var. <i>brevifolia</i>	short-leaved evax	CNPS 1B.2	Coastal dunes and bluffs	Low	Low – not likely to be encountered
<i>Hesperolinon congestum</i>	Marin western flax	FT, CT, CNPS 1B.1	Serpentine, grassland	Low	Low – not likely to be encountered
<i>Heteranthera dubia</i>	water star-grass	CNPS 2B.2	Wetland	Low	Low – suitable habitat would be avoided
<i>Holocarpha macradenia</i>	Santa Cruz tarplant	FT, CE, CNPS 1B.1	Grassy areas, clay soil	Low	Low – not likely to be encountered
<i>Horkelia cuneata</i> var. <i>sericea</i>	Kellogg's horkelia	CNPS 1B.1	Coastal sandhills, old dunes	Low	Low – not likely to be encountered
<i>Horkelia marinensis</i>	Point Reyes horkelia	CNPS 1B.2	Coastal dunes	Low	Low – not likely to be encountered
<i>Horkelia tenuiloba</i>	thin-lobed horkelia	CNPS 1B.2	Open chaparral	Low	Low – not likely to be encountered
<i>Hypogymnia schizidiata</i>	island tube lichen	CNPS 1B.3	Grows on bark and wood of hardwoods and conifers in woodlands, isolated groves, and forests	Low	Low – not likely to be encountered
<i>Kopsiopsis hookeri</i>	small groundcone	CNPS 2B.3	Open woodland, mixed conifer forest	Low	Low – not likely to be encountered
<i>Lasthenia californica</i> ssp. <i>macrantha</i>	perennial goldfields	CNPS 1B.2	Grassland, dunes	Low	Low – not likely to be encountered
<i>Leptosiphon rosaceus</i>	rose leptosiphon	CNPS 1B.1	Open grassy slopes, coastal bluffs	Low	Low – not likely to be encountered
<i>Lessingia micradenia</i> var. <i>micradenia</i>	Tamalpais lessingia	CNPS 1B.2	Thin, gravelly soil of serpentine outcrops, roadcuts	Low, serpentine outcrops will be avoided	Low – suitable habitat would be avoided

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Microseris paludosa</i>	marsh microseris	CNPS 1B.2	Moist grassland, open woodland	Moderate, species occurs in project area west of Bolinas Lagoon	Low – can be identified and avoided with training
<i>Mielichhoferia elongata</i>	elongate copper moss	CNPS 4.3	Rock, mineral enriched substrates	Low	Low – suitable habitat would be avoided
<i>Navarretia rosulata</i>	Marin County navarretia	CNPS 1B.2	Rocky, serpentine	Low	Low – suitable habitat would be avoided
<i>Pleuropogon hooverianus</i>	North Coast semaphore grass	CT, CNPS 1B.1	Meadows, vernal-pools	Low; meadows and vernal pools will be avoided by project design	Low – suitable habitat would be avoided
<i>Polygonum marinense</i>	Marin knotweed	CNPS 3.1	Coastal salt, brackish marshes, swamps	Low	Low – suitable habitat would be avoided
<i>Quercus parvula</i> var. <i>tamalpaisensis</i>	Tamalpais oak	CNPS 1B.3	Understory conifer woodland	Low	Low – not likely to be encountered
<i>Sidalcea calycosa</i> ssp. <i>rhizomata</i>	Point Reyes checkerbloom	CNPS 1B.2	Marshes	Low	Low – suitable habitat would be avoided
<i>Silene scouleri</i> ssp. <i>scouleri</i>	Scouler's catchfly	CNPS 2B.2	Rocky slopes, coastal bluffs	Low	Low – not likely to be encountered
<i>Stebbinsoseris decipiens</i>	Santa Cruz microseris	CNPS 1B.2	Open coastal, serpentine, sandy	Low	Low – not likely to be encountered
<i>Streptanthus batrachopus</i>	Tamalpais jewelflower	CNPS 1B.3	Serpentine barrens, chaparral	Low	Low – suitable habitat would be avoided
<i>Streptanthus glandulosus</i> ssp. <i>pulchellus</i>	Mt. Tamalpais bristly jewelflower	CNPS 1B.2	Chaparral, Valley Grassland	Low	Low – not likely to be encountered

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Trifolium amoenum</i>	two-fork clover	FE, CNPS 1B.1	Moist, heavy soils, disturbed areas	Moderate; species occurs in project area near Stinson Beach	Low – can be identified and avoided with training
<i>Trifolium polyodon</i>	Pacific Grove clover	CR, CNPS 1B.1	Meadows, closed-cone pine forest	Low	Low – not likely to be encountered
<i>Triphysaria floribunda</i>	San Francisco owl's-clover	CNPS 1B.2	Coastal grassland, serpentine slopes	Moderate; species known to occur in project area near Inverness	Low – can be identified and avoided with training
Sensitive Wildlife					
<i>Falco peregrinus anatum</i>	American peregrine falcon	FP	Nests on cliff ledge or hollow of broken tree snag, also uses ledges of buildings or other structures	Low	Low – not likely to be encountered
<i>Cypseloides niger</i>	black swift	SSC	Nests on ledges or in crevices in steep cliffs along coast or near streams or waterfalls in mountains	Low, species occurs in project area near Stinson Beach	Low – not likely to be encountered
<i>Athene cunicularia</i>	burrowing owl	SSC	Nests in grassland burrows	Moderate	Low – work would occur outside nesting season or surveys conducted
<i>Laterallus jamaicensis coturniculus</i>	California black rail	FT, FP	Wetlands and marshes	Low	Low – not likely to be encountered along roadways, suitable habitat would be avoided
<i>Syncaris pacifica</i>	California freshwater shrimp	FE, CE	Perennial freshwater streams with submerged undercut banks, overhanging plants, and exposed live roots of willow or alder	None, Wetland species	None

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Dicamptodon ensatus</i>	California giant salamander	SSC	Wet coastal forests, such as coastal redwoods, in or near clear, cold permanent and semi-permanent streams and seepages	Low to moderate, may use roadside as dispersal or foraging	Low – can disperse from other areas, suitable breeding habitat would be avoided
<i>Rana draytonii</i>	California red-legged frog	FT, SSC	Breeds in ponds/slow moving streams, may use grassland and oak woodland for dispersal and foraging	Low to moderate, may use roadside as dispersal or foraging	Low – can disperse from other areas, suitable breeding habitat would be avoided
<i>Rallus obsoletus obsoletus</i>	California Ridgway's rail	FE, CE, FP	Wetlands and marshes	Low to moderate, species occurs in project area near Bolinas	Low – can disperse from other areas, suitable habitat would be avoided
<i>Oncorhynchus kisutch pop. 4</i>	coho salmon - central California coast ESU	FE, CE	Aquatic	None, aquatic species	None
<i>Rana boylei</i>	foothill yellow-legged frog	CE, SSC	Rocky streams in a variety of habitats, including habitats such as valley foothill hardwood, valley-foothill riparian, coastal scrub, mixed conifer, mixed chaparral, and wet meadows	Low to moderate, species occurs in project area near Bolinas	Low – can disperse from other areas, suitable breeding habitat would be avoided
<i>Spirinchus thaleichthys</i>	longfin smelt	FC, CT	Aquatic	None, aquatic species	None
<i>Brachyramphus marmoratus</i>	marbled murrelet	FT, CE	Breeds inland on mountains near coast	Low, critical habitat present in project area, but no occurrences recorded	Low – not likely to be encountered

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Danaus plexippus pop. 1</i>	monarch - California overwintering population	FC	Grassland, woodland	Low to moderate, species occurs in project area near Bolinas	Low – not likely to be encountered, work would not substantially thin eucalyptus groves, host plants can be identified and avoided with training
<i>Speyeria zerene myrtleae</i>	Myrtle's silverspot butterfly	FE	Coastal dunes, scrub and grassland	Low	Low – not likely to be encountered
<i>Circus hudsonius</i>	northern harrier	SSC	Marshes, fields, prairies. Nests on ground in dense field or marsh	Low	Low – not likely to be encountered, suitable habitat would be avoided
<i>Strix occidentalis caurina</i>	northern spotted owl	FT, CT	Dense canopies of mature and old-growth forests. Nests in tree hollows	High	Low – work would occur outside nesting season or surveys conducted, nests not likely to occur in close proximity to roads and removal would focus on small trees and hazardous fuels
<i>Antrozous pallidus</i>	pallid bat	SSC	Roosts in large diameter trees and abandoned buildings	Low to moderate - there is some potentially suitable trees within or nearby the project area	Low – work would occur outside the bat maternity roosting period or surveys conducted
<i>Zapus trinolatus orarius</i>	Point Reyes jumping mouse	SSC	Wet, marshy coastal meadows	None, wetland species	None
<i>Aplodontia rufa phaea</i>	Point Reyes mountain beaver	SSC	Lives in underground burrows in north-facing slopes in moderately dense coastal scrub	Moderate, habitat present in project area	Low – not likely to be encountered, project activities would be low risk
<i>Oncorhynchus mykiss irideus pop. 8</i>	steelhead - central California coast DPS	FT	Aquatic	None, aquatic species	None

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Eucyclogobius newberryi</i>	tidewater goby	FE	Aquatic	None, aquatic species	None
<i>Lavinia symmetricus ssp. 2</i>	Tomales roach	SSC	Aquatic	None, aquatic species	None
<i>Corynorhinus townsendii</i>	Townsend's big-eared bat	SSC	Caves, mines, bridges, building, rock crevices, tree hollows in coastal lowlands, and cultivated valleys; prefer roosting in caves or other similar open spaces	Low	Low– work would occur outside the bat maternity roosting period or surveys conducted
<i>Bombus occidentalis</i>	western bumble bee	CC	Grassland	Moderate	Low – type of work not likely to affect bumble bee, which can disperse
<i>Emys marmorata</i>	western pond turtle	SSC	Freshwater ponds and streams	None	None
<i>Lasiurus blossevillii</i>	western red bat	SSC	Edge habitats. Roosts in trees, generally in the open on in leaf litter in winter	Low	Low– work would occur outside the bat maternity roosting period or surveys conducted
<i>Charadrius nivosus nivosus</i>	western snowy plover	FT, SSC	Nests in coastal dunes	None, nests in coastal dunes	None
<i>Coturnicops noveboracensis</i>	yellow rail	SSC	Grassy marshes, meadows. Nests in shallow cup with concealing plants above it, in shallow part of marsh or on damp soil	None, wetland species	None
<i>Setophaga petechia</i>	yellow warbler	SSC	Bushes, swamp edges, streams, gardens. Nests places in upright fork of branches in shrubs, small trees, and briars	Moderate	Low – work would occur outside nesting season or surveys conducted

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
Species with occurrences within 3 miles of treatment area were examined. Species which are considered "extirpated" or those with occurrence data greater than 75 years old were removed from the analysis as they are not anticipated to occur in the vicinity of the treatment area.					
FE	Federally Endangered		CR	California Rare	
FT	Federally Threatened		CC	California State Candidate	
FC	Federal Candidate		FP	Fully Protected	
CE	California State Endangered		SSC	California State Species of Special Concern	
CT	California State Threatened				

Source: (CDFW, 2021; CNPS, 2021; CDFG, 2003; Hickman, 1993; Stebbins, 2003)

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Cultural Resources and Tribal Cultural Resources ³		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Equipment and vehicles for the roadside vegetation thinning activities would operate from existing roadways. No intense ground disturbing activities would occur nor would off-road equipment use. While some hand pulling of invasive species may occur, the potential to disturb cultural resources is low since this work results in little to no new ground disturbance. Workers would participate in a cultural training prior to project implementation (CUL-1) and should a previously unidentified cultural resource be discovered, work would halt in the area and the resource fully avoided conducted (CUL-2). Significant impacts on cultural resources and human remains would not occur.

Energy		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The vehicles and equipment conducting the roadside vegetation thinning activities would consume energy, including gas, diesel, and motor oil. Vehicle engines and fuel used during implementation of the project would comply with State and local energy reduction and efficiency requirements. The use of fuel to implement the project would be minimal and the proposed fuel consumption would, additionally, be considered beneficial and not wasteful given the positive outcome of the work to improve routes for evacuation and ingress/egress. Implementation of roadside vegetation thinning would not cause a significant impact due to wasteful, inefficient, or unnecessary consumption of energy resources.

Geology and Soils		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vehicle travel and operation of equipment would occur on existing roads. Most roads are paved but some roads may be gravel or dirt. While the use of established unpaved roadways

³ No tribal consultation requirement is associated with filing a notice of exemption per Assembly Bill 52 (PRC §21080.3.1.(b)).

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could result in erosion, impacts on any one area from travel would be limited due to minimal use, typically only a day or two.

Soil erosion and loss of topsoil could occur during manual and mechanical vegetation cutting and removal through the exposure of bare soils. After the vegetation thinning is completed, erosion and topsoil loss could occur through loss of root-soil matrix strength if root systems die. Root systems of larger vegetation would generally be left in place, minimizing the potential for erosion. Vegetation removal and cutting that maintain at least 70 percent of groundcover would not result in substantial erosion (Lang & McDonald, 2005). In areas where erosion could occur due to slope and soil exposure, erosion control devices would be installed (GEO-1). Significant impacts related to erosion and loss of topsoil would not occur.

Greenhouse Gas Emissions		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vegetation thinning activities would involve manual and mechanical vegetation removal along roadways. Use of vehicles and equipment during these activities and vehicle travel to project sites would generate some greenhouse gas (GHG) emissions, but not in significant quantities due to the limited duration and types of activities⁴. The project would involve vegetation thinning and would not typically remove any healthy, mature trees. Thinning can result in greater sequestration rates by reducing competition for the larger, more resilient trees (CAL FIRE, 2018). These processes are not quantified but would fluctuate during initial treatment and future maintenance. Due to the current higher fuel loads, it is anticipated that a net release of carbon from removal of vegetation could occur, at least in the near-term as the ecosystem fuel loads are restored closer to pre-fire suppression conditions and wildland fire risk is minimized while ingress and egress is improved. The fluctuation would be insignificant compared to overall carbon stock in Marin County. Significant greenhouse gas emission impacts would not occur.

Hazards and Hazardous Materials		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

⁴ BAAQMD has established thresholds of significance for GHG emissions meant primarily for evaluating GHGs associated with land-use development or stationary-source projects and are not recommended for vegetation-management projects (Flores, 2020).

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Trucks, vehicles, and equipment are used for ongoing vegetation management along Marin County roadways. Vehicle and equipment use at work areas and vehicle travel to and from work areas could result in a minimal risk of accidental spills of fuels or lubricants from these vehicles. Workers handling hazardous materials are required to adhere to OSHA and Cal/OSHA health and safety requirements to protect workers. As part of the project, spill prevention and response measures would be implemented that would ensure that hazardous materials are properly stored on-site and that any accidental releases of hazardous materials would be properly controlled and quickly cleaned up (HAZ-1). Off-road grading or other intense ground disturbance would not occur, ensuring that any potential existing contamination would not be disturbed and would not pose a risk to the environment or public. Vegetation management crews would maintain fire suppression equipment (e.g., Pulaski axe, shovel, fire extinguisher) in work vehicles during activities that can generate sparks or heat (HAZ-2). Significant impacts related to hazards and hazardous materials would not occur.

Hydrology and Water Quality		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vehicles and tracked equipment would be confined to existing roads. Any streams or riparian areas that may intersect with the project roadways would be avoided. Riparian woodlands may be encountered but any vegetation trimming or thinning would be conducted by hand and alteration to and deposition of debris avoided within the bed, channel, or bank of a waterway (RR-1). Some hand pulling could occur, such as removal of invasive broom within 10 feet of roadways. No intense ground disturbance such as grading or off-road equipment use would occur. Generally, soil-disturbing work resulting in groundcover of less than 70 percent and 100 feet or less upslope of a waterway or riparian corridor could have some potential to cause more substantial sedimentation of the waterway or habitat (Lang & McDonald, 2005). The majority of the proposed manual and mechanical vegetation removal activities would not result in circumstances that would result in significant ground cover removal and, thus, significant erosion and subsequent sedimentation. For the rare instances where erosion could occur, erosion control measures would be implemented (GEO-1). Significant water quality impacts would not occur.

Land Use and Planning		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Implementation of roadside vegetation thinning would not involve any new development or changes to land uses that could physically divide a community. The project is consistent with

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the objectives of the Marin Wildfire Prevention Authority, Marin County Fire Code, and the Marin County Community Wildfire Protection Plan (2020). All activities conducted would comply with local land use regulations and policies.

Mineral Resources		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vegetation removal activities would not result in the loss of availability of a known mineral resource because the work would occur along and within 10 feet of existing roadways and would not permanently alter any features. Roadside vegetation clearance is intended to allow evacuation and ingress/egress and would not alter land uses, access, or subsurface areas that could impact mineral resources.

Noise		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The proposed vegetation thinning activities would occur weekdays from 8:30am to 4:30pm. This timeframe would conform with the Marin County Noise Ordinance § 6.70.030(5)⁵, which limits construction activities and other related work to Monday through Friday 7:00am to 6:00pm and Saturday from 9:00am to 5:00pm. Work would progress along the roadway, limiting noise in any one location to a few hours. The type of noise is not uncommon in the built environment. Measures to minimize noise disruption to nearby neighbors and sensitive receptors would be implemented, as needed (NOI-1). Exceedances of local noise standards would not occur (given the short duration of noise generation in any one location and existing noise levels) and significant noise impacts would not occur.

Population and Housing		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

⁵ While these activities are not construction and do not require a construction permit, some of the equipment generates noise levels similar to construction equipment (e.g., noise level of a chainsaw is ≤ 82 dBA L_{max} at 50 feet (USDOT, 2008) such that a comparison could be made and justification for ensuring work hours conform.

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The workers implementing the roadside vegetation clearance are anticipated to be sourced from the existing contractor businesses in the region or the existing crews at County Fire. County Fire crews would only be deployed to conduct the vegetation clearance if they are available. No new County Fire staff would be hired as part of this project. As such, this project would not induce population growth. No impact related to population and housing would occur.

Public Services		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project would not directly or indirectly induce population growth indirectly necessitating more public services. No new or altered governmental facilities would be needed to provide public services as a result of the project, and the project would not result in increased demand for public services. No impact related to public services would occur.

Recreation		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vegetation removal activities would be conducted along and within 10 feet of existing roadways and would not affect recreational facilities. The project would not directly or indirectly induce population growth that could increase the use of recreational facilities. Significant recreational impacts would not occur.

Transportation		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Daily one-way vehicle trips would be range from 14 to 64 (2 to 8 average daily trips over the whole year), depending upon the number of crews operating and would not exceed screening

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threshold of 110 trips per day⁶. The VMT associated with implementation of the project would not conflict with State CEQA Guidelines section 15064.3, subdivision (b).

Vegetation removal activities may require a partial or full lane closure to ensure crews have adequate buffer from passing vehicles. Contractors would acquire an encroachment permit from the County for work on the roadway. Lane closures could also slow or impede emergency access and responders. Notification or emergency response agencies and traffic control measures would be implemented including compliance with the latest Manual on Uniform Traffic Control Devices (MUTCD) (TR-1 and TR-2). The MUTCD requires crews to wear safety equipment, such as high-visibility vests, when operating vehicles or equipment near public roads and use of flaggers and signage. No significant traffic impacts would occur.

Utilities and Service Systems		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Biomass generated from vegetation removal activities would be processed using a chipper. Some materials may be spread on the work areas. Less than 16 cubic yards (estimated at 20 to 23 tons) of chipped material would be generated a day for a total of 395 cubic yards (estimated at 495 to 550 tons) over the course of the first year of project implementation. As the vegetation grows back and follow up maintenance is conducted in future years, additional vegetative materials would be chipped and trucked away. Materials would be trucked to West Marin Compost and Marin Resource Recovery Center, which have a permitted capacity of over 2,670 tons per day and would be able to accept the chipped material (CalRecycle, 2021). Any waste generated by the workers, such as spent vehicle batteries or refuse would be properly disposed of at the appropriate facility. No impact related to utilities and service systems would occur.

Wildfire		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

⁶ The Office of Planning and Research identifies a screening threshold for a small land-use project as a project that generates or attracts fewer than 110 trips per day. Projects that generate fewer than this threshold may be assumed to cause a less-than-significant transportation impact (OPR, 2017). Although a vegetation treatment project is not a land use project, it is assumed that the screening threshold would still apply to the project.

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Most of the roadways identified for vegetation clearance and maintenance are within the State Responsibility Area (SRA) and some are within areas identified as very high fire hazard severity zones (CAL FIRE, 2007/2008). The purpose of the project is to reduce fuel loads, which would reduce the spread and intensity of a wildfire, should one occur. As discussed previously, emergency access would be maintained and the project would not impair an adopted emergency response plan or evacuation plan, but would rather enhance evacuation. The project does not involve installation or maintenance of any infrastructure that could exacerbate fire risk. The project does not involve intense ground disturbing activities or off-road vehicle use that could result in downslope or downstream flooding or landslides should a wildfire occur.

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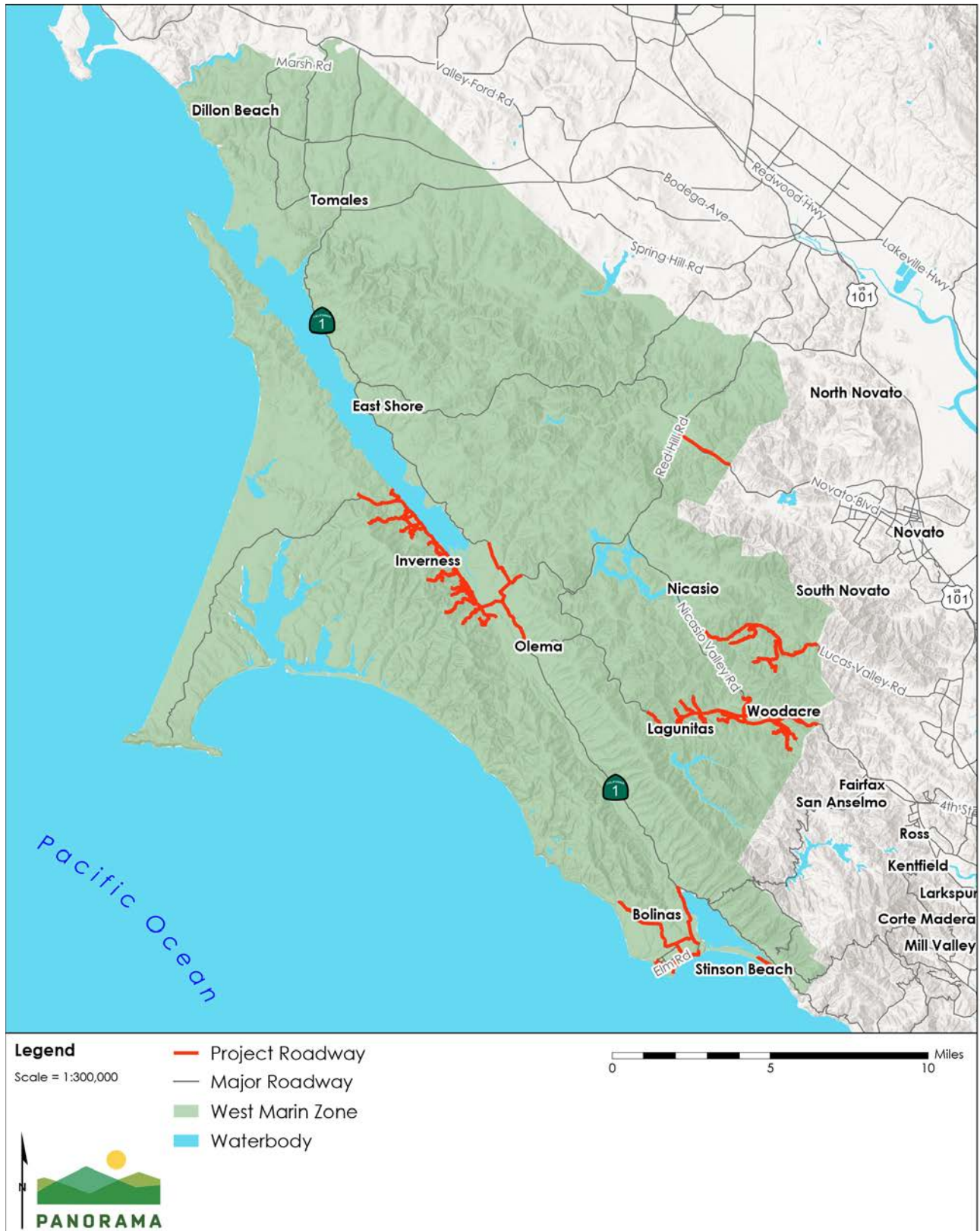
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Figure 1 Project Roadways



Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

From (Public Agency):
Central Marin Fire Department
342 Tamalpais Drive
Corte Madera, CA 94925

County Clerk County of: Marin
Marin Civic Center
3501 Civic Center Dr., Suite 234,
San Rafael, CA 94903

Project Title: Central Marin Zone Evacuation Route Core Project

Project Applicant: Central Marin Fire Department

Project Location – Specific: Approximately 100 miles of prioritized roadways throughout Corte Madera, Larkspur, Ross, San Anselmo, and Fairfax in the Central Marin Zone (refer to Figure 1).

Project Location – City:
Central Marin Zone

Project Location – County:
Marin County

Description of Nature, Purpose and Beneficiaries of Project:

The purpose of this project is to improve evacuation and ingress/egress routes throughout the communities in the Central Marin Zone. The project would reduce heat, flame, ember, and smoke impingement on roadways and nearby structures, which would enable safer and more efficient evacuations for residents. Removal of vegetation along roadways would also increase access for emergency responders while reducing cover of invasive weeds and maintaining the health of native vegetation and habitat. Approximately 16,000 habitable structures would benefit from roadside vegetation treatments along the wildland urban interface (WUI).

Name of Public Agency Approving Project: Central Marin Fire Department

Name of Person or Agency Carrying Out Project: Ruben Martin

Exempt Status (check one):

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☐ Common Sense Exemption (Sec. 15061(b)(3));
- ☒ Categorical Exemption. State type and section number: Section 15304(i). Minor alterations to land for fuel management activities. Section 15301. Existing Facilities for the vegetation removal along existing roadways.
- ☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The project is categorically exempt under California Environmental Quality Act (CEQA) Guidelines Section 15304, Class 4 Minor Alterations to Land and Section 15301, Class 1 Existing Facilities. A Class 4 exempt project consists of minor public or private alterations in the

condition of land, water, and/or vegetation that do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. A Class 1 exempt project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The project would involve vegetation trimming and removal along roads identified as key routes used for evacuation and ingress/egress in central Marin County. The scope of the project is consistent with a minor alteration to the condition of the vegetation along the routes and maintenance of the existing roadways. Additionally, no healthy, mature, scenic trees would be removed; no work would take place within sensitive habitat, including wetlands or waterways; and no ground disturbance, such as excavation, would take place. There are no facts or circumstances specific to this project that would support an exception to the categorical exemption. No exceptions listed under Section 15300.2 apply.

Lead Agency Contact Person:

Ruben Martin

Area Code/Telephone/Extension:

415-927-5197

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?
Yes ☐ No ☐

Signature: _____ Date: _____ Title: _____

☐ Signed by Lead Agency

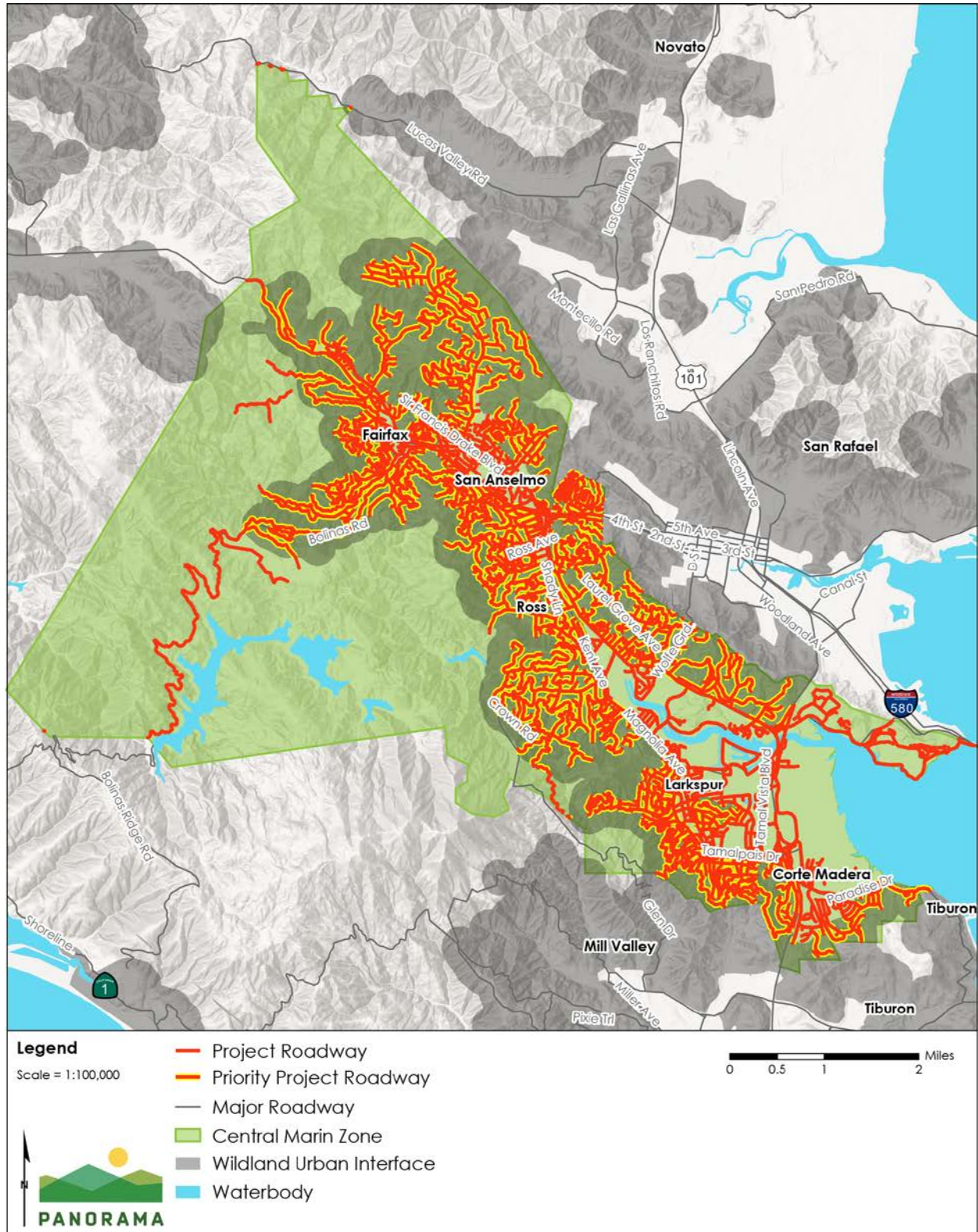
☐ Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.

