



# NOTICE OF THE OPERATIONS COMMITTEE MEETING/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Friday, April 05, 2024 at 9:30 AM

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## MINUTES

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### LOCATIONS:

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

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

Outside location for Director Matt Samson –United State National Fire Academy, NETC Library, Gaines Conference Room N-213, 16825 South Seton Avenue, Emmitsburg, MD 21727

### Public Participation:

The public attended this meeting in-person or remotely using the following methods:  
on a computer or smart device, <https://marinwater.zoom.us/j/86822995553>, or by phone,  
1-669-444-9171, using Webinar ID #868 2299 5553.

### AGENDA ITEMS:

#### 1. Call to Order and Roll Call

Chair Larry Russell called the meeting to order at 9:30 a.m.

#### DIRECTORS PRESENT

Matt Samson

Monty Schmitt (*arrived at 9:32 a.m.*)

Jed Smith

Larry Russell

#### DIRECTOR ABSENT

Ranjiv Khush

#### 2. Adoption of Agenda

A motion was made by Director Smith and seconded by Director Samson to adopt the agenda.

There were no public comments.

Voting Yea: Directors Samson, Smith, and Russell

Absent: Directors Schmitt and Khush

### **3. Public Comment on Non-Agenda Matters**

There were no public comments.

### **4. Regular Items**

- a. Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors on March 8, 2024

**RECOMMENDATION:** Approve the minutes

A motion was made by Director Samson and seconded by Director Smith to approve the minutes.

There were no public comments.

Voting Yea: Directors Samson, Smith, and Russell

Absent: Directors Schmitt and Khush.

- b. Professional Services Agreement with Stantec Consulting Services, Inc. for Engineering Design Services

**RECOMMENDATION:** Review and refer to a future regularly scheduled Board meeting for the award of professional services agreement to Stantec Consulting Services, Inc. for design engineering services

Engineering Director Alex Anaya introduced Associate Engineer Matt Steiner, who provided brief presentations on three valve projects involving the proposed assistance of consultants from Stantec Consulting Services. Discussion occurred throughout the presentation.

There were no public comments.

A motion was made by Director Smith and seconded by Director Schmitt to refer this item to be considered for approval at a future Board meeting.

- c. Update on Water Main Breaks in the Distribution System

**RECOMMENDATION:** Receive staff update on water main breaks in the distribution system

Superintendent of System Maintenance & Support Services Mark Hedeem provided an overview of how the District addresses water main breaks, and Water Quality Manager Lucy Croy spoke about the unplanned discharges when water main breaks occur. There was conversation between the Board and staff during the presentation.

There were no public comments.

This was an information item. The Board did not take any formal actions.

## **5. Upcoming Meeting**

Chair Russell announced that the next Operations Committee Meeting was scheduled for May 17, 2024.

## **6. Adjournment**

There being no further business, the Operations Committee Meeting/Special Meeting of the Board of Directors adjourned at 10:48 a.m.



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Terrie Gillen, CMC  
Board Secretary

The minutes were approved at the Operations Committee Meeting/Special Meeting of the Board of Directors on May 17, 2024.