



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

Tuesday, May 27, 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/Special Meeting of the Board of Directors on April 22, 2025

RECOMMENDATION: Approve the minutes

- b.** On-Call Environmental Compliance and Regulatory Permit Services

RECOMMENDATION: Review and comment on proposed award of two professional services agreements with separate consultant firms for routine on-call environmental compliance and regulatory agency permit services

- c.** Capital Improvement Program – Bridgeway Pipeline Replacement Project (D24027)

RECOMMENDATION: Review and comment on the proposed Bridgeway Pipeline Replacement Project

- d.** Nicasio Spillway Modification Project Update (D25007) and Professional Services Agreement for Related Survey Work

RECOMMENDATION: Review and comment on the update for the Proposed Nicasio Spillway Modification Project and proposed award of a professional services agreement for boundary survey work in support of the Proposed Nicasio Spillway Modifications Project

- e.** Advanced Metering Infrastructure (AMI) Update

RECOMMENDATION: Review and comment on staff update regarding Advanced Metering Infrastructure (AMI)

5. Upcoming Meeting

The next Planning Committee Meeting/Special Meeting of the Board of Directors will take place on Tuesday, June 24, 2025.

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

ADA NOTICE AND HEARING-IMPAIRED PROVISIONS

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Posted: 05-23-2025



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on April 22, 2025
From: Terrie Gillen, Board Secretary
Through: Ben Horenstein, General Manager
Meeting Date: May 27, 2025

TYPE OF ITEM: X Approve Review and Comment

RECOMMENDATION: Approve the minutes

SUMMARY: The Planning Committee/Board of Directors held a meeting on April 22, 2025. Staff is requesting that the minutes be approved.

DISCUSSION: None.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: None.

ATTACHMENT(S):

1. Draft April 22, 2025 Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors

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



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

Tuesday, April 22, 2025 at 9:30 AM

MINUTES

LOCATIONS:

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

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

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AGENDA ITEMS:

1. Call to Order and Roll Call

Chair Larry Russell called the meeting to order at 9:31 a.m.

DIRECTORS PRESENT

Diana Maier

Matt Samson

Jed Smith

Ranjiv Khush

Larry Russell

2. Adoption of Agenda

Director Smith made the motion to adopt the agenda. Vice Chair Khush 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 was one (1) public comment.

4. Regular Items

- a. Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on March 25, 2025

RECOMMENDATION: Approve the minutes

Director Smith made the motion to approve the agenda. Vice Chair Khush seconded the motion.

There were no public comments.

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

- b. Capital Improvement Program – Park Road Pipeline Replacement Project (D25019)

RECOMMENDATION: Review and comment on the proposed Park Road Pipeline Replacement Project

Engineering Director Alex Anaya introduced Assistant Design Engineer Ava Pridgeon, who presented this item.

Discussion followed.

There were no public comments.

- c. Kastania Pump Station Phase 2 Rehabilitation Project Update

RECOMMENDATION: Review and comment on the update for the Kastania Pump Station Phase 2 Rehabilitation Project

Engineering Design Manager Zak Talbott and Water Quality Manager Lucy Croy presented this item.

Discussion between staff and the directors occurred throughout the presentation.

There was one (1) public comment.

d. Capital Improvement Program Budget Update

RECOMMENDATION: Review and comment on the proposed FY26 and FY27 Capital Improvement Program Budget

Engineering Director Anaya introduced Engineering Planning Manager Elysha Irish, who presented this item.

Discussion between the directors and staff occurred throughout the presentation.

There was one (1) public comment.

5. Upcoming Meeting

Not mentioned, but stated on the agenda that the next Planning Committee Meeting/Special Meeting of the Board of Directors is scheduled for Tuesday, May 27, 2025 at 9:30 a.m.

6. Adjournment

There being no further business, the Planning Committee Meeting/Special Meeting of the Board of Directors adjourned at 11:04 a.m.