Date Received for filing at OPR:

Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Figure 1 Project Roadways



Note: The roadways treated under this project would consist of a subset of the roads shown.



**California Environmental Quality Act
Categorical Exemption Determination Memorandum**

Date: July 15, 2021

Project: Central Marin Zone Evacuation Route Core Project

Categorical Exemption Summary

The Marin Wildfire Prevention Authority (MWPA) has determined that the Central Marin Zone Evacuation Route Core Project (project) is categorically exempt under the California Environmental Quality Act (CEQA) Guidelines Section 15304, Class 4, for Minor Alterations to Land, and Section 15301, Class 1, for Existing Facilities. A Class 4 exempt project consists of minor public or private alterations in the condition of land, water, and/or vegetation that do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. A Class 1 exempt project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The project would involve vegetation trimming and removal along roads identified as key routes used for evacuation and ingress/egress in central Marin County. The scope of the project is consistent with a minor alteration to the condition of the vegetation along the routes and maintenance of the existing roadways shown in Figure 1.

The following analysis demonstrates that the project would not result in adverse environmental effects, supporting the MWPA's determination that the proposed activities are categorically exempt under CEQA. The project would be conducted in compliance with applicable federal, State, and local regulations and under contractual provisions prohibiting work in violation of applicable regulations and plans.

Information regarding the purpose and need for the project, a description of proposed activities, a discussion of why the exceptions to a categorical exemption do not apply, and an assessment of the potential for environmental effects are provided below.

Background

Marin County voters passed Measure C in 2020, which established a 17-member Joint Powers Authority, the MWPA, to fund and oversee proactive state-of-the-art wildfire prevention and preparedness efforts within Marin County. Members include several cities and towns, fire protection districts, and community service districts. The MWPA was formed to develop and implement a comprehensive wildfire prevention and emergency preparedness plan throughout almost all of Marin County. This project is a Core Project that is funded by and within the purview of the MWPA. Core Projects include those projects that focus on wildfire

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detection, notification, and evacuation; vegetation management and fire hazard reduction; grants management; and public education.

Purpose and Need

The purpose of this project is to improve evacuation and ingress/egress routes throughout the communities in the Central Marin Zone. The project would reduce heat, flame, ember, and smoke impingement on roadways and nearby structures, which would enable safer and more efficient evacuations for residents. Removal of vegetation along roadways would also increase access for emergency responders while reducing cover of invasive weeds and maintaining the health of native vegetation and habitat.

Project Description

Treatment

The project activities would occur along prioritized roads in the Greater Ross Valley area in the communities of Fairfax, San Anselmo, Sleepy Hollow, Ross, Kentfield, Greenbrae, Larkspur, Corte Madera, and adjacent unincorporated County areas. Project work would be along roadways within the designated WUI boundary or along primary, secondary, or tertiary evacuation routes, as shown in Figure 1. Approximately 100 miles of roads have been prioritized for roadside vegetation treatment, generally located within the wildland urban interface (WUI). Most of the priority roads in the Central Marin Zone have been partially treated in 2019, 2020, and 2021 by FIRESafe Marin using grant funding.

There are approximately 16,000 habitable structures in the designated WUI areas of these communities. Treatment activities would typically involve vegetation removal within 10 to 30 feet from the road edge and vertical vegetation clearance up to 15 feet to allow safe ingress and egress of emergency personnel and residents. Vegetation removal may, rarely and in small areas, occur up to 100 feet from the road edge where topographical or vegetation fuels require greater treatment distances for the safe evacuation of residents. Areas where fuel treatments may need to extend beyond 30 feet would be determined by a forester or otherwise qualified professional who understands forest ecology and fuel management or a fire professional, prior to treatments. Treatments would include the removal of invasive, non-native, and fire-hazardous vegetation and accumulated dead biomass along roads.

Hazardous trees (e.g., structural hazards, dead trees) identified by an arborist or qualified fire person within 10 to 30 feet of the roadway would be removed as well as fire-hazardous trees up to 6 inches diameter at breast height (DBH). Typically hazard trees would be dead and dying, but rarely may include a tree that is a structural hazard and is determined to be unstable due to a defect or other factors. No healthy, mature, scenic trees would be removed under this project.

Treatment Method

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Vegetation would be removed using manual and mechanical hand tools. The equipment and tools that would be used include chainsaws, pole pruners, bucket trucks, weed eaters, and broom pullers.

Disposal

Vegetative debris may be chipped on or off the work site and broadcast at work areas, where appropriate, or hauled away to a proper disposal facility. The facilities used for disposal include Marin Resource Recovery, West Marin Compost, and Redwood Landfill. It is anticipated that approximately 8,000 cubic yards of debris would be disposed of each year with an estimated 55 cubic yards each workday.

Workers

Contractor crews would conduct the vegetation removal and chipping along the specified roadways. Each crew would typically consist of four workers and one supervisor. It is anticipated that two crews would typically be working simultaneously per day in the Central Marin Zone.

Site Access

Project work would occur from public and private roadways. Lane or partial lane closures may be needed. Any lane closures would require encroachment permits from the local jurisdiction within which the road is located. Any vegetation treatment activities that are conducted outside the County right-of-way would require landowner permission and permits, depending upon the landowner (e.g., Marin Municipal Water District).

Equipment and vehicles would be staged at the contractor's equipment yard or at pullouts in residential neighborhoods. Equipment and vehicles may be staged in additional public or private locations with landowner permission.

Schedule and Duration

Treatments would be conducted during weekdays between 8:00am and 5:00pm. The roadway vegetation removal activities would require up to an estimated 145 work days per year. Tree trimming would generally be performed between August and mid-February but may occur during other times of the year, as needed. The initial subset of work would involve treatment along approximately 50 miles of road, which is anticipated to begin in August 2021 and end in early February 2022. Clean-up may occur through June 2022. After initial project implementation at any one location, maintenance would occur every 3 years.

Project Design and Implementation Features

The MWPA has developed specific design and implementation features that will be incorporated as applicable into the project design and implementation for each of its projects. The following specific design and implementation measures are part of the project:

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CUL-1 Training

For all activities with the potential for ground disturbance (excluding prescribed herbivory, vegetation and tree trimming, and hand pulling smaller vegetation) all contractors and construction personnel will receive training prepared by and/or conducted by a qualified cultural resources specialist prior to beginning construction. The training will address the potential for exposing subsurface resources, recognizing basic signs of a potential resource, understanding required procedures if a potential resource is identified including reporting the resource to a qualified archaeologist or cultural resources specialist, and understanding all procedures required under Health and Safety Code § 7050.5 and PRC §§ 5097.94, 5097.98, and 5097.99 for the discovery of human remains.

CUL-2 Unanticipated Discovery

In the event that a previously unidentified cultural resource is discovered during implementation of an activity all work within a minimum of 150 feet of the discovery will be halted. The resource will be located, identified, and recorded in the MWPA cultural resources GIS database. Data regarding archaeological resources will be kept confidential per law, but may be shared with Native American tribes identified by the NAHC to be traditionally and culturally affiliated with the geographic area of the project site, if archaeological in nature and if the tribe has requested that such information be shared with them.

The boundaries around the buffered resource will be temporarily marked, such as with fencing or flagging. A qualified cultural resource specialist/archaeologist (who meets the U.S. Secretary of Interior's professional standards set forth in 48 CFR Parts 44738-44739 and Appendix A to 36 CFR 61) will inspect the discovery and determine whether further investigation is required. If the discovery can be avoided and no further impacts will occur, the resource will be documented on California State Department of Parks and Recreation cultural resource record forms and no further effort will be required. If the project proponent wishes to continue work in the area, only work performed using hand tools or powered hand tools is allowed, work cannot include ground disturbance below the topsoil layer, and the work area can only be accessed on foot as determined acceptable by the qualified cultural resource specialist/archaeologist.

Alternatively, the qualified cultural resource specialist/ archaeologist will evaluate the resource and determine whether it is:

- Eligible for the CRHR (and a historical resource for purposes of CEQA),
- A unique archaeological resource as defined by CEQA, and/or
- A potential tribal cultural resource (all archaeological resources could be a tribal cultural resource).

If the cultural resources specialist/archaeologist determines that the resource could be a tribal cultural resource, he or she will, within 48 hours of the discovery, notify each Native American tribe identified by the NAHC to be traditionally and culturally affiliated with the geographic area of the project site of the discovery. A tribal monitor will inspect the resource

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to determine whether it constitutes a tribal cultural resource. If the resource is determined to be neither a unique archaeological, an historical resource, or a potential tribal cultural resource, work may commence in the area.

If the resource meets the criteria for either a historical resource, unique archaeological resource, and/or tribal cultural resource, work will remain halted in the buffered area around the resource. No work will occur within the buffered area except those methods previously discussed as determined acceptable by the qualified archaeologist and/or tribal monitor. After work is completed, all cultural resource delineators (e.g., flags or fencing) will be removed in order to avoid potential vandalism, unauthorized excavation(s), etc.

ET-1 Environmental Training for Biological Resources

All crew members and contractors will receive training from a qualified registered professional forester (RPF) or biologist prior to beginning a treatment project where sensitive biological resources could occur in the work areas. The training will describe the appropriate work practices necessary to effectively implement the appropriate project design and implementation features and to comply with the applicable environmental laws and regulations. The training will include the identification, relevant life history information, and avoidance of potentially present special-status species with potential to occur; identification and avoidance of sensitive natural communities and habitats with the potential to occur in the treatment area; best management practices, ; and reporting requirements. As appropriate, the training will include protocols for work, such as specific trimming methods, where applicable. The training will instruct workers when it is appropriate to stop work and allow wildlife encountered during treatment activities to leave the area unharmed and when it is necessary to report encounters to a qualified RPF or biologist. The qualified RPF or biologist will immediately contact the California Department of Fish and Wildlife (CDFW) or United States Fish and Wildlife Service (USFWS), as appropriate, if any wildlife protected by the California Endangered Species Act (CESA) or Federal Endangered Species Act (ESA) is encountered and cannot leave the site on its own (without being handled).

IP-1 Clean Equipment

All crew members, surveyors, and other personnel on site related to project activities will clean clothing, footwear, and equipment used during treatments of soil, seeds, vegetative matter, other debris or seed-bearing material, or water (e.g., rivers, streams, creeks, lakes) before entering the treatment area or when leaving an area with infestations of invasive plants, noxious weeds, known plant pathogens, or invasive wildlife.

IP-2 Prevent the Spread of Invasive Species and Plant Pathogens

Segregate and treat soils and vegetation contaminated with invasive plant seeds and propagules. Treat, as appropriate, to prevent the spread of invasive plants. Treatment may include disposal on site within already infested areas, chipping or pile burning and mulching to eliminate viable seeds, or disposal at an approved cogeneration plant or green waste facility.

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Minimize soil disturbance to the greatest extent possible to reduce the potential for introducing or spreading invasive plants or plant pathogens, to protect topsoil resources, and to reduce available habitat for the establishment of new invasive plants.

IP-3 Treat Invasive Plants Prior to Seeding

Schedule activities to maximize the effectiveness of control efforts and minimize introduction and spread of invasive plants as feasible, with consideration for project objectives and location (e.g., install and maintain fuel breaks, disc lines, and other work before non-native plants set seeds).

IP-4 Retain Native Plants

When removing vegetation, focus first on removing invasive and highly flammable species, and dead or diseased vegetation. Retain beneficial, low-fire risk native plant species whenever possible.

GEO-1 Erosion and Soils Loss Stabilization Measures

Soils will be stabilized if a vegetation management activity may leave less than 70 percent groundcover or native mulch/organic material.

For areas between 50 percent and 70 percent ground cover left:

- Sow native grasses and other suitable native vegetation on denuded areas where natural colonization or other replanting will not occur rapidly; use slash or chips to prevent erosion on such areas.
- Use surface mounds, depressions, logs, rocks, trees and stumps, slash and brush, the litter layer, and native herbaceous vegetation downslope of denuded areas to reduce sedimentation and erosion, as necessary to prevent erosion or slope destabilization.
- Install approved, biodegradable erosion-control measures and non-filament-based geotextiles (e.g., coir, jute) when:
 - Conducting substantial ground-disturbing work (e.g., use of heavy equipment, pulling large vegetation) within 100 feet and upslope of currently flowing or wet wetlands, streams, lakes, and riparian areas;
 - Causing soil disturbance on moderate to steep (10 percent slope and greater) slopes; and
 - Removing invasive plants from stream banks to prevent sediment movement into watercourses and to protect bank stability.
- Sediment-control devices, if installed, will be certified weed-free, as appropriate. Sediment control devices will be inspected daily during active construction to ensure that they are repaired and working as needed to prevent sediment transport into the waterbodies.

For areas with less than 50 percent ground cover:

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-
- Any of the above measures
 - Stabilize with mulch or equivalent immediately after project activities, to the maximum extent practicable.
 - If project activities could result in substantial sediment discharge from soil disturbance, as determined by the qualified personnel (e.g., RPF), organic material from mastication or mulch will be incorporated onto at least 75 percent of the disturbed soil surface where the soil erosion hazard is moderate or high, and 50 percent of the disturbed soil surface where soil erosion hazard is low to help prevent erosion.
 - Where slash mulch is used, it will be packed into the ground surface with heavy equipment so that it is sufficiently in contact with the soil surface.

Once work is completed, the areas will be inspected at least annually if accessible, until groundcover exceeds 70 percent or slopes have stabilized, as determined by a qualified professional. At that time, erosion-control and slope-stability devices may be removed.

HAZ-1 Leak Prevention and Spill Cleanup

The project proponent will, at a minimum, implement measures that address the following procedures related to the use of hazardous materials during construction:

- Proper disposal or management of contaminated soils and materials (i.e., clean up materials)
- Daily inspection of vehicles and equipment for leaks and spill containment procedures
- Emergency response and reporting procedures to address hazardous material releases
- Emergency spill supplies and equipment will be available to respond in a timely manner if an incident should occur
- Response materials such as oil-absorbent material, tarps, and storage drums will be available in the plan area at all times during management activities and will be used as needed to contain and control any minor releases
- The absorbent material will be removed promptly and disposed of properly
- Use of secondary containment and spill rags when fueling
- Discourage “topping-off” fuel tanks
- Workers using fuels or other hazardous materials must be knowledgeable of the specific procedures necessary for hazardous materials cleanup and emergency response

HAZ-2 Wildfire Risk Reduction

The following measures will be implemented during activities that involve the use of equipment that can generate sparks or heat:

- Maintain fire suppression equipment (e.g., shovel, extinguisher) in work vehicles and ensure workers are trained in use
-

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-
- Closely monitor for ignited vegetation from equipment and tool use
 - Train workers to properly handle and store flammable materials to minimize potential ignition sources
 - Prohibit smoking in vegetated areas
 - Avoid use of spark- and/or heat-generating equipment during high fire danger days (e.g., Red Flag Days and Fire Weather Watch)
 - Outfit off-road diesel vehicles and equipment with spark arrestors
 - Avoid metal string or blade weed trimmers

NOI-1 Minimization of Noise Disruption to Nearby Neighbors and Sensitive Receptors

All projects will comply with applicable local noise ordinances. All powered equipment and power tools will be used and maintained according to manufacturer specifications. All diesel- and gasoline-powered treatment equipment will be properly maintained and equipped with noise-reduction intake and exhaust mufflers and engine shrouds, in accordance with manufacturers' recommendations.

Measures to minimize noise disruption to nearby neighbors and sensitive receptors will be implemented as needed. These measures may include but are not limited to:

- Using noise control technologies on equipment (e.g., mufflers, ducts, and acoustically attenuating shields)
- Locating stationary noise sources (e.g., pumps and generators) away from sensitive receptors.
- Close engine shrouds during equipment operations
- Shut down equipment when not in use. Equipment will not be idled unnecessarily.
- Operate heavy equipment during daytime hours if such noise would be audible to receptors (e.g., residential land uses, schools, hospitals, places of worship).
- Locate project activities, equipment, and equipment staging areas away from nearby noise-sensitive land uses (e.g., residential land uses, schools, hospitals, places of worship), to the extent feasible

NSO-1 Northern Spotted Owl Nesting Season Avoidance

Within areas where northern spotted owl have the potential to occur, work, including mowing with heavy equipment, the mechanical removal of vegetation, or prescribed burning, including pile and broadcast burning, will occur outside of the northern spotted owl nesting season to the extent possible (February 1 to July 31).

If work must occur during the northern spotted owl nesting season, either NSO-02 or NSO-03 will apply.

NSO-2 Work During Northern Spotted Owl Nesting Season - Surveys

Within an area where northern spotted owl has the potential to occur, when work will occur during the northern spotted owl nesting season (February 2 through July 31), and work is not considered low-impact by a qualified biologist the following measure will apply. Low impact

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type activities include, but are not limited to, goat grazing, hand pulling of weeds, hand trimming of trees and vegetation with non mechanized equipment, chipping from existing roadways in residential areas, use of mechanized equipment adjacent to roads or in residential areas that is a typical noise for the environment.

Determine if a known breeding pair is found within 0.25 mile of the proposed activity (i.e., from existing surveys that season) and perform a nest check to confirm presence. If no survey data for the season has been completed for the areas, two surveys will be conducted by a qualified biologist (whose qualifications have been approved by the MWPA or lead public agency) for nesting northern spotted owls during the months of April and May preceding the commencement of these activities. At a minimum, the survey area will include all suitable nesting habitats within 0.25 mile of any planned activity sites, and then one of the two options listed below will be implemented. If access can not be secured for surveys, then work should be delayed until after the nesting season, unless it can be shown that noise generation from the activities and the activities proposed would be below noise and visual disturbance levels for northern spotted owls (refer to USFWS Revised Transmittal of Guidance: Estimating the Effects of Auditory and Visual Disturbance to Northern Spotted Owls and Marbled Murrelets in Northwestern California) at the nest site, if known.

1. If it is conclusively determined that there are nesting northern spotted owls, planned activities that generate noise (e.g., mowing, heavy equipment usage, crews with hand tools that generate noise) in areas without regular human disturbances from human residency (e.g., leaf blowers, home construction and remodeling, roadways), that are within 0.25-mile of an identified active nest will not begin prior to September 1 unless the young have fledged, at which time work may begin no earlier than July 10. Prescribed burns may only occur within suitable northern spotted owl habitat (as determined by a qualified biologist) during the nesting season if protocol surveys have determined that northern spotted owl nesting is not occurring in the area of planned activity.
2. If work must occur within 0.25 mile, a permit may be required from the US Fish and Wildlife Service before work can commence.

NB-1 Nesting Bird Season Avoidance

Whenever possible, schedule work outside of the bird nesting season, which is generally from February 1 through August 31¹. Not all species nest between the regulatory season, and active nests that are encountered year-round are protected.

¹ Note that the general nesting season between February 1 and August 31 is a guideline, and that birds may begin nesting beforehand, and complete nesting after these dates. Regardless, active nests are protected year-round. Avian nesting season may begin as early as January 1

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NB-2 Nesting Bird Surveys

If work that has the potential to impact nesting birds commences between February 1 and August 31 (during the nesting season), a qualified biologist (whose qualifications have been approved by the MWPA or lead public agency) will conduct a pre-activity survey for nesting birds.

Nesting bird surveys are recommended during the nesting season for work involving mowing with heavy equipment, other vegetation (including tree) removal or limbing and trimming activities, and prescribed (broadcast and pile) burning. Low-impact activities including goat grazing, hand-pulling weeds, and herbicide application do not generally require nesting bird surveys. Determination of need for surveys for low-impact activities should be evaluated on a case-by-case basis in consultation with a qualified biologist or RPF.

Nesting bird surveys will occur within no more than 7 days prior to construction to ensure that no nests will be disturbed during vegetation management work. If work pauses for more than 7 days, a follow-up survey will be conducted prior to the restarting of work.

Appropriate survey areas will be determined by the qualified biologist depending on the project footprint, type of activity proposed, and suitable habitat for nesting birds. Surveys will be conducted during periods of high bird activity (i.e., 1-3 hours after sunrise and 1-3 hours before sunset). If the qualified biologist determines that visibility is significantly obstructed due to on-site conditions (such as access issues, rain, fog, smoke, or sound disturbance [including high wind]), surveys will be deferred until conditions are suitable for nest detection.

NB-3 Nesting Birds: Active Nest Avoidance

If active nests (i.e., presence of eggs and/or chicks) are observed in areas that could be directly or indirectly disturbed (including noise disturbance), a temporary, species-appropriate no-disturbance buffer zone will be created around the nest sufficient to reasonably expect that breeding would not be disrupted. No work will occur inside the buffer zone.

The size of the buffer zone will be determined by the biologist, by taking into account factors including but not limited to the following:

- Noise and human disturbance levels at the site at the time of the survey and the noise and disturbance expected during the work;
- Distance and amount of vegetation or other screening between the site and the nest; and
- Sensitivity of individual nesting species and behaviors of the nesting birds, taking into account factors such as topography, visibility to source of disturbance, noise/vibration, nesting phase, and other case-by-case specifics.

Buffer sizes may be altered during the course of work at the recommendation of the biologist. Raptor nests are subject to additional protections, including during the “branching” phase, when fledglings begin to fly but do not fully leave the nest. Buffers will be maintained until young fledge or the nest becomes inactive, as determined by the qualified biologist.

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If work must occur within the buffer, proceed to NB-4.

NB-4 Nesting Birds - Active Nest Monitoring

If an avoidance buffer is not achievable, a qualified biologist may monitor the nest(s) during work activities within the recommended nest buffer to document that no take of the nest (nest failure) has occurred related to work activities. If it is determined that work activity is resulting in nest disturbance, work should cease immediately.

RB-1 Preconstruction Survey

If vegetation management activities would (1) occur in trees with potential for roosting bat species, (2) would include removal or trimming of trees where a bat could be roosting, or (3) would involve removal or trimming of a tree with mechanized equipment adjacent to trees or structures that could have roosting bats and (4) the work would commence between March 1 and July 31, during the bat maternity period, a pre-activity survey will be conducted for roosting bats within 2 weeks prior to work to ensure that no roosting bats will be disturbed during work. This survey can be conducted concurrent with other surveys for other sensitive species. Trees and shrubs within the work footprint that have been determined to be unoccupied by roosting bats, or that are located outside the avoidance buffer for active roosting sites may be removed. Roosting initiated during work is presumed to be unaffected, and no buffer would be necessary.

RB-2 Avoidance of Maternity Roosts and Day Roosts

If active maternity roosts or day roosts are found within the project site, or in areas subject to disturbance from construction activities, avoidance buffers will be implemented. The buffer size will be determined in consultation with the qualified biologist or RPF.

RB-3 Bat Roosting Tree Removal – Seasonal Restrictions

Removal of trees identified as providing suitable roosting habitat should be conducted during seasonal periods of bat activity, including:

- Between March 1 and April 15, or after evening temperatures rise above 45 degrees Fahrenheit and/or no more than ½ inch of rainfall within 24 hours occurs; or
- Between September 1 and about October 15, or before evening temperatures fall below 45 degrees Fahrenheit and/or more than ½ inch of rainfall within 24 hours occurs.

If it is determined that a colonial maternity roost is potentially present, the roost will be avoided and will not be removed during the breeding season (April 15 to August 31) unless removal is necessary to address an imminent safety hazard.

Operation of mechanical equipment producing high noise levels (e.g., chainsaws, heavy equipment) in proximity to buildings/structures supporting or potentially supporting a

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colonial bat roost will be restricted to periods of seasonal bat activity (as defined above), when possible.

RB-4 Bat Roosting Tree Removal – Emergency Removals

Potential non-colonial roosts that cannot be avoided will be removed on warm days in late morning to afternoon when any bats present are likely to be warm and able to fly.

Appropriate methods will be used to minimize the potential of harm to bats during tree removal. Such methods may include using a two-step tree removal process. This method is conducted over two consecutive days, and works by creating noise and vibration by cutting non-habitat branches and limbs from habitat trees using chainsaws only (no excavators or other heavy machinery) on Day 1. The noise and vibration disturbance, together with the visible alteration of the tree, is very effective in causing bats that emerge nightly to feed, to not return to the roost that night. The remainder of the tree is removed on Day 2.

RR-1 Riparian Resources – Project Design

In riparian areas, treatments will be limited to removal of uncharacteristic fuel loads (e.g., removing dead or dying vegetation), trimming/limbing of woody species as necessary to reduce ladder fuels, and select thinning of vegetation to restore densities that are representative of healthy stands of the riparian vegetation types that are characteristic of the region. Allowable activities include hand removal (or mechanized removal where topography allows) of dead or dying riparian trees and shrubs, invasive plant removal, selective thinning, and removal of encroaching upland species. Mature, healthy trees will not be removed from a riparian corridor. Any activities conducted within a riparian corridor will be conducted so as to avoid alteration to a bed, channel, or bank of a waterway and all debris, including sawdust, chips, or other vegetative material, will be prevented from entering the bed, channel, or bank of a waterway, unless a permit from the California Department of Fish and Game under Section 1600 is obtained.

Avoid grazing across waterways and within a 50 foot buffer if there is a need for protection of riparian vegetation from grazing. Limited grazing may be allowed if it would be beneficial to plant communities without causing harm (e.g., removal of invasive species) and would not result in erosion.

TR-1 Emergency Access to Project Areas

The following measures will be implemented to maintain emergency access:

- At least one week prior to temporary lane or full closure of a public road for vegetation management-related work, the appropriate emergency response agency/agencies will be contacted with jurisdiction to ensure that each agency is notified of the closure and any temporary detours in advance and obtain all required encroachment permits
 - In the event of any emergency, roads blocked or obstructed for maintenance activities will be cleared to allow the vehicles to pass.
-

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- During temporary lane or road closures on public roads, flaggers equipped with two-way radios will be utilized where needed to control traffic. During an emergency, flaggers will radio to the crew to cease operations and reopen the public road to emergency vehicles.
 - All authorized vehicles at the treatment site will be parked to not block roads when no operator is present to move the vehicle.

TR-2 Traffic Control Measures

Traffic control measures will be implemented to maintain traffic and pedestrian circulation on streets affected by project activities. The following measures may include:

- All traffic control devices will conform to the latest edition of the MUTCD, and as amended by the latest edition of the MUTCD California supplement.
 - Any work that disturbs normal traffic signal operations and ensure proper temporary traffic control (lane shifts, lane closures, detours etc.) will be coordinated with the agency having jurisdiction, at least 72 hours prior to commencing construction.
 - Flaggers and/or construction warning signage of work ahead.
 - A minimum of twelve (12) foot travel lanes on public roads must be maintained unless otherwise approved.
 - Maintaining access to driveways and private roads at all times unless other arrangements have been made.
 - Traffic control devices will be removed from view or covered when not in use.
 - Sidewalks for pedestrians will remain open if safe for pedestrians. Alternate routes and signing will be provided if pedestrian routes are to be closed.
 - Scheduling truck trips during non-peak hours to the extent feasible.
-

Discussion of Exceptions (Section 15300.2)

(a) Location:

Sensitive habitats, including watercourses and wetland areas would be avoided. Riparian woodlands may be encountered but any vegetation trimming, or thinning, would be conducted by hand and alteration to and deposition of debris avoided within the bed, channel, or bank of a waterway (RR-1). Due to the scope and design of the project, it would not adversely affect riparian habitats as it would not affect shade or species diversity and could be beneficial if invasive species removal is needed, therefore, exception (a) does not apply.

(b) Cumulative Impact:

Roadside vegetation treatments, similar to that proposed for this project, have occurred along the same roadways as the project in the past. Ongoing maintenance of the roadside vegetation along the project roadways would be limited to the types of activities previously described, which would be performed periodically to maintain ingress and egress and maintain evacuation corridors. The visual character of project work areas would be modified each time

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vegetation treatments are implemented to maintain ingress and egress as vegetation regrows, due to reduction in vegetation cover and type (e.g., broom removal), but the natural character would remain and the treatments are not considered a visual degradation given the existing disturbance of the road. As such, the project would not contribute to any potential significant cumulative effect and therefore, exception (b) does not apply.

(c) Significant Effects due to "Unusual Circumstances":

The proposed vegetation thinning activities along roadways and future maintenance is considered routine and is prevalent and typical throughout the County and Bay Area region. Sensitive waterways and special-status species would be avoided. The project would modify the vegetation, but the natural character would remain, and the aesthetic change would not be substantial. Therefore, there are no unusual circumstances associated with the project or the environment in which it would be implemented, and exception (c) does not apply.

(d) Scenic Highways:

No designated California State Scenic Highways occur in the vicinity of the prescribed herbivory sites; therefore, exception (d) does not apply (Caltrans, 2021).

(e) Hazardous Waste Sites:

Per the current government database of hazardous waste sites at the time of this filing, a few open hazardous waste sites and several closed sites are located adjacent to the work areas along the roadways (SWRCB, 2021). No intense ground disturbing activities that could unearth potentially contaminated soils would occur; therefore, exception (e) does not apply.

(f) Historical Resources:

The project does not propose any intense ground-disturbing activities (e.g., ground disturbance using equipment that results in the removal or turning of soil a few inches deep or more) and, in the vast majority of areas, would occur within 10 to 30 feet of road edges where it has occurred in the past. Some hand pulling of invasive plants could occur. As part of the project, workers would participate in a cultural training prior to project implementation (CUL-1) and should a previously unidentified cultural resource be discovered, work would halt in the area and the resource fully avoided (CUL-4). Project activities would not alter any built environment features and would not cause a substantial adverse change in the significance of a known or previously undiscovered historical resource. Therefore, exception (f) does not apply.

Environmental Assessment

Aesthetics		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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The visual character along the specified roadways varies from low to moderate density urbanized areas; primarily residential communities. Vegetation consists of densely forested mountain areas as well as grassy and chaparral-covered lowlands and hills. Some of the roads are near or overlooking the San Francisco Bay or tidal waterways. Viewers in the vicinity of the work areas would primarily be motorists.

Equipment and trucks performing the work would be temporarily visible along these roadways. The roadways vegetation thinning activities would be in one area for a short period of time (a few hours to a day) and the work would be performed in limited areas within central Marin County at any given time.

