



NOTICE OF THE PLANNING COMMITTEE MEETING

Tuesday, July 22, 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 board president 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. 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.

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

- [a.](#) Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on June 24, 2025

RECOMMENDATION: Accept the minutes

- [b.](#) Capital Improvement Program – Canal Pipeline Replacement Project (GC25005)

RECOMMENDATION: Review and comment on the Capital Improvement Program – Canal Pipeline Replacement Project

- [c.](#) Water Efficiency Update on High-Use Customers

RECOMMENDATION: Review and comment on update regarding high use customers' water use trends

4. Upcoming Meeting

The next Planning Committee Meeting/Special Meeting of the Board of Directors is scheduled for Tuesday, August 26, 2025 at 9:30 a.m.

5. Adjournment (10:30 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: 07-18-2025



STAFF REPORT

Meeting Type: Planning Committee
Title: Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on June 24, 2025
From: Terrie Gillen, Board Secretary
Through: Ben Horenstein, General Manager
Meeting Date: July 22, 2025

TYPE OF ITEM: X Approve Review and Comment

RECOMMENDATION: Accept the minutes

SUMMARY: The Planning Committee/Board of Directors held a meeting on June 24, 2025. Staff is requesting that the minutes be accepted.

DISCUSSION: None.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: None.

ATTACHMENT(S):

1. Draft June 24, 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, June 24, 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

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 Number: 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

Diana Maier

Ranjiv Khush

Larry Russell

DIRECTOR ABSENT

Matt Samson

Jed Smith

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

RECOMMENDATION: Approve the minutes

Director Maier made the motion to approve the minutes. Vice Chair Khush seconded the motion.

There were no public comments.

Voting Yea: Directors Maier, Khush, and Russell

- b. Water Efficiency Master Plan Status Update

RECOMMENDATION: Review and comment on the Water Efficiency Master Plan Status Update

Water Resources Director Paul Sellier introduced this item.

Water Efficiency Manager Carrie Pollard and Communications & Public Affairs Manager Adriane Mertens provided a presentation.

Discussion between the directors and staff occurred throughout the presentation.

There was one (1) public comment.

No formal action was taken.

- c. Advanced Metering Infrastructure (AMI) Update

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

AMI Manager Craig Lauridsen presented this item.

Discussion between the directors and staff occurred throughout the presentation.

There was one (1) public comment.

No formal action was taken.

5. Upcoming Meeting

Chair Russell announced the next Planning Committee Meeting/Special Meeting of the Board of Directors will take place on July 22, 2025.

6. Adjournment

There being no further business, the Planning Committee Meeting/Special Meeting of the Board of Directors adjourned on Tuesday, June 24 at 11:30 a.m.


Board Secretary




STAFF REPORT

Meeting Type: Planning Committee

Title: Capital Improvement Program – Canal Pipeline Replacement Project (GC25005)

From: Alex Anaya, Director of Engineering 

Through: Ben Horenstein, General Manager 

Meeting Date: July 22, 2025

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on the Capital Improvement Program – Canal Pipeline Replacement Project

SUMMARY: The Capital Improvement Program – Canal Pipeline Replacement Project will install approximately 3,800 feet of new pipe in the City of San Rafael. On July 29, 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 Canal Pipeline Replacement Project (Project) is a component of the District’s Capital Improvement Program. This Project will install approximately 3,800 feet of new 12”, 8”, 6”, and 4” welded steel pipe to replace asbestos-cement pipe and leak-prone plastic service laterals installed as early as 1951.

The project will take place in the locations described in Table 1 and shown on the map provided in Attachment 1.

Table 1

STREET	LENGTH	INSTALLATION DATE	EXISTING SIZE & TYPE*
Canal St	1300’	1967, 1971	4” ACP, 6” ACP, 8” ACP
Harbor St	550’	1951, 1967	4” ACP, 6” ACP
Larkspur St	660’	1964	6” ACP
Fairfax St	120’	1992	6” WSP, 8” WSP
Sonoma St	120’	1977	6” WSP, 12” WSP
Charlotte Dr	345’	1962	6” ACP
Elaine Way	345’	1962	6” ACP
Marian Ct	360’	1963	4”, 6” ACP

*ACP = Asbestos Cement Pipe, **WSP = Welded Steel Pipe

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

Budget:

Engineer’s Estimate:	\$ 2,100,000
Contingency (10%):	\$ 210,000
Materials:	\$ 380,000
District Labor/Inspection:	\$ 200,000
Total Budget:	\$ 2,890,000
Budget Category:	A1A02A

Estimated Project Implementation:

Project Advertisement:	July 15, 2025
Bid Opening:	July 29, 2025
Project Award:	August 19, 2025
Estimated Completion Date:	January 26, 2026
Duration:	160 days

District staff will make a recommendation for contract award of the Project 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 exempt 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 District was awarded a Bay Area Integrated Regional Water Management (IRWM) Proposition 1 Round 2 grant in the amount of \$6,408,000. The IRWM grant selected Marin City and San Rafael to receive funding for water resiliency projects. Canal Pipeline Replacement Project will be cost shared with grant funding from the IRWM and the District’s Capital Program.

The total cost to complete the Canal Pipeline Replacement Project is estimated at \$2,890,000, inclusive of District Labor, materials, and contingencies.

