



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

Tuesday, October 27, 2026 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 committee 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. Resolution Recognizing Mariette Shin’s Years of Service to the District

RECOMMENDATION: Approve a Retirement Resolution for Mariette Shin recognizing her nearly 26 years of service to the Marin Municipal Water District

- b. Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on September 22, 2026

RECOMMENDATION: Accept the minutes

- c. Marin Water Prescribed Burning Update

RECOMMENDATION: Review and comment on the Marin Water Prescribed Burning Update

- d. Lake Lagunitas Outdoor Education Project

RECOMMENDATION: Review and comment on the Lake Lagunitas Outdoor Education Project grant opportunity and required resolution, match, and California Environmental Quality Act (CEQA) documentation

5. **Upcoming Meeting**

The next Planning Committee Meeting/Special Meeting of the Board of Directors is scheduled for Thursday, November 10, 2026.

6. **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: 10-23-2026



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Resolution Recognizing Mariette Shin’s Years of Service to the District
From: Alex Anaya, Director of Engineering
Through: Shaun Horne, General Manager
Meeting Date: October 27, 2026

TYPE OF ITEM: X Approve Review and Comment

RECOMMENDATION: Approve a Retirement Resolution for Mariette Shin recognizing her nearly 26 years of service to the Marin Municipal Water District

SUMMARY: After nearly 26 years of dedication to the Marin Municipal Water District as an Information Systems Analyst III-GIS, Mariette Shin will be conducting her last GIS Server Update on December 30, 2026.

DISCUSSION: Starting as an Information Systems Analyst on April 9, 2001, Mariette Shin will be conducting her last GIS Server Update on December 30, 2026 as the Districts Information Systems Analyst III – GIS. Mariette has brought a wealth of knowledge on all matters GIS to the District and throughout her employment with the District has been instrumental in developing GIS tools for office and field staff across the organization.

Mariette has also served as a dedicated Union Steward for 22 years of her career engaging in four separate contract negotiations and several contract extensions through her tenure as Union Steward. Mariette’s dedication to employees and the District has helped make Marin Water a better place. Mariette will be greatly missed by all her colleagues at Marin Water.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: None.

ATTACHMENT(S):

- 1. Resolution

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Engineering	 Alex Anaya Engineering Director	 Shaun Horne General Manager

MARIN MUNICIPAL WATER DISTRICT

RESOLUTION NO.

Mariette Shin

WHEREAS, THE BOARD OF DIRECTORS OF THE MARIN MUNICIPAL WATER DISTRICT WISHES TO RECOGNIZE Mariette Shin for her nearly 26 years of service beginning as an Information Systems Analyst on April 9, 2001, then finally becoming the Information Systems Analyst III – GIS of the Engineering Division where she finished her career at the District on December 30, 2026; and,

WHEREAS, Mariette's knowledge of all matters related to Geographic Information Systems, mapping, location and format of all District data, staffing and District functions, made her a vital employee at the District; and

WHEREAS, Mariette was always a liaison for all technology needs for many years and worked tirelessly to expand access to GIS and the development of functional tools for office and field staff; and

WHEREAS, Mariette's encyclopedic memory of District history, and just about everything else has made her an invaluable resource, often recalling details the rest of us had long since forgotten; and

WHEREAS, Mariette has served as a dedicated Union Steward for 22 years, providing steadfast leadership through four contract negotiations, not counting several contract extensions; and

WHEREAS, Mariette gave many years of dedicated service to the District and has proven that a little purple, a remarkable memory, and a whole lot of determination can go a long way toward making the District a better place to work; and

WHEREAS, Mariette is a person of determination, leadership, and commitment that benefited her colleagues and the community; and

WHEREAS, Mariette will be greatly missed by all of her friends at Marin Water.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS expresses their sincere appreciation to **Mariette Shin** for her many years of hard work and dedication to the District and wishes her good health and happiness in her retirement, as well as many years of continued enjoyment of her family, travel and music.

PASSED AND ADOPTED this 27th day of October, 2026, by the following vote of the Board of Directors.