Minor changes to the vegetation patterns and form would occur from manual and mechanical removal of small or hazard trees and shrubs in forested areas as well as weed removal within typically 10 to 30 feet along the roadways. No healthy, mature, scenic trees would be removed as part of this project. In rare instances, due to topography or fuel loads, trimming and thinning of understory vegetation may occur out to 100 feet. The vegetative material may be chipped and left in place or chipped and hauled away from the work area. Chipped material, if spread on site, would be visible during decomposition, but generally blends into the forest floor. Viewers in the immediate vicinity may notice changes in the density and type of the vegetation along the roadways. These methods of roadside vegetation thinning currently occur throughout Marin County to maintain ingress and egress. Views in the immediate foreground are also dominated by the man-made road itself and vegetation thinning along the sides of roadways would not be considered significant visual degradation. This type of work and vegetation management is typical of the area and a characteristic part of the existing environment. The natural characteristic of the area around the roadways would remain. Significant adverse effects to aesthetics would not occur. Visual degradation as seen from State or locally designated scenic roads or vistas, including the Marin County ridge and upland greenbelt areas, would not occur.

Agriculture and Forestry Resources		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The proposed roadside vegetation thinning activities would not convert designated farmland to non-agricultural uses. Project activities would primarily involve thinning and removal of shrubs and underbrush. Healthy, mature trees that are not hazard trees would not be removed and as such would not result in the loss of forest land nor would it convert forestry land to non-forestry use. Adverse effects on agriculture and forestry resources would not occur.

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Air Quality		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vehicles and equipment for the roadside vegetation thinning activities would emit diesel particulate matter and criteria air pollutants. In a given day, it is assumed that a bucket truck, chainsaws or other mechanical hand tools, and a chipper would operate for a few hours per crew and up to two off-haul trucks would travel to a green waste disposal center. Activities would be conducted for up to 145 days a year, which would not result in generation of air emissions in excess of Bay Area Air Quality Management District (BAAQMD) significance thresholds (CAPCOA, 2021). No tilling or grading activities that could generate fugitive dust emissions would occur. Significant air quality impacts would not occur.

Biological Resources		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input type="checkbox"/>

Biological database searches for the vicinity of the roadways were conducted (CDFW, 2021; CNPS, 2021). Of the species identified during the database search, species were determined to have potential to occur within the roadside work areas if the species is known to occur in the vicinity of the sites and if the sites or immediate vicinity contains suitable habitat to support these species.

Special-Status Plants and Sensitive Vegetation Communities

Riparian, wetland, or other sensitive habitats may occur along or near road edges. Vegetation trimming and removal would be conducted by hand to remove fuel loading and allow safe ingress and egress (RR-1). Workers would receive training from a qualified professional prior to beginning the roadside vegetation treatments where sensitive biological resources could occur in the work areas, which would include identification of special-status plant species and sensitive communities for avoidance or, as appropriate, training for species-specific protocols for work, such as trimming methods (ET-1). The training for this project would involve identification of Napa false indigo, Mt. Tamalpais manzanita, Marin manzanita, western leatherwood, Tiburon buckwheat, congested-headed hayfield tarweed, small groundcone, Marin checkerbloom, and Mt. Tamalpais bristly jewelflower for avoidance if encountered along the roadways. The vegetation trimming and removal would generally focus on removing invasive and fire-hazardous species, leaving native species in place (IP-4). Workers would clean equipment and handle vegetation to avoid spreading invasive species and plant pathogens (IP-1, IP-2, IP-3). All sensitive plant species have a low to no potential to be impacted by roadside vegetation removal activities as shown in Table 1. Significant impacts on native vegetation communities and special-status plants species would not occur.

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Special-Status Wildlife

Some wildlife species have a moderate or high potential to occur along the project roadways. Project activities would generally be conducted August to February avoiding nesting birds and roosting bats. If activities must occur from February to August appropriate nesting bird and/or bat surveys would be conducted (NSO-1, NSO-2, NB-1, NB-2, NB-3, NB-4, RB-1, RB-2, RB-3, RB-4). Training would include identification for avoidance of sensitive communities that provide habitats for several special-status species, such as wetlands. Training would also identify host plants for the monarch for avoidance (ET-1). Due to the scale and scope of the roadside vegetation treatments, the western bumble bee and monarch would not be adversely affected as these species are mobile and could move away from any danger posed by equipment or humans.

Critical habitat for northern spotted owl occurs within or adjacent to the work areas (USFS, 2021; NOAA, 2021). Vegetation treatment and removal would target invasive, non-native, and fire-hazardous vegetation and accumulative dead biomass along the roads. Small trees, 6 inches DBH and smaller, would be removed as part of clearance for ingress and egress and ladder fuel removal. This vegetation would grow back and be retreated as needed. Hazard trees may be removed, but only from within 30 feet of roads. Due to the sensitivity to human presence, northern spotted owl are not expected to nest within 30 feet of roads. Given the work would be conducted along roads and focused on removal of hazardous fuels near roads, the work would not be considered major habitat alteration for northern spotted owls. Significant impacts on special-status wildlife species would not occur.

Wetlands

Seasonal streams intersect or occur adjacent to the project roadways (USFWS, 2021). Existing infrastructure including culverts would not be altered as part of the project. Streams would be avoided by project activities. Due to the type of project and extent of the vegetation treatment activities out to typically 10 to 30 feet along roadways, wetlands are not anticipated to be encountered and no activities would occur in wetlands. Training would ensure that workers avoid wetlands, particularly in the small areas that vegetation thinning extends further than 30 feet (ET-1). Significant impacts on wetlands would not occur.

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Table 1 Special-Status Species with Potential to Occur in the Project Vicinity

Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
Sensitive Plants					
<i>Amorpha californica</i> var. <i>napensis</i>	Napa false indigo	CNPS 1B.2	Wetland, Riparian woodland	Low to moderate; documented populations overlap project area	Low – can be identified and avoided with training
<i>Amsinckia lunaris</i>	bent-flowered fiddleneck	CNPS 1B.2	Grassland, serpentine, gravelly slopes	Low	Low – suitable habitat would be avoided
<i>Arctostaphylos montana</i> ssp. <i>montana</i>	Mt. Tamalpais manzanita	CNPS 1B.3	Chaparral, Valley Grassland	Moderate, suitable habitat present and known population overlaps the project area	Low – can be identified and avoided with training
<i>Arctostaphylos virgata</i>	Marin manzanita	CNPS 1B.2	Closed-cone Pine Forest, Redwood Forest, Mixed Evergreen Forest, Chaparral	Moderate; known population overlaps south of project area	Low – can be identified and avoided with training
<i>Calochortus tiburonensis</i>	Tiburon mariposa-lily	Federally Threatened, California Threatened, CNPS 1B.1	Serpentine Grassland	Low	Low – suitable habitat would be avoided
<i>Carex lyngbyei</i>	Lyngbye's sedge	CNPS 2B.2	Coastal, salt marshes	Low	Low – suitable habitat would be avoided
<i>Castilleja affinis</i> var. <i>neglecta</i>	Tiburon paintbrush	Federally Endangered, California Threatened, CNPS 1B.2	Serpentine grassland	Low	Low – suitable habitat would be avoided

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Ceanothus masonii</i>	Mason's ceanothus	California Rare, CNPS 1B.2	Chaparral	Low	Low – not likely to be encountered
<i>Chloropyron maritimum ssp. palustre</i>	Point Reyes salty bird's-beak	CNPS 1B.2	Coastal salt marsh	Low	Low – suitable habitat would be avoided
<i>Cirsium hydrophilum var. vaseyi</i>	Mt. Tamalpais thistle	CNPS 1B.2	Serpentine seeps	Low	Low – suitable habitat would be avoided
<i>Dirca occidentalis</i>	western leatherwood	CNPS 1B.2	Riparian	Moderate	Low – can be identified and avoided with training
<i>Eriogonum luteolum var. caninum</i>	Tiburon buckwheat	CNPS 1B.2	Chaparral, Coastal Prairie, Valley Grassland	Moderate; several known populations overlap work area in central and south of project area	Low – can be identified and avoided with training
<i>Fissidens pauperculus</i>	minute pocket moss	CNPS 1B.2	Seasonally moist hard-packet soils on steep faces, gullies, or cut banks	Low	Low – not likely to be encountered
<i>Hemizonia congesta ssp. congesta</i>	congested-headed hayfield tarweed	CNPS 1B.2	Northern Coastal Scrub, Valley Grassland	Moderate, known to occur along roadsides	Low – can be identified and avoided with training
<i>Hesperolinon congestum</i>	Marin western flax	Federally Threatened, California Threatened, CNPS 1B.1	Serpentine, grassland	Low	Low – suitable habitat would be avoided
<i>Horkelia tenuiloba</i>	thin-lobed horkelia	CNPS 1B.2	Open chaparral	Low	Low – not likely to be encountered
<i>Kopsiopsis hookeri</i>	small groundcone	CNPS 2B.3	Open woodland, mixed conifer forest	Low to moderate; one documented occurrence slightly	Low – can be identified and avoided with training

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
				overlaps center of project	
<i>Lessingia micradenia</i> var. <i>micradenia</i>	Tamalpais lessingia	CNPS 1B.2	Thin, gravelly soil of serpentine outcrops, roadcuts	Low	Low – suitable habitat would be avoided
<i>Mielichhoferia elongata</i>	elongate copper moss	CNPS 4.3	Rock, mineral enriched substrates	Low	Low – not likely to be encountered, project activities would be low risk
<i>Navarretia rosulata</i>	Marin County navarretia	CNPS 1B.2	Rocky, serpentine	Low	Low – suitable habitat would be avoided
<i>Pleuropogon hooverianus</i>	North Coast semaphore grass	California Threatened, CNPS 1B.1	Meadows, vernal-pools	Low	Low – suitable habitat would be avoided
<i>Quercus parvula</i> var. <i>tamalpaisensis</i>	Tamalpais oak	CNPS 1B.3	Understory conifer woodland	Low	Low – not likely to be encountered
<i>Sidalcea hickmanii</i> ssp. <i>viridis</i>	Marin checkerbloom	CNPS 1B.1	Yellow pine forest, chaparral	Low to moderate, suitable habitat in project area	Low – can be identified and avoided with training
<i>Stebbinsoseris decipiens</i>	Santa Cruz microseris	CNPS 1B.2	Open coastal, serpentine, sandy	Low	Low – suitable habitat would be avoided
<i>Streptanthus batrachopus</i>	Tamalpais jewelflower	CNPS 1B.2	Serpentine barrens, chaparral	Low	Low – suitable habitat would be avoided
<i>Streptanthus glandulosus</i> ssp. <i>niger</i>	Tiburon jewelflower	Federally Endangered, California Endangered, CNPS 1B.1	Serpentine outcrops, grassland, cliffs, barren slopes	Low	Low – suitable habitat would be avoided
<i>Streptanthus glandulosus</i> ssp. <i>pulchellus</i>	Mt. Tamalpais bristly jewelflower	CNPS 1B.2	Dry, open grassland, chaparral, open forest, occasionally serpentine	Moderate, some suitable habitat in project area	Low – can be identified and avoided with training

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Trifolium amoenum</i>	two-fork clover	Federally Endangered, CNPS 1B.1	Moist, heavy soils, disturbed areas	Moderate, known to occur in disturbed areas	Low – can be identified and avoided with training
<i>Triquetrella californica</i>	coastal triquetrella	CNPS 1B.2	Moss forming loose mats on exposed soils, rocks, sand, or gravel in grassland and chaparral.	Moderate; suitable habitat present in project area	Low – not likely to be encountered, project activities would be low risk
Sensitive Wildlife					
<i>Falco peregrinus anatum</i>	American peregrine falcon	FP	Nests on cliff ledge or hollow of broken tree snag, also uses ledges of buildings or other structures	Low	Low – not likely to be encountered
<i>Cypseloides niger</i>	black swift	SSC	Nests on ledges or in crevices in steep cliffs along coast or near streams or waterfalls in mountains	Low, species occurs in project area near Stinson Beach	Low – not likely to be encountered
<i>Athene cunicularia</i>	burrowing owl	SSC	Nests in grassland burrows	Moderate, may occur in project areas	Low – work would occur outside nesting season or surveys conducted
<i>Laterallus jamaicensis coturniculus</i>	California black rail	FT, FP	Wetlands and marshes	Low - Occurrences overlap the project area	Low – can disperse from other areas, suitable habitat would be avoided
<i>Dicamptodon ensatus</i>	California giant salamander	SSC	Wet coastal forests, such as coastal redwoods, in or near clear, cold permanent and semi-permanent streams and seepages	Low to moderate, may use roadside as dispersal or foraging	Low – can disperse from other areas, suitable breeding habitat would be avoided
<i>Rana draytonii</i>	California red-legged frog	FT, SSC	Breeds in ponds/slow moving streams, may use grassland	Low - No known occurrences overlap the project area	Low – can disperse from other areas, suitable breeding habitat would be avoided

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
			and oak woodland for dispersal and foraging		
<i>Rallus obsoletus obsoletus</i>	California Ridgway's rail	FE, CE, FP	Wetlands and marshes	Low - Occurrences overlap the project area	Low – can disperse from other areas, suitable breeding habitat would be avoided
<i>Oncorhynchus kisutch pop. 4</i>	coho salmon - central California coast ESU	FE, CE	Aquatic	None, aquatic species	None
<i>Rana boylei</i>	foothill yellow-legged frog	CE, SSC	Rocky streams in a variety of habitats, including habitats such as valley foothill hardwood, valley-foothill riparian, coastal scrub, mixed conifer, mixed chaparral, and wet meadows. Nearly fully aquatic.	Low, some historic occurrences overlap work areas	Low – not likely to be encountered
<i>Spirinchus thaleichthys</i>	longfin smelt	FC, CT	Pelagic estuarine aquatic, open water	None, aquatic species	None
<i>Danaus plexippus pop. 1</i>	monarch - California overwintering population	FC	Grassland, woodland	Low, species occurs in project area near Bolinas	Low – not likely to be encountered, host plants can be identified and avoided with training
<i>Strix occidentalis caurina</i>	Northern spotted owl	FT, CT	Forest with high canopy and open understory for foraging	High - Activity centers documented near portions of the work area	Low – work would occur outside nesting season or surveys conducted, nests not likely to occur in close proximity to roads and removal would focus on small trees and hazardous fuels, mature trees would not be removed except adjacent to roadways if determined to be a

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
					hazard tree (where owls would be less likely to nest)
<i>Antrozous pallidus</i>	pallid bat	SSC	Roosts in large diameter trees and abandoned buildings	Moderate - there is some potentially suitable trees within or nearby the project area, and an occurrence overlaps suitable habitat	Low – work would occur outside the bat maternity roosting period or surveys conducted
<i>Geothlypis trichas sinuosa</i>	saltmarsh common yellowthroat	SSC	Nests on the ground in wet areas in wetlands, prairies, and pine forest	Low	Low – work would occur outside nesting season or surveys conducted; suitable habitat would be avoided
<i>Reithrodontomys raviventris</i>	salt-marsh harvest mouse	FE, CE, FP	Marshes and wetland edges	Low	Low – suitable habitat would be avoided
<i>Melospiza melodia samuelis</i>	San Pablo song sparrow	SSC	Marshes and wetland edges	Low	Low – suitable habitat would be avoided
<i>Oncorhynchus mykiss irideus</i> pop. 8	steelhead - central California coast DPS	FT	Aquatic	None, aquatic species	None
<i>Lavinia symmetricus ssp. 2</i>	Tomales roach	SSC	Aquatic	None, aquatic species	None
<i>Corynorhinus townsendii</i>	Townsend's big-eared bat	SSC	Caves, mines, bridges, building, rock crevices, tree hollows in coastal lowlands, and cultivated valleys; prefer roosting in caves or other similar open spaces	Moderate - there is some potentially suitable abandoned buildings or caves within or nearby the project area	Low – work would occur outside the bat maternity roosting period or surveys conducted
<i>Bombus occidentalis</i>	western bumble bee	CC	Grassland	Low, unlikely to occur within project area	Low – type of work not likely to affect bumble bee, which can disperse

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Emys marmorata</i>	western pond turtle	SSC	Freshwater ponds and streams	Low - aquatic habitat	Low – suitable habitat would be avoided
<i>Charadrius nivosus nivosus</i>	western snowy plover	FT, SSC	Nests in coastal dunes	Low, nests in coastal dunes	Low – suitable habitat would be avoided

Notes:

Species with occurrences within 3 miles of treatment area were examined. Species which are considered "extirpated" or those with occurrence data greater than 75 years old were removed from the analysis as they are not anticipated to occur in the vicinity of the treatment area.

FE	Federally Endangered	CR	California Rare
FT	Federally Threatened	CC	California State Candidate
FC	Federal Candidate	FP	Fully Protected
CE	California State Endangered	SSC	California State Species of Special Concern
CT	California State Threatened		

Source: (CDFW, 2021; CNPS, 2021; CDFG, 2003; Hickman, 1993; Stebbins, 2003)

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Cultural Resources and Tribal Cultural Resources ²		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Equipment and vehicles for the roadside vegetation thinning activities would operate from existing roadways. No intense ground disturbing activities would occur nor would off-road equipment be used. While some hand pulling of invasive species may occur, the potential to disturb cultural resources is low since this work results in little to no new ground disturbance. Workers would participate in a cultural training prior to project implementation (CUL-1) and should a previously unidentified cultural resource be discovered, work would halt in the area and the resource fully avoided conducted (CUL-2). Significant impacts on cultural resources and human remains would not occur.

Energy		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The vehicles and equipment conducting the roadside vegetation thinning activities would consume energy, including gas, diesel, and motor oil. Vehicle engines and fuel used during implementation of the project would comply with State and local energy reduction and efficiency requirements. The use of fuel to implement the project would be minimal and the proposed fuel consumption would, additionally, be considered beneficial and not wasteful given the positive outcome of the work to improve routes for evacuation and ingress/egress. Implementation of roadside vegetation thinning would not cause a significant impact due to wasteful, inefficient, or unnecessary consumption of energy resources.

Geology and Soils		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vehicle travel and operation of equipment would occur on existing roads. Most roads are paved but some roads may be gravel or dirt. While the use of established unpaved roadways

² No tribal consultation requirement is associated with filing a notice of exemption per Assembly Bill 52 (PRC §21080.3.1.(b)).

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could result in erosion, impacts on any one area from travel would be limited due to minimal use, typically only a day or two.

Soil erosion and loss of topsoil could occur during manual and mechanical vegetation cutting and removal through the exposure of bare soils. After the vegetation thinning is completed, erosion and topsoil loss could occur through loss of root-soil matrix strength if root systems die. Root systems of larger vegetation would generally be left in place, minimizing the potential for erosion. Vegetation removal and cutting that maintain at least 70 percent of groundcover would not result in substantial erosion (Lang & McDonald, 2005). In areas where erosion could occur due to slope and soil exposure, erosion control devices would be installed (GEO-1). Significant impacts related to erosion and loss of topsoil would not occur.

Greenhouse Gas Emissions		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vegetation thinning activities would involve manual and mechanical vegetation removal along roadways. Use of vehicles and equipment during these activities and vehicle travel to project sites would generate some greenhouse gas (GHG) emissions, but not in significant quantities due to the limited duration and types of activities³. The project would involve vegetation thinning and would not typically remove any healthy, mature trees. Thinning can result in greater sequestration rates by reducing competition for the larger, more resilient trees (CAL FIRE, 2018). These processes are not quantified but would fluctuate during initial treatment and future maintenance. Due to the current higher fuel loads, it is anticipated that a net release of carbon from removal of vegetation could occur, at least in the near-term as the ecosystem fuel loads are restored closer to pre-fire suppression conditions and wildland fire risk is minimized while ingress and egress is improved. The fluctuation would be insignificant compared to overall carbon stock in Marin County. Significant greenhouse gas emission impacts would not occur.

Hazards and Hazardous Materials		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

³ BAAQMD has established thresholds of significance for GHG emissions meant primarily for evaluating GHGs associated with land-use development or stationary-source projects and are not recommended for vegetation-management projects (Flores, 2020).

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Trucks, vehicles, and equipment are used for ongoing vegetation management along Marin County roadways. Vehicle and equipment use at work areas and vehicle travel to and from work areas could result in a minimal risk of accidental spills of fuels or lubricants from these vehicles. Workers handling hazardous materials are required to adhere to OSHA and Cal/OSHA health and safety requirements to protect workers. As part of the project, spill prevention and response measures would be implemented that would ensure that hazardous materials are properly stored on-site and that any accidental releases of hazardous materials would be properly controlled and quickly cleaned up (HAZ-1). Off-road grading or other intense ground disturbance would not occur, ensuring that any potential existing contamination would not be disturbed and would not pose a risk to the environment or public. Vegetation management crews would maintain fire suppression equipment (e.g., Pulaski axe, shovel, fire extinguisher) in work vehicles during activities that can generate sparks or heat (HAZ-2). Significant impacts related to hazards and hazardous materials would not occur.

Hydrology and Water Quality		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vehicles and tracked equipment would be confined to existing roads. Any streams that may intersect with the project roadways would be avoided. Riparian woodlands may be encountered but any vegetation trimming, or thinning, would be conducted by hand and alteration to and deposition of debris avoided within the bed, channel, or bank of a waterway (RR-1). Some hand pulling could occur, such as removal of invasive broom within typically 10 to 30 feet of roadways. No intense ground disturbance such as grading or off-road equipment use would occur. Generally, soil-disturbing work resulting in groundcover of less than 70 percent and 100 feet or less upslope of a waterway or riparian corridor could have some potential to cause more substantial sedimentation of the waterway or habitat (Lang & McDonald, 2005). The majority of the proposed manual and mechanical vegetation removal activities would not result in circumstances that would result in significant ground cover removal and, thus, significant erosion and subsequent sedimentation. For the rare instances where erosion could occur, erosion control measures would be implemented (GEO-1). Significant water quality impacts would not occur.

Land Use and Planning		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Implementation of roadside vegetation thinning would not involve any new development or changes to land uses that could physically divide a community. The project is consistent with

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the objectives of the Marin Wildfire Prevention Authority, Marin County Fire Code, and the Marin County Community Wildfire Protection Plan (2020). All activities conducted would comply with local land use regulations and policies.

Mineral Resources		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vegetation removal activities would not result in the loss of availability of a known mineral resource because the work would occur along and within typically 10 to 30 feet of existing roadways and would not permanently alter any features. Roadside vegetation clearance is intended to allow evacuation and ingress/egress and would not alter land uses, access, or subsurface areas that could impact mineral resources.

Noise		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The proposed vegetation thinning activities would occur weekdays from 8:00am and 5:00pm. This timeframe would conform with the Marin County Noise Ordinance § 6.70.030(5)⁴, which limits construction activities and other related work to Monday through Friday 7:00am to 6:00pm and Saturday from 9:00am to 5:00pm or other local ordinances (e.g., City of Larkspur) (NOI-1). Work would progress along the roadway, limiting noise in any one location to a few hours. The type of noise is not uncommon in the built environment. Measures to minimize noise disruption to nearby neighbors and sensitive receptors would be implemented, as needed (NOI-1). Exceedances of local noise standards would not occur (given the short duration of noise generation in any one location and existing noise levels) and significant noise impacts would not occur.

Population and Housing		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

⁴ While these activities are not construction and do not require a construction permit, some of the equipment generates noise levels similar to construction equipment (e.g., noise level of a chainsaw is ≤ 82 dBA L_{max} at 50 feet (USDOT, 2008) such that a comparison could be made and justification for ensuring work hours conform.

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The workers implementing the roadside vegetation clearance are anticipated to be sourced from the existing contractor businesses in the region. As such, this project would not induce population growth. No impact related to population and housing would occur.

Public Services		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project would not directly or indirectly induce population growth indirectly necessitating more public services. No new or altered governmental facilities would be needed to provide public services as a result of the project, and the project would not result in increased demand for public services. No impact related to public services would occur.

Recreation		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vegetation removal activities would be conducted along and within typically 10 feet or less frequently 30 feet of existing roadways and would not affect recreational facilities. The project would not directly or indirectly induce population growth that could increase the use of recreational facilities. Significant recreational impacts would not occur.

Transportation		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input type="checkbox"/>

An estimated 28 daily one-way vehicle trips would occur, which would not exceed screening threshold of 110 trips per day⁵. The VMT associated with implementation of the project would not conflict with State CEQA Guidelines section 15064.3, subdivision (b).

Vegetation removal activities may require a partial or full lane closure to ensure crews have adequate buffer from passing vehicles. Contractors would acquire an encroachment permit

⁵ The Office of Planning and Research identifies a screening threshold for a small land-use project as a project that generates or attracts fewer than 110 trips per day. Projects that generate fewer than this threshold may be assumed to cause a less-than-significant transportation impact (OPR, 2017). Although a vegetation treatment project is not a land use project, it is assumed that the screening threshold would still apply to the project.

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from the County for work on the roadway. Lane closures could also slow or impede emergency access and responders. Notification or emergency response agencies and traffic control measures would be implemented including compliance with the latest Manual on Uniform Traffic Control Devices (MUTCD) (TR-1 and TR-2). The MUTCD requires crews to wear safety equipment, such as high-visibility vests, when operating vehicles or equipment near public roads and use of flaggers and signage. No significant traffic impacts would occur.

Utilities and Service Systems

Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Biomass generated from vegetation removal activities would be processed using a chipper. Some materials may be spread on the work areas. An estimated 55 cubic yards (estimated at 77 tons) of chipped material would be generated a day for a total of 8,000 cubic yards (estimated at 11,200 tons) over the course of the first year of project implementation. As the vegetation grows back and follow up maintenance is conducted in future years, additional vegetative materials would be chipped and trucked away. Materials would be trucked to West Marin Compost, Marin Resource Recovery Center, or Redwood Landfill, which have a permitted capacity of 6,140 tons per day and would be able to accept the chipped material (CalRecycle, 2021). No impact related to utilities and service systems would occur.

Wildfire

Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Most of the roadways identified for vegetation clearance and maintenance are within the State Responsibility Area (SRA) and some are within areas identified as very high fire hazard severity zones (CAL FIRE, 2007/2008). The purpose of the project is to reduce fuel loads, which would reduce the spread and intensity of a wildfire, should one occur. As discussed previously, emergency access would be maintained and the project would not impair an adopted emergency response plan or evacuation plan, but would rather enhance evacuation. The project does not involve installation or maintenance of any infrastructure that could exacerbate fire risk. The project does not involve intense ground disturbing activities or off-road vehicle use that could result in downslope or downstream flooding or landslides should a wildfire occur.

References

CAL FIRE. (2007/2008). Fire Hazard Severity Zones Maps.

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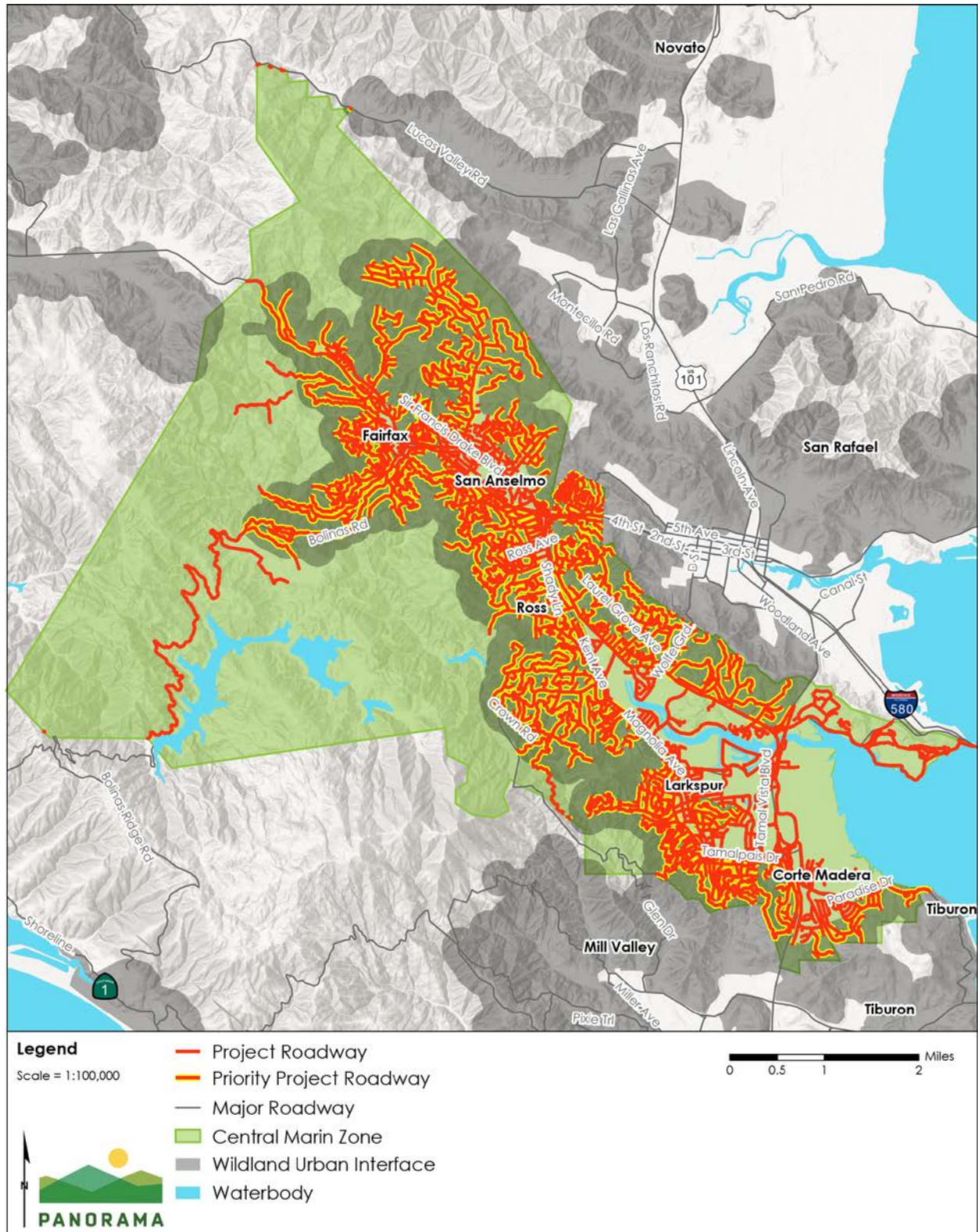
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Figure 1 Project Roadways



Note: The roadways treated under this project would consist of a subset of the roads shown.

Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

From (Public Agency):
City of San Rafael
1400 Fifth Ave.
San Rafael, CA 94901

County Clerk County of: Marin
Marin Civic Center
3501 Civic Center Dr., Suite 234,
San Rafael, CA 94903

Project Title: San Rafael Zone Evacuation Route Core Project

Project Applicant: City of San Rafael

Project Location – Specific: Roadways throughout the City of San Rafael and County Service Areas (CSAs) (refer to Figure 1). Approximately 68 miles of roads would be treated in the City of San Rafael and approximately 12 miles of roads would be treated in CSAs.

