



NOTICE OF THE PLANNING COMMITTEE/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, September 23, 2025 at 9:30 AM

AGENDA

LOCATIONS:

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

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

Public Participation:

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

On a computer or smart device, go to: <https://marinwater.zoom.us/j/86822995553>

By phone, dial: **1-669-444-9171** and use Webinar ID: **868 2299 5553**

HOW TO PROVIDE PUBLIC COMMENT:

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

-- **In-Person Attendee:** Fill out a speaker card and provide to the board secretary. List the number/letter (ex: 6a) of the agenda item(s), for which you would like to provide a comment. Once you're called, proceed to the lectern to make your comment.

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

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

AGENDA ITEMS:

1. **Call to Order and Roll Call**
2. **Adoption of Agenda**
3. **Public Comment on Non-Agenda Matters**

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

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

- a. Minutes of the Planning Committee Meeting on August 26, 2025

RECOMMENDATION: Accept the minutes

- b. Renewal of Geographic Information System (GIS) Enterprise License Agreement

RECOMMENDATION: Review and comment on the proposed Geographic Information System (GIS) Enterprise License Renewal

- c. Bon Tempe Water Treatment Plant - Backwash Valves Replacement Project (D23008)

RECOMMENDATION: Review and comment on the proposed contract award for the Bon Tempe Treatment Plant - Backwash Valves Replacement Project

- d. Water Efficiency Master Plan Year in Review

RECOMMENDATION: Review and comment on the Water Efficiency Master Plan Year in Review

- e. Roads and Trails On-Call Maintenance Contract (CN-2057), FY26-28

RECOMMENDATION: Review and comment on the Roads and Trails On-Call Maintenance Contract (CN-2057), FY26-28

5. **Upcoming Meeting**

The next Planning Committee Meeting/Special Meeting of the Board of Directors is scheduled on Tuesday, October 28, 2025 at 9:30 a.m.

6. **Adjournment** (11:00 a.m. – Time Approximate)

ADA NOTICE AND HEARING-IMPAIRED PROVISIONS

In accordance with the Americans with Disabilities Act (ADA) and California Law, it is Marin Water's policy to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are an individual with a disability and require a copy of a public hearing notice, an agenda, and/or agenda packet in an appropriate alternative format, or if you require other accommodations, please contact the Board Secretary/ADA Coordinator at 415.945.1448, at least two business days in advance of the meeting. Advance notification will enable Marin Water to make reasonable arrangements to ensure accessibility.

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

(Posted: 09-19-2025)



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Minutes of the Planning Committee Meeting on August 26, 2025
From: Terrie Gillen, Board Secretary
Through: Ben Horenstein, General Manager
Meeting Date: September 23, 2025

TYPE OF ITEM: X Approve Review and Comment

RECOMMENDATION: Accept the minutes

SUMMARY: The Planning Committee held a meeting on August 26, 2025. Staff is requesting that the minutes be accepted.

DISCUSSION: None.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: None.

ATTACHMENT(S):

1. Draft August 26, 2025 Minutes of the Planning Committee Meeting

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Communications & Public Affairs Department	 Terrie Gillen Board Secretary	 Ben Horenstein General Manager



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MINUTES

LOCATIONS:

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

Public Participation:

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AGENDA ITEMS:

1. Call to Order and Roll Call

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

DIRECTORS PRESENT

Diana Maier

Matt Samson

Jed Smith (*left the meeting at 11:08 a.m.*)

Ranjiv Khush

Larry Russell

2. Adoption of Agenda

Vice Chair Khush made the motion to adopt the agenda. Director Maier seconded the motion.

There were no public comments.

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

3. Public Comment on Non-Agenda Matters

There were no public comments.

4. Regular Items

- a. Minutes of the Planning Committee Meeting on July 22, 2025

RECOMMENDATION: Accept the minutes

The directors accepted the minutes.

There were no public comments.

- b. Capital Improvement Program – Marin City Phase II Pipeline Replacement Project (GC25005)

RECOMMENDATION: Review and comment on the Capital Improvement Program - Marin City Phase II Pipeline Replacement Project

Engineering Director Alex Anaya introduced this item, and Assistant Engineer Hagar Negash presented this item.