AYES:

NOES:

ABSENT:

Larry Russell
Planning Committee Chair &
Board of Directors Vice President

ATTEST:

Terrie Gillen
Board Secretary



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors

Title: Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on September 22, 2026

From: Terrie Gillen, Board Secretary

Through: Shaun Horne, General Manager

Meeting Date: October 27, 2026

TYPE OF ITEM: X Approve Review and Comment

RECOMMENDATION: Accept the minutes

SUMMARY: There was a Planning Committee Meeting/Special Meeting of the Board of Directors on September 22, 2026. Staff is requesting that the minutes of that meeting be accepted.

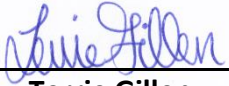
DISCUSSION: None.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: None.

ATTACHMENT(S):

- 1. Draft September 22, 2026 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	 Shaun Horne General Manager



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

Tuesday, September 22, 2026 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: 868 2299 5553.

AGENDA ITEMS:

1. Call to Order and Roll Call

Vice Chair Ranjiv Khush called the Planning Committee Meeting/Special Meeting of the Board of Directors to order at 9:30 AM.

DIRECTORS PRESENT

Diana Maier

Matt Samson

Jed Smith

Larry Russell (arrived at 9:32 AM)

Ranjiv Khush

2. Adoption of Agenda

Director Smith motioned to adopt the agenda. Director Samson seconded the motion.

There were no public comments.

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

Absent: Director Russell

Motion passed.

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 August 25, 2026

RECOMMENDATION: Accept the minutes

Director Smith motioned to accept the minutes. Director Maier seconded the motion.

There were no public comments.

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

Motion passed.

Director Russell arrived at the meeting.

- b. Fairfax Manor 1st Lift Pump Station Reconstruction Project Update

RECOMMENDATION: Review and comment on the Fairfax Manor 1st Lift Pump Station Reconstruction Project Update

Engineering Director Alex Anaya and Engineering Construction Manager Mark Kasraie presented this item.

Discussion between staff and the directors occurred throughout the presentation.

There were no public comments.

This was an information item.

The Board moved on to the next agenda item.

c. Two On-Call Capital Construction Contracts

RECOMMENDATION: Review and comment on a proposed solicitation for bids for two On-Call Capital Construction Contracts for “as-needed” capital construction and repair work, with each contract amount not to exceed \$1,000,000

Engineering Director Anaya and Engineering Construction Manager Kasraie also presented this item.

Discussion followed.

There were no public comments.

This was an information item planned to be brought to the Board at a future meeting for consideration and possible Board approval.

d. Fire Flow Improvement Program – Hillside Avenue Pipeline Replacement Project (F26001)

RECOMMENDATION: Review and comment on the proposed Fire Flow Improvement Program - Hillside Avenue Pipeline Replacement Project

Engineering Director Anaya and Assistant Engineer Nick Tribble presented this item.

Discussion followed.

There was one (1) public comment.

This was an information item and planned to be brought to the Board at a future meeting for consideration and possible Board approval.

e. Local Hazard Mitigation Plan Update

RECOMMENDATION: Review and comment on the update of the District’s Local Hazard Mitigation Plan

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

Discussion ensued.

There were no public comments.

This was an information item planned to be brought to the Board at a future meeting for consideration and possible Board approval.

5. Upcoming Meeting

The next Planning Committee Meeting/Special Meeting of the Board of Directors is scheduled for Tuesday, October 27, 2026, at 9:30 AM.

6. Adjournment

There being no further business, the Planning Committee Meeting/Special Meeting of the Board of Directors adjourned on September 22, 2026, at 10:20 AM.

Board Secretary



STAFF REPORT

Meeting Type: Planning Committee/ Board of Directors
Title: Marin Water Prescribed Burning Update
From: Carl Sanders, Natural Resources Program Manager
Through: Shaun Horne, General Manager
Meeting Date: October 27, 2026

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on the Marin Water Prescribed Burning Update

SUMMARY: Staff will provide an update on Marin Water's Biodiversity, Fire, and Fuels Integrated Plan Fiscal Year 26/27 Prescribed Burning activities. The District, in collaboration with Marin County Fire Department, completed two prescribed burn projects on the watershed and has one additional project planned for this year. Staff have developed an additional 469 acres of prescribed burn plans for 2028.

