



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

Friday, October 20, 2023 at 9:30 AM

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## AGENDA

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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 Jed Smith - 86 Pine Street, Seattle, WA 98101

### 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://us06web.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](mailto: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 (9:50 a.m. – Time Approximate)**

**a.** Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors of September 15, 2023

**Recommendation:** Approve the minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors of September 15, 2023

**b.** Recycled Water Update - **TABLED TO A FUTURE DATE.**

**Recommendation:** Receive staff update on recycled water

**c.** District Paving Cost Update

**Recommendation:** Receive staff update on current District paving costs and staff initiatives to control paving costs

**d.** Engineering Design Service Contracts

**Recommendation:** Receive staff update on the engineering design service contracts for upcoming capital projects

**5. Upcoming Meeting**

The next Operations Committee Meeting/Special Meeting of the Board of Directors is scheduled for Friday, November 17, 2023, at 9:30 a.m.

- **Key Item:** Valve Cluster Update

**6. Adjournment (10:56 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](http://marinwater.org).*

Posted: 10-17-2023



# STAFF REPORT

**Meeting Type:** Operations Committee/Board of Directors  
**Title:** Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors of September 15, 2023  
**From:** Terrie Gillen, Board Secretary  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** October 20, 2023

**TYPE OF ACTION:**    X    Action                                  Information                                  Review and Refer

**RECOMMENDATION:** Approve the minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors of September 15, 2023

**SUMMARY:** The Operations Committee held a meeting on September 15, 2023. The minutes of that meeting are attached.

**DISCUSSION:** None.

**ENVIRONMENTAL REVIEW:** None.

**FISCAL IMPACT:** None.

**ATTACHMENT(S):**

- Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors of September 15, 2023

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Communications & Public Affairs Department		
	<p align="center"><b>Terrie Gillen</b> Board Secretary</p>	<p align="center"><b>Ben Horenstein</b> General Manager</p>

**MARIN MUNICIPAL WATER DISTRICT  
OPERATIONS COMMITTEE MEETING /SPECIAL MEETING OF THE  
BOARD OF DIRECTORS (OPERATIONS)**

**MINUTES**

**Friday, September 15, 2023**

**Held Remotely and at In-Person Locations**

**Location:** Marin Water, Board Room, 220 Nellen Avenue, Corte Madera, CA 94925

**CALL TO ORDER AND ROLL CALL:**

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

**Directors Present:** Ranjiv Khush, Matt Samson, Monty Schmitt, Jed Smith, and Larry Russell (Director Schmitt arrived at 9:36 a.m.)

**Directors Absent:** None

**ADOPT AGENDA:**

On motion made by Smith and seconded by Vice Chair Khush, the board adopted the agenda. The board took the following roll call vote:

Ayes: Directors Samson, Smith, Khush, and Russell  
Noes: None  
Absent: Director Schmitt

There were no public comments on the adoption of the agenda.

**PUBLIC COMMENT - ITEMS NOT ON THE AGENDA**

There were no public comments.

**CALENDAR ITEMS:**

**Item 1 Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors (Operations) of August 18, 2023**

On motion made by Vice Chair Khush and seconded by Director Smith, the board approved the minutes. The board took the following roll call vote:

- Ayes: Directors Samson, Smith, Khush, and Russell
- Noes: None
- Absent: Director Schmitt

There were no public comments.

**Item 2 Quagga and Zebra Mussel Infestation Prevention Grant Award**

Water Quality Manager Lucy Croy presented this item. Discussion followed.

There were no public comments.

On motion made by Vice Chair Khush and seconded by Director Smith, this item was referred to the board to consider approval at a future meeting.

**Item 3 Update on Professional Services Agreement (MA-6131) with Team Logic IT (Help Desk)**

Engineering Director Crystal Yezman presented this item. Short discussion ensued.

There were no public comments.

On motion made by Director Samson and seconded by Director Smith, this item was referred to the Board to consider approval at a future meeting.

**Item 4 Software Maintenance Reinstatement/Renewal with SAP (MA-6242)**

Engineering Director Yezman also presented this item. Discussion followed.

There were no public comments.

On motion made by Director Samson and seconded by Director Smith, this item was referred to the Board to consider approval at a future meeting.

**Item 5 Water Supply Roadmap – Update on Petaluma River Desalination and Referral of a Proposal for Additional Research and Analysis**

Water Resources Director Paul Sellier gave an update. There was discussion between the board and staff throughout Director Sellier’s presentation.

There were three (3) public comments.

On motion made by Director Samson and seconded by Vice Chair Khush, this item was referred to the Board to consider approval at a future meeting.

**ADJOURNMENT**

There being no further business, the Operations Committee Meeting/Special Meeting of the Board of Directors (Operations) adjourned at 10:42 a.m.

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Board Secretary

DRAFT



# STAFF REPORT

**Meeting Type:** Operations Committee/Board Meeting  
**Title:** District Paving Cost Update  
**From:** Crystal Yezman, Director of Engineering  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** October 20, 2023

**TYPE OF ACTION:**                      Action              X              Information                      Review and Refer

**RECOMMENDATION:** Receive staff update on current District paving costs and staff initiatives to control paving costs

**SUMMARY:** Over the past 6 years, the District's paving costs have significantly increased-from an average annual cost of \$750,000 to the current estimate of \$3,500,000. The increases are primarily due to the increases in paving requirements by the jurisdictions in the District's service area. Inflationary pressures have also contributed to the increasing costs.