Project Location – City:
City of San Rafael

Project Location – County:
Marin County

Description of Nature, Purpose and Beneficiaries of Project:

The purpose of the project is to improve routes for evacuation throughout neighborhoods, particularly in the hillsides of the San Rafael Zone. Improving the vegetation clearance along the identified routes would ensure safer evacuation for residents and better access for first responders and emergency vehicles. The project would also improve access by local fire departments, improve visibility, and reduce heat exposure for evacuating residents in the event of an approaching wildfire.

Name of Public Agency Approving Project: City of San Rafael

Name of Person or Agency Carrying Out Project: City of San Rafael

Exempt Status (check one):

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☐ Common Sense Exemption (Sec. 15061(b)(3));
- ☒ Categorical Exemption. State type and section number: 15304(i). Minor alterations to land for fuel management activities. 15301. Existing Facilities for vegetation removal along roadways.
- ☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The project is categorically exempt under California Environmental Quality Act (CEQA) Guidelines Sections 15304, Class 4 for Minor Alterations to Land and Section 15301, Class 1 Existing Facilities. A Class 4 exempt project consists of minor public or private alterations in the

condition of land, water, and/or vegetation that do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. A Class 1 exempt project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The project would involve vegetation trimming and removal along roads identified as key routes used for evacuation and ingress/egress in the San Rafael Zone. The scope of the project is consistent with a minor alteration to the condition of the vegetation along the routes and maintenance of the existing roadways. Additionally, no healthy, mature, scenic trees would be removed; no work would take place within sensitive habitat, including wetlands or waterways; and no ground disturbance, such as excavation, would take place. There are no facts or circumstances specific to this project that would support an exception to the categorical exemption. No exceptions listed under Section 15300.2 apply.

Lead Agency Contact Person:

Alicia Giudice, City of San Rafael

Area Code/Telephone/Extension:

(415) 485-3092

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?
Yes ☐ No ☐

Signature: _____ Date: _____ Title: _____

☐ Signed by Lead Agency

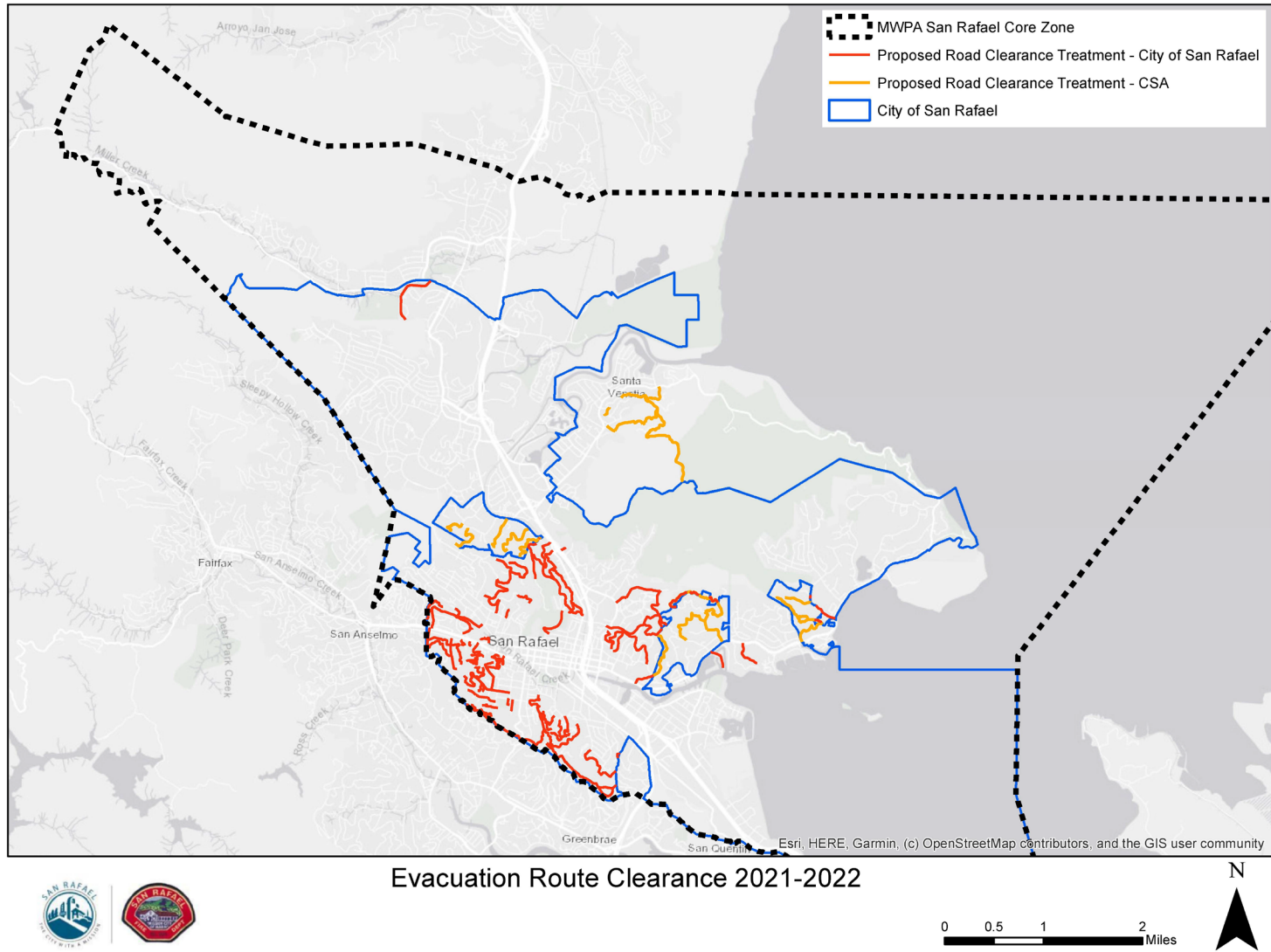
☐ Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.

Date Received for filing at OPR:

Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Figure 1 Project Roadways





**California Environmental Quality Act
Categorical Exemption Determination Memorandum**

Date: July 15, 2021

Project: San Rafael Zone Evacuation Route Core Project

Categorical Exemption Summary

The Marin Wildfire Prevention Authority (MWPA) has determined that the San Rafael Zone Evacuation Route Core Project (project) is categorically exempt under the California Environmental Quality Act (CEQA) Guidelines Section 15304, Class 4, for Minor Alterations to Land and Section 15301, Class 1, for Existing Facilities. A Class 4 exempt project consists of minor public or private alterations in the condition of land, water, and/or vegetation that do not involve removal of healthy, mature, scenic trees except for forestry or agricultural purposes. A Class 1 exempt project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The project would involve vegetation trimming and removal along roads identified as key routes used for evacuation and ingress/egress in the San Rafael Zone. The scope of the project is consistent with a minor alteration to the condition of the vegetation along the routes and maintenance of the existing roadways shown in Figure 1.

The following analysis demonstrates that the project would not result in adverse environmental effects, supporting the MWPA's determination that the proposed activities are categorically exempt under CEQA. The project would be conducted in compliance with applicable federal, State, and local regulations and under contractual provisions prohibiting work in violation of applicable regulations and plans.

Information regarding the purpose and need for the project, a description of proposed activities, a discussion of why the potential exceptions to a categorical exemption do not apply here, and an assessment of the potential for environmental effects are provided below.

Background

Marin County voters passed Measure C in 2020, which established a 17-member Joint Powers Authority, the MWPA, to fund and oversee proactive state-of-the-art wildfire prevention and preparedness efforts within the County. Members include several cities and towns, fire protection districts, and community service districts. The MWPA was formed to develop and implement a comprehensive wildfire prevention and emergency preparedness plan throughout almost all of Marin County. This project is a Core Project that is funded by and within the purview of the MWPA. Core Projects include those projects that focus on wildfire

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detection, notification, and evacuation; vegetation management and fire hazard reduction; grants management; and public education.

Purpose and Need

The purpose of the project is to improve routes for evacuation throughout neighborhoods, particularly in the hillsides of the San Rafael Zone. Improving the vegetation clearance along the identified routes would ensure safer evacuation for residents and better access for first responders and emergency vehicles. The project would also improve access by local fire departments, improve visibility, and reduce heat exposure for evacuating residents in the event of an approaching wildfire.

Project Description

Treatment

The proposed activities would be completed along prioritized roads in the San Rafael Zone shown in Figure 1. Many of these roadways have had vegetation cleared in the past by the San Rafael Department of Public Works to maintain passable roadways. The vegetation has fully regrown to date. A total of 80 miles of roadways would be treated under this project. Approximately 68 miles of roads would be treated in the City of San Rafael and approximately 12 miles of roads would be treated in County Service Areas (CSAs).

To improve evacuation routes, invasive, non-native, and fire-hazardous vegetation and accumulated dead biomass would be reduced along roads in priority hillside neighborhoods throughout the City of San Rafael. Work would focus on trimming and removal of roadside vegetation up to 15 feet above the road surface and up to 10 feet from road edges. Small trees, 8 inches diameter at breast height (DBH) and smaller, would be removed as part of clearance for ingress and egress and ladder fuel removal. Some individual hazard trees, as determined by a qualified arborist or registered professional forester (RPF), may be removed. No healthy, mature, scenic trees would be removed under this project.

Treatment Method

Manual and mechanical hand tools would be used for vegetation trimming and removal. Crews would remove vegetation from the ground and would utilize bucket trucks to achieve the necessary vertical clearance. Bucket trucks, chainsaws, pole saws, chippers, and other tree removal and pruning equipment would be used for vegetation clearance.

Disposal

A trailer-mounted chipper and a chipper truck would be at all work areas. It is anticipated that approximately 20 to 25 cubic yards of material would be removed a day per crew. All debris from the vegetation clearance work would be taken to Marin Sanitary, West Marin Compost, Marin Resource Recovery Center, or Green Waste Recycle Yard for processing.

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Workers

Vegetation removal would be conducted by contractor crews of approximately 3 to 6 persons. Two to three crews may operate simultaneously on a single day.

Site Access

All vegetation clearance work would occur from existing paved public roads. Vehicles and equipment would be staged at the contractor's yard each day. Lane closures may occur during project implementation. All work would be conducted in accordance with an encroachment permit issued by the City of San Rafael Department of Public Works, and an approved traffic control plan that complies with the California Manual on Uniform Traffic Control Devices.

Schedule and Duration

Vegetation clearance would be conducted during weekdays from 8:00am to 4:00pm, except holidays. Tree trimming work would occur between August and February, unless a nesting bird survey confirms no active nests would be disturbed. Grass mowing would occur during the summer months. The first 25 miles of roadside vegetation clearing would be conducted starting in August 2021 and ending early 2022 over the course of up to 100 workdays. The City of San Rafael would inspect and maintain the roadside vegetation on public lands every 3 to 5 years. Trees and vegetation on private property adjacent to and overhanging the road needs to be maintained by property owners in compliance with the San Rafael Municipal Code.

Project Design and Implementation Features

The MWPA has developed specific design and implementation features that will be incorporated as applicable into the project design and implementation for each of its projects. The following specific design and implementation measures are part of the project:

GEO-1 Erosion and Soils Loss Stabilization Measures

Soils will be stabilized if a vegetation management activity may leave less than 70 percent groundcover or native mulch/organic material.

For areas between 50 percent and 70 percent ground cover left:

- Sow native grasses and other suitable native vegetation on denuded areas where natural colonization or other replanting will not occur rapidly; use slash or chips to prevent erosion on such areas.
 - Use surface mounds, depressions, logs, rocks, trees and stumps, slash and brush, the litter layer, and native herbaceous vegetation downslope of denuded areas to reduce sedimentation and erosion, as necessary to prevent erosion or slope destabilization.
 - Install approved, biodegradable erosion-control measures and non-filament-based geotextiles (e.g., coir, jute) when:
-

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- Conducting substantial ground-disturbing work (e.g., use of heavy equipment, pulling large vegetation) within 100 feet and upslope of currently flowing or wet wetlands, streams, lakes, and riparian areas;
 - Causing soil disturbance on moderate to steep (10 percent slope and greater) slopes; and
 - Removing invasive plants from stream banks to prevent sediment movement into watercourses and to protect bank stability.
- Sediment-control devices, if installed, will be certified weed-free, as appropriate. Sediment control devices will be inspected daily during active construction to ensure that they are repaired and working as needed to prevent sediment transport into the waterbodies.

For areas with less than 50 percent ground cover:

- Any of the above measures
- Stabilize with mulch or equivalent immediately after project activities, to the maximum extent practicable.
- If project activities could result in substantial sediment discharge from soil disturbance, as determined by the qualified personnel (e.g., RPF), organic material from mastication or mulch will be incorporated onto at least 75 percent of the disturbed soil surface where the soil erosion hazard is moderate or high, and 50 percent of the disturbed soil surface where soil erosion hazard is low to help prevent erosion.
- Where slash mulch is used, it will be packed into the ground surface with heavy equipment so that it is sufficiently in contact with the soil surface.

Once work is completed, the areas will be inspected at least annually if accessible, until groundcover exceeds 70 percent or slopes have stabilized, as determined by a qualified professional. At that time, erosion-control and slope-stability devices may be removed.

HAZ-1 Leak Prevention and Spill Cleanup

The project proponent will, at a minimum, implement measures that address the following procedures related to the use of hazardous materials during construction:

- Proper disposal or management of contaminated soils and materials (i.e., clean up materials)
 - Daily inspection of vehicles and equipment for leaks and spill containment procedures
 - Emergency response and reporting procedures to address hazardous material releases
 - Emergency spill supplies and equipment will be available to respond in a timely manner if an incident should occur
-

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- Response materials such as oil-absorbent material, tarps, and storage drums will be available in the plan area at all times during management activities and will be used as needed to contain and control any minor releases
 - The absorbent material will be removed promptly and disposed of properly
 - Use of secondary containment and spill rags when fueling
 - Discourage “topping-off” fuel tanks
 - Workers using fuels or other hazardous materials must be knowledgeable of the specific procedures necessary for hazardous materials cleanup and emergency response

HAZ-2 Wildfire Risk Reduction

The following measures will be implemented during activities that involve the use of equipment that can generate sparks or heat:

- Maintain fire suppression equipment (e.g., shovel, extinguisher) in work vehicles and ensure workers are trained in use
- Closely monitor for ignited vegetation from equipment and tool use
- Train workers to properly handle and store flammable materials to minimize potential ignition sources
- Prohibit smoking in vegetated areas
- Avoid use of spark- and/or heat-generating equipment during high fire danger days (e.g., Red Flag Days and Fire Weather Watch)
- Outfit off-road diesel vehicles and equipment with spark arrestors
- Avoid metal string or blade weed trimmers

NOI-1 Minimization of Noise Disruption to Nearby Neighbors and Sensitive Receptors

All projects will comply with applicable local noise ordinances. All powered equipment and power tools will be used and maintained according to manufacturer specifications. All diesel- and gasoline-powered treatment equipment will be properly maintained and equipped with noise-reduction intake and exhaust mufflers and engine shrouds, in accordance with manufacturers’ recommendations.

Measures to minimize noise disruption to nearby neighbors and sensitive receptors will be implemented as needed. These measures may include but are not limited to:

- Using noise control technologies on equipment (e.g., mufflers, ducts, and acoustically attenuating shields)
 - Locating stationary noise sources (e.g., pumps and generators) away from sensitive receptors.
 - Close engine shrouds during equipment operations
 - Shut down equipment when not in use. Equipment will not be idled unnecessarily.
 - Operate heavy equipment during daytime hours if such noise would be audible to receptors (e.g., residential land uses, schools, hospitals, places of worship).
-

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- Locate project activities, equipment, and equipment staging areas away from nearby noise-sensitive land uses (e.g., residential land uses, schools, hospitals, places of worship), to the extent feasible

NSO-1 Northern Spotted Owl Nesting Season Avoidance

Within areas where northern spotted owl have the potential to occur, work, including mowing with heavy equipment, the mechanical removal of vegetation, or prescribed burning, including pile and broadcast burning, will occur outside of the northern spotted owl nesting season to the extent possible (February 1 to July 31).

If work must occur during the northern spotted owl nesting season, either NSO-02 or NSO-03 will apply.

NSO-2 Work During Northern Spotted Owl Nesting Season - Surveys

Within an area where northern spotted owl has the potential to occur, when work will occur during the northern spotted owl nesting season (February 2 through July 31), and work is not considered low-impact by a qualified biologist the following measure will apply. Low impact type activities include, but are not limited to, goat grazing, hand pulling of weeds, hand trimming of trees and vegetation with non mechanized equipment, chipping from existing roadways in residential areas, use of mechanized equipment adjacent to roads or in residential areas that is a typical noise for the environment.

Determine if a known breeding pair is found within 0.25 mile of the proposed activity (i.e., from existing surveys that season) and perform a nest check to confirm presence. If no survey data for the season has been completed for the areas, two surveys will be conducted by a qualified biologist (whose qualifications have been approved by the MWPA or lead public agency) for nesting northern spotted owls during the months of April and May preceding the commencement of these activities. At a minimum, the survey area will include all suitable nesting habitats within 0.25 mile of any planned activity sites, and then one of the two options listed below will be implemented. If access can not be secured for surveys, then work should be delayed until after the nesting season, unless it can be shown that noise generation from the activities and the activities proposed would be below noise and visual disturbance levels for northern spotted owls (refer to USFWS Revised Transmittal of Guidance: Estimating the Effects of Auditory and Visual Disturbance to Northern Spotted Owls and Marbled Murrelets in Northwestern California) at the nest site, if known.

1. If it is conclusively determined that there are nesting northern spotted owls, planned activities that generate noise (e.g., mowing, heavy equipment usage, crews with hand tools that generate noise) in areas without regular human disturbances from human residency (e.g., leaf blowers, home construction and remodeling, roadways), that are within 0.25-mile of an identified active nest will not begin prior to September 1 unless the young have fledged, at which time work may begin no earlier than July 10. Prescribed burns may only occur within suitable northern spotted owl habitat (as determined by a qualified
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biologist) during the nesting season if protocol surveys have determined that northern spotted owl nesting is not occurring in the area of planned activity.

2. If work must occur within 0.25 mile, a permit may be required from the US Fish and Wildlife Service before work can commence.

NB-1 Nesting Bird Season Avoidance

Whenever possible, schedule work outside of the bird nesting season, which is generally from February 1 through August 31¹. Not all species nest between the regulatory season, and active nests that are encountered year-round are protected.

NB-2 Nesting Bird Surveys

If work that has the potential to impact nesting birds commences between February 1 and August 31 (during the nesting season), a qualified biologist (whose qualifications have been approved by the MWPA or lead public agency) will conduct a pre-activity survey for nesting birds.

Nesting bird surveys are recommended during the nesting season for work involving mowing with heavy equipment, other vegetation (including tree) removal or limbing and trimming activities, and prescribed (broadcast and pile) burning. Low-impact activities including goat grazing, hand-pulling weeds, and herbicide application do not generally require nesting bird surveys. Determination of need for surveys for low-impact activities should be evaluated on a case-by-case basis in consultation with a qualified biologist or RPF.

Nesting bird surveys will occur within no more than 7 days prior to construction to ensure that no nests will be disturbed during vegetation management work. If work pauses for more than 7 days, a follow-up survey will be conducted prior to the restarting of work.

Appropriate survey areas will be determined by the qualified biologist depending on the project footprint, type of activity proposed, and suitable habitat for nesting birds. Surveys will be conducted during periods of high bird activity (i.e., 1-3 hours after sunrise and 1-3 hours before sunset). If the qualified biologist determines that visibility is significantly obstructed due to on-site conditions (such as access issues, rain, fog, smoke, or sound disturbance [including high wind]), surveys will be deferred until conditions are suitable for nest detection.

NB-3 Nesting Birds: Active Nest Avoidance

If active nests (i.e., presence of eggs and/or chicks) are observed in areas that could be directly or indirectly disturbed (including noise disturbance), a temporary, species-appropriate no-

¹ Note that the general nesting season between February 1 and August 31 is a guideline, and that birds may begin nesting beforehand, and complete nesting after these dates. Regardless, active nests are protected year-round. Avian nesting season may begin as early as January 1

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disturbance buffer zone will be created around the nest sufficient to reasonably expect that breeding would not be disrupted. No work will occur inside the buffer zone.

The size of the buffer zone will be determined by the biologist, by taking into account factors including but not limited to the following:

- Noise and human disturbance levels at the site at the time of the survey and the noise and disturbance expected during the work;
- Distance and amount of vegetation or other screening between the site and the nest; and
- Sensitivity of individual nesting species and behaviors of the nesting birds, taking into account factors such as topography, visibility to source of disturbance, noise/vibration, nesting phase, and other case-by-case specifics.

Buffer sizes may be altered during the course of work at the recommendation of the biologist. Raptor nests are subject to additional protections, including during the “branching” phase, when fledglings begin to fly but do not fully leave the nest. Buffers will be maintained until young fledge or the nest becomes inactive, as determined by the qualified biologist.

If work must occur within the buffer, proceed to NB-4.

NB-4 Nesting Birds - Active Nest Monitoring

If an avoidance buffer is not achievable, a qualified biologist may monitor the nest(s) during work activities within the recommended nest buffer to document that no take of the nest (nest failure) has occurred related to work activities. If it is determined that work activity is resulting in nest disturbance, work should cease immediately.

RB-1 Preconstruction Survey

If vegetation management activities would (1) occur in trees with potential for roosting bat species, (2) would include removal or trimming of trees where a bat could be roosting, or (3) would involve removal or trimming of a tree with mechanized equipment adjacent to trees or structures that could have roosting bats and (4) the work would commence between March 1 and July 31, during the bat maternity period, a pre-activity survey will be conducted for roosting bats within 2 weeks prior to work to ensure that no roosting bats will be disturbed during work. This survey can be conducted concurrent with other surveys for other sensitive species. Trees and shrubs within the work footprint that have been determined to be unoccupied by roosting bats, or that are located outside the avoidance buffer for active roosting sites may be removed. Roosting initiated during work is presumed to be unaffected, and no buffer would be necessary.

RB-2 Avoidance of Maternity Roosts and Day Roosts

If active maternity roosts or day roosts are found within the project site, or in areas subject to disturbance from construction activities, avoidance buffers will be implemented. The buffer size will be determined in consultation with the qualified biologist or RPF.

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RB-3 Bat Roosting Tree Removal – Seasonal Restrictions

Removal of trees identified as providing suitable roosting habitat should be conducted during seasonal periods of bat activity, including:

- Between March 1 and April 15, or after evening temperatures rise above 45 degrees Fahrenheit and/or no more than ½ inch of rainfall within 24 hours occurs; or
- Between September 1 and about October 15, or before evening temperatures fall below 45 degrees Fahrenheit and/or more than ½ inch of rainfall within 24 hours occurs.

If it is determined that a colonial maternity roost is potentially present, the roost will be avoided and will not be removed during the breeding season (April 15 to August 31) unless removal is necessary to address an imminent safety hazard.

Operation of mechanical equipment producing high noise levels (e.g., chainsaws, heavy equipment) in proximity to buildings/structures supporting or potentially supporting a colonial bat roost will be restricted to periods of seasonal bat activity (as defined above), when possible.

RB-4 Bat Roosting Tree Removal – Emergency Removals

Potential non-colonial roosts that cannot be avoided will be removed on warm days in late morning to afternoon when any bats present are likely to be warm and able to fly.

Appropriate methods will be used to minimize the potential of harm to bats during tree removal. Such methods may include using a two-step tree removal process. This method is conducted over two consecutive days, and works by creating noise and vibration by cutting non-habitat branches and limbs from habitat trees using chainsaws only (no excavators or other heavy machinery) on Day 1. The noise and vibration disturbance, together with the visible alteration of the tree, is very effective in causing bats that emerge nightly to feed, to not return to the roost that night. The remainder of the tree is removed on Day 2.

RR-1 Riparian Resources – Project Design

In riparian areas, treatments will be limited to removal of uncharacteristic fuel loads (e.g., removing dead or dying vegetation), trimming/limbing of woody species as necessary to reduce ladder fuels, and select thinning of vegetation to restore densities that are representative of healthy stands of the riparian vegetation types that are characteristic of the region. Allowable activities include hand removal (or mechanized removal where topography allows) of dead or dying riparian trees and shrubs, invasive plant removal, selective thinning, and removal of encroaching upland species. Mature, healthy trees will not be removed from a riparian corridor. Any activities conducted within a riparian corridor will be conducted so as to avoid alteration to a bed, channel, or bank of a waterway and all debris, including sawdust, chips, or other vegetative material, will be prevented from entering the bed, channel, or bank of a waterway, unless a permit from the California Department of Fish and Game under Section 1600 is obtained.

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Avoid grazing across waterways and within a 50 foot buffer if there is a need for protection of riparian vegetation from grazing. Limited grazing may be allowed if it would be beneficial to plant communities without causing harm (e.g., removal of invasive species) and would not result in erosion.

TR-1 Emergency Access to Project Areas

The following measures will be implemented to maintain emergency access:

- At least one week prior to temporary lane or full closure of a public road for vegetation management-related work, the appropriate emergency response agency/agencies will be contacted with jurisdiction to ensure that each agency is notified of the closure and any temporary detours in advance and obtain all required encroachment permits
- In the event of any emergency, roads blocked or obstructed for maintenance activities will be cleared to allow the vehicles to pass.
- During temporary lane or road closures on public roads, flaggers equipped with two-way radios will be utilized where needed to control traffic. During an emergency, flaggers will radio to the crew to cease operations and reopen the public road to emergency vehicles.
- All authorized vehicles at the treatment site will be parked to not block roads when no operator is present to move the vehicle.

TR-2 Traffic Control Measures

Traffic control measures will be implemented to maintain traffic and pedestrian circulation on streets affected by project activities. The following measures may include:

- All traffic control devices will conform to the latest edition of the MUTCD, and as amended by the latest edition of the MUTCD California supplement.
- Any work that disturbs normal traffic signal operations and ensure proper temporary traffic control (lane shifts, lane closures, detours etc.) will be coordinated with the agency having jurisdiction, at least 72 hours prior to commencing construction.
- Flaggers and/or construction warning signage of work ahead.
- A minimum of twelve (12) foot travel lanes on public roads must be maintained unless otherwise approved.
- Maintaining access to driveways and private roads at all times unless other arrangements have been made.
- Traffic control devices will be removed from view or covered when not in use.
- Sidewalks for pedestrians will remain open if safe for pedestrians. Alternate routes and signing will be provided if pedestrian routes are to be closed.
- Scheduling truck trips during non-peak hours to the extent feasible.

Discussion of Exceptions (Section 15300.2)

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(a) Location:

Sensitive habitats, including watercourses and wetland areas would be avoided. Riparian woodlands may be encountered but any vegetation trimming or thinning would be conducted by hand and alteration to and deposition of debris avoided within the bed, channel, or bank of a waterway (RR-1). Due to the scope and design of the project, it would not adversely affect riparian habitats as it would not affect shade or species diversity and could be beneficial if invasive species removal is needed, therefore, exception (a) does not apply.

(b) Cumulative Impact:

Roadside vegetation treatments, similar to that proposed for this project, have occurred along the same roadways as the project in the past. Ongoing maintenance of the roadside vegetation along the project roadways would be limited to the types of activities previously described, which would be performed periodically to maintain ingress and egress. The visual character of project work areas would be modified each time vegetation treatments are implemented to maintain ingress and egress as vegetation regrows, due to reduction in vegetation cover and type (e.g., broom removal), but the natural character would remain, and the treatments are not considered a visual degradation given the existing disturbance and man-made appearance of the road in the immediate foreground. As such, the project would not contribute to any potential significant cumulative effect and therefore, exception (b) does not apply.

(c) Significant Effects due to "Unusual Circumstances":

The proposed vegetation thinning activities along roadways and future maintenance is considered routine and are prevalent and typical throughout the County and Bay Area region. Sensitive waterways and special-status species would be avoided. The project would modify the vegetation but the natural character would remain, and the aesthetic change would not be substantial. Therefore, there are no unusual circumstances associated with the project or the environment in which it would be implemented, and exception (c) does not apply.

(d) Scenic Highways:

No designated California State Scenic Highways occur in the vicinity of the roadways; therefore, exception (d) does not apply (Caltrans, 2021).

(e) Hazardous Waste Sites:

Per the current government database of hazardous waste sites at the time of this filing, no open hazardous waste sites are located adjacent to the work areas along the roadways. Several closed sites are located in the vicinity of some of the roadways (SWRCB, 2021). No intense ground disturbing activities that could unearth potentially contaminated soils would occur; therefore, exception (e) does not apply.

(f) Historical Resources:

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The project does not propose any intense ground-disturbing activities. Some hand pulling of invasive plants could occur. As part of the project, workers would participate in a cultural training prior to project implementation (CUL-1) and should a previously unidentified cultural resource be discovered, work would halt in the area and the resource fully avoided (CUL-2). Project activities would not alter any built environment features and would not cause a substantial adverse change in the significance of a known or previously undiscovered historical resource. Therefore, exception (f) does not apply.

Environmental Assessment

Aesthetics		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The visual character along the specified roadways varies from low to moderate density urbanized areas; primarily residential areas. Vegetation consists of densely forested mountain areas as well as grassy and chaparral-covered lowlands and hills. Many of the roads are near or overlooking the San Francisco Bay or tidal waterways. Viewers in the vicinity of the work areas would primarily be motorists.

Equipment and trucks performing the work would be temporarily visible along these roadways. The roadways vegetation thinning activities would be on one roadway for a short period of time (a few hours to a day) and the work would be performed in limited areas (e.g., neighborhood) within the San Rafael Zone at any given time.

Minor changes to the vegetation patterns and form would occur from manual and mechanical removal of small or hazard trees and shrubs in forested areas, as well as weed removal within 10 feet along the roadways. No healthy, mature, scenic trees would be removed as part of this project. The vegetative material would be chipped and hauled away from the work area. Viewers in the immediate vicinity may notice changes in the density and type of the vegetation along the roadways. These methods of roadside vegetation thinning currently occur in the San Rafael Zone as well as throughout the broader Marin County to maintain ingress and egress. Views in the immediate foreground are also dominated by the man-made road itself and vegetation thinning along the edges of roadways would not be considered significant visual degradation. This type of work and vegetation management is typical of the area and a characteristic part of the existing environment. The project would not degrade views from adjacent roadways because the visual change would be minimal, is typical in the area, and would only extend 10 feet from the roadway. The natural characteristic of the area around the roadways would remain. Significant adverse effects to aesthetics would not occur. Visual degradation as seen from State or locally designated scenic roads or vistas, including the Marin County ridge and upland greenbelt areas, would not occur.