Board Secretary



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: On-Call Environmental Compliance and Regulatory Permit Services
From: Alex Anaya, Director of Engineering
Through: Ben Horenstein, General Manager
Meeting Date: May 27, 2025

AA BH

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on proposed award of two professional services agreements with separate consultant firms for routine on-call environmental compliance and regulatory agency permit services

SUMMARY: In alignment with the District’s Five Year Strategic Plan, the District is leveraging consultant firms to support environmental compliance for various routine District infrastructure and watershed projects. The proposed contracts will provide the District with environmental compliance and regulatory agency permitting services for projects requiring California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), environmental permitting, biological surveys, cultural resources assessments, hydrologic analysis and geomorphic monitoring. Environmental compliance support is necessary for the District to implement these various routine infrastructure and watershed maintenance projects which include upkeep of trails, upgrades to water distribution and storage infrastructure, and support of vegetation management for wildfire fuel reduction.

DISCUSSION: The current environmental compliance and regulatory agency permit services contract was awarded to ESA on July 2, 2019 and expires June 30, 2025. This contract was extended with four amendments which provided the District with much needed environmental agency and permitting resources for several watershed and infrastructure projects including the development of the Lagunitas Creek Flow Release Study and Temporary Urgency Change Petition (TUCP), Permitting for the Emergency Intertie Project, Watershed Culvert Permit Package, Azalea Hill Trail environmental review, Pine Mountain Tunnel Replacement CEQA compliance, and other smaller CEQA analyses for water infrastructure projects.

District staff solicited proposals to continue these on-call environmental compliance and permitting services based on the projected capital program in the coming years. Environmental compliance support is necessary for the District to implement various infrastructure and watershed maintenance projects, including upkeep of trails, upgrades to water distribution infrastructure, and support of vegetation management for wildfire fuel reduction. These services include CEQA/NEPA documentation,

environmental permitting, monitoring for permit conditions, biological surveys, cultural resources assessments, hydrologic analysis, and geomorphic monitoring. In the spring of 2025, the District issued a Request for Proposals to five San Francisco Bay Area firms that were identified as having sufficient in-house expertise to address all of the components of the District’s environmental services scope of work. The five firms included, Environmental Science Associates (ESA), Panorama Environmental & Stillwater Science collaborative (Panorama), ICF, Kleinfelder, and Montrose Environmental & Sequoia Ecological Consulting Inc. collaborative (Montrose).

District staff established a review committee and evaluated the proposals followed by conducting interviews with all five consulting firms during the week of May 5th, 2025. Following the interview process, staff identified that both ESA & Panorama had a comprehensive understanding of the work the District was seeking and provided experienced teams to meet those needs. ESA has been providing environmental consulting services in the Bay Area since 1969 and has worked on numerous District projects in the past, including the most recent environmental on-call contract. ESA’s core service area is CEQA/NEPA documentation, permitting, monitoring, environmental hydrology, and sustainability services. Panorama I has been providing consulting services in the Bay Area since 2011. Panorama has worked on numerous District projects in the past, including the Peacock Gap Recycled Water Pipeline Feasibility Study, Ross Reservoir Landslide Repair Project and the District’s Biodiversity Fire and Fuels Integrated Plan (BFFIP). Panorama specializes in CEQA/NEPA documentation, resource surveys and monitoring, data collection and research, wetland delineation and habitat mitigation and has many local jurisdictional on-call contracts, such as one with the Marin Wildfire Prevention Authority. In addition, Panorama is partnering with Stillwater Science for this contract, and Stillwater Science brings a breadth of fisheries expertise and permitting experience.

Each proposed contract will be for a not-to-exceed amount of \$250,000, for a total authorized amount of \$500,000 for both contracts. Direct funding encumbrances are not required for either contract, as work performed will be funded by specific projects or operation fund centers, previously included in the District’s adopted budget, which will utilize these services. Having two separate contracts to utilize will ensure that staff have an environmental firm available to provide environmental assistance as needed over the next three years.