Staff will provide a presentation that reviews the paving expenditures and will update the Board on initiatives staff has taken to control paving costs and collaborate with County and City jurisdictions on District projects.

**DISCUSSION:** The District performs approximately 440 water system leak or main break repairs per year, and replaces upwards of nine miles of water pipeline per year through its Capital and Fire Flow Improvement Programs. The District is experiencing a significant increase in pavement restoration costs for maintenance, emergency repairs, and capital projects. Paving costs associated with main breaks and repairs have increased more than 980 percent between 2012 and 2023, while contract unit costs have increased 160 percent and the Engineering New Record Index (ENR) has increased 54 percent.

Staff will review the negotiated cost savings resulting from collaboration efforts with some local jurisdictions.

Additionally, Staff will update the Board on the execution of a professional services contract with Kimley-Horn for pavement management consulting services. The contract with Kimley-Horn will assist the District with evaluating current and historical trench restoration practices and developing alternative trench restoration details and strategies using Federal Highway Administration (FHWA) and

California Department of Transportation (Caltrans) design standards appropriate for various roadway types and conditions. This effort will culminate in recommendations for a pilot program centered on pavement performance standards and sample warranty agreements that will be presented to local jurisdictions that have expressed interest in participating in the program.

**ENVIRONMENTAL REVIEW:** None.

**FISCAL IMPACT:** None.

**ATTACHMENT(S):** None.





# STAFF REPORT

**Meeting Type:** Operations Committee/Board of Directors

**Title:** Engineering Design Service Contracts

**From:** Alex Anaya, Acting Engineering Director

**Through:** Ben Horenstein, General Manager

**Meeting Date:** October 20, 2023

**TYPE OF ACTION:**                      Action              X              Information                      Review and Refer

**RECOMMENDATION:** Receive staff update on the engineering design service contracts for upcoming capital projects

**SUMMARY:** Staff has been working on various capital projects in support of the District’s adopted two-year capital budget, including pump station design, pipeline design and structural and architectural design of certain projects. Staff issued Request for Proposals for engineering design services for these projects and will provide an update on the projects underway.

**DISCUSSION:** After the adoption of the Fiscal 2024 and 2025 budget by the Board, staff began work on projects identified in the two-year adopted budget. These projects include the Tocaloma Pumps Station Upgrades, Phoenix Lake – Bon Tempe Connection, San Geronimo Treatment Plant Roof Replacement and the Soulajule Pipeline Project in support of the Soulajule Electrification Project.

- The Tocaloma Pump Station Upgrades Project will replace the obsolete electrical components of this pump station that was constructed in the 1960’s. This booster pump station is a critical pumping facility that consists of six raw water pumps that pump water from Nicasio Reservoir to the San Geronimo Water Treatment Plant. This project will replace all the pump station electrical equipment and add variable frequency drives, conduct a condition assessment of all six pumps and motors as well a fire hardening the pump building structure.
- The Phoenix Lake to Bon Tempe Lake connection will require the design and construction of a new pump station that will allow Phoenix Lake water to be pumped into Bon Tempe Lake. This will require the design of a pump station capable of pumping up to 3 MGD of Phoenix Water into Bon Tempe Lake. This project has been identified as one of the Districts “No Regrets” Projects in the recently approved Water Supply Roadmap. The new pump station will have all new modern electrical components that will be housed in a fire hardened structure on District watershed lands.

- The San Geronimo Treatment Plant Roof Replacement Project will involve replacing the old thermoplastic polyolefin (TPO) roof membrane located over the treatment plant control center and walkway with a new fire hardened steel roof. This will require structural modifications to the roof support structure to accommodate the new roof. Having a fire hardened roof will increase the treatment plant’s resiliency against wildfires.
- The Soulajule Pipeline Project is a project that has been identified in support of the Soulajule Electrification project. Currently, the Soulajule Pump station conveys water from Soulajule Reservoir through a pipe that daylights approximately two miles away from Nicasio Reservoir. The pumped water then flows via a tributary that feeds Nicasio Reservoir overland. Some of the pumped water is absorbed by the soil and evaporates over that two mile aboveground trek. The new pipe line will connect from the current discharge point and extend the pipeline directly into the main body of Nicasio Reservoir, ensuring that the pumped water all goes into the reservoir.

These four projects require the District to obtain the assistance of professional engineering firms to assist with the design and complexities of the respective projects. The Tocaloma Pump Station and Phoenix –Bon Tempe pump station require design by licensed civil, electrical and mechanical engineers that have prior experience designing pump stations. The San Geronimo Treatment Plant Roof project will require the assistance of a licensed structural engineer and an architect to evaluate and redesign the roof to assure the structure can accept the new steel roof and will have the proper slopes for drainage. The Soulajule Pipeline Project has the complexity of environmental permitting, land surveying and right-of-way easement acquisition to accommodate the new pipeline alignment. In addition, the size and length of this pipeline project would require a significant time commitment by District staff if done in house and that would detract from continuing the workflow on other important District capital and fire flow pipeline projects within the District’s design group.

Request for Proposals were sent out to various consultant firms on October 12, 2023 and the District expects to receive proposals for the above mentioned projects by November 17, 2023. District staff will evaluate the proposals and return to the Board at a future date for award of contracts.

**ENVIRONMENTAL REVIEW:** Not applicable.

**FISCAL IMPACT:** None.

**ATTACHMENT(S):** None.