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Agriculture and Forestry Resources		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The proposed roadside vegetation thinning activities would not convert designated farmland to non-agricultural uses. Project activities would occur within 10 feet of roadways and as such would not result in the loss of forest land, nor would it convert forestry land to non-forestry use. Adverse effects on agriculture and forestry resources would not occur.

Air Quality		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vehicles and equipment for the roadside vegetation thinning activities would emit diesel particulate matter and criteria air pollutants. In a given day, it is assumed that a bucket truck, chainsaws or other mechanical hand tools, and a chipper would operate for a few hours and up to one off-haul truck would travel to a green waste disposal center. Activities would be conducted for up to 100 days a year, which would not result in generation of air emissions in excess of Bay Area Air Quality Management District (BAAQMD) significance thresholds (CAPCOA, 2021). No tilling or grading activities that could generate fugitive dust emissions would occur. Significant air quality impacts would not occur.

Biological Resources		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Biological database searches for areas in the vicinity of the roadways were conducted (CDFW, 2021; CNPS, 2021). Of the species identified during the database search, species were determined to have potential to occur within the roadside work areas if the species is known to occur in the vicinity of the roadways and if the immediate vicinity contains suitable habitat to support these species.

Special-Status Plants and Sensitive Vegetation Communities

Due to the type of project and extent of the vegetation treatment activities out to 10 feet along roadways, serpentine and wetland habitats are not anticipated to be encountered or treated, and special-status species found in these areas would not be encountered. Riparian habitat may occur along road edges. Vegetation trimming and removal would be conducted by hand to remove fuel loading and allow safe ingress and egress (RR-1). Workers would receive training from a qualified professional prior to beginning the roadside vegetation treatments

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where sensitive biological resources could occur in the work areas, which would include identification of special-status plant species and avoidance or, as appropriate, training for species-specific protocols for work, such as trimming methods (ET-1). The training for this project would involve identification of congested-headed hayfield tarplant, Marin manzanita, Mt. Tamalpais manzanita, Santa Cruz tarplant, and Tiburon buckwheat for avoidance if encountered along the roadways. The vegetation trimming and removal would generally focus on removing invasive and fire-hazardous species, leaving native species in place (IP-4). Workers would clean equipment and handle vegetation to avoid spreading invasive species and plant pathogens (IP-1, IP-2, IP-3). All sensitive plant species have a low to no potential to be impacted by roadside vegetation removal activities as shown in Table 1. Significant impacts on native vegetation communities and special-status plants species would not occur.

Special-Status Wildlife

Some wildlife species have a moderate or high potential to occur along the project roadways. Project activities would generally be conducted August to February avoiding nesting birds and roosting bats. If activities must occur from February to August appropriate nesting bird and/or bat surveys would be conducted (NSO-1, NSO-2, NB-1, NB-2, NB-3, NB-4, RB-1, RB-2, RB-3, RB-4). Training would include identification for avoidance of sensitive communities that provide habitats for several special-status species, such as wetlands (ET-1). Due to the scale and scope of the roadside vegetation treatments, the western bumble bee would not be adversely affected as bumble bees are mobile and could move away from any danger posed by equipment or humans. All wildlife species reviewed had a low potential for impacts from roadside vegetation clearance activities as shown in Table 1. No critical habitat occurs in or adjacent to the roadside vegetation treatments (USFS, 2021; NOAA, 2021). Significant impacts on special-status wildlife species would not occur.

Streams and Wetlands

Seasonal streams intersect or occur adjacent to the project roadways (USFWS, 2021). Existing infrastructure including culverts would not be altered as part of the project. Streams would be avoided by project activities. Due to the type of project and extent of the vegetation treatment activities out to 10 feet along roadways, wetlands are not anticipated to be encountered and no activities would occur in wetlands. Training would ensure that workers avoid wetlands (ET-1). Significant impacts on wetlands would not occur.

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Table 1 Special-Status Species with Potential to Occur in the Project Vicinity

Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
Sensitive Plants					
<i>Hemizonia congesta ssp. congesta</i>	congested-headed hayfield tarplant	CNPS 1B.2	Annual herb which occurs in Northern Coastal Scrub, Valley Grassland	Low to moderate - project area is within a known occurrence and potentially suitable habitat. This species is known to occur along roads and disturbed areas along with the more common <i>H. luzulifolia</i> .	Low – can be identified and avoided with training
<i>Polygonum marinense</i>	Marin knotweed	CNPS 3.1	Coastal salt, brackish marshes, swamps	Low to none - little suitable habitat within the project area	Low – not likely to be encountered
<i>Arctostaphylos virgata</i>	Marin manzanita	CNPS 1B.2	Closed-cone Pine Forest, Redwood Forest, Mixed Evergreen Forest, Chaparral	Low to moderate - suitable habitat may occur within the project area, but project area is not near a known occurrence	Low – can be identified and avoided with training
<i>Hesperolinon congestum</i>	Marin western flax	FT, CT, CNPS 1B.1	Serpentine, grassland	Low - likely little serpentine grassland within the project area, and known occurrences are not nearby	Low – not likely to be encountered

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Streptanthus glandulosus ssp. pulchellus</i>	Mt. Tamalpais bristly jewelflower	CNPS 1B.2	Serpentine outcroppings in Chaparral, Valley Grassland	Low. All serpentine outcroppings will be avoided.	Low – suitable habitat would be avoided
<i>Arctostaphylos montana ssp. montana</i>	Mt. Tamalpais manzanita	CNPS 1B.3	Chaparral, Valley Grassland	Low to moderate - suitable habitat may occur within the project area, but project area is not near a known occurrence	Low – not likely to be encountered
<i>Amorpha californica var. napensis</i>	Napa false indigo	CNPS 1B.2	Wetland, Riparian woodland	Low - project area is within a known occurrence. However, suitable habitat is unlikely to occur in project area.	Low – not likely to be encountered, suitable habitat would be avoided
<i>Sidalcea calycosa ssp. rhizomata</i>	Point Reyes checkerbloom	CNPS 1B.2	Marshes	Low to none - little suitable habitat within the project area	Low to none – not likely to be encountered
<i>Chloropyron maritimum ssp. palustre</i>	Point Reyes salty bird's-beak	CNPS 1B.2	Coastal salt marsh	Low - project area is within a known occurrence but suitable habitat is not in the project area	Low – not likely to be encountered
<i>Holocarpha macradenia</i>	Santa Cruz tarplant	FT, CE, CNPS 1B.1	Grassy areas, clay soil	Low to moderate - project area is near a known occurrence, and may have some suitable habitat. This species is known to	Low – can be identified and avoided with training

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
				occur along roadsides.	
<i>Kopsiopsis hookeri</i>	small groundcone	CNPS 2B.3	Open woodland, mixed conifer forest	Low - habitat may exist within project area, but project area is not near known occurrences	Low – not likely to be encountered
<i>Lessingia micradenia</i> var. <i>micradenia</i>	Tamalpais lessingia	CNPS 1B.2	Thin, gravelly soil of serpentine outcrops, roadcuts	Low to moderate - roadcuts may exist within project area, but project area is not near known occurrences	Low – not likely to be encountered, and project activities would be low risk
<i>Quercus parvula</i> var. <i>tamalpaisensis</i>	Tamalpais oak	CNPS 1B.3	Understory conifer woodland	Low - habitat may exist within project area, but project area is not near known occurrences	Low – not likely to be encountered, and project activities would be low risk
<i>Eriogonum luteolum</i> var. <i>caninum</i>	Tiburon buckwheat	CNPS 1B.2	Chaparral, Coastal Prairie, Valley Grassland	Moderate - project area is within a known occurrence and potentially suitable habitat	Low – can be identified and avoided with training
<i>Calochortus tiburonensis</i>	Tiburon mariposa-lily	FT, CT, CNPS 1B.1	Serpentine grassland	Low - likely little serpentine grassland within the project area, and known occurrences are not nearby	Low – not likely to be encountered

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Castilleja affinis var. neglecta</i>	Tiburon paintbrush	FE, CT, CNPS 1B.2	Serpentine grassland	Low - likely little serpentine grassland within the project area, and known occurrences are not nearby	Low – not likely to be encountered
Sensitive Wildlife					
<i>Laterallus jamaicensis coturniculus</i>	California black rail	CT, FP	Wetlands and marshes	Low - little suitable habitat or known occurrences within or adjacent to project area	Low – not likely to be encountered, work would not be in wetlands and marshes
<i>Rana draytonii</i>	California red-legged frog	FT, SSC	Breeds in ponds/slow moving streams, may use grassland and oak woodland for dispersal and foraging	Low - little suitable habitat or known occurrences within or adjacent to project area	Low – not likely to be encountered, work would not be in breeding areas, and can disperse from other areas
<i>Rallus obsoletus obsoletus</i>	California Ridgway's rail	FE, CE, FP	Wetlands and marshes	Low - there is a known occurrence adjacent to one project area, but work is mostly limited to disturbed areas and likely would not include suitable habitat	Low – not likely to be encountered, work would not be in breeding areas, and can disperse from other areas
<i>Thaleichthys pacificus</i>	eulachon	FT	Aquatic	None - No work will occur in aquatic habitat	None

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Scientific Name	Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
<i>Spirinchus thaleichthys</i>	longfin smelt	FC, CT	Aquatic	None - No work will occur in aquatic habitat	None
<i>Strix occidentalis caurina</i>	Northern spotted owl	FT, CT	Forest with high canopy and open understory for foraging	High - Activity centers documented near portions of the work area	Low – work would occur outside nesting season or surveys conducted
<i>Antrozous pallidus</i>	pallid bat	SSC	Roosts in large diameter trees and abandoned buildings	Low to moderate - there is some potentially suitable trees within or nearby the project area	Low – work would occur outside the bat maternity roosting period or surveys conducted
<i>Reithrodontomys raviventris</i>	salt-marsh harvest mouse	FE, CE, FP	Marshes and wetland edges	Low - little suitable habitat or known occurrences within or adjacent to project area	Low – not likely to encounter as work would be outside of habitat
<i>Bombus occidentalis</i>	western bumble bee	CE	Grassland	Low to moderate - there is some potentially suitable grassland within or nearby the project area	Low – type of work not likely to affect bumble bee, which can disperse
<i>Emys marmorata</i>	western pond turtle	SSC	Freshwater ponds and streams	Low - little suitable habitat or known occurrences within or adjacent to project area	Low – work would occur outside of freshwater ponds and streams

Notes:

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Scientific Name		Common Name	Sensitive Status	Habitat Types	Potential to occur in treatment areas	Potential to be impacted by treatments
Species with occurrences within 3 miles of treatment area were examined. Species which are considered "extirpated" or those with occurrence data greater than 75 years old were removed from the analysis as they are not anticipated to occur in the vicinity of the treatment area.						
FE	Federally Endangered			CT	California State Threatened	
FT	Federally Threatened			CC	California State Candidate	
FC	Federal Candidate			FP	Fully Protected	
CE	California State Endangered			SSC	California State Species of Special Concern	

Source: (CDFW, 2021; CNPS, 2021; CDFG, 2003; Hickman, 1993; Stebbins, 2003)

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Cultural Resources and Tribal Cultural Resources ²		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Equipment and vehicles for the roadside vegetation thinning activities would operate from existing roadways. No intense ground disturbing activities would occur nor would off-road equipment use. While some hand pulling of invasive species may occur, the potential to disturb cultural resources is low since this work results in little to no new ground disturbance. Workers would participate in a cultural training prior to project implementation (CUL-1) and should a previously unidentified cultural resource be discovered, work would halt in the area and the resource fully avoided (CUL-2). Significant impacts on cultural resources and human remains would not occur.

Energy		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The vehicles and equipment conducting the roadside vegetation thinning activities would consume energy, including gas, diesel, and motor oil. Vehicle engines and fuel used during implementation of the project would comply with State and local energy reduction and efficiency requirements. The use of fuel to implement the project would be minimal and the proposed fuel consumption would, additionally, be considered beneficial and not wasteful given the positive outcome of the work to improve routes for evacuation and ingress/egress. Implementation of roadside vegetation thinning would not cause a significant impact due to wasteful, inefficient, or unnecessary consumption of energy resources.

Geology and Soils		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vehicle travel and operation of equipment would occur on existing roads. Most roads are paved but some roads may be gravel or dirt. While the use of established unpaved roadways

² No tribal consultation requirement is associated with filing a notice of exemption per Assembly Bill 52 (PRC §21080.3.1.(b)).

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could result in erosion, impacts on any one area from travel would be limited due to minimal use, typically only a day or two.

Soil erosion and loss of topsoil could occur during manual and mechanical vegetation cutting and removal through the exposure of bare soils. After the vegetation thinning is completed, erosion and topsoil loss could occur through loss of root-soil matrix strength if root systems die. Root systems of larger vegetation would generally be left in place, minimizing the potential for erosion. Vegetation removal and cutting that maintain at least 70 percent of groundcover would not result in substantial erosion (Lang & McDonald, 2005). In areas where erosion could occur due to slope and soil exposure, erosion control devices would be installed (GEO-1). Significant impacts related to erosion and loss of topsoil would not occur.

Greenhouse Gas Emissions		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vegetation thinning activities would involve manual and mechanical vegetation removal along roadways. Use of vehicles and equipment during these activities and vehicle travel to project sites would generate some greenhouse gas (GHG) emissions, but not in significant quantities due to the limited duration and types of activities³. The project would involve vegetation thinning and would not typically remove any healthy, mature trees. Thinning can result in greater sequestration rates by reducing competition for the larger, more resilient trees (CAL FIRE, 2018). These processes are not quantified but would fluctuate during initial treatment and future maintenance. Due to the current higher fuel loads, it is anticipated that a net release of carbon from removal of vegetation could occur, at least in the near-term as the ecosystem fuel loads are restored closer to pre-fire suppression conditions and wildland fire risk is minimized while ingress and egress is improved. The fluctuation would be insignificant compared to overall carbon stock in Marin County. Significant greenhouse gas emission impacts would not occur.

Hazards and Hazardous Materials		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

³ BAAQMD has established thresholds of significance for GHG emissions meant primarily for evaluating GHGs associated with land-use development or stationary-source projects and are not recommended for vegetation-management projects (Flores, 2020).

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Trucks, vehicles, and equipment are used for ongoing vegetation management along roadways in the San Rafael Zone. Vehicle and equipment use at work areas and vehicle travel to and from work areas could result in a minimal risk of accidental spills of fuels or lubricants from these vehicles. Workers handling hazardous materials are required to adhere to OSHA and Cal/OSHA health and safety requirements to protect workers. As part of the project, spill prevention and response measures would be implemented that would ensure that hazardous materials are properly stored on-site and that any accidental releases of hazardous materials would be properly controlled and quickly cleaned up (HAZ-1). Off-road grading or other intense ground disturbance would not occur, ensuring that any potential existing contamination would not be disturbed and would not pose a risk to the environment or public. Vegetation management crews would maintain fire suppression equipment (e.g., Pulaski axe, shovel, fire extinguisher) in work vehicles during activities that can generate sparks or heat (HAZ-2). Significant impacts related to hazards and hazardous materials would not occur.

Hydrology and Water Quality		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vehicles and tracked equipment would be confined to existing roads. Any streams that may intersect with the project roadways would be avoided. Riparian woodlands may be encountered but any vegetation trimming or thinning would be conducted by hand and alteration to and deposition of debris avoided within the bed, channel, or bank of a waterway (RR-1). Some hand pulling could occur, such as removal of invasive broom within 10 feet of roadways. No intense ground disturbance such as grading or off-road equipment use would occur. Generally, soil-disturbing work resulting in groundcover of less than 70 percent and 100 feet or less upslope of a waterway or riparian corridor could have some potential to cause more substantial sedimentation of the waterway or habitat (Lang & McDonald, 2005). The majority of the proposed manual and mechanical vegetation removal activities would not result in circumstances that would result in significant ground cover removal and, thus, significant erosion and subsequent sedimentation. For the rare instances where erosion could occur, erosion control measures would be implemented (GEO-1). Significant water quality impacts would not occur.

Land Use and Planning		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Implementation of roadside vegetation thinning would not involve any new development or changes to land uses that could physically divide a community. The project is consistent with

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San Rafael Municipal Code Chapter 4.12: Wildland Urban Interface - Vegetation Management Standards, the objectives of the Marin Wildfire Prevention Authority, the Marin County Community Wildfire Protection Plan (2020), and the City of San Rafael Wildfire Prevention and Protection Plan (2020). All activities conducted would comply with local land use regulations and policies.

Mineral Resources		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vegetation removal activities would not result in the loss of availability of a known mineral resource because the work would occur along and within 10 feet of existing roadways and would not permanently alter any features. Roadside vegetation clearance is intended to allow evacuation and ingress/egress and would not alter land uses, access, or subsurface areas that could impact mineral resources.

Noise		
Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input type="checkbox"/>

The proposed vegetation thinning activities would occur weekdays, except holidays, from 8:00am to 4:00pm. This timeframe would conform with the appropriate noise ordinance (e.g., City of San Rafael Noise Ordinance § 8.13.050, Marin County Noise Ordinance § 6.70.030(5))⁴, which limits construction activities and other related work to Monday through Friday 7:00am to 6:00pm and Saturday from 9:00am to 5:00pm or 6:00pm, depending upon the ordinance. Work would progress along the roadway, limiting noise in any one location to a few hours. The type of noise is not uncommon in the built environment. Measures to minimize noise disruption to nearby neighbors and sensitive receptors would be implemented, as needed (NOI-1). Exceedances of local noise standards would not occur (given the short duration of noise generation in any one location and existing noise levels) and significant noise impacts would not occur.

⁴ While these activities are not construction and do not require a construction permit, some of the equipment generates noise levels similar to construction equipment (e.g., noise level of a chainsaw is ≤ 82 dBA L_{max} at 50 feet (USDOT, 2008) such that a comparison could be made and justification for ensuring work hours conform.

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Population and Housing

Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The workers implementing the roadside vegetation clearance are anticipated to be sourced from the existing contractor businesses in the region. As such, this project would not induce population growth. No impact related to population and housing would occur.

Public Services

Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The project would not directly or indirectly induce population growth indirectly necessitating more public services. No new or altered governmental facilities would be needed to provide public services as a result of the project, and the project would not result in increased demand for public services. No impact related to public services would occur.

Recreation

Question	Yes	No
Relevant to the project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Vegetation removal activities would be conducted along and within 10 feet of existing roadways and would not affect recreational facilities. The project would not directly or indirectly induce population growth that could increase the use of recreational facilities. Significant recreational impacts would not occur.

Transportation

Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Daily one-way vehicle trips would be range from 10 to 48 (1 to 6 average daily trips over the whole year), depending upon the number of crews operating and would not exceed screening

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threshold of 110 trips per day⁵. The VMT associated with implementation of the project would not conflict with State CEQA Guidelines section 15064.3, subdivision (b).

Vegetation removal activities may require a partial or full lane closure to ensure crews have adequate buffer from passing vehicles. Contractors would acquire an encroachment permit from the County for work on the roadway. Lane closures could also slow or impede emergency access and responders. Notification or emergency response agencies and traffic control measures would be implemented including compliance with the latest Manual on Uniform Traffic Control Devices (MUTCD) (TR-1, TR-2). The MUTCD requires crews to wear safety equipment, such as high-visibility vests, when operating vehicles or equipment near public roads and use of flaggers and signage. No significant traffic impacts would occur.

Utilities and Service Systems		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Biomass generated from vegetation removal activities would be processed using a chipper. An estimated 20 to 25 cubic yards (estimated at 28 to 35 tons) of chipped material would be generated a day for a total of 20,000 to 25,000 cubic yards (estimated at 28,000 to 35,000 tons) over the course of the first year of project implementation. As the vegetation grows back and follow up maintenance is conducted in future years, additional vegetative materials would be chipped and trucked away. Materials would be trucked to West Marin Compost, Marin Resource Recovery Center, or Green Waste Recycle Yard, which have a permitted capacity of 3,870 tons per day and would be able to accept the chipped material (CalRecycle, 2021). Any waste generated by the workers, such as spent vehicle batteries or refuse would be properly disposed of at the appropriate facility. No impact related to utilities and service systems would occur.

Wildfire		
Question	Yes	No
Relevant to the project?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Potential for significant impact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

⁵ The Office of Planning and Research identifies a screening threshold for a small land-use project as a project that generates or attracts fewer than 110 trips per day. Projects that generate fewer than this threshold may be assumed to cause a less-than-significant transportation impact (OPR, 2017). Although a vegetation treatment project is not a land use project, it is assumed that the screening threshold would still apply to the project.

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Most of the roadways identified for vegetation clearance and maintenance are within the local responsibility area, with a few located in the State Responsibility Area (SRA). No roadways are located in areas identified as very high fire hazard severity zones (CAL FIRE, 2007/2008). The purpose of the project is to reduce fuel loads, which would reduce the spread and intensity of a wildfire, should one occur. As discussed previously, emergency access would be maintained and the project would not impair an adopted emergency response plan or evacuation plan but would rather enhance evacuation. The project does not involve installation or maintenance of any infrastructure that could exacerbate fire risk. The project does not involve intense ground disturbing activities or off-road vehicle use that could result in downslope or downstream flooding or landslides should a wildfire occur.

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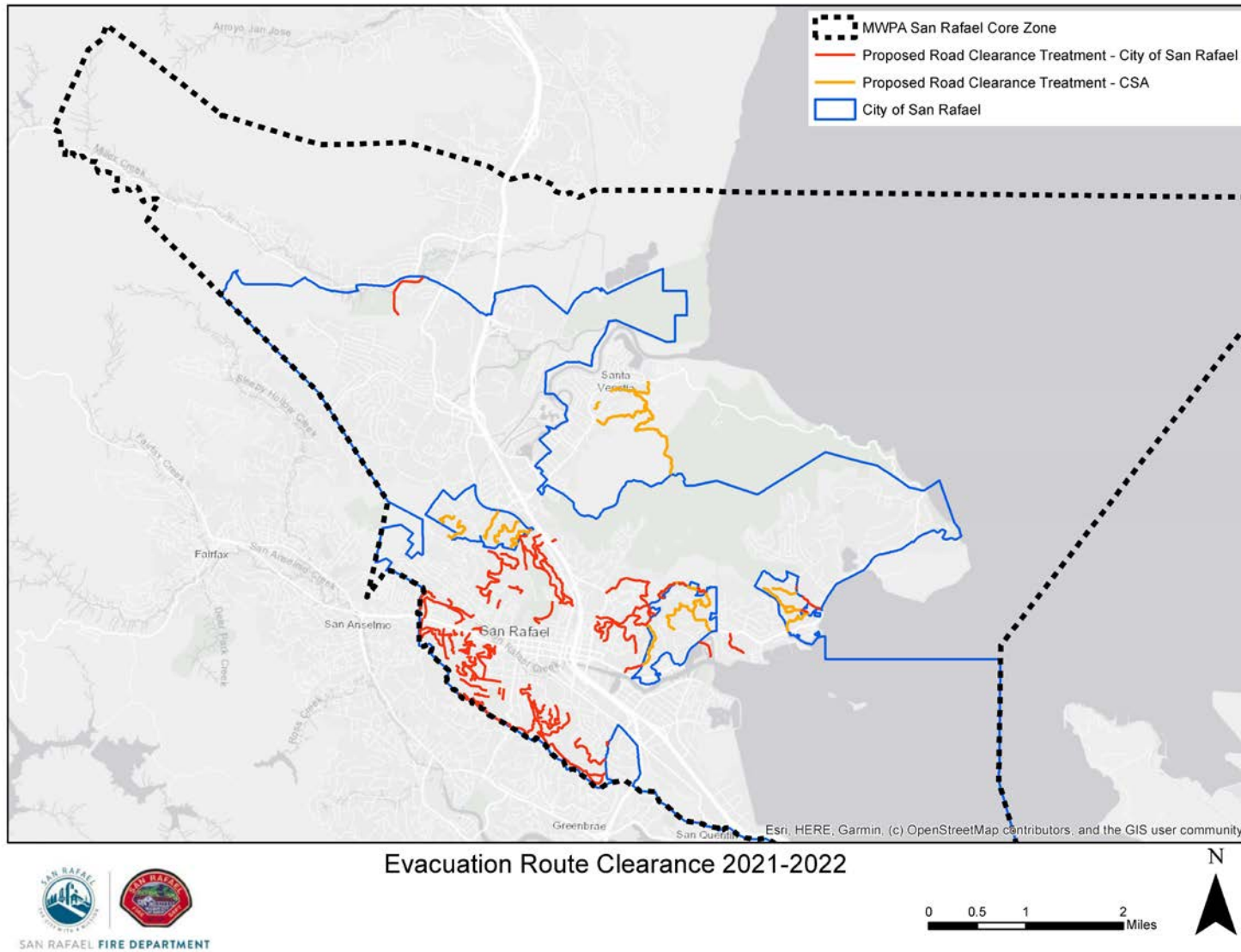
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Figure 1 Project Roadways





MARIN WILDFIRE PREVENTION AUTHORITY

STAFF REPORT

For the Meeting of July 15, 2021

To: Marin Wildfire Prevention Authority Board of Directors
From: Alyssa Schiffmann, Treasurer
Subject: July 2021 Finance Report

RECOMMENDATION:

Receive report

BACKGROUND:

FY20/21 Report: As of July 8, the fiscal year is 99% complete: we are still expecting several legal bills, and will need to accrue several days of the next payroll before finalizing last fiscal year.

Expenditures total 86% of budgeted. The June property tax revenue was received from the County, and exceeds the budgeted amount by \$212,854.

FY21/22 Report: As of July 8, 2021, the only expenditure incurred is \$200,000 to FireSafe MARIN for chipper days. The new FY22 budget with this single expenditure is also included in this report.

ANALYSIS:

FY21 DSpace and Local Agency Payments were higher than budgeted due to the Measure C revenue finishing higher than budgeted.

For details on other FY21 expenditure line overages, see the respective accounts' details in the following Expense Detail 7/1/20 to 6/30/21 report.



There will be more than \$9M in net revenue from FY21 to set aside in reserves to fund FY22 expenditures until the December 2021 property tax installment is received.

FY21 will be finalized by September 2021, at which time a final report will be submitted.

FISCAL IMPACT:

None

ENVIRONMENTAL IMPACT:

A staff report outlining the MWPA budget is not a “project” under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

Respectfully submitted,

Alyssa Schiffmann, Treasurer

Marin Wildfire Prevention Authority

FY21 Revenue and Expense Report

99% *

	thru June 30, 2021	Budget	\$ Over Budget	% of Budget
Revenue				
4000 · Measure C	19,538,552	19,325,698	212,854	101%
4100 · County Interest	7,965	0	7,965	100%
Total Revenue	19,546,517	19,325,698	220,819	101%
Expenditures				
Core Program				
6000 · Environmtl. Compliance/Monitoring	0	150,000	-150,000	0%
6005 · Evacuation Study	134,188	1,000,000	-865,813	13%
6010 · FSM Chipper Program	668,732	1,070,000	-401,268	62%
6015 · FSM NOAA Weather Radios	28,948	35,000	-6,052	83%
6020 · FSM Public Education	437,288	560,000	-122,712	78%
6025 · FSM Red Flag Signage	9,977	10,000	-23	100%
Total Core Program	1,279,133	2,825,000	-1,545,867	45%
Defensible Space Program				
6100 · D-Space Agency Payments	3,904,635	3,865,140	39,495	101%
Total Defensible Space Program	3,904,635	3,865,140	39,495	101%
Local Wildfire Mitigation Prog				
6200 · Local Agency Payments	3,904,635	3,865,140	39,495	101%
Total Local Wildfire Mitigation Prog	3,904,635	3,865,140	39,495	101%
Administrative Costs				
6300 · Financial & Admin Services	106,384	106,384	0	100%
6305 · Legal Services	136,497	150,000	-13,503	91%
6310 · Personnel	243,310	400,000	-156,690	61%
6320 · Services & Supplies	108,145	85,000	23,145	127%
6330 · Start Up Costs	251,363	250,000	1,363	101%
Total Administrative Costs	845,700	991,384	-145,684	85%
Total Expenditures	9,934,104	11,546,664	-1,612,560	86%
Net Excess/(Deficiency)	9,612,413	7,779,034		

* Indicates percent through the year to-date. Budget lines exceeding this percent are highlighted in red, though this may not indicate a projected budget overage as of year end.