Staff recommend the Board to review and comment on this item for proposed future contract award.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: Funding for these contracts will come from budgeted capital projects or operation fund centers, on an as-needed basis, that require these services.

ATTACHMENT(S): None.



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Capital Improvement Program – Bridgeway Pipeline Replacement Project (D24027)
From: Alex Anaya, Director of Engineering
Through: Ben Horenstein, General Manager
Meeting Date: May 27, 2025

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on the proposed Bridgeway Pipeline Replacement Project

SUMMARY: The Bridgeway Pipeline Replacement Project (Project) will install approximately 870 feet of new pipe to replace the old and leak prone pipe in the City of Sausalito. On June 5, 2025, the District will open construction bids for the project. District Staff will make a recommendation for contract award at a future regularly scheduled Board meeting.

DISCUSSION: The Bridgeway Pipeline Replacement Project is a component of the District's Capital Improvement Program. The Project will install approximately 870 feet of 12, 8 and 6-inch welded steel pipe to replace old, leak-prone cast iron, and asbestos cement pipe installed as early as 1943. This section of pipe has experienced two main breaks which have resulted in costly claims to the District. Removing this section of old pipe will improve system reliability and reduce risk of further main breaks and claims in this area.

The Project takes place in the location described in Table 1 and shown on the Map provided in Attachment 1.

Table 1
Pipeline Replacement Locations

STREET	LENGTH	INSTALLATION DATE	EXISTING SIZE & TYPE
Bridgeway	355	1943	6" & 12" CIP
Easement	515	1958	6" & 10" ACP & WSP

* CIP = Cast Iron Pipe * ACP=Asbestos Cement Pipe * WSP=Welded Steel Pipe

These street segments were evaluated for the installation of recycled water piping. The nearest existing recycled water pipeline is approximately 10.2 miles away located in the intersection of San

Pedro Road and Sequoia Road in the community of Los Ranchitos. The closest waste water treatment plant, Mill Valley Sewage Plant, is located approximately 3.1 miles away in Mill Valley. However, their facilities are not equipped to provide tertiary recycled water.

Summaries of the estimated Project costs and schedule are provided below.

Budget:

Engineer's Estimate:	\$475,000
Contingency (10%):	\$50,000
Materials:	\$87,000
District Labor/Inspection:	\$65,000
Total Budget:	\$677,000
Budget Category:	A1A02A

Proposed Project Implementation:

Project Advertisement:	May 22, 2025
Bid Opening:	June 5, 2025
Project Award:	June 17, 2025
Estimated Completion Date:	September 15, 2025
Duration:	90 days

District staff intend to make a recommendation for consideration of project approval and contract award for this item at a future regularly scheduled Board meeting.

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, and statutorily exempt under Public Resources Code section 21080.21, Pipelines less than one mile. The Project qualifies for exemption pursuant to Section 15302 (c) inasmuch as it is the replacement of existing water pipeline involving negligible or no expansion of capacity and statutorily exempt pursuant to Public Resources Code section 21080.21 since the Project will replace less than one mile of pipe within the public right of way or street.

FISCAL IMPACT: The total cost to complete the Bridgeway Pipeline Replacement Project is estimated at \$677,000, inclusive of District labor, materials and contingency.

ATTACHMENT(S):

1. Site Map

BRIDGEWAY PIPELINE REPLACEMENT PROJECT SAUSALITO, CA



Bridgeway Ave.
North -
Sausalito

Bridgeway

Coloma St

Coloma St

PIPELINE REPLACEMENT

Heath Way

0 55 110 220 Feet



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STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Nicasio Spillway Modification Project Update (D25007) and Professional Services Agreement for Related Survey Work
From: Alex Anaya, Director of Engineering
Through: Ben Horenstein, General Manager
Meeting Date: May 27, 2025