Discussion ensued.

There were no public comments.

- c. 2025 School Education Program Refresh

RECOMMENDATION: Review and comment on the updated 2025 School Education Program

Water Resources Director Paul Sellier introduced this item, and Water Efficiency Supervisor Christina Mountanos presented this item.

Discussion followed.

There were two (2) public comments.

- d. Recycled Water System Update

RECOMMENDATION: Review and comment on staff update regarding the recycled water system

Water Resources Director Sellier and Water Resources Specialist Nick Busse presented this item.

Discussion between the board and staff occurred throughout the presentation.

There were two (2) public comments.

e. ERP Modernization – Custom Tools Integration

RECOMMENDATION: Review and comment on the ERP Modernization Project – Custom Tools Integration

Finance Director Bret Uppendahl introduced this item. Information Technology Supervisor Rajesh Kewal and Information Technology Manager Brad Taylor presented this item.

Director Smith left the meeting.

Discussion between the directors and staff occurred during and after the presentation.

There were no public comments.

5. Upcoming Meeting

Chair Russell announced that the next Planning Committee Meeting will take place on September 23, 2025.

6. Adjournment

There being no further business, the Planning Committee Meeting/Special Meeting of the Board of Directors was adjourned at 11:18 a.m.

Board Secretary



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Renewal of Geographic Information System (GIS) Enterprise License Agreement
From: Bret Uppendahl, Finance Director
Through: Ben Horenstein, General Manager
Meeting Date: September 23, 2025

BC
BH

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on the proposed Geographic Information System (GIS) Enterprise License Renewal

SUMMARY: Over the past 32 years, District staff have used geographic information systems software for many mapping and decision making purposes. The District currently uses GIS products from Environmental Systems Research Institute (ESRI). In 2022, the District entered into an ESRI ArcGIS Enterprise License Agreement (License Agreement), which allowed the District to expand GIS accessibility to additional staff and to utilize additional features. The existing license agreement will expire in October 2025. Staff is recommending a three (3) year renewal of the existing License Agreement.

DISCUSSION: The District currently has approximately 130 ArcGIS users across multiple departments. The GIS system is highly integrated with the District's ERP software (SAP), and the services provided by GIS and SAP are essential tools for engineering, watershed and field staff. The GIS software and SAP integrations enable staff to conduct water modeling, planning analyses, capital project tracking and mapping for valve exercising. Watershed and Water Quality staff utilize the mobile features to collect data, update field maps, and develop dashboards that can be shared with the public. As part of the District's ERP modernization effort, staff will be upgrading the GIS software to the new utility network model and will develop new integrations for SAP's cloud-based S/4Hana platform. The proposed License Agreement includes software required for the future GIS utility network model, which will help facilitate the transition and migration of existing integrations to the new model.

A proposed agreement with ESRI for the License Agreement renewal will be brought to a future regularly scheduled Board of Directors meeting for consideration of approval.

ENVIRONMENTAL REVIEW: Not Applicable.

FISCAL IMPACT: It is anticipated that the total cost of a new three (3) year License Agreement will be \$180,000, or \$60,000 per year. This represents an annual increase of \$5,000 compared to the current license agreement. Funding for this software is currently available in the District's IT operating budget.

ATTACHMENT(S): None.



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Bon Tempe Water Treatment Plant - Backwash Valves Replacement Project (D23008)
From: Alex Anaya, Director of Engineering
Through: Ben Horenstein, General Manager
Meeting Date: September 23, 2025

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on the proposed contract award for the Bon Tempe Treatment Plant - Backwash Valves Replacement Project

SUMMARY: The Bon Tempe Treatment Plant - Backwash Valves Replacement Project will include furnishing labor, materials and equipment for the installation of 24-inch and 8-inch welded steel pipe, valves, associated electrical components, and appurtenances at the Bon Tempe Treatment Plant. District staff will make a recommendation for the contract award at a future regularly scheduled Board meeting.