Marin Wildfire Prevention Authority

Statement of Net Assets

	<u>July 8, 2021</u>	<u>June 7, 2021</u>
ASSETS		
Current Assets		
Checking/Savings		
1000 - County Operating Fund 8150	9,436,760.59	9,387,399.34
1100 - Payroll Account	82,962.19	110,030.36
Total Checking/Savings	9,519,722.78	9,497,429.70
Other Current Assets		
1600 - Prepaid Expenses	100,000.00	0.00
Total Current Assets	9,619,722.78	9,497,429.70
TOTAL ASSETS	<u><u>9,619,722.78</u></u>	<u><u>9,497,429.70</u></u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 - Accounts Payable	197,343.33	148,991.84
Total Accounts Payable	197,343.33	148,991.84
Other Current Liabilities		
2200 - Payroll Liabilities		
2210 - Federal Income Tax Withheld	0.00	0.00
2220 - Medicare Tax Payable	0.00	0.00
2230 - State Income Tax Withheld	0.00	0.00
2240 - DC Retirement Payable	9,966.40	7,483.54
Total 2200 - Payroll Liabilities	9,966.40	7,483.54
Total Other Current Liabilities	9,966.40	7,483.54
Total Current Liabilities	207,309.73	156,475.38
Total Liabilities	207,309.73	156,475.38
Equity		
Fund Balance	9,612,413.05	0.00
Net Income	-200,000.00	9,340,954.32
Total Equity	9,412,413.05	9,340,954.32
TOTAL LIABILITIES & EQUITY	<u><u>9,619,722.78</u></u>	<u><u>9,497,429.70</u></u>

Marin Wildfire Prevention Authority
Expense Detail
7/1/20 to 6/30/21

Type	Date	Num	Source Name	Memo	Split	Amount
Core Program						
6005 - Evacuation Study						
Bill	01/22/2021	2021-0013	Zonehaven, Inc.	First Year - One-Time	2000 - Accounts Payable	50,000.00
Bill	01/22/2021	2021-0013	Zonehaven, Inc.	Annual EMP: Wildfire Module	2000 - Accounts Payable	95,000.00
Bill	01/22/2021	2021-0013	Zonehaven, Inc.	Key account discount	2000 - Accounts Payable	-29,000.00
Bill	01/22/2021	2021-0013	Zonehaven, Inc.	Subtract out non-MWPA Population	2000 - Accounts Payable	-7,250.00
Check	02/01/2021	815000068	Jourdain, Charlotte	#MWPA-1 evacuation program development	1000 - County Operating Fund 8150	11,330.00
Bill	06/30/2021		Jourdain, Charlotte	#MWPA-2	2000 - Accounts Payable	14,107.50
Total 6005 - Evacuation Study						134,187.50
6010 - FSM Chipper Program						
Bill	07/17/2020	firesafe	Marin County Fire Department	payment towards agreement	2000 - Accounts Payable	4,965.97
Bill	07/17/2020	firesafe	Marin County Fire Department	payment towards agreement	2000 - Accounts Payable	4,867.24
Bill	07/17/2020	firesafe	Marin County Fire Department	payment towards agreement	2000 - Accounts Payable	45,000.00
Bill	08/31/2020	2005	FIRESafe MARIN	July	2000 - Accounts Payable	97,040.17
Bill	08/31/2020	2005	FIRESafe MARIN	already paid by Marin County	2000 - Accounts Payable	-54,833.21
Bill	09/04/2020	2007	FIRESafe MARIN	August	2000 - Accounts Payable	73,333.64
Bill	10/01/2020	2010	FIRESafe MARIN	September	2000 - Accounts Payable	218,543.60
Bill	11/09/2020	2015	FIRESafe MARIN	October	2000 - Accounts Payable	45,564.30
Check	01/11/2021	815000033	FIRESafe MARIN	Nov/Dec 2020	1000 - County Operating Fund 8150	177,210.95
Check	03/01/2021	815000078	FIRESafe MARIN	#2025 Feb 2021	1000 - County Operating Fund 8150	24,554.02
Check	06/07/2021	815000130	FIRESafe MARIN	#2032 Apr 2021	1000 - County Operating Fund 8150	9,912.81
Check	06/21/2021	815000133	FIRESafe MARIN	#2034 May 2021	1000 - County Operating Fund 8150	22,572.40
Total 6010 - FSM Chipper Program						668,731.89
6015 - FSM NOAA Weather Radios						
Bill	10/01/2020	2010	FIRESafe MARIN	September	2000 - Accounts Payable	24,000.00
Bill	10/01/2020	2010	FIRESafe MARIN	Novato to reimburse	2000 - Accounts Payable	24,000.00
Bill	11/09/2020	2015	FIRESafe MARIN	October	2000 - Accounts Payable	4,948.00
Check	01/11/2021	815000040	Novato Fire Protection District	NOAA Weather Radios	1000 - County Operating Fund 8150	-24,000.00
Total 6015 - FSM NOAA Weather Radios						28,948.00
6020 - FSM Public Education						
Bill	08/31/2020	2005	FIRESafe MARIN	July	2000 - Accounts Payable	49,544.47
Bill	09/04/2020	2007	FIRESafe MARIN	August	2000 - Accounts Payable	23,478.73
Bill	10/01/2020	2010	FIRESafe MARIN	September	2000 - Accounts Payable	42,415.14
Bill	11/09/2020	2015	FIRESafe MARIN	October	2000 - Accounts Payable	41,588.80
Check	01/11/2021	815000033	FIRESafe MARIN	Nov/Dec 2020	1000 - County Operating Fund 8150	37,362.22
Check	01/11/2021	815000036	PlaceWorks	CEQA Booklets (22)	1000 - County Operating Fund 8150	176.00
Check	01/11/2021	815000036	PlaceWorks	discount	1000 - County Operating Fund 8150	-22.00
Check	03/01/2021	815000078	FIRESafe MARIN	#2025 Feb 2021	1000 - County Operating Fund 8150	54,605.14
Check	04/26/2021	815000096	FIRESafe MARIN	#2028 Mar 2021	1000 - County Operating Fund 8150	54,329.55
Check	06/07/2021	815000130	FIRESafe MARIN	#2032 Apr 2021	1000 - County Operating Fund 8150	54,802.39
Check	06/21/2021	815000133	FIRESafe MARIN	#2034 May 2021	1000 - County Operating Fund 8150	79,007.79
Total 6020 - FSM Public Education						437,288.23
6025 - FSM Red Flag Signage						
Bill	10/01/2020	2010	FIRESafe MARIN	September	2000 - Accounts Payable	3,240.00
Check	04/26/2021	815000096	FIRESafe MARIN	#2028 Mar 2021	1000 - County Operating Fund 8150	6,120.00
Check	06/07/2021	815000130	FIRESafe MARIN	#2032 Apr 2021	1000 - County Operating Fund 8150	535.50
Check	06/21/2021	815000133	FIRESafe MARIN	#2034 May 2021	1000 - County Operating Fund 8150	81.75
Total 6025 - FSM Red Flag Signage						9,977.25
Total Core Program						1,279,132.87
Defensible Space Program						
6100 - D-Space Agency Payments						
Check	01/11/2021	815000039	Bolinas Fire District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	13,148.21
Check	01/11/2021	815000040	Novato Fire Protection District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	531,665.53
Check	01/11/2021	815000041	City of Mill Valley	55% DSpace & Local Funds	1000 - County Operating Fund 8150	130,650.03
Check	01/11/2021	815000042	City of San Rafael	55% DSpace & Local Funds	1000 - County Operating Fund 8150	511,893.94
Check	01/11/2021	815000043	City of Larkspur Member Agency	55% DSpace & Local Funds	1000 - County Operating Fund 8150	114,558.69
Check	01/11/2021	815000044	County of Marin	55% DSpace & Local Funds	1000 - County Operating Fund 8150	179,564.54
Check	01/11/2021	815000045	Muir Beach Community Services District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	3,338.65
Check	01/11/2021	815000046	Inverness Public Utility District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	11,184.32
Check	01/11/2021	815000047	Kentfield Fire Protection District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	72,875.29
Check	01/11/2021	815000048	Marinwood Community Services District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	36,105.08

Marin Wildfire Prevention Authority
Expense Detail
7/1/20 to 6/30/21

Type	Date	Num	Source Name	Memo	Split	Amount
Check	01/11/2021	815000049	Sleepy Hollow Fire Protection District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	24,994.63
Check	01/11/2021	815000050	Southern Marin Fire Protection District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	247,353.99
Check	01/11/2021	815000051	Stinson Beach Fire Protection District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	14,709.41
Check	01/11/2021	815000052	Town of Corte Madera	55% DSpace & Local Funds	1000 - County Operating Fund 8150	90,051.38
Check	01/11/2021	815000053	Town of Fairfax	55% DSpace & Local Funds	1000 - County Operating Fund 8150	53,920.18
Check	01/11/2021	815000054	Town of Ross	55% DSpace & Local Funds	1000 - County Operating Fund 8150	29,790.67
Check	01/11/2021	815000055	Town of San Anselmo	55% DSpace & Local Funds	1000 - County Operating Fund 8150	100,735.48
Check	05/10/2021	815000104	Bolinas Fire District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	9,544.04
Check	05/10/2021	815000105	City of Mill Valley	40% DSpace & Local Funds	1000 - County Operating Fund 8150	94,836.38
Check	05/10/2021	815000106	City of San Rafael	40% DSpace & Local Funds	1000 - County Operating Fund 8150	371,574.10
Check	05/10/2021	815000107	City of Larkspur Member Agency	40% DSpace & Local Funds	1000 - County Operating Fund 8150	83,155.98
Check	05/10/2021	815000108	Town of Corte Madera	40% DSpace & Local Funds	1000 - County Operating Fund 8150	65,366.59
Check	05/10/2021	815000109	County of Marin	40% DSpace & Local Funds	1000 - County Operating Fund 8150	130,342.49
Check	05/10/2021	815000110	Muir Beach Community Services District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	2,423.46
Check	05/10/2021	815000111	Inverness Public Utility District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	8,118.49
Check	05/10/2021	815000112	Kentfield Fire Protection District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	52,898.79
Check	05/10/2021	815000113	Marinwood Community Services District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	26,207.99
Check	05/10/2021	815000114	Novato Fire Protection District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	385,925.92
Check	05/10/2021	815000115	Sleepy Hollow Fire Protection District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	18,143.13
Check	05/10/2021	815000116	Southern Marin Fire Protection District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	179,549.57
Check	05/10/2021	815000117	Stinson Beach Fire Protection District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	10,677.28
Check	05/10/2021	815000118	Town of Fairfax	40% DSpace & Local Funds	1000 - County Operating Fund 8150	39,139.63
Check	05/10/2021	815000119	Town of Ross	40% DSpace & Local Funds	1000 - County Operating Fund 8150	21,624.48
Check	05/10/2021	815000120	Town of San Anselmo	40% DSpace & Local Funds	1000 - County Operating Fund 8150	73,121.98
Bill	06/30/2021		City of Mill Valley	5% DSpace & 5% Local Funds	2000 - Accounts Payable	9,976.91
Bill	06/30/2021		Bolinas Fire District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	1,004.05
Bill	06/30/2021		City of San Rafael	5% DSpace & 5% Local Funds	2000 - Accounts Payable	39,090.09
Bill	06/30/2021		City of Larkspur Member Agency	5% DSpace & 5% Local Funds	2000 - Accounts Payable	8,748.12
Bill	06/30/2021		County of Marin	5% DSpace & 5% Local Funds	2000 - Accounts Payable	13,712.20
Bill	06/30/2021		Muir Beach Community Services District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	254.95
Bill	06/30/2021		Inverness Public Utility District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	854.08
Bill	06/30/2021		Kentfield Fire Protection District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	5,565.02
Bill	06/30/2021		Marinwood Community Services District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	2,757.12
Bill	06/30/2021		Novato Fire Protection District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	40,599.92
Bill	06/30/2021		Sleepy Hollow Fire Protection District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	1,908.68
Bill	06/30/2021		Southern Marin Fire Protection District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	18,888.85
Bill	06/30/2021		Stinson Beach Fire Protection District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	1,123.27
Bill	06/30/2021		Town of Corte Madera	5% DSpace & 5% Local Funds	2000 - Accounts Payable	6,876.65
Bill	06/30/2021		Town of Fairfax	5% DSpace & 5% Local Funds	2000 - Accounts Payable	4,117.54
Bill	06/30/2021		Town of Ross	5% DSpace & 5% Local Funds	2000 - Accounts Payable	2,274.93
Bill	06/30/2021		Town of San Anselmo	5% DSpace & 5% Local Funds	2000 - Accounts Payable	7,692.53
Total 6100 - D-Space Agency Payments						3,904,635.23
Total Defensible Space Program						3,904,635.23
Local Wildfire Mitigation Prog						
6200 - Local Agency Payments						
Check	01/11/2021	815000039	Bolinas Fire District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	13,148.21
Check	01/11/2021	815000040	Novato Fire Protection District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	531,665.53
Check	01/11/2021	815000041	City of Mill Valley	55% DSpace & Local Funds	1000 - County Operating Fund 8150	130,650.04
Check	01/11/2021	815000042	City of San Rafael	55% DSpace & Local Funds	1000 - County Operating Fund 8150	511,893.95
Check	01/11/2021	815000043	City of Larkspur Member Agency	55% DSpace & Local Funds	1000 - County Operating Fund 8150	114,558.69
Check	01/11/2021	815000044	County of Marin	55% DSpace & Local Funds	1000 - County Operating Fund 8150	179,564.53
Check	01/11/2021	815000045	Muir Beach Community Services District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	3,338.65
Check	01/11/2021	815000046	Inverness Public Utility District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	11,184.33
Check	01/11/2021	815000047	Kentfield Fire Protection District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	72,875.29
Check	01/11/2021	815000048	Marinwood Community Services District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	36,105.08
Check	01/11/2021	815000049	Sleepy Hollow Fire Protection District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	24,994.64
Check	01/11/2021	815000050	Southern Marin Fire Protection District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	247,354.00
Check	01/11/2021	815000051	Stinson Beach Fire Protection District	55% DSpace & Local Funds	1000 - County Operating Fund 8150	14,709.40
Check	01/11/2021	815000052	Town of Corte Madera	55% DSpace & Local Funds	1000 - County Operating Fund 8150	90,051.38
Check	01/11/2021	815000053	Town of Fairfax	55% DSpace & Local Funds	1000 - County Operating Fund 8150	53,920.18
Check	01/11/2021	815000054	Town of Ross	55% DSpace & Local Funds	1000 - County Operating Fund 8150	29,790.67
Check	01/11/2021	815000055	Town of San Anselmo	55% DSpace & Local Funds	1000 - County Operating Fund 8150	100,735.49

Marin Wildfire Prevention Authority
Expense Detail
7/1/20 to 6/30/21

Type	Date	Num	Source Name	Memo	Split	Amount
Check	05/10/2021	815000104	Bolinas Fire District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	9,544.03
Check	05/10/2021	815000105	City of Mill Valley	40% DSpace & Local Funds	1000 - County Operating Fund 8150	94,836.38
Check	05/10/2021	815000106	City of San Rafael	40% DSpace & Local Funds	1000 - County Operating Fund 8150	371,574.11
Check	05/10/2021	815000107	City of Larkspur Member Agency	40% DSpace & Local Funds	1000 - County Operating Fund 8150	83,155.98
Check	05/10/2021	815000108	Town of Corte Madera	40% DSpace & Local Funds	1000 - County Operating Fund 8150	65,366.59
Check	05/10/2021	815000109	County of Marin	40% DSpace & Local Funds	1000 - County Operating Fund 8150	130,342.49
Check	05/10/2021	815000110	Muir Beach Community Services District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	2,423.46
Check	05/10/2021	815000111	Inverness Public Utility District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	8,118.49
Check	05/10/2021	815000112	Kentfield Fire Protection District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	52,898.79
Check	05/10/2021	815000113	Marinwood Community Services District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	26,208.00
Check	05/10/2021	815000114	Novato Fire Protection District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	385,925.92
Check	05/10/2021	815000115	Sleepy Hollow Fire Protection District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	18,143.13
Check	05/10/2021	815000116	Southern Marin Fire Protection District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	179,549.57
Check	05/10/2021	815000117	Stinson Beach Fire Protection District	40% DSpace & Local Funds	1000 - County Operating Fund 8150	10,677.28
Check	05/10/2021	815000118	Town of Fairfax	40% DSpace & Local Funds	1000 - County Operating Fund 8150	39,139.64
Check	05/10/2021	815000119	Town of Ross	40% DSpace & Local Funds	1000 - County Operating Fund 8150	21,624.49
Check	05/10/2021	815000120	Town of San Anselmo	40% DSpace & Local Funds	1000 - County Operating Fund 8150	73,121.97
Bill	06/30/2021		City of Mill Valley	5% DSpace & 5% Local Funds	2000 - Accounts Payable	9,976.91
Bill	06/30/2021		Bolinas Fire District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	1,004.04
Bill	06/30/2021		City of San Rafael	5% DSpace & 5% Local Funds	2000 - Accounts Payable	39,090.08
Bill	06/30/2021		City of Larkspur Member Agency	5% DSpace & 5% Local Funds	2000 - Accounts Payable	8,748.12
Bill	06/30/2021		County of Marin	5% DSpace & 5% Local Funds	2000 - Accounts Payable	13,712.20
Bill	06/30/2021		Muir Beach Community Services District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	254.95
Bill	06/30/2021		Inverness Public Utility District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	854.07
Bill	06/30/2021		Kentfield Fire Protection District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	5,565.02
Bill	06/30/2021		Marinwood Community Services District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	2,757.11
Bill	06/30/2021		Novato Fire Protection District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	40,599.91
Bill	06/30/2021		Sleepy Hollow Fire Protection District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	1,908.68
Bill	06/30/2021		Southern Marin Fire Protection District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	18,888.85
Bill	06/30/2021		Stinson Beach Fire Protection District	5% DSpace & 5% Local Funds	2000 - Accounts Payable	1,123.26
Bill	06/30/2021		Town of Corte Madera	5% DSpace & 5% Local Funds	2000 - Accounts Payable	6,876.65
Bill	06/30/2021		Town of Fairfax	5% DSpace & 5% Local Funds	2000 - Accounts Payable	4,117.54
Bill	06/30/2021		Town of Ross	5% DSpace & 5% Local Funds	2000 - Accounts Payable	2,274.92
Bill	06/30/2021		Town of San Anselmo	5% DSpace & 5% Local Funds	2000 - Accounts Payable	7,692.53
Total 6200 - Local Agency Payments						3,904,635.22
Total Local Wildfire Mitigation Prog						3,904,635.22
Administrative Costs						
6300 - Financial & Admin Services						
Check	12/21/2020	815000027	Southern Marin Fire Protection District	#20-21-28 FY21 Contract for Admin/Financial Services	1000 - County Operating Fund 8150	106,384.44
Total 6300 - Financial & Admin Services						106,384.44
6305 - Legal Services						
Bill	08/05/2020	4500	Epstein + Holtzapple	legal counsel	2000 - Accounts Payable	6,018.00
Bill	09/03/2020	4578	Epstein + Holtzapple	legal counsel thru 8/31/20	2000 - Accounts Payable	12,528.00
Bill	09/30/2020	259456	Burke, Williams, & Sorensen, LLP	hiring EO	2000 - Accounts Payable	1,725.00
Bill	10/05/2020	4659	Epstein + Holtzapple	legal counsel thru 9/30/20	2000 - Accounts Payable	12,910.00
Bill	10/15/2020	260050	Burke, Williams, & Sorensen, LLP	personnel matters	2000 - Accounts Payable	6,037.50
Bill	11/04/2020	4742	Epstein + Holtzapple	legal counsel thru 10/31/20	2000 - Accounts Payable	9,648.00
Bill	11/13/2020	114522	Remy Moose Manley, LLP	legal services	2000 - Accounts Payable	10,998.00
Check	12/21/2020	815000024	Epstein + Holtzapple	#4815 Legal counsel through 11/30/20	1000 - County Operating Fund 8150	6,288.00
Check	12/21/2020	815000026	VOID	#114666 Legal services through 11/30/20	1000 - County Operating Fund 8150	0.00
Check	12/21/2020	815000029	Remy Moose Manley, LLP	#114666 Legal services through 11/30/20	1000 - County Operating Fund 8150	7,973.00
Check	01/11/2021	815000035	Lozano Smith	#2124991 Legal Services thru 12/17/20	1000 - County Operating Fund 8150	75.00
Check	02/01/2021	815000059	Epstein + Holtzapple	#4885 Legal counsel through 12/31/20	1000 - County Operating Fund 8150	9,696.00
Check	02/01/2021	815000064	Remy Moose Manley, LLP	#114820 Legal services through 12/31/20	1000 - County Operating Fund 8150	234.00
Check	02/15/2021	815000070	Epstein + Holtzapple	#4952 Legal counsel through 1/29/21	1000 - County Operating Fund 8150	8,232.00
Check	03/01/2021	815000077	Remy Moose Manley, LLP	#115119 Legal services through 1/29/21	1000 - County Operating Fund 8150	9,477.00
Check	03/15/2021	815000080	Epstein + Holtzapple	#5026 Legal counsel through 2/24/21	1000 - County Operating Fund 8150	4,032.00
Check	03/15/2021	815000086	Remy Moose Manley, LLP	#115276 Legal services through 2/18/21	1000 - County Operating Fund 8150	897.00
Check	04/26/2021	815000092	Epstein + Holtzapple	#5092 Legal counsel through 3/30/21	1000 - County Operating Fund 8150	6,936.00
Check	04/26/2021	815000097	Remy Moose Manley, LLP	#115426 Legal services through 3/26/21	1000 - County Operating Fund 8150	1,170.00
Check	04/26/2021	815000099	Burke, Williams, & Sorensen, LLP	#267739 Fees for Professional Services through 3/31/21	1000 - County Operating Fund 8150	402.50

Marin Wildfire Prevention Authority
Expense Detail
7/1/20 to 6/30/21

Type	Date	Num	Source Name	Memo	Split	Amount
Check	05/10/2021	815000121	Epstein + Holtzapple	#5170 Legal counsel through 4/29/21	1000 - County Operating Fund 8150	7,152.00
Check	05/24/2021	815000124	Remy Moose Manley, LLP	#115601 Legal services through 4/30/21	1000 - County Operating Fund 8150	1,326.00
Check	05/24/2021	815000123	Burke, Williams, & Sorensen, LLP	#269024 Fees for Professional Services through 4/15/21	1000 - County Operating Fund 8150	2,020.50
Check	06/07/2021	815000128	Burke, Williams, & Sorensen, LLP	#269735 Fees for Professional Services through 5/31/21	1000 - County Operating Fund 8150	156.40
Check	06/07/2021	815000131	Epstein + Holtzapple	#5241 Legal counsel through 5/28/21	1000 - County Operating Fund 8150	5,448.00
Bill	06/10/2021		Remy Moose Manley, LLP	#115778 Legal services through 5/31/21	2000 - Accounts Payable	5,117.26
Total 6305 - Legal Services						136,497.16
6310 - Personnel						
6311 - Salaries						
Check	10/30/2020	eft	Payroll	10/1-10/17/20	1100 - Bank of Marin Payroll Account	7,939.56
Check	11/13/2020	eft	Payroll	10/18-10/31/20	1100 - Bank of Marin Payroll Account	6,538.46
Check	11/27/2020	eft	Payroll	11/1-11/14/20	1100 - Bank of Marin Payroll Account	6,538.46
Check	12/11/2020	eft	Payroll	11/15-11/28/20	1100 - Bank of Marin Payroll Account	6,538.46
Check	12/24/2020	eft	Payroll	11/29-12/12/20	1100 - Bank of Marin Payroll Account	6,538.46
Check	01/08/2021	eft	Payroll	12/13-12/26/20	1100 - Bank of Marin Payroll Account	6,538.46
Check	01/22/2021	eft	Payroll	12/27/20-1/9/21	1100 - Bank of Marin Payroll Account	6,538.46
Check	02/05/2021	eft	Payroll	1/10-1/23/21	1100 - Bank of Marin Payroll Account	6,538.46
Check	02/15/2021	815000071	Finesse the Future	#2020-07-01 to 2020-07-31	1000 - County Operating Fund 8150	5,600.00
Check	02/15/2021	815000071	Finesse the Future	#2020-08-01 to 2020-08-31	1000 - County Operating Fund 8150	14,000.00
Check	02/15/2021	815000071	Finesse the Future	#2020-09-01 to 2020-09-30	1000 - County Operating Fund 8150	14,000.00
Check	02/15/2021	815000071	Finesse the Future	#2020-10-01 to 2020-10-31	1000 - County Operating Fund 8150	14,000.00
Check	02/19/2021	eft	Payroll	1/24-2/6/21	1100 - Bank of Marin Payroll Account	6,538.46
Check	03/05/2021	eft	Payroll	2/7-2/20/21	1100 - Bank of Marin Payroll Account	6,538.46
Check	03/19/2021	eft	Payroll	2/21-3/6/21	1100 - Bank of Marin Payroll Account	6,538.46
Check	04/02/2021	eft	Payroll	3/7-3/20/21	1100 - Bank of Marin Payroll Account	6,538.46
Check	04/16/2021	eft	Payroll	3/21-4/3/21	1100 - Bank of Marin Payroll Account	6,538.46
Check	04/30/2021	eft	Payroll	4/4-4/17/21	1100 - Bank of Marin Payroll Account	6,538.46
Check	05/14/2021	eft	Payroll	4/18-5/1/21	1100 - Bank of Marin Payroll Account	6,538.46
Check	05/28/2021	eft	Payroll	5/2-5/15/21	1100 - Bank of Marin Payroll Account	6,538.46
Check	06/11/2021	eft	Payroll	Brown	1100 - Bank of Marin Payroll Account	6,538.46
Check	06/11/2021	eft	Payroll	Crealock	1100 - Bank of Marin Payroll Account	5,192.31
Bill	06/21/2021	5	Keene, William J.	May 2021 Consultant Services	2000 - Accounts Payable	6,971.25
Check	06/25/2021	eft	Payroll	Brown	1100 - Bank of Marin Payroll Account	6,538.46
Check	06/25/2021	eft	Payroll	Crealock	1100 - Bank of Marin Payroll Account	5,192.31
Bill	06/29/2021		Finesse the Future	#2020-12-14 to 2021-06-30	2000 - Accounts Payable	12,862.50
Bill	06/30/2021	7/9/21	Payroll	Brown	2000 - Accounts Payable	6,538.46
Bill	06/30/2021	7/9/21	Payroll	Crealock	2000 - Accounts Payable	5,192.31
Bill	06/30/2021	6	Keene, William J.	June 2021 Consultant Services	2000 - Accounts Payable	10,822.50
Total 6311 - Salaries						219,465.02
6312 - Medicare Tax						
Check	10/30/2020	eft	Payroll	10/1-10/17/20	1100 - Bank of Marin Payroll Account	120.81
Check	11/13/2020	eft	Payroll	10/18-10/31/20	1100 - Bank of Marin Payroll Account	99.49
Check	11/27/2020	eft	Payroll	11/1-11/14/20	1100 - Bank of Marin Payroll Account	99.49
Check	12/11/2020	eft	Payroll	11/15-11/28/20	1100 - Bank of Marin Payroll Account	99.49
Check	12/24/2020	eft	Payroll	11/29-12/12/20	1100 - Bank of Marin Payroll Account	99.49
Check	01/08/2021	eft	Payroll	12/13-12/26/20	1100 - Bank of Marin Payroll Account	99.49
Check	01/22/2021	eft	Payroll	12/27/20-1/9/21	1100 - Bank of Marin Payroll Account	99.49
Check	02/05/2021	eft	Payroll	1/10-1/23/21	1100 - Bank of Marin Payroll Account	99.49
Check	02/19/2021	eft	Payroll	1/24-2/6/21	1100 - Bank of Marin Payroll Account	99.49
Check	03/05/2021	eft	Payroll	2/7-2/20/21	1100 - Bank of Marin Payroll Account	99.49
Check	03/19/2021	eft	Payroll	2/21-3/6/21	1100 - Bank of Marin Payroll Account	99.49
Check	04/02/2021	eft	Payroll	3/7-3/20/21	1100 - Bank of Marin Payroll Account	99.49
Check	04/16/2021	eft	Payroll	3/21-4/3/21	1100 - Bank of Marin Payroll Account	99.49
Check	04/30/2021	eft	Payroll	4/4-4/17/21	1100 - Bank of Marin Payroll Account	99.49
Check	05/14/2021	eft	Payroll	4/18-5/1/21	1100 - Bank of Marin Payroll Account	99.49
Check	05/28/2021	eft	Payroll	5/2-5/15/21	1100 - Bank of Marin Payroll Account	99.49
Check	06/11/2021	eft	Payroll Tax	5/16-5/29/21	1100 - Bank of Marin Payroll Account	189.75
Check	06/25/2021	eft	Payroll Tax	5/30-6/12/21	1100 - Bank of Marin Payroll Account	189.75
Bill	06/30/2021	7/9/21	Payroll Tax	6/13-6/26/21	2000 - Accounts Payable	189.75
Total 6312 - Medicare Tax						2,182.41
6313 - Supplemental Allowance						

Marin Wildfire Prevention Authority
Expense Detail
7/1/20 to 6/30/21

Type	Date	Num	Source Name	Memo	Split	Amount
Check	10/30/2020	eft	Payroll	10/1-10/17/20	1100 - Bank of Marin Payroll Account	392.31
Check	11/13/2020	eft	Payroll	10/18-10/31/20	1100 - Bank of Marin Payroll Account	323.08
Check	11/27/2020	eft	Payroll	11/1-11/14/20	1100 - Bank of Marin Payroll Account	323.08
Check	12/11/2020	eft	Payroll	11/15-11/28/20	1100 - Bank of Marin Payroll Account	323.08
Check	12/24/2020	eft	Payroll	11/29-12/12/20	1100 - Bank of Marin Payroll Account	323.08
Check	01/08/2021	eft	Payroll	12/13-12/26/20	1100 - Bank of Marin Payroll Account	323.08
Check	01/22/2021	eft	Payroll	12/27/20-1/9/21	1100 - Bank of Marin Payroll Account	323.08
Check	02/05/2021	eft	Payroll	1/10-1/23/21	1100 - Bank of Marin Payroll Account	323.08
Check	02/19/2021	eft	Payroll	1/24-2/6/21	1100 - Bank of Marin Payroll Account	323.08
Check	03/05/2021	eft	Payroll	2/7-2/20/21	1100 - Bank of Marin Payroll Account	323.08
Check	03/19/2021	eft	Payroll	2/21-3/6/21	1100 - Bank of Marin Payroll Account	323.08
Check	04/02/2021	eft	Payroll	3/7-3/20/21	1100 - Bank of Marin Payroll Account	323.08
Check	04/16/2021	eft	Payroll	3/21-4/3/21	1100 - Bank of Marin Payroll Account	323.08
Check	04/30/2021	eft	Payroll	4/4-4/17/21	1100 - Bank of Marin Payroll Account	323.08
Check	05/14/2021	eft	Payroll	4/18-5/1/21	1100 - Bank of Marin Payroll Account	323.08
Check	05/28/2021	eft	Payroll	5/2-5/15/21	1100 - Bank of Marin Payroll Account	323.08
Check	06/11/2021	eft	Payroll	Brown	1100 - Bank of Marin Payroll Account	323.08
Check	06/11/2021	eft	Payroll	Crealock	1100 - Bank of Marin Payroll Account	1,032.69
Check	06/25/2021	eft	Payroll	Brown	1100 - Bank of Marin Payroll Account	323.08
Check	06/25/2021	eft	Payroll	Crealock	1100 - Bank of Marin Payroll Account	1,032.69
Bill	06/30/2021	7/9/21	Payroll	Brown	2000 - Accounts Payable	323.08
Bill	06/30/2021	7/9/21	Payroll	Crealock	2000 - Accounts Payable	1,032.69