ATTACHMENT(S):

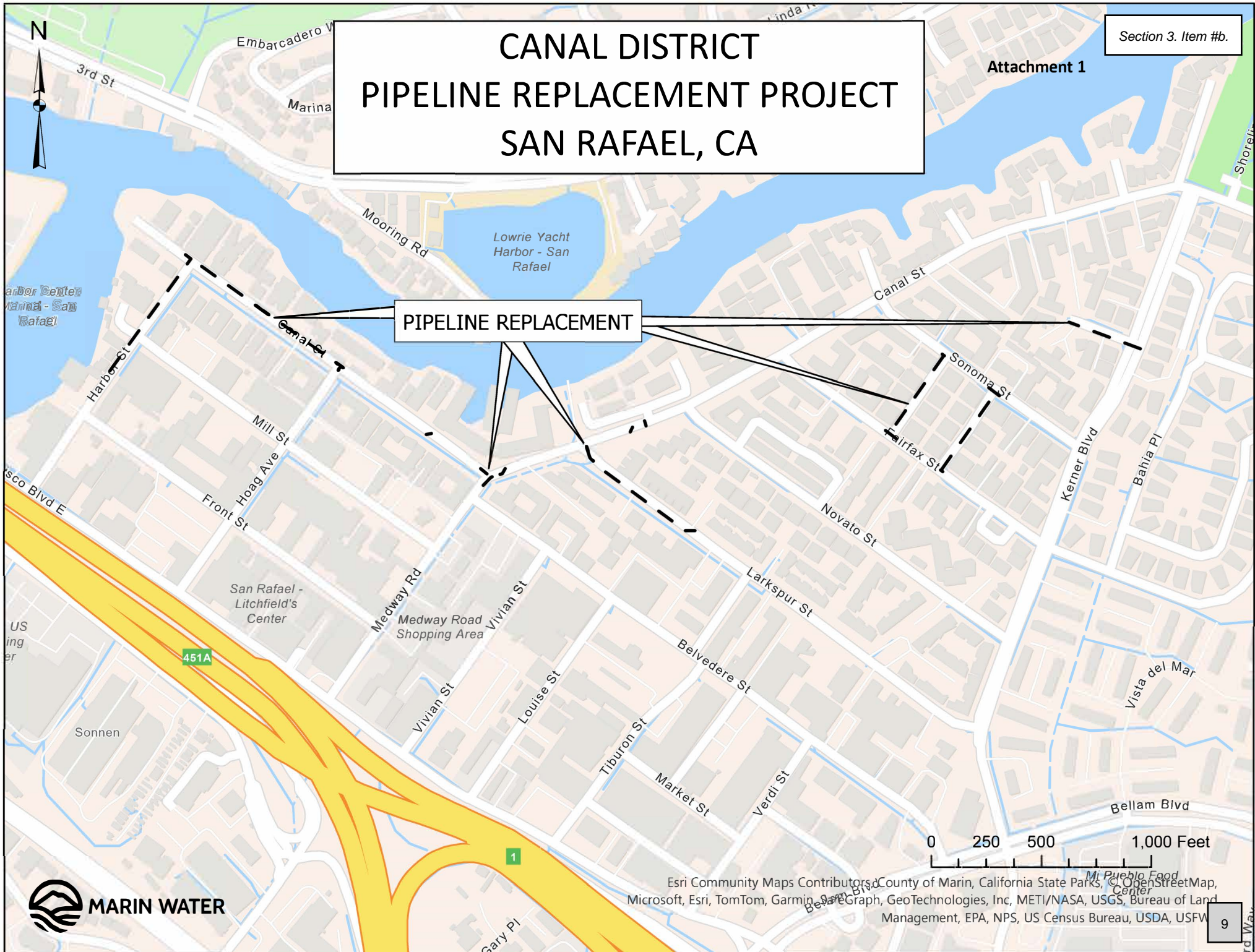
- 1. Site Map

CANAL DISTRICT PIPELINE REPLACEMENT PROJECT SAN RAFAEL, CA

Section 3. Item #b.

Attachment 1

PIPELINE REPLACEMENT



Esri Community Maps Contributors, County of Marin, California State Parks, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA, USFW



STAFF REPORT

Meeting Type: Planning Committee
Title: Water Efficiency Update on High-Use Customers
From: Paul Sellier, Director of Water Resources
Through: Ben Horenstein, General Manager
Meeting Date: July 22, 2025

PS
BH

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on update regarding high use customers' water use trends

SUMMARY: Staff will provide an update on general water use trends of District customers, focusing on single-family residential customers.

DISCUSSION:

The Water Efficiency Master Plan, adopted in 2024, identified high water users as a target area and highlighted the need for data driven solutions. This presentation aims to demonstrate the progress made in these key areas. Staff will provide an update on the general water use trends among District customers. This update will include a detailed review of single-family high-water users, focusing on their consumption patterns from 2018 to 2024. The review will cover tiered water use structures and the impact these have on customer water use. The District adopted tiered rates in mid-2023 that changed the volume of water use within each tier and, as a result, historical comparison of tiers would not provide useful insights. However, for 2024 staff will review the breakdown of water use by tier and how each tier contributes to revenue.

To determine the top users, all users were sorted by their annual water use; then we pulled the top 1%, 5% and 10% for the analysis. In order to compare water use over time, staff considered the highest 1% of users which is 526 accounts; highest 5% of users which is 2,580 accounts on average; and highest 10% of users which is 5,163 accounts on average over a 7-year period. These top 10% of users accounted for approximately 30% of single-family water usage and 40% of District rate revenue in calendar year 2024.

The update will also include a discussion of the participation levels in various Water Efficiency Programs among high-use customers. There are a number of challenges in managing high water users. For example, not all high-water users are inefficient in their use of water and landscape size drives the need for water. While some customers are repeatedly in the high use categories, many appear once or

twice over the 7-year period of the data. For many of these customers that are regularly in a high use category, incentive programs are ineffective at reducing water use suggesting that other approaches such as regulations restricting landscape may be more effective at reducing water use.

ENVIRONMENTAL REVIEW: Not Applicable.

FISCAL IMPACT: None.

ATTACHMENT(S): None