DISCUSSION: The Bon Tempe Treatment Plant, with the capacity of 20 million gallons per day was constructed in 1959. The backwash system is a vital component in the treatment process as it allows water to flow by gravity from the wash water storage tank through the plant's four filter beds in order to clean the filters. The backwash process agitates dirt and debris particles that have accumulated onto the filter media during the water treatment process. Once the backwash is complete, the backwash water is drained from the system into the holding pond. An uncleaned filter bed results in restricted flow through the filter media and through the plant, reducing the overall capacity of the plant. The backwash process cleans the filters which allows for optimized flow of water through the plant filter beds.

The existing five 24-inch backwash control valves, which control the flow of water from the wash water storage tank into the filters for backwashing, are at the end of their useful life and are due for replacement.

This proposed project will address the deteriorating condition of the existing backwash system by replacing existing backwash valves, select pipe, and associated appurtenances. The primary backwash control valve will be relocated into a new vault on the exterior of the plant for ease of maintenance. A new 24-inch isolation valve and 8-inch bypass pipeline will be installed upstream of the new primary

backwash control valve for redundancy and to allow filter maintenance without a complete plant shutdown.

The replacement and installation of the new backwash valves and bypass will ensure proper functionality of the Bon Tempe Treatment Plant backwash system while enhancing the operational reliability of the water treatment infrastructure.

Estimated costs and schedule for this proposed project are shown below.

Estimated Budget:

Engineer's Estimate:	\$530,000
Contingency (20%):	\$110,000
Professional Services:	\$42,460
Materials:	\$175,000
District Labor/Inspection:	\$325,000
Total Budget:	\$1,182,460
Budget Category:	A1A04

Estimated Project Implementation:

Project Advertisement	September 16, 2025
Bid Opening:	October 9, 2025
Project Award:	October 21, 2025
Estimated Completion Date:	April 30, 2026
Duration:	191 days

ENVIRONMENTAL REVIEW: The Director of Engineering has found that the Project is Categorically Exempt pursuant to California Environmental Quality Act (CEQA) Guideline Section 15302 (c), Replacement or Reconstruction. The project qualifies for exemption pursuant of to Section 15302 (c) inasmuch as it includes the replacement of existing valves and water pipeline involving negligible or no expansion of capacity.

FISCAL IMPACT: The total cost to complete the Bon Tempe Treatment Plant - Backwash Valves Replacement Project is estimated at \$1,182,460, inclusive of District Labor and contingencies. Funding for this proposed project is included in the Capital Improvement Budget (FY 2026).

ATTACHMENT(S):

1. Site Map

N

Attachment 1

MMWD- Capital Improvement Project Bon Tempe Treatment Plant- Backwash Valve Replacement Marin County Winter 2026

Section 4. Item #c.



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STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Water Efficiency Master Plan Year in Review
From: Paul Sellier, Director of Water Resources
Through: Ben Horenstein, General Manager
Meeting Date: September 23, 2025

PS
BS

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on the Water Efficiency Master Plan Year in Review

SUMMARY: The 2024 Water Efficiency Master Plan (WEMP), adopted on July 16, 2024, provides a strategic roadmap for advancing water conservation and promoting long-term water savings. The plan establishes measurable goals and identifies targeted activities to maximize water savings. By leveraging policy updates, customer education, financial incentives, innovation, and collaboration, the WEMP aims to reduce potable water use and strengthen the District's resiliency and sustainability. Staff will present fiscal year (FY) 2024 accomplishments and outline next steps for continued WEMP implementation in FY2025.

DISCUSSION: Each fiscal year, staff will provide the Board with an update on water efficiency activities, estimated water savings, and programmatic highlights. This annual update is intended to track progress on implementation of the Water Efficiency Master Plan and to provide transparency regarding participation levels, outcomes, and lessons learned. Staff will present an overview of program participation and associated estimated water savings for FY2024.

Although the WEMP process began in 2020, formal adoption in 2024 allowed the District to integrate lessons learned from drought-related activities, while also expanding opportunities for new strategies and goals. The District's Water Efficiency Program is already well-established, highly regarded, and has received multiple awards for its success in helping customers use water efficiently and reduce demand. Building on that foundation, the 2024 WEMP establishes a framework for achieving the highest level of water savings that is both practical and supported by the community.