Total 6313 - Supplemental Allowance

9,305.82

6314 - Defined Contribution Retirement

Check	10/30/2020	eft	Payroll	10/1-10/17/20	1100 - Bank of Marin Payroll Account	560.44
Check	11/13/2020	eft	Payroll	10/18-10/31/20	1100 - Bank of Marin Payroll Account	461.54
Check	11/27/2020	eft	Payroll	11/1-11/14/20	1100 - Bank of Marin Payroll Account	461.54
Check	12/11/2020	eft	Payroll	11/15-11/28/20	1100 - Bank of Marin Payroll Account	461.54
Check	12/24/2020	eft	Payroll	11/29-12/12/20	1100 - Bank of Marin Payroll Account	461.54
Check	01/08/2021	eft	Payroll	12/13-12/26/20	1100 - Bank of Marin Payroll Account	461.54
Check	01/22/2021	eft	Payroll	12/27/20-1/9/21	1100 - Bank of Marin Payroll Account	461.54
Check	02/05/2021	eft	Payroll	1/10-1/23/21	1100 - Bank of Marin Payroll Account	461.54
Check	02/19/2021	eft	Payroll	1/24-2/6/21	1100 - Bank of Marin Payroll Account	461.54
Check	03/05/2021	eft	Payroll	2/7-2/20/21	1100 - Bank of Marin Payroll Account	461.54
Check	03/19/2021	eft	Payroll	2/21-3/6/21	1100 - Bank of Marin Payroll Account	461.54
Check	04/02/2021	eft	Payroll	3/7-3/20/21	1100 - Bank of Marin Payroll Account	461.54
Check	04/16/2021	eft	Payroll	3/21-4/3/21	1100 - Bank of Marin Payroll Account	461.54
Check	04/30/2021	eft	Payroll	4/4-4/17/21	1100 - Bank of Marin Payroll Account	461.54
Check	05/14/2021	eft	Payroll	4/18-5/1/21	1100 - Bank of Marin Payroll Account	461.54
Check	05/28/2021	eft	Payroll	5/2-5/15/21	1100 - Bank of Marin Payroll Account	461.54
Check	06/11/2021	eft	Payroll	Brown	1100 - Bank of Marin Payroll Account	461.54
Check	06/11/2021	eft	Payroll	Crealock	1100 - Bank of Marin Payroll Account	366.08
Check	06/25/2021	eft	Payroll	Brown	1100 - Bank of Marin Payroll Account	461.54
Check	06/25/2021	eft	Payroll	Crealock	1100 - Bank of Marin Payroll Account	366.08
Bill	06/30/2021	7/9/21	Payroll	Brown	2000 - Accounts Payable	461.54
Bill	06/30/2021	7/9/21	Payroll	Crealock	2000 - Accounts Payable	366.08

Total 6314 - Defined Contribution Retirement

9,966.40

6315 - Payroll Processing Fees

Check	10/30/2020	eft	Paychex		1100 - Bank of Marin Payroll Account	291.55
Check	11/13/2020	eft	Paychex		1100 - Bank of Marin Payroll Account	56.55
Check	11/27/2020	eft	Paychex		1100 - Bank of Marin Payroll Account	56.55
Check	12/11/2020	eft	Paychex		1100 - Bank of Marin Payroll Account	56.55
Check	12/24/2020	eft	Paychex		1100 - Bank of Marin Payroll Account	63.25
Check	01/08/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	56.55
Check	01/22/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	63.25
Check	02/05/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	56.55
Check	02/19/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	63.25
Check	03/05/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	56.55
Check	03/19/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	63.25
Check	04/02/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	56.55
Check	04/16/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	56.55
Check	04/30/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	63.25

Marin Wildfire Prevention Authority
Expense Detail
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Type	Date	Num	Source Name	Memo	Split	Amount
Check	05/14/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	56.55
Check	05/28/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	63.25
Check	06/11/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	58.13
Check	06/25/2021	eft	Paychex		1100 - Bank of Marin Payroll Account	64.83
Bill	06/30/2021	7/9 fees	Paychex		2000 - Accounts Payable	61.02
Total 6315 - Payroll Processing Fees						1,363.98
6316 - Workers' Comp Insurance						
Check	12/24/2020	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	197.84
Check	01/08/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	50.50
Check	01/22/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	50.50
Check	02/04/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	48.42
Check	02/19/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	50.50
Check	03/05/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	50.50
Check	03/19/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	50.50
Check	04/02/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	50.50
Check	04/16/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	50.50
Check	04/30/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	48.42
Check	05/14/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	50.50
Check	05/28/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	50.50
Check	06/11/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	92.54
Check	06/25/2021	eft	Workers' Comp Insurance		1100 - Bank of Marin Payroll Account	92.54
Bill	06/30/2021	7/9 PR	Workers' Comp Insurance		2000 - Accounts Payable	92.54
Total 6316 - Workers' Comp Insurance						1,026.80
Total 6310 - Personnel						243,310.43
6320 - Services & Supplies						
Bill	07/17/2020	defrancis	Marin County Fire Department	minutes 5/8/20	2000 - Accounts Payable	160.00
Bill	07/17/2020	defrancis	Marin County Fire Department	minutes 5/14/20	2000 - Accounts Payable	160.00
Bill	07/17/2020	defrancis	Marin County Fire Department	minutes 5/21/20	2000 - Accounts Payable	240.00
Bill	07/17/2020	defrancis	Marin County Fire Department	minutes 6/18/20	2000 - Accounts Payable	220.00
Bill	07/17/2020	defrancis	Marin County Fire Department	minutes 6/12/20	2000 - Accounts Payable	200.00
Bill	07/17/2020	defrancis	Marin County Fire Department	minutes 7/16/20	2000 - Accounts Payable	240.00
Bill	07/17/2020	zoom	Marin County Fire Department	Zoom webinar account with cloud recording	2000 - Accounts Payable	549.90
Bill	07/17/2020	firstnet	Marin County Fire Department	cell phone charges	2000 - Accounts Payable	235.67
Bill	07/17/2020	firstnet	Marin County Fire Department	cell phone + cell phone charges	2000 - Accounts Payable	580.65
Bill	07/17/2020	firstnet	Marin County Fire Department	cell phone	2000 - Accounts Payable	490.00
Bill	07/27/2020	7043303 RI	Greatland Corporation	checks & envelopes	2000 - Accounts Payable	344.79
Bill	07/28/2020	7/16	DeFrancis, Toni	7/16/20 BOD meeting	2000 - Accounts Payable	240.00
Bill	09/08/2020	8/20	DeFrancis, Toni	8/20/20 BOD meeting	2000 - Accounts Payable	160.00
Bill	10/06/2020	9/17	DeFrancis, Toni	9/17/20 BOD meeting	2000 - Accounts Payable	180.00
Bill	10/09/2020	10/5	DeFrancis, Toni	BOD meeting	2000 - Accounts Payable	160.00
Bill	10/13/2020	9/24	DeFrancis, Toni	BOD meeting	2000 - Accounts Payable	140.00
Bill	10/31/2020	10/15	DeFrancis, Toni	BOD meeting	2000 - Accounts Payable	160.00
Bill	11/06/2020	10/20	DeFrancis, Toni	BOD meeting	2000 - Accounts Payable	120.00
Bill	11/09/2020	584020	MOC Insurance Services	FY21 liability insurance	2000 - Accounts Payable	4,165.00
Bill	11/17/2020	11/5	DeFrancis, Toni	BOD meeting	2000 - Accounts Payable	60.00
Check	11/20/2020	eft	Adobe	annual subscription	1100 - Bank of Marin Payroll Account	179.88
Bill	11/21/2020	11/17	DeFrancis, Toni	BOD meeting	2000 - Accounts Payable	80.00
Bill	12/05/2020	11/19	DeFrancis, Toni	BOD meeting	2000 - Accounts Payable	80.00
Check	12/11/2020	eft	Insurance - Cyber Liability	cybersecurity insurance	1100 - Bank of Marin Payroll Account	50.00
Check	12/15/2020	je#1430	Marin County Tax Collector	property tax admin fee	1000 - County Operating Fund 8150	46,127.64
Check	12/21/2020	815000023	DeFrancis, Toni	12/8/20	1000 - County Operating Fund 8150	60.00
Check	12/21/2020	815000023	DeFrancis, Toni	12/3/20	1000 - County Operating Fund 8150	60.00
Check	12/21/2020	815000023	DeFrancis, Toni	12/9/20	1000 - County Operating Fund 8150	50.00
Check	01/05/2021	eft	Paychex Insurance	cyber liability policy	1100 - Bank of Marin Payroll Account	25.00
Check	01/11/2021	815000032	DeFrancis, Toni	12/29/20	1000 - County Operating Fund 8150	60.00
Check	01/11/2021	815000032	DeFrancis, Toni	12/22/20	1000 - County Operating Fund 8150	50.00
Check	01/11/2021	815000032	DeFrancis, Toni	12/17/20	1000 - County Operating Fund 8150	80.00
Check	01/11/2021	815000032	DeFrancis, Toni	12/1/20	1000 - County Operating Fund 8150	60.00
Check	01/11/2021	815000034	FirstNet	Past due-oct	1000 - County Operating Fund 8150	987.80
Check	01/11/2021	815000034	FirstNet	#287298752211X12082020	1000 - County Operating Fund 8150	366.49
Check	01/11/2021	815000032	DeFrancis, Toni	12/3/20 MWPA Board Execuvitve Committee Meeting	1000 - County Operating Fund 8150	60.00

Marin Wildfire Prevention Authority
Expense Detail
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Type	Date	Num	Source Name	Memo	Split	Amount
Bill	01/22/2021	Schiffmann	US Bank	ELGL Network	2000 · Accounts Payable	250.00
Bill	01/22/2021	Schiffmann	US Bank	Neo Gov	2000 · Accounts Payable	199.00
Bill	01/22/2021	Schiffmann	US Bank	Craigslist	2000 · Accounts Payable	75.00
Bill	01/22/2021	Brown	US Bank	Zoom: Recording	2000 · Accounts Payable	11.61
Bill	01/22/2021	Brown	US Bank	Unicorn Printing: Graphics Work	2000 · Accounts Payable	104.37
Bill	01/22/2021	Brown	US Bank	Unicorn Printing: Business Cards	2000 · Accounts Payable	21.72
Bill	01/22/2021	Brown	US Bank	Zoom	2000 · Accounts Payable	40.00
Check	02/01/2021	815000057	DeFrancis, Toni	1/1/21	1000 · County Operating Fund 8150	50.00
Check	02/01/2021	815000057	DeFrancis, Toni	1/13/21	1000 · County Operating Fund 8150	50.00
Check	02/01/2021	815000060	FirstNet	#287298752211X01082021	1000 · County Operating Fund 8150	152.96
Check	02/01/2021	815000061	Finesse the Future	planning for 4 positions 10/12/20-11/24/20	1000 · County Operating Fund 8150	2,100.00
Check	02/12/2021	eft	Insurance - Cyber Liability	Cyber Liability Policy, Feb 2021	1100 · Bank of Marin Payroll Account	25.00
Check	02/15/2021	815000069	DeFrancis, Toni	2/2/21 citizen's oversight committee meeting	1000 · County Operating Fund 8150	50.00
Check	02/15/2021	815000069	DeFrancis, Toni	2/2/21 board meeting	1000 · County Operating Fund 8150	60.00
Bill	02/22/2021	Brown	US Bank	Apple: computer peripherals	2000 · Accounts Payable	324.82
Bill	02/22/2021	Brown	US Bank	Amazon: computer peripherals	2000 · Accounts Payable	294.20
Bill	02/22/2021	Brown	US Bank	Amazon: computer peripherals	2000 · Accounts Payable	135.93
Bill	02/22/2021	Brown	US Bank	Amazon: computer peripherals	2000 · Accounts Payable	22.83
Bill	02/22/2021	Brown	US Bank	Zoom	2000 · Accounts Payable	40.00
Bill	02/22/2021	Brown	US Bank	Yeti: Support for PM recruitment process	2000 · Accounts Payable	390.52
Check	03/01/2021	815000073	DeFrancis, Toni	2/20/21 Finance Committee Meeting	1000 · County Operating Fund 8150	50.00
Check	03/01/2021	815000073	DeFrancis, Toni	2/10/21 Advisory/Technical Committee Meeting	1000 · County Operating Fund 8150	60.00
Check	03/01/2021	815000073	DeFrancis, Toni	2/8/21 Operations (OPS) Meeting	1000 · County Operating Fund 8150	60.00
Check	03/01/2021	815000073	DeFrancis, Toni	2/8/21 Executive Committee Meeting	1000 · County Operating Fund 8150	40.00
Check	03/01/2021	815000075	FirstNet	#287298752211X02082021	1000 · County Operating Fund 8150	154.56
Check	03/01/2021	815000076	Records Control Services, Inc.	#21-06 1/27-2/22/21 On-Demand Consulting/Project Implementation	1000 · County Operating Fund 8150	1,657.90
Check	03/01/2021	815000073	DeFrancis, Toni	2/23/21 Board Meeting	1000 · County Operating Fund 8150	120.00
Check	03/12/2021	eft	Insurance - Cyber Liability	Cyber Liability Policy, Feb 2021	1100 · Bank of Marin Payroll Account	25.00
Check	03/15/2021	815000079	DeFrancis, Toni	3/8/21 Operations Committee Meeting	1000 · County Operating Fund 8150	160.00
Check	03/15/2021	815000079	DeFrancis, Toni	3/3/21 Citizens' Oversight Committee Meeting	1000 · County Operating Fund 8150	140.00
Check	03/15/2021	815000081	FirstNet	#287298752211X03082021	1000 · County Operating Fund 8150	154.56
Check	03/15/2021	815000079	DeFrancis, Toni	3/10/21 Executive Committee Meeting	1000 · County Operating Fund 8150	160.00
Check	03/15/2021	815000084	VOID	10/15/20 Board of Directors Meeting	1000 · County Operating Fund 8150	0.00
Check	03/15/2021	815000087	City of Larkspur	10/15/20 Board of Directors Meeting	1000 · County Operating Fund 8150	226.05
Check	03/15/2021	815000087	City of Larkspur	10/20/20 Finance Committee Meeting	1000 · County Operating Fund 8150	135.63
Check	03/15/2021	815000087	City of Larkspur	11/5/20 Executive Committee Meeting	1000 · County Operating Fund 8150	158.24
Check	03/15/2021	815000087	City of Larkspur	11/17/20 Finance Committee Meeting	1000 · County Operating Fund 8150	90.42
Check	03/15/2021	815000087	City of Larkspur	11/19/20 Board of Directors Meeting	1000 · County Operating Fund 8150	226.05
Check	03/15/2021	815000087	City of Larkspur	12/3/20 Executive Committee Meeting	1000 · County Operating Fund 8150	180.84
Check	03/15/2021	815000087	City of Larkspur	12/8/20 Finance Committee Meeting	1000 · County Operating Fund 8150	113.03
Check	03/15/2021	815000087	City of Larkspur	12/18/20 Board of Directors Meeting	1000 · County Operating Fund 8150	226.05
Check	03/15/2021	815000087	City of Larkspur	12/22/20 Advisory-Technical Committee Meeting	1000 · County Operating Fund 8150	67.81
Bill	03/22/2021	Brown	US Bank	Apple: computer peripherals	2000 · Accounts Payable	95.11
Bill	03/22/2021	Brown	US Bank	Zoom	2000 · Accounts Payable	40.00
Bill	03/22/2021	Brown	US Bank	Peet's: PPM recruitment	2000 · Accounts Payable	106.60
Bill	03/22/2021	Fee	US Bank	Late Fee	2000 · Accounts Payable	7.01
Check	03/29/2021	815000088	DeFrancis, Toni	3/19/21 Citizens' Oversight Committee Meeting	1000 · County Operating Fund 8150	120.00
Check	03/29/2021	815000089	Wolfe, Lauren	reimb: fuel for signatures for checks	1000 · County Operating Fund 8150	82.80
Check	03/29/2021	815000088	DeFrancis, Toni	3/24/21 Board Meeting	1000 · County Operating Fund 8150	160.00
Check	03/29/2021	815000090	DeFrancis, Toni	3/29/21 Citizens' Oversight Committee Meeting	1000 · County Operating Fund 8150	120.00
Check	04/14/2021	eft	Marin County Tax Collector	property tax admin fee	1000 · County Operating Fund 8150	15,375.86
Check	04/16/2021	eft	Insurance - Cyber Liability	Cyber Liability Policy, April 2021	1100 · Bank of Marin Payroll Account	25.00
Check	04/26/2021	815000093	Records Control Services, Inc.	#21-12 4/5/21 On-Demand Consulting/Project Implementation	1000 · County Operating Fund 8150	1,942.96
Check	04/26/2021	815000094	Southern Marin Fire Protection District	#20-21-43 Granicus	1000 · County Operating Fund 8150	7,500.00
Check	04/26/2021	815000095	DeFrancis, Toni	4/11/21 MWPA Executive Committee Meeting	1000 · County Operating Fund 8150	180.00
Check	04/26/2021	815000095	DeFrancis, Toni	4/19/21 MWPA Technical Advisory Committee Meeting	1000 · County Operating Fund 8150	80.00

Marin Wildfire Prevention Authority
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Type	Date	Num	Source Name	Memo	Split	Amount
Check	04/26/2021	815000098	FirstNet	#287298752211X04082021	1000 - County Operating Fund 8150	154.56
Check	05/10/2021	815000103	DeFrancis, Toni	4/26/21 MWPA Technical Advisory Committee Meeting	1000 - County Operating Fund 8150	80.00
Check	05/10/2021	815000103	DeFrancis, Toni	4/22/21 MWPA Board of Directors Meeting	1000 - County Operating Fund 8150	160.00
Check	05/10/2021	815000103	DeFrancis, Toni	4/26/21 MWPA Citizens' Oversight Committee Meeting	1000 - County Operating Fund 8150	160.00
Check	05/14/2021	eft	Insurance - Cyber Liability		1100 - Bank of Marin Payroll Account	25.00
Check	05/24/2021	815000126	FirstNet	#287298752211X05082021	1000 - County Operating Fund 8150	154.85
Check	05/24/2021	815000125	DeFrancis, Toni	4/29/21 MWPA Operations (OPS) Committee Meeting	1000 - County Operating Fund 8150	140.00
Check	05/24/2021	815000125	DeFrancis, Toni	5/6/21 MWPA Executive Committee Meeting	1000 - County Operating Fund 8150	180.00
Check	05/24/2021	815000125	DeFrancis, Toni	5/14/21 MWPA Finance Committee Meeting	1000 - County Operating Fund 8150	120.00
Check	06/07/2021	815000129	DeFrancis, Toni	5/20/21 MWPA Board Meeting	1000 - County Operating Fund 8150	160.00
Check	06/11/2021	eft	Insurance - Cyber Liability		1100 - Bank of Marin Payroll Account	25.00
Bill	06/20/2021		NBS	#621000284	2000 - Accounts Payable	8,910.16
Check	06/21/2021	815000132	DeFrancis, Toni	5/21/21 MWPA Operations (OPS) Committee Meeting	1000 - County Operating Fund 8150	120.00
Check	06/21/2021	815000132	DeFrancis, Toni	5/26/21 MWPA Citizens Oversight Committee Meeting	1000 - County Operating Fund 8150	120.00
Check	06/21/2021	815000132	DeFrancis, Toni	5/27/21 MWPA Board Meeting	1000 - County Operating Fund 8150	120.00
Check	06/21/2021	815000132	DeFrancis, Toni	6/3/21 MWPA Executive Committee Meeting	1000 - County Operating Fund 8150	100.00
Check	06/21/2021	815000134	FirstNet	#287298752211X06082021	1000 - County Operating Fund 8150	445.01
Check	06/21/2021	815000136	Qcorp Printing Solutions	#1687 Patches (200)	1000 - County Operating Fund 8150	705.25
CC	06/22/2021		US Bank	CA newspapers	2300 - CalCard Credit Card	489.00
CC	06/22/2021		US Bank	sol food: staff meeting	2300 - CalCard Credit Card	112.37
CC	06/22/2021		US Bank	google suites	2300 - CalCard Credit Card	302.90
CC	06/22/2021		US Bank	office depot	2300 - CalCard Credit Card	260.00
CC	06/22/2021		US Bank	zoom	2300 - CalCard Credit Card	191.90
Bill	06/28/2021		DeFrancis, Toni	6/23/21 MWPA Citizens Oversight Committee Meeting	2000 - Accounts Payable	120.00
Bill	06/28/2021		DeFrancis, Toni	6/17/21 MWPA Board of Directors Meeting	2000 - Accounts Payable	160.00
Bill	06/30/2021	2 & 3	City of Larkspur	1/7/21 Executive Committee Meeting	2000 - Accounts Payable	90.42
Bill	06/30/2021	2 & 3	City of Larkspur	1/13/2 Citizens' Oversight Committee Meeting	2000 - Accounts Payable	203.45
Bill	06/30/2021	2 & 3	City of Larkspur	1/21/21 Board of Directors Meeting	2000 - Accounts Payable	45.21
Bill	06/30/2021	2 & 3	City of Larkspur	1/26/21 Citizens' Oversight Committee Meeting	2000 - Accounts Payable	135.63
Bill	06/30/2021	2 & 3	City of Larkspur	1/28/21 Operations Committee Meeting	2000 - Accounts Payable	158.24
Bill	06/30/2021	2 & 3	City of Larkspur	2/4/21 Advisory-Technical Committee Meeting	2000 - Accounts Payable	135.63
Bill	06/30/2021	2 & 3	City of Larkspur	2/17/21 Finance Committee Meeting	2000 - Accounts Payable	90.42
Bill	06/30/2021	2 & 3	City of Larkspur	2/18/21 Board of Directors Meeting	2000 - Accounts Payable	180.84
Bill	06/30/2021	2 & 3	City of Larkspur	2/24/21 Citizens' Oversight Committee Meeting	2000 - Accounts Payable	113.03
Bill	06/30/2021	2 & 3	City of Larkspur	2/25/21 Operations Committee Meeting	2000 - Accounts Payable	203.45
Bill	06/30/2021	2 & 3	City of Larkspur	3/4/21 Executive Committee Meeting	2000 - Accounts Payable	135.63
Bill	06/30/2021	2 & 3	City of Larkspur	3/18/21 Board of Directors Meeting	2000 - Accounts Payable	203.45
Bill	06/30/2021	2 & 3	City of Larkspur	4/1/21 Executive Committee Meeting	2000 - Accounts Payable	226.05
Bill	06/30/2021	2 & 3	City of Larkspur	4/7/21 Executive Committee Meeting	2000 - Accounts Payable	90.42
Bill	06/30/2021	2 & 3	City of Larkspur	4/22/21 Board of Directors Meeting	2000 - Accounts Payable	226.05
Bill	06/30/2021	2 & 3	City of Larkspur	4/28/21 Citizens' Oversight Committee Meeting	2000 - Accounts Payable	158.24
Bill	06/30/2021	2 & 3	City of Larkspur	5/20/21 Board of Directors Meeting	2000 - Accounts Payable	180.84
Bill	06/30/2021	2 & 3	City of Larkspur	5/27/21 Board of Directors Meeting	2000 - Accounts Payable	135.63
Bill	06/30/2021	2 & 3	City of Larkspur	6/3/21 Executive Committee Meeting	2000 - Accounts Payable	113.03
Bill	06/30/2021	2 & 3	City of Larkspur	6/17/21 Board of Directors Meeting	2000 - Accounts Payable	180.84
Total 6320 - Services & Supplies						108,144.76
6330 - Start Up Costs						
Bill	07/17/2020	patches	Marin County Fire Department	MWPA patches	2000 - Accounts Payable	406.00
Bill	07/17/2020	TWB	Marin County Fire Department	senior mailer notice	2000 - Accounts Payable	24,622.27
Bill	07/17/2020	NBS	Marin County Fire Department	tax roll prep & audit	2000 - Accounts Payable	49,500.00
Bill	07/17/2020	NBS2	Marin County Fire Department	out of county owners mailer	2000 - Accounts Payable	14,812.00
Bill	07/17/2020	qcorp	Marin County Fire Department	qcorp: MWPA apparel	2000 - Accounts Payable	1,742.14
Bill	07/17/2020	election	Marin County Registrar of Voters	March 3 primary election costs	2000 - Accounts Payable	54,406.84
Bill	08/17/2020	exec recruitment	Nelson Staffing	Nelson Staffing executive recruitment	2000 - Accounts Payable	26,250.00

Marin Wildfire Prevention Authority
Expense Detail
7/1/20 to 6/30/21

Type	Date	Num	Source Name	Memo	Split	Amount
Bill	12/03/2020	exempt		low-income exemption	2000 · Accounts Payable	244.80
Bill	12/04/2020	exempt		low-income exemption	2000 · Accounts Payable	261.00
				est#211-112320 business card/stationery/logo design		
Check	12/07/2020	815000017	Hansen-Kemp Design		1000 · County Operating Fund 8150	500.00
Check	12/07/2020	815000018		Measure C tax refund	1000 · County Operating Fund 8150	116.30
Check	12/15/2020	je#1537	Marin County Tax Collector	interest on bridge loan	1000 · County Operating Fund 8150	8,383.56
Bill	12/20/2020	NBS	Marin County Fire Department	#1120000268 parcel tax administration	2000 · Accounts Payable	7,586.93
Check	12/21/2020	815000025		Measure C tax refund	1000 · County Operating Fund 8150	282.00
Check	12/21/2020	815000028		Measure C tax refund	1000 · County Operating Fund 8150	222.40
Check	01/11/2021	815000030		Measure C tax refund	1000 · County Operating Fund 8150	226.80
Check	01/11/2021	815000031		Measure C tax refund	1000 · County Operating Fund 8150	196.50
Check	01/11/2021	815000037		Measure C tax refund	1000 · County Operating Fund 8150	161.40
Check	01/11/2021	815000038		Measure C tax refund	1000 · County Operating Fund 8150	174.00
				State Employment Ad: manager of operations (closes 2/22/21)		
Check	02/01/2021	815000058	Daily Dispatch		1000 · County Operating Fund 8150	280.00
Check	02/01/2021	815000062	Hansen-Kemp Design	#1120 business card/stationery/logo design	1000 · County Operating Fund 8150	1,500.00
Check	02/01/2021	815000063		Measure C tax refund	1000 · County Operating Fund 8150	239.70
Check	02/01/2021	815000065	TBWBH Props & Measures	website update 6/20-12/2020	1000 · County Operating Fund 8150	7,319.09
Check	02/01/2021	815000067		Measure C tax refund	1000 · County Operating Fund 8150	217.40
Bill	02/01/2021	1	Keene, William J.	dec 20/jan 21 consultant services	2000 · Accounts Payable	11,250.00
Check	03/01/2021	815000074		Measure C tax refund	1000 · County Operating Fund 8150	1,358.40
Check	03/15/2021	815000082		Measure C tax refund	1000 · County Operating Fund 8150	204.40
Check	03/15/2021	815000083	Consensus Building Institute, Inc.	#02558 collaboration services	1000 · County Operating Fund 8150	7,860.00
Bill	03/15/2021	2	Keene, William J.	feb 21 consultant services	2000 · Accounts Payable	3,750.00
Bill	03/20/2021	NBS	Marin County Fire Department	#221000245 parcel tax administration	2000 · Accounts Payable	7,602.05
Check	04/26/2021	815000100	Fortezza Diversified Services, LLC	#005-21 Anne Crealock	1000 · County Operating Fund 8150	1,600.00
Check	04/26/2021	815000100	Fortezza Diversified Services, LLC	#005-21 Corinne Bartshire	1000 · County Operating Fund 8150	1,000.00
Bill	04/26/2021	3	Keene, William J.	march 21 consultant services	2000 · Accounts Payable	12,138.75
Check	04/26/2021	815000101		Measure C tax refund	1000 · County Operating Fund 8150	25.00
Bill	05/10/2021	4	Keene, William J.	apr 21 consultant services	2000 · Accounts Payable	4,923.75
Total 6330 · Start Up Costs						251,363.48
Total Administrative Costs						845,700.27
						9,934,103.59

Marin Wildfire Prevention Authority

FY22 Revenue and Expense Report

1.9% *

	thru July 8, 2021	Budget	\$ Over Budget	% of Budget
Revenue				
4000 - Measure C	0	19,690,000	(19,690,000)	0%
4100 - County Interest	0	3,500	(3,500)	0%
Total Revenue	0	19,693,500	(19,693,500)	0%
Expenditures				
Core Program				
6000 - Envrnmtl. Compliance/Monitoring	0	0	0	0%
6005 - Evacuation Study	0	50,559	-50,559	0%
6010 - Evacuation Mgmt Platform	0	75,000	-75,000	0%
6015 - Operational Costs	0	514,381	-514,381	0%
Core Projects				
6105 - Alerts/Notifications	0	310,416	-310,416	0%
6110 - Chipper Days	200,000	1,522,120	-1,322,120	13%
6120 - DSpace Evaluations	0	893,576	-893,576	0%
6130 - DSpace Grants Fuel Mgmt	0	250,000	-250,000	0%
6140 - DSpace Grants Home Hardening	0	610,000	-610,000	0%
6150 - Equipment	0	125,000	-125,000	0%
6160 - Evacuation Routes	0	2,306,257	-2,306,257	0%
6170 - Public Education	0	701,720	-701,720	0%
6180 - Shaded/Nonshaded Fuel Breaks	0	3,012,280	-3,012,280	0%
6190 - Staffing	0	160,061	-160,061	0%
Total Core Projects	200,000	9,891,430	-9,691,430	2%
Total Core Program	200,000	10,531,370	-10,331,370	2%
Defensible Space Program				
6400 - D-Space Agency Payments	0	3,859,240	-3,859,240	0%
6405 - DSpace Abatement Program	0	78,760	-78,760	0%
Total Defensible Space Program	0	3,938,000	-3,938,000	0%
Net E Local Wildfire Mitigation Prog				
6500 - Local Agency Payments	0	3,938,000	-3,938,000	0%
Total Local Wildfire Mitigation Prog	0	3,938,000	-3,938,000	0%
Administrative Costs				
6600 - Financial & Admin Services	0	104,137	-104,137	0%
6605 - Legal Services	0	180,000	-180,000	0%
6610 - Personnel	0	450,000	-450,000	0%
6620 - Services & Supplies	0	297,263	-297,263	0%
6630 - Professional Services	0	150,000	-150,000	0%
Total Administrative Costs	0	1,181,400	-1,181,400	0%
Total Expenditures	200,000	19,588,770	-19,388,770	1%
Net Excess/(Deficiency)	-200,000	104,730		

* Indicates percent through the year to-date. Budget lines exceeding this percent are highlighted in red, though this may not indicate a projected budget overage as of year end.

Marin Wildfire Prevention Authority
A/P Aging Summary
As of July 8, 2021

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Keene, William J.	0.00	10,822.50	0.00	0.00	0.00	10,822.50
Marin County Fire Department	0.00	0.00	0.00	0.00	164,180.82	164,180.82
NBS	0.00	8,910.16	0.00	0.00	0.00	8,910.16
Paychex	0.00	61.02	0.00	0.00	0.00	61.02
Payroll	0.00	10,229.32	0.00	0.00	0.00	10,229.32
Payroll Tax	0.00	3,046.97	0.00	0.00	0.00	3,046.97
Workers' Comp Insurance	0.00	92.54	0.00	0.00	0.00	92.54
TOTAL	0.00	33,162.51	0.00	0.00	164,180.82	197,343.33



MARIN WILDFIRE PREVENTION AUTHORITY

STAFF REPORT

For the Meeting of July 15, 2021

To: Marin Wildfire Prevention Authority Board of Directors
From: Anne Crealock, Planning and Program Manager
Subject: FY 2021-22 Work Plan Update

RECOMMENDATION:

Staff recommends that the Board review and provide input on this FY 2021-2022 Work Plan update.