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on the update for the Proposed Nicasio Spillway Modification Project and proposed award of a professional services agreement for boundary survey work in support of the Proposed Nicasio Spillway Modifications Project

SUMMARY: Staff will provide an update on the Proposed Nicasio Spillway Modification Project and the work that is underway since the last staff update at the February 13, 2025 Planning Committee meeting, including the need for additional land survey support services to conduct reservoir boundary surveys in connection with the proposed project. During preliminary environmental assessments, it was identified that land survey work would be necessary adjacent to the reservoir and within the community of Nicasio. This work is necessary to identify property boundaries, more accurately evaluate potential inundation effects from the proposed project, establish monuments within the community of Nicasio that tie back to the Seeger Dam crest benchmark, as well as to better inform the upstream hydrological analysis in Nicasio and Halleck Creeks. The level of survey work necessary to complete this task is complicated and lengthy and would overwhelm staffing resources and affect the capital program workflow.

Staff has requested and received a proposal from a qualified land-surveying firm that has experience doing surveys in Marin County. Staff will make a recommendation for award of the professional services agreement for related land surveying work at a future regularly scheduled Board meeting.

DISCUSSION: The District has been actively working on the various aspects of the Nicasio Spillway Modification Project, which is one of the near-term projects identified in the Local Storage Improvement Assessment to improve the resilience of the District's system. The District contracted with the engineering firm Black and Veatch (B&V) to perform the engineering analysis and design of the spillway modification component as well as with Environmental Science Associates (ESA) to assist with environmental review, documentation, permitting and stakeholder engagement.

The District evaluated three different spillway modification alternatives and selected the inflatable rubber gate option that provided the least amount of construction risk and cost while providing a higher degree of operational flexibility. Staff worked to develop the preferred alternative to the 30% design level which has allowed the environmental review process to develop in parallel with the design. The 30% design has been completed as of May and will be submitted to the Division of Safety of Dams (DSOD) for review and feedback. Staff is coordinating a 30% follow-up meeting with DSOD in June 2025 to make adjustments as the 60% design moves forward, which will also be submitted for DSOD review.

During early evaluation of the design alternatives, it was determined that there was insufficient geotechnical information to determine the stability of the dam at the proposed increased water surface level. Staff submitted an application to DSOD for review of the proposed geotechnical soil borings that will be required to complete the stability analysis for the spillway modification, which is needed to ensure the dam continues to be structurally sound in compliance with DSOD criteria.

During preliminary environmental assessments, it was determined that localized land survey around Nicasio Reservoir in the community of Nicasio is needed to identify the 18 property boundaries adjacent to the reservoir so they can be identified and visually referenced. This will require the survey firm to pull property title reports, conduct research at Marin County Recorder's Office and Marin historical records library in order to do a property boundary retracement. Monuments will be set in the community of Nicasio that will be surveyed back to the Seeger Dam benchmark, establishing permanent vertical reference monuments that relates the location of Seeger Dam to the community of Nicasio. Once the property boundaries have been resolved and the new monuments are installed, the land surveyor will be required to file a record of survey with the Marin County Surveyor pursuant to Section 8762 of the California Land Surveyor's Act. Once this survey work is complete, the District will be able with greater accuracy to evaluate the proposed project inundation during the design process as well as provide the necessary vertical control to complete the upstream hydrological analysis. Staff requested and received a proposal for the work described above and will bring a recommendation for award of a professional services agreement for this land surveying work to a future regularly scheduled Board meeting.

Staff has been working through the preliminary engineering analysis including hydrologic and hydraulic assessments and yield studies needed to determine the potential storage increase as well as potential upstream and downstream impacts. As a result of these efforts, staff have identified the need to conduct detailed hydrological analysis to the upstream reaches of the reservoir into Nicasio and Halleck Creeks. This additional analysis is required to understand the existing conditions in the area and the potential for inundation of the parcels adjacent to Nicasio Reservoir related to the tributary creek inflows into the reservoir. These tasks will aid in determining the extent of mitigation measures that may be needed. In addition, it will provide information regarding sediment loads that have migrated into the reservoir.