Staff will review FY2024 activities including policy updates, modifications to incentive programs, program evaluations, and ongoing collaborations with regional and community partners. These efforts reflect the District's commitment to implementing the WEMP and supporting customers in reducing water use while maintaining service reliability and sustainability.

FY2024 Program participation and Water Savings

As part of the 2024 WEMP, goals for participation levels in water efficiency programs were established along with targets for annual water savings. Staff will present the annual participation goal for the programs, the actual participation, and the associated water savings.

ENVIRONMENTAL REVIEW: Not Applicable.

FISCAL IMPACT: None.

ATTACHMENT(S): None.



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Roads and Trails On-Call Maintenance Contract (CN-2057), FY26-28
From: Shaun Horne, Director of Watershed Resources
Through: Ben Horenstein, General Manager
Meeting Date: September 23, 2025

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on the Roads and Trails On-Call Maintenance Contract (CN-2057), FY26-28

SUMMARY: The Mt. Tamalpais Watershed Road and Trail Management Plan (RTMP) outlines the best management practices and environmental protection measures for maintaining watershed roads and trails. The District awarded an On-Call Road and Trail Maintenance Contract on May 17, 2022 for a two-year term and extended the contract for one additional year in 2024 per the terms of the contract, which expired on June 30, 2025. Due to the current contract expiring, the District is advertising a new On-Call Roads and Trails Maintenance Contract (CN-2057) and will open bids in October 2025. District staff will make a recommendation for contract award at a future regularly scheduled Board meeting.

DISCUSSION: In April 2005, the District adopted the Mt. Tamalpais Watershed Road and Trail Management Plan (RTMP), which outlines best management practices and environmental protection measures for maintaining watershed roads and trails. As part of this plan, the District proactively maintains service roads to support emergency access and water infrastructure servicing, and repairs trails to ensure safe public access and prevent environmental degradation.

To implement these activities, the District utilizes a combination of staff, volunteers and contractors. Currently, the District is focused on several key efforts, including repairing approximately 70 watershed culverts, constructing the Azalea Hill Trail Project Parking Lot, and performing routine annual road and trail maintenance to protect water quality and maintain access to critical water distribution facilities. These projects often require the use of heavy equipment and specialized skills that exceed the capacity of other contractors such as the California Conservation Corps and California Conservation Corps North Bay, who have historically supported lighter maintenance tasks.

Over the years, the District has successfully partnered with similar contractors for a range of projects, including construction of retaining walls along Liberty Gulch, culvert installations, pipeline replacements, roadside brushing, bridge construction and parking lot repairs.

To support these ongoing needs, the District advertised Contract No. 1981 for on-call watershed roads and trail maintenance on April 9, 2022, and awarded the contract to Piazza Construction on May 17, 2022. Contract No. 1981 expired on June 30, 2025.

The District is now seeking bids for a new on-call roads and trails maintenance contract to ensure the continuation of critical watershed RTMP maintenance and implementation efforts. The work outlined in this new contract will support proactive road and trail management and enhance the District's ability to respond to seasonal impacts and urgent repair needs. This contract will be used to maintain fire road infrastructure to ensure access to critical water distribution facilities and address erosion issues along roads and trails to protect water quality.

In September 2025, the District released a notice inviting bids for a new three (3) year RTMP Maintenance contract. The notice was published in the local newspaper and posted on the District's external bid posting website to inform contractors of the opportunity. Sealed bids will be received and reviewed by the District and the lowest qualified bidder will be selected. District staff will make a recommendation for contract award at a future regularly scheduled Board meeting.

ENVIRONMENTAL REVIEW: The District as the Lead Agency, has prepared a Programmatic Environmental Impact Report (PEIR), pursuant to the provisions of CEQA for roads and trails maintenance, which was adopted in 2005 and covers all work being proposed under this contract.

FISCAL IMPACT: Staff estimate the costs to perform the roads and trails maintenance work over the initial three years, during FY26, FY27 & FY28, will be \$2,200,000. Funds for this contract are budgeted in the District's Watershed Division roads and trails Operations and Capital budgets.

ATTACHMENT(S): None.