



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

Tuesday, December 16, 2025 at 5:30 PM

MINUTES

LOCATIONS:

Open Session to start at or after 6:30 p.m.

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

Outside location for Director Larry Russell - Hotel Costa Australis, Pedro Montt 262, Business Center, Puerto Natales, Magallanes y la Antartica Chilena, Chile 6160000

Closed Session begins at 5:30 p.m.

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

Public Participation:

The public attended this meeting in-person or remotely using one of the following methods: on a computer or smart device, <https://marinwater.zoom.us/j/88134852296>, or by phone, 1-669-444-9171, using Webinar ID No. 881 3485 2296.

AGENDA ITEMS:

1. Call to Order and Roll Call

Board President Matt Samson called the meeting to order at 5:30 p.m.

DIRECTORS PRESENT

Jed Smith

Ranjiv Khush

Diana Maier

Larry Russell

Matt Samson

2. Adoption of Agenda

Vice President Smith motioned to adopt the agenda. Director Khush seconded the motion.

There were no public comments.

Voting Yea: Directors Smith, Khush, Maier, Russell, and Samson

The agenda was adopted.

3. Announcement of Closed Session Item(s); Public Comments on Closed Session Item(s)

With no public comments, the Board convened to Closed Session and went to the Mt. Tam Conference Room at 5:31 p.m. to discuss the following item.

a. Public Employee Performance Evaluation

(California Government Code §54957(b)(1))

Title: General Manager

The closed session was adjourned. The Board went back to the Board Room.

4. Reconvene to Open Session; Closed Session Report Out

At 6:32 p.m., the Board reconvened the Open Session.

The board president reported that no reportable action occurred at the closed session.

5. Public Comment on Non-Agenda Matters

There was one (1) public comment.

6. Directors' and General Manager's Announcements

- General Manager Ben Horenstein announced his retirement at the end of 2026, when his contract expires. The directors thanked him for his service.
- Director Maier reported that she attended the North Bay Water Reuse Authority Board Meeting and mentioned topics discussed at the meeting.
- Vice President Smith mentioned that he attended the Marin-Sonoma Coordination Meeting and reported on items that were discussed at this meeting.

7. Board Committee Reports

Planning Committee Vice Chair Khush provided highlights from the December 11 Planning Committee Meeting/Special Meeting of the Board of Directors.

8. Consent Items

- a. December 1, 2025 Special Meeting Board Minutes and December 9, 2025 Regular Meeting Board Minutes

RECOMMENDATION: Accept the minutes of the Board of Directors' special meeting (Board Retreat) on December 1, 2025 and regular bi-monthly meeting on November 18, 2025

- b. General Manager's Report November 2025

RECOMMENDATION: Approve Report

- c. Award of Contract No. 2037 - Fire Flow Improvement Program – Sleepy Hollow Pipeline Replacement Project (F24002)

RECOMMENDATION: Approve a resolution authorizing award of Contract No. 2037, Fire Flow Improvement Program – Sleepy Hollow Pipeline Replacement Project, to Argonaut Constructors, Inc. in the amount of \$1,528,132 (*Resolution No. 8824*)

- d. 2026 Annual Strategic Work Plan

RECOMMENDATION: Accept the District's 2026 Annual Strategic Work Plan

- e. Ordinance No. 471 Updating District's Cross Connection Code

RECOMMENDATION: Adopt proposed Ordinance No. 471 to update the District's cross-connection code to reflect recent regulatory changes

Before approval of the Consent Calendar, Board President Samson provided some comments regarding an item in the General Manager's report and a public comment that was made.

Director Khush made the motion to adopt the Consent Calendar items. Director Maier seconded the motion.

There were no public comments.

Voting Yea: Directors Smith, Khush, Maier, Russell, and Samson

Motion passed to approve the Consent Calendar items.

9. Regular Items

- a. North Marin Line Stabilization Project Revisions and Supplemental Initial Study/Mitigated Negative Declaration

RECOMMENDATION: Approve a resolution adopting the Final Supplemental Initial Study/Mitigated Negative Declaration and Mitigation Monitoring Reporting Program for the Revised North Marin Line Stabilization Project, and approving the Revised North Marin Line

Stabilization Project; and Direct staff to file a Notice of Determination with the Marin County Clerk and State Clearinghouse (*Resolution No. 8825*)

Engineering Director Alex Anaya and Planning Engineering Manager Elysha Irish presented this item.

Discussion ensued.

There were no public comments.

Director Maier made the motion to approve the resolution. Director Khush seconded the motion.

Voting Yea: Directors Smith, Khush, Maier, Russell, and Samson

This resolution was approved.

- b. Approve a Professional Services Agreement with Kitchell for Owners Representative Services for Work Facilities Concepts

RECOMMENDATION: Approve a professional services agreement with Kitchell for Owners Representative Services to provide detailed technical evaluation and provide building concepts for the rehabilitation of the Administration and Corporation Yard buildings, in an amount not to exceed \$496,758 and authorize the General Manager to execute the agreement

Engineering Director Anaya also presented this item.

Discussion followed.

There was one (1) public comment.

Director Khush made the motion to approve staff's recommendation. Director Maier seconded the motion..

Voting Yea: Directors Smith, Khush, Maier, and Samson

Voting Nay: Director Russell

The motion passed.

10. Future Board and Committee Meetings and Upcoming Agenda Items

- a. Upcoming Meetings

The board secretary announced corrections to the dates previously stated in the packet, including Board meetings starting at 5 p.m. beginning on January 6, 2026.

There were no comments.

11. Announcement of Closed Session Item(s); Public Comments on Closed Session Item(s) - None.

12. Reconvene to Open Session; Closed Session Report Out - Not Applicable.

13. Adjournment

There being no further business, the Board of Directors' meeting on December 16, 2025, adjourned at 7:30 p.m.



Terrie Gillen, CMC
Board Secretary

On January 6, 2026, the Board of Directors approved the December 16, 2025 Board Meeting Minutes.