Under the California Environmental Quality Act (CEQA), staff has determined that an environmental impact report (EIR) is required, which is the highest level of CEQA review. Based on this determination, staff has prepared and published a Notice of Preparation, which will start a 96-day public review and comment period that will end August 4, 2025. This process is designed to gather public input and information that will inform the appropriate scope of the environmental review and assist with preparation of the EIR. In addition, the District is conducting a downstream fisheries and hydrological

study as well as biological assessments and mapping wetlands to better understand existing environmental conditions. Staff has actively engaged several stakeholder groups and are in regular communication with resource agencies and interested parties through the Lagunitas Creek Technical Advisory Committee, Nicasio Landowners Association and Nicasio School Board.

Survey Work Budget:

Survey work: \$228,929
Budget Category: A1A03, A1A16

ENVIRONMENTAL REVIEW: As part of the CEQA process and in addition to the EIR scoping meetings scheduled over the summer, the District will continue its work on the project design and environmental review and analysis that will inform the District's preparation of a draft EIR for this proposed project. Upon completion, the District will release a draft EIR for public review and comment. Comments on the draft EIR will be considered and responded to as part of the EIR process. Following this work, a future item will be brought to the Board for consideration of certification of the EIR and project approval. District staff will continue its public engagement and updates throughout this process.

FISCAL IMPACT: The total cost to complete this survey work in support of the Proposed Nicasio Spillway Modification Project is estimated at \$228,929, which funding has been identified in the Capital Improvement Program Budget under the A1A03 and A1A16 fund centers.

Task Description	Budget
Boundary Survey: This task will include perform records research and review files from various sources including the County of Marin Public Works, Marin County Recorder's Office, County of Marin historical records library, and Marin Municipal Water District. Calculate potential locations of boundary monuments for investigation by field crews. Perform boundary survey and collect field data in sufficient detail to locate the exterior boundary intersections of the private parcels with the MMWD's Nicasio Reservoir boundary. Locate fence lines, existing property corners and any features indicating lines of possession.	\$166,150
Record of Survey: File Record of Survey, which is required in accordance with Section 8762, of the California Land Surveyor's Act. Prepare a Record of Survey depicting the resolved boundary lines and any monumentation set and file it with the Marin County Surveyor.	\$19,840
Boundary Staking and Monumentation: Set two monument at the exterior boundary lot corners per lot in accordance with the Record of Survey Map. Monuments will consist of 1/2-inch iron pipes tagged with a plastic plug and professional land surveyor's license number.	\$19,574
Inundation Contour Elevation Layout: Set wood lath with flagging at intervals of approximately 100 feet and some additional staking for sharp changes in direction along the proposed inundation contour elevation of 170.4 feet. The staking will be between the existing Nicasio Reservoir boundary and the adjacent private properties in Nicasio.	\$23,365
Total Amount	\$228,929

ATTACHMENT(S): None.



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Advanced Metering Infrastructure (AMI) Update
From: Paul Sellier, Director of Water Resources
Through: Ben Horenstein, General Manager
Meeting Date: May 27, 2025

PS
BH

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on staff update regarding Advanced Metering Infrastructure (AMI)

SUMMARY: Staff will provide an update focused on key considerations for AMI implementation.

DISCUSSION: Staff will provide the Board with an update on AMI including a review of the options for implementation and key considerations in implementing an AMI system. Key considerations for discussion will include the communication method - radio or cellular, the installation method - meaning turnkey contractor installed versus District-installed, and meter type - analog or digital. Staff will review the pros and cons of the considerations and provide its findings related to each, which will ultimately shape the project and process.

ENVIRONMENTAL REVIEW: Not Applicable.

FISCAL IMPACT: None.

ATTACHMENT(S): None.