BACKGROUND:

On May 27, 2021, this Board of Directors approved a Work Plan for fiscal year 2021-2022 which outlines the priorities that the MWPA and member agencies intend to pursue. The Work Plan accounts for the distribution of MWPA funds for environmental compliance and implementation of Core, Defensible Space Evaluation/Mitigation, and Local Wildfire Mitigation Projects.

WORK PLAN UPDATE:

1. Member Agency Coordination

MWPA staff and consultants (Panorama Environmental, Inc. and Sequoia Ecological Consulting, Inc.) continued coordinating with member agencies and partner agencies to facilitate environmental compliance for Core projects. This coordination has included scoping, GIS development, database searches, environmental analysis, site visits, legal consultation, and development of environmental compliance documents discussed in more detail below.

MWPA staff, counsel, and consultants continued to make progress in the development of a manual for member agencies on environmental compliance processes and procedures,



templates, communication best practices, and a basic set of best management practices for natural resources.

2. Project Design and Implementation Features

Based on input received regarding ecologically sound practices, MWPA staff and consultants have developed an initial list of standard design features and implementation practices to incorporate into MWPA-funded projects, as appropriate. These features and practices ensure that ecologically sound practices are integrated into WMPA-funded projects and ensure that all actions comply with environmental regulations. Applicable project design and implementation features are incorporated into the Projects considered in this Board item. MWPA staff continues to review recommendations developed by the Ecologically Sound Practices group for consistency with Measure C and will consult with legal counsel as a next step.

3. Communicating Project Information to the Public

MWPA staff has continued working with consultants and partners, including OneTam, to advance project tracking efforts, coordinate with forest health tracking by OneTam, and to speed up development of a public-facing web-based interactive map of MWPA-funded projects.

MWPA staff also began regular dialogues with interested stakeholders from the Ecologically Sound Practices group. These informal check-ins are designed to share information and hear ideas and concerns regarding upcoming projects. MWPA staff and consultants have held two meetings thus far and will be checking in monthly for the foreseeable future.

4. Defensible Space and Home Hardening Grant Programs

MWPA staff began meeting with member agencies to discuss how to design Core grant programs for defensible space and home hardening and how best to coordinate with other grant programs in the JPA area. Challenges include building internal capacity to successfully implement the programs. Staff will develop a plan to hire contract staff for grant management and will bring a proposal to the Board for future consideration.

5. Proposed Projects and Environmental Compliance for Consideration

MWPA staff and consultants have been working with member agencies to fast-track environmental analysis for Core proposals that combine big public safety benefits with very low potential for environmental effects. Some of these proposals include chipper programs and



evacuation route projects. Those proposals for which environmental analysis has been completed are included as a consent calendar item on this agenda for consideration by the Board.

FISCAL IMPACT:

The fiscal impact is identified in the FY 2021-22 Work Plan and Budget.

ENVIRONMENTAL IMPACT:

Receiving an update on the 2021-2022 Work Plan roll out and project tracking is not a “project” under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

Respectfully submitted,

Anne Crealock, MWPA Planning and Program Manager

MARIN WILDFIRE PREVENTION AUTHORITY

For the Meeting July, 2021

To: Marin Wildfire Prevention Authority Board of Directors

From: Rich Shortall, FIRESafe Marin

Subject: Update from FIRESafe Marin on projects/ programs

RECOMMENDATION:

Receive report from FIRESafe Marin on MWPA supported projects and programs.

BACKGROUND:

FIRESafe Marin has been contracted to provide a variety of services and programs for MWPA.

Attached is an update on those programs/projects. Rich Shortall who will be available for questions.

FISCAL IMPACT:

Funds for FIRESafe Marin have been allocated in your FY20-21 budget.

MWPA Project Update

June 2020

Monthly Webinars FSM-2020-C01 Status: completed

FIRESafe MARIN produced 12 monthly webinars during the past year. The webinars featured a wide range of topics and speakers. Content was consistent with the FSM's four primary areas of focus: Personal Preparedness, Home Hardening, Fire Smart Landscaping, and Community Preparedness. All of the webinars are posted on the FSM YouTube channel for review. Content is also broken down into shorter segments for easier viewer access.

This month's webinar covered **Pet Evacuation: Fire-Safe Animal Information for Large Animals and House Pets**. Speakers: Julie Atwood (Halter Project) and Captain Cindy Machado (Marin Humane). The next webinar will focus on **Insurance Issues Related to Wildfire**. It will be held on Tuesday, July 27, 2021 @ 6:00pm. Speakers will include Amy Bach (United Policy Holders), Joel Laucher (Insurance Consultant), and Janet Ruiz (Insurance Information Institute).

5 Community Wildfire Protection Workshops FSM-2020-C02 Status: completed

FIRESafe MARIN conducted 5 online community workshops, one for each MWPA zone. These 2 ½ hour workshops included highlights from all of FSM's webinars and discussion with local fire department officials. Recordings are available on the FSM Youtube channel.

Workshop for Landscape Professionals FSM-2020-C03 Status: completed

FSM created a one-hour training program for landscape professionals that can be taken online at any time or in person. Our partners, the Northern California Landscape Contractors Association (NCLCA), successfully piloted the program with a number of owners and employees. The NCLCA will partner with FSM to provide course completion certificates. Companies that have completed the training will be listed on our website. The program is available on our website.

Workshop for Home Hardening Contractors FSM-2020-C04 Status: completed

A proposal to create a workforce drawn from economically underserved communities to provide home hardening services is complete. Partners in this project included the UC Davis D-Lab, Sonoma Fire Council, Conservation Corps North Bay, Fire Farms and Workforce Alliance North Bay. FSM is working with the Conservation Corps North Bay which is considering sponsoring the program. The proposal is available on our website.

Prevention and Preparedness in Schools FSM-2020-C05 Status: completed

At the request of Marin Schools, FSM created fire preparedness program, *Ready, Set,*

Go! that can be taught online or in the classroom. This project has been completed and accepted by the Marin County Board of Education which intends to distribute the program throughout Marin School Districts. The program is available in English and Spanish and is available for viewing on our website.

Prepare Educational materials FSM-2020-C06 Status: completed

The popular “Homeowners Guide to Wildfire Preparation in Marin” was revised and 25,000 new copies were printed and delivered primarily for distribution by the wildfire mitigation specialists and D-Space evaluators. FSM also produced and distributed informational door hangers promoting membership in the Firewise program and another set promoting the Red Flag Warning Sign project in Spanish and English.

Develop Spanish language educational materials FSM-2020-C07 Status: completed

The FSM website is now equipped with the Google Translate feature so that all of the information is available in multiple languages. Our popular “Evacuation Checklist” was translated into Spanish, print copies were made and distributed and it is posted for download on the website under the new “Español” heading that links to additional original Spanish language content. A Spanish language video to accompany the Red Flag Warning project was completed and posted on our website. Spanish language door hangers to advertise the program were produced and distributed. The Get Ready training program for Marin school districts was translated into Spanish.

Support D-Space Evaluators FSM-2020-C08 Status: completed

FSM made several educational presentations to D-Space evaluators in San Rafael and Central/West Marin. Executive Officer Mark Brown's Glass Fire analysis video was edited as a tool for D-Space training. A video targeting residents that documents D-Space evaluators conducting an inspection was created and posted to our website. Educational materials for distribution to residents have been provided to the D-Space teams. We continue to work closely with all of the D-Space programs.

Monthly Firewise online Community Meetings FSM-2020-C09 Status: completed

We hosted 12 monthly Firewise Leaders meeting immediately after the FSM Board meeting on the second Friday of each month and we routinely participated in local Firewise meetings. Typical attendance at the monthly meeting is 60+ with excellent engagement from participants.

Staff to support Firewise sites FSM-2020-C10 Status: completed

We created a new Universal Firewise Activities guide for Firewise sites to standardize the program. A PowerPoint based evacuation training that can be delivered to residents by individual Firewise leaders was created that includes several scaled options for conducting local evacuation drills. FSM staff successfully helped our 70+ Firewise sites with the NFPA renewal process. Our Firewise metric project is complete and is being

used to measure improvements in organizational capacity and effectiveness. Firewise site listings were all updated.

Maintain comprehensive website FSM-2020-C11 Status: completed

We completed Phase 1 of a major website reorganization. It is now much easier to find content and navigate. New content that provides guidance to homeowners on how to make the safety corrections needed for their property was created as a link to the new electronic evaluation forms used by the Central/West Marin D-Space inspectors. Phase 2 of the website rebuild is almost complete. It includes new edits and updated content, a more modern look, and a new platform that makes it easier for staff to make updates. The new website will link more seamlessly with video content available on our YouTube channel, which has also been reorganized.

Educational video- creation and distribution FSM-2020-C12 Status: completed

FSM Marin created a number of original educational videos during the past year. Topics included wildfire science, home hardening, fire smart landscaping and community preparedness. Content from each of our webinars was edited into shorter video clips on specific topics. We added a new “highlight reel” feature to our newsletters to encourage views of webinars from the preceding month. Our YouTube channel significantly expanded its content and now includes over 80 videos.

Respond to residents’ inquiries in timely manner FSM-2020-C13 Status: completed

We provided same-day response to virtually every request for information. Residents frequently thanked us for this prompt and informative service. Our ability to respond in a comprehensive and timely manner greatly reduced the workload of our fire departments.

Prepare and distribute monthly newsletter FSM-2020-C14 Status: completed

We produced 12 monthly newsletters for almost 5000 subscribers in a greatly improved format. Our “open rate” and “click throughs” were very high for a nonprofit. We added new features including: MWPA updates, the monthly “Fire Smart Landscape Tip” from UC Marin Master Gardeners, a webinar highlight reel, and links to interesting articles on topics related to the webinars.

Prepare articles for print media FSM-2020-C15 Status: completed

We developed a series of monthly Public Service Announcements that were published in the Marin Independent Journal that support the webinar series. We created articles for the IJ and the Point Reyes Light. We are working in close cooperation with the MWPA Communications Team. We have also significantly expanded the amount updates and expanded our outreach through our Facebook, Twitter and Instagram social media accounts.

Fire Smart demonstration gardens FSM-2020-C1 Status: Incomplete

We had hoped to develop a proposal to fund future demonstration gardens. Although we support demonstration gardens, Covid 19 prevented us from generating sufficient participation to develop a proposal. We are working with the Sleepy Hollow Fire Protection District to monitor their major fire smart landscaping project which may serve as a template for future projects.

NOAA Weather Radios FSM-2020-C17 Status: completed

We distributed 1000 NOAA weather radios to the 17 MWPA jurisdictions on a pro rata basis. Based on our follow up survey, we believe NOAA radios provide an effective means of notifying residents of large scale events when the power is out or in areas with limited cell phone coverage.

Countywide chipper program FSM-2020- C18 Status: completed

The 2020 chipper program proved to be very successful. A comprehensive report was submitted to the MWPA Board of Directors. During the five months of the program, FSM made 2,478 curbside pick-ups, removed 14,766 cubic yards of biomass, and delivered over 2,500 cubic yards of chipped material for conversion to energy. The 2021 Chipper Program began on May 17 and is well underway. Registrations were slow at the start of the program, but have picked up significantly, particularly in communities that are advertising the program aggressively. Monthly progress reports will be provided to the MWPA Board of Directors.

Alert and Warning via Red Flag Warning Signs FSM-2020-C19 Status: completed

20 large flip signs were fabricated and distributed to the MWPA zones on a pro-rata basis for installation on major roadways. When open these signs display the highly visible message “Red Flag Warning Today.” When closed, the signs allow insertion of various public safety messages. FSM produced and distributed 25 A-frame Red Flag warning signs to Firewise communities. We also created the template for a new Red Flag Warning Sign Project that allows signs to be easily attached to existing Firewise neighborhood signs.

FIRE Safe
M A R I N



Chipper Day Program

Update – June 2021



Statistical Highlights

as of 7/2/2021



- # of weeks completed: **7** # of weeks remaining: **15**
- # of completed pickups: **1,121**
- Volume removed: **4,715** cubic yards
- For reference:
 - 2020 - 22 week program (July 6 thru December 1)
 - 2020 - completed pickups: **2,353**
 - 2020 - volume removed from curbside pickups: **14,766**



Survey Responses



- How would you rate your overall experience with the free curbside chipping program from MWPA?
 - 98.1% of respondents rated the program as a 5 (highest rating)
- Did the free chipping program cause you to remove the vegetation?
 - 87.4% responded "Yes"
- Did you remove all the vegetation you wanted to?
 - 31.4% responded with a firm "No"
 - 24.7% responded with a firm "Yes"



Feedback



- *"After chatting with my neighbors, we all agree that Chipper Day in June was a big success. Kudos to FIRE Safe Marin and everyone involved!"*
- *"Thank you for arranging this program. Very helpful & well run! Thank you for working to keep us safe. Very appreciative!"*
- *"Thank you, thank you, thank you to all the Chipper Truck Angels!!!"*
- *"Great program. Thank you!...We were able to greatly increase our defensibility after five years neglect by the previous owner. Prompt, courteous communication with Steven Peters regarding our pile was refreshing."*

		Central Marin - Corte Madera	Central Marin - Larkspur	Inverness FD	Kentfield	Marin County - Lucas Valley	Marin County - San Rafael	Marin County - Unincorporated	Marinwood	Mill Valley	Novato	Ross Valley - Fairfax	Ross Valley - Ross	Ross Valley - San Anselmo	Ross Valley - Sleepy Hollow	San Rafael	Southern Marin	Stinson Beach
Reservations (upcoming events)		65	35	90	30	13	66	310	19	76	78	55	25	80	6	226	98	9
Expected participation (10% of Dwelling Units)		376	472	75	268	61	273	731	193	593	2180	329	105	499	96	1830	1059	94
Dwelling Units in Zone		3769	4720	759	2688	612	2733	7317	1930	5936	21800	3292	1053	4991	964	18301	10593	944
Completed curb pickups			24		47	5	50	68	14	16	155	133	22	58	67	245	145	16
Total Volume			33.5	0	158.5	5	166.5	335.5	35	103.5	581	646	81.5	481	525.5	998	452.5	53
Average volume			1.40		3.37	1.00	3.33	4.93	2.50	6.47	3.75	4.86	3.70	8.29	7.84	4.07	3.12	3.31
Participation percentage*		0.00%	5.08%	0.00%	17.54%	8.20%	18.32%	9.30%	7.25%	2.70%	7.11%	40.43%	20.95%	11.62%	69.79%	13.39%	13.69%	17.02%
*This figure is derived by taking "completed curb pickups" and dividing it by "expected participation"																		

THE MARIN WILDFIRE PREVENTION AUTHORITY
EXECUTIVE COMMITTEE MEETING
10:00 a.m. Thursday, June 3, 2021
Via teleconference due to Coronavirus (COVID-19)
MINUTES

1. Call to Order. President Goines called the meeting to order at 10:00 a.m.

2. Roll Call.

Directors – In Attendance: Bruce Goines (Novato Fire), Dennis Rodoni (County of Marin), Julie McMillan (Ross), Rachel Kertz (San Rafael), Sashi McEntee (Mill Valley)
Staff in Attendance: Consultant Jean Bonander, Planning and Program Manager Anne Crealock, Legal Counsel Emily Longfellow

3. Agenda Adjustments.

There were no adjustments.

4. Open Time for Public Expression.

There were no comments.

5. Executive Officer's Report

Ms. Bonander presented the staff report that included the following: 1) The fire season is in full swing state wide with a huge increase in hiring of fire personnel; 2) County Fire Chief Weber reported to her that there was a one-acre fire in Mill Valley that was quickly contained; and the seasonal Fire Fighters Training Academy burned 43 acres in strategic locations in Novato; 3) The Work Plan and Budget were approved; 4) Executive Officer Brown and Planning and Program Manager Crealock were working with member agencies on logistics for implementing the plan; 5) Manager Crealock is working with Panorama Environmental on CEQA compliance; 6) On June 15th the State is lifting the occupancy and social distancing requirements; 7) Executive Officer Brown is working on plans for in-person meetings and would like to start small; 8) Executive Officer Brown is working on policy development issues.

Director McMillan referred to the in-person meetings and suggested an option that would allow the public to continue to participate remotely.

Director McEntee supported this suggestion but noted it would require a lot of staff time to do both the in-person and Zoom meetings. This will come at a cost. She asked Ms. Bonander if the training academy conducted prescribed burns. Ms. Bonander stated "yes".

Director Kertz referred to the in-person meetings and noted each area seems to be doing something different timewise. They need to figure out when and how to start these meetings

and communicate this information to residents. Ms. Bonander wondered if there was a central site.

President Goines stated he would like to go slowly in terms of the in-person meetings.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

6. Consent Calendar

- a. Approve May 6, 2021 Executive Committee Meeting Minutes

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

M/s, Rodoni/McMillan, to approve the May 6, 2021 Executive Committee Meeting Minutes as submitted.

AYES: All

7. Board of Directors Meeting Agenda Review

- a. June 17, 2021 Board of Directors Draft Agenda

Ms. Bonander presented a staff report and noted the layout is straightforward. The two Action Items are at the end of the agenda and includes the Election of Board President and Vice-President for next year.

Director Kertz asked how each jurisdiction would be rolling out information about the Work Plan. She wants to make sure the community understands the work. She asked if the communication would be coming from the MWPA or if it would be managed by the jurisdictions. She asked if the Board would be receiving status report on projects on a regular basis.

President Goines stated this item is not on tonight's agenda and should be placed on an upcoming agenda.

Director McMillan stated she would love to see a sample of the tracking mechanism that Panorama Environmental and the MWPA will use. She wants to get comfortable with the information that is captured.

Legal Counsel Longfellow stated it would be appropriate to direct staff to bring this item back as a future agenda item.

Director Rodoni stated the Executive Committee has the right to remove or change anything on the agenda.

Director McEntee agreed with Director Kurtz and would like to see a report that would inform residents what to expect. Ms. Bonander stated this item (how the Work Plan tracking would roll out) could be included in the Executive Officer's Report or under Item #7 as a staff report. It could be placed under Information Items if there is no action taken or direction given.

Director McMillan stated the topic should be tracking and communication to the public. It could be previewed by the Board and then reviewed in detail by the Executive Committee. Ms. Bonander stated the issue could be included on the June 17th Board agenda with a referral to the Executive Committee for further refinement.

Manager Crealock stated staff could also cover what the process will be and the next steps.

Ms. Bonander summarized the agenda item by item. She noted the addition of Item #7b- Tracking, Communications, and Next Steps for the Work Plan with a tie in with Panorama Environmental process. The action item would be a referral to the Executive Committee for further review.

President Goines stated they have received the ESP draft document (principles and practices) and they need to figure out the process including making sure it complies with CEQA, how to implement, etc. The documents talks about vegetation management, defensible space management, and carbon and biomass management.

Director McEntee wanted to know if the ESP is asking the MWPA to make changes to the Work Plan. President Goines stated "no". Director McEntee stated staff should take the first cut at this and then offer suggestions on how it fits in.

Director McMillan stated she thought it had been decided that the document should go through the Operations (OPS) Committee, the Advisory Technical Committee, legal counsel, Panorama Environmental, the Executive Committee, and ultimately to the Board.

Ms. Bonander stated acknowledging the ESP draft document could be under Information Items as #9e.

Director McEntee asked why acknowledgement of the various meeting minutes was not on the Consent Calendar. It is now under Information Items. Director McMillan stated it was moved because the Board is not a part of those committees.

Ms. Bonander noted the Election of President and Vice President for 2021/22 would be under Action Items. There is no procedure for the election of each position. Director Kertz asked if they should discuss forming a Governance Committee to discuss a process for the elections at a future meeting. Ms. Bonander stated the Executive Committee might be the appropriate venue to make a recommendation.

Ms. Bonander described item #10b. President Goines asked which two goals would be discussed. Ms. Bonander stated they would be discussing defensible space and wildfire protection goals. President Goines mentioned the importance of public outreach. Ms. Bonander stated the agenda item could be a request of the Board to prioritize the goals for future discussion.

Legal Counsel Longfellow reminded the Board to not veer too much into the substance of an issue that is not on tonight's agenda.

President Goines opened the meeting to public comments.

There were no comments.

President Goines closed the meeting to public comments.

8. Informational Items

There were no information items.

9. Committee members request for future agenda items

Director Kertz stated the issue regarding how to track the Work Plan should be on an upcoming agenda.

Director McEntee stated the Executive Committee should review the structure of the standard agenda at the end of the year.

President Goines stated he would like the Executive Committee to review the report prepared by several graduate students about the formation of the MWPA.

10. Adjournment- President Goines adjourned the meeting at 11:06 a.m.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary

THE MARIN WILDFIRE PREVENTION AUTHORITY
CITIZENS' OVERSIGHT COMMITTEE MEETING
5:30 p.m. Wednesday, June 23, 2021
Via teleconference due to Coronavirus (COVID-19)
MINUTES

1. Call to Order- Chair Minikes called the meeting to order at 5:30 p.m.

2. Roll Call

Committee members – In Attendance: Kingston Cole, Larry Minikes, Stephen Keese, Lucy Dilworth, Rebecca Suggs, Pat Randolph, Larry Chu, Carolyn Longstreth

Committee members- Absent: Max Perrey

Staff in Attendance: Executive Officer Mark Brown, Planning and Program Manager Anne Crealock

3. Agenda Adjustments

Committee member Chu stated he would like to move agenda item #8a in front of item #6.

4. Open Time for public expression

Mr. Jim Kasper stated he would like to look at the list of projects discussed at the May 27th Board of Directors meeting. He has found it difficult to understand what is going on. There were some discrepancies in the Work Plan document. Executive Officer Brown stated staff was working on cleaning up the document and correcting the inconsistencies.

5. Executive Officer's Report

Executive Officer Brown presented a report that included the following: 1) He will be making a presentation to the Marin County Council of Mayors and Councilmembers (MCCMC) tonight; 2) The majority of staff time has been spent on the Work Plan and meeting with member agencies; 3) He is now focusing on strategic items such as the Communications Strategy, Financial Policies, Record Retentions Policy, etc.; 4) MBS, the third party tax administrator, realized that the number of Low-Income Senior Tax Exemption Applications were low and staff made a publicizing push through the Marin IJ, NextDoor, etc.; 5) Election of COC Vice-Chair will occur next month- the Bylaws dictate that the Vice-Chair moves to the Chair position; 6) The "drawing of straws" with respect to COC terms could also occur next month- it could involve the use of popsicle sticks!

Committee member Cole asked about the status of the Website. Executive Office Brown stated he continues to reach out to Website vendors. He wants to move quickly on this.

8 Action Items

a. Financial Review

Committee member Chu presented a brief report. The COC is supposed to be reporting on the spending of the Parcel Tax Fund and previous year's Work Program to evaluate consistency with the Tax Measure. He discussed the "yes or no" questions used to evaluate these responsibilities. He noted there were objective and subjective measures in evaluating these questions. He stated they would need the following Financial Statements to do this analysis: Income Statements, Balance Sheets, and Expense Details. He noted they are not trying to do the auditor's job but rather determine the details and figure out whether they are in the right "bucket".

Committee member Keese asked if the first examination should include all the months the organization has been in existence. Executive Officer Brown stated the organization was not funded until July 1st but has been in existence since the passage of the Tax Measure (late March or early April). There were no expenditures until July 1st. It would not hurt to add April, May, and June to the mix. Committee member Chu stated that time period could be separated out since nothing that happened in those first few months was programmatic. Committee member Keese asked about grants to FIRESafe Marin for educational programs and how they would be handled. Executive Officer Brown stated there were none prior to July 1st.

Committee member Randolph asked if any auditing is done regarding which projects are completed. Executive Officer Brown stated staff has built a mechanism into the Disbursement Policy whereby the MWPA Treasurer will meet at the end of the year with financial personnel of member agencies to examine the revenue coming in and expenses going out for a particular project. Member agencies will also need to show how the funds were put into a Reserve Account for the next fiscal year if necessary. Committee member Randolph stated she would like to go on a field trip or two to check out work that has been done.

Committee member Longstreth asked how the audit would fit into this and if it would answer some of these questions. Executive Director Brown stated the audit focuses more on the financial stability of the organization and its practices- not how the money was spent.

Committee member Chu discussed the difficulty in spot checking all the member agencies and how the COC might need to break up into smaller parts if they do not want to depend on attestations from City officials.

Committee member Suggs suggested adding a column to the spreadsheet of projects indicating whether or not the project was completed. Executive Officer Brown stated this spreadsheet exists.

Committee members Chu, Keese, and Suggs volunteered to serve on the ad hoc subcommittee that will create a process and framework for the financial report. The subcommittee will submit this to the COC for review.

Chair Minikes opened the meeting to public comments.

There were no comments.

Chair Minikes closed the meeting to public comments.

M/s, Keese/Cole, motion to appoint Committee members Chu, Keese, and Suggs to the ad hoc subcommittee.

Ayes: All

Absent: Perrey

6. Consent Calendar

- a. Approve minutes from the May 26, 2021 COC Meeting

Executive Officer Brown stated he received several corrections to the minutes from Committee member Randolph.

M/s, Keese/Randolph, motion to approve the May 26, 2021 minutes as corrected.

Ayes: All

Absent: Perrey

7. Committee Reports

- a. Monitoring Assignment Reports

Committee member Suggs reported neither the Operations (OPS) Committee nor the Advisory Technical Committee (ATC) met recently. There was nothing to report.

Committee member Randolph reported she attended the recent Board of Directors meeting and the Executive Committee meeting. There was nothing of significance to report

- b. ESP/Environmental Groups Ad Hoc Subcommittee Report

Committee member Cole reported the subcommittees consists of himself and Committee members Dilworth and Keese. The objectives were to assess and determine the level of transparency between the MWPA and the ESP Partnership, and to provide recommendations to the COC and MWPA regarding the ESP's relationship with the MWPA and the public at large. The subcommittee has reviewed communications and past activities between the parties since the inception of Measure C in 2020. The findings are: 1) The MWPA and ESP entered into an "informal handshake agreement" before the passage of Measure C to collaborate on a development of environmental best practices for the agency. That agreement included the placement of the ESP icon on the MWPA Website; 2) It is unclear whether all the entities, particularly the government agencies that are listed under the ESP umbrella, have made a formal commitment to be part of the association; 3) Neither the public nor the media were notified of the agreement; 4) Neither the public nor the media have participated in any of the multiple meetings of ESP or its subcommittees during the last year; 5) Information provided by ESP is incomplete and out of date; 6) The records (agendas, minutes, recordings, etc.) are incomplete; 7) ESP has submitted two iterations of its proposed Best Practices document for review by the various MWPA committees; 8) ESP has indicated it wishes to continue to provide advice and assistance to the MWPA for the foreseeable future. The recommendations are: 1) The ESP Partnership icon should be removed from the MWPA Website in a timely

fashion with a new, partners icon placed on the Website; 2) Any special group should be invited to place a link to its Website behind this icon; 3) MWPA must approve any group to be placed behind the icon. This approach would avoid the appearance of a private group operating as a standing committee and favoritism by the agency. If the relationship continues as is then the following should occur: 1) Formalizing the agreement in a written Memorandum of Understanding (MOU); 2) ESP developing a formal corporate presence such as a 501(c)(3); 3) ESP and the MWPA should fully comply with all Brown Act requirements.

Committee member Longstreth stated she would like some time to go over these recommendations. She noted that ESP is evolving.

Committee member Cole noted the ESP is meeting tomorrow and plan to discuss moving forward. He discussed the groups six efforts listed in a document and stated it appears they want to play a substantial role going forward.

Committee member Longstreth agreed there has been some vagueness about the status of the group but she was sure it could be worked out.

Chair Minikes stated he would like to see a response from ESP at the next meeting.

Executive Officer Brown pointed out any recommendation from the COC would go to the Board of Directors.

Chair Minikes opened the meeting to public comments.

There were no comments.

Chair Minikes closed the meeting to public comments.

8. Action Item

b. Meeting Date Changes

Chair Minikes presented a report about a change in the holiday meeting dates- November 17th and December 15th.

Chair Minikes opened the meeting to public comments.

There were no comments.

Chair Minikes closed the meeting to public comments.

M/s, Keese/Randolph, motion to reschedule the holiday meeting dated to the following: November 17th and December 15th.

Ayes: All

Absent: Perrey

9. Informational Items

There were none.

10. Committee Member Request Future Agenda Items

Committee member Suggs asked if the election of the Vice Chair and selection of terms would be on the next agenda. Executive Officer Brown stated "yes".

Committee member Dilworth stated she would like to discuss making a formal request to the agency that the COC be placed as a standing item on the Executive Committee, Finance Committee, and Operations (OPS) Committee agendas.

11. Adjourn- Chair Minikes adjourned the meeting at 6:28 p.m.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary



MARIN WILDFIRE PREVENTION AUTHORITY

STAFF REPORT

For the Meeting of July 15, 2021

To: Marin Wildfire Prevention Authority Board of Directors
From: Mark Brown, Executive Officer
Subject: Elect Board President and Vice President for Fiscal Year 2021/22

RECOMMENDATION:

Nominate and elect Board President and Vice President for fiscal year 2021/22.

BACKGROUND:

The MWPA JPA states the Board shall elect a President and Vice President at its first meeting of each fiscal year. The terms for both positions are one year and incumbents may be re-elected. (MWPA JPA § 4(e)). All members of the MWPA Board are eligible to serve as President or Vice President. (MWPA Board of Directors Bylaws, Art. IV §§1-2)

ANALYSIS:

Staff recommends that the Board nominate Board members to serve as President and Vice President as separate actions. Prior to nominations, it is recommended the Board discuss potential candidates and offer an opportunity for the potential candidates to discuss their vision for their desired/potential role. After a motion has been made and seconded for a Presidential nominee, a roll call vote will be taken for the candidate. If a majority of the Directors present vote in favor of the motion, and the Directors present and voting in favor of a motion represent over 50% of the population represented by the Member agencies present in the quorum, then the nominee shall be elected as President. If the candidate does not receive the required majority and weighted vote, then a motion for another candidate can be made and voted on.

The same voting procedure should be followed for Vice President.



FISCAL IMPACT:

None

ENVIRONMENTAL IMPACT:

Nominating and electing the Board President and Vice President are not “projects” under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

Respectfully submitted,

Mark Brown
Executive Officer