DISCUSSION: In October 2019, the District adopted the Biodiversity, Fire, and Fuels Integrated Plan (BFFIP), which describes the actions the District will implement to reduce wildfire hazards and to maintain and enhance ecosystem functions on District watershed lands. Specifically, Management Action 24.2 'Improve Grasslands and Oak Woodlands' provides direction on the use of prescribed fire to reduce fuel loads and improve ecological functions within these vegetation communities. Most plant communities on the watershed are adapted to and benefit from a low intensity, high frequency fire regime that was common in California prior to European colonization. Research has shown that five-to-fifteen-year wildfire intervals, significantly influenced by indigenous peoples, occurred across most vegetation communities found in the California coast range. As a result, native flora and fauna across much of California thrives with frequent, low intensity wildfires and wildfire hazards can be reduced overtime through re-occurring treatments.

The most recent significant wildfire on Mt. Tamalpais occurred in 1945. Eighty-one years of fire suppression, coupled with an abundance of sudden oak death (SOD) tree mortality and the spread of flammable invasive species such as French broom, have added to the fuel load and made watershed forests and woodlands far more vulnerable to catastrophic wildfires. The increased use of prescribed fire by Marin Water and other local Marin County agencies as a management tool for reducing fuels attempts to reintroduce this critical ecological process back on the watershed to promote forest resilience, enhanced biodiversity and reduce the risk of catastrophic stand-replacing wildfires.

Since adoption of the BFFIP in 2019, the District has successfully implemented numerous prescribed burn projects in coordination with Marin County Fire Department (MCFD) and other regional partners. These projects have demonstrated the effectiveness of prescribed fire for reducing hazardous fuel loads, supporting native ecosystems, controlling invasive vegetation, and improving landscape resilience. Broadcast burning under the current BFFIP is authorized within several Management Actions, including treatments within conifer forests, mixed hardwood forests, grasslands, oak woodlands, and habitat restoration areas.

On June 16, 2026, the Board of Directors approved an Addendum to the BFFIP to increase the annual prescribed burning threshold from 160 acres/year to 1,000 acres/year. To achieve this increased burn acre threshold, Marin Water currently has Burn Plans in place for 306 acres across multiple vegetation units carefully selected and strategically aligned with other mechanical fuel and forest treatments. In coordination with MCFD, Marin Water is currently drafting another set of Burn Plans for future implementation that will cover an additional 469 acres.

In 2025, Marin Water burned 106 acres within the ‘Knob II’ Burn Plan unit adjacent to Bon Tempe reservoir. In 2026, Marin Water burned an additional 124 acres across the ‘Knob I’ and ‘Pine Point’ burn units, also near Bon Tempe reservoir. There is one additional project planned for the week of October 19.

Marin Water and One Tam agency partners have secured over \$15 million in State grant funding since 2023 to advance forest resiliency and prescribed burning projects, including over \$9 million secured for Marin Water. Additional funding requests and grant proposals have been submitted to funding agencies totaling nearly \$56 million (\$18.6 million for Marin Water) for public lands in Marin County. In support of this work, the Board also approved a Memorandum of Agreement with MCFD in 2024, further strengthening the partnership needed to scale up prescribed burning.

ENVIRONMENTAL REVIEW: The District’s Board of Directors certified the Program Environmental Impact Report (PEIR) for the BFFIP (State Clearinghouse Number 2017012007) on October 15, 2019 (Marin Water District, 2019). The BFFIP PEIR was prepared in accordance with the California Environmental Quality Act (CEQA) to assess the environmental effects of the BFFIP.

On July 11, 2026, the Board adopted an addendum describing the changes and additions to the BFFIP and BFFIP PEIR (referred to as the “revised BFFIP” and “revised BFFIP PEIR”, respectively), to increase the number of acres that could be burned on an annual basis. The addendum found that the revisions to the BFFIP and BFFIP PEIR would not result in new significant impacts, nor would the revisions substantially increase the severity of previously identified significant impacts (CEQA Guidelines Section 15162), concluding that an addendum (CEQA Guidelines Section 15164) was the appropriate approach to document the changes since certification of the BFFIP PEIR.

FISCAL IMPACT: Not Applicable.

ATTACHMENT(S): None.



STAFF REPORT

Meeting Type:

Planning Committee/Board of Directors

Title:

Lake Lagunitas Outdoor Education Project

From:

Carl Sanders, Natural Resources Program Manager

Through:

Shaun Horne, General Manager

Meeting Date:

October 27, 2026

TYPE OF ITEM:

Approve

X

Review and Comment

RECOMMENDATION: Review and comment on the Lake Lagunitas Outdoor Education Project grant opportunity and required resolution, match, and California Environmental Quality Act (CEQA) documentation

SUMMARY: The District is advancing the Lake Lagunitas Outdoor Education Project to improve visitor experience and educational opportunities at the existing Lake Lagunitas Picnic Area. To support implementation, staff is preparing a grant proposal for California State Parks’ Land and Water Conservation Fund. A Board resolution, completed CEQA document, and committed matching funds for 50% of the project total are required at the time of submission.

DISCUSSION: At the April 1, 2025 Board of Directors Meeting, the Board approved a grant award of \$200,000 from the Mt. Tamalpais Watershed Fund to advance a Watershed Facilities Assessment and Conceptual Plan. The Board subsequently approved entering into a Project Agreement with the Golden Gate National Parks Conservancy (GGNPC) for project management support at the August 19, 2025 Board of Directors Meeting. The GGNPC, as part of the One Tam collaborative, has helped the District and other public land management agencies on similar planning efforts in the past; previous Mt. Tamalpais Watershed plans include concept plans for the Lake Lagunitas Picnic Area and West Peak.

District staff worked with GGNPC to develop a request for proposals for an architectural firm and selected PROTOinc and Roth/LaMotte Landscape Architecture (RLLA) to develop high-level assessments and visions for Task 1: the Sky Oaks Watershed Headquarters, Task 2: housing opportunities for seasonal staff, and Task 3: an outdoor education space. Staff presented initial assessments and high-level concepts to the Watershed Committee on September 17, 2026, and recommended that Task 1 be integrated into the broader District facilities planning effort, Task 2 be concluded, and Task 3 be advanced for further design.

Staff is working with GGNPC and RLLA to advance conceptual designs for educational and visitor improvements to the Lake Lagunitas Picnic Area. To support implementation, staff recommends submitting a grant proposal to the California State Parks Land and Water Conservation Fund (LWCF) funding opportunity. Staff estimates a total project cost of \$900,000, which would be funded with \$450,000 in grant funds and \$450,000 in matching funds. To satisfy the matching requirement, staff is recommending a disbursement from the Mt. Tamalpais Watershed Fund in the amount of \$450,000 contingent on receiving an LWCF grant award. The District created the Mt. Tamalpais Watershed Fund in 1996 to give watershed visitors the opportunity to help protect the mountain through a tax-deductible donation and to provide support for the watershed management activities of the Mount Tamalpais watershed and other District watershed lands.

LWCF provides federal funding administered by the California Department of Parks and Recreation Office of Grants and Local Services (OGALS) in partnership with the National Park Service (NPS) and helps public agencies implement projects that create or improve outdoor recreation and education opportunities. LWCF applications require a 50% cost-share, completed CEQA, and a Board resolution at the time of submission. The deadline for the current 2027 LWCF opportunity is January 14, 2027.

ENVIRONMENTAL REVIEW: The proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15301 (Existing Facilities), 15303 (New Construction or Conversion of Small Structures), and 15304 (Minor Alterations to Land). The project involves improvements to an existing developed recreational area, including minor site alterations and installation of small recreational and educational amenities.

FISCAL IMPACT: LWCF grants require a 50% cost-share. Staff estimates a total project cost of \$900,000, which would be funded with \$450,000 in grant funds and \$450,000 in matching funds. To satisfy the matching requirement, staff is recommending a disbursement from the Mt. Tamalpais Watershed Fund in the amount of \$450,000 contingent on receiving an LWCF grant award. The current balance of the fund is \$720,789.44.

ATTACHMENT(S): None.