



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

Tuesday, March 24, 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.](#) Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on February 10, 2026

RECOMMENDATION: Accept the minutes

- [b.](#) Portable Toilet Services for Watershed Facilities for Fiscal Years 2027 – 2029 (MA 6536)

RECOMMENDATION: Review and comment on the Proposed Portable Toilet Services for Watershed Facilities for Fiscal Years 2027 – 2029 (MA 6536)

- [c.](#) Muir Beach Water System Intertie Technical and Constructability Feasibility Study

RECOMMENDATION: Review and comment on the Muir Beach Water System Intertie Technical and Constructability Feasibility Study

- [d.](#) Phoenix and Bon Tempe Outlet Valve Design Contract

RECOMMENDATION: Review and comment on the proposed Phoenix and Bon Tempe Outlet Valve Design Contract

- [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 is scheduled for April 28, 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: 03-20-2026



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on February 10, 2026
From: Terrie Gillen, Board Secretary
Through: Ben Horenstein, General Manager
Meeting Date: March 24, 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 February 10, 2026. Staff is requesting that the minutes from that meeting be accepted.

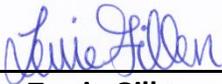
DISCUSSION: None.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: None.

ATTACHMENT(S):

1. Draft February 10, 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	 Ben Horenstein General Manager



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

Tuesday, February 10, 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 No.: 868 2299 5553.

AGENDA ITEMS:

1. Call to Order and Roll Call

Planning Committee Chair Larry Russell called the meeting to order.

DIRECTORS PRESENT

Diana Maier
Matt Samson
Jed Smith
Ranjiv Khush
Larry Russell

2. Adoption of Agenda

Director Samson motioned 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 were no public comments on non-agenda matters.

4. Regular Items

- a. Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on January 27, 2026

RECOMMENDATION: Accept the minutes

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

There were no public comments.

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

- b. Capital Improvement Program – Bolinas Road Pipeline Replacement Project (D18026)

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

Acting Engineering Director Zac Talbott and Assistant Engineer Nick Tribble presented this item.

Discussion ensued.

There were no public comments.

This was an information item. No formal action was taken.

- c. Pump Station Fire Hardening Project

RECOMMENDATION: Review and comment on the proposed Pump Station Fire Hardening project

Engineering Planning Manager Elysha Irish and Assistant Engineer Bryan Vrba presented this item.

Discussion followed.

There were no public comments.

This was an information item. No formal action was taken.

d. ERP Modernization Update

RECOMMENDATION: Review and comment on the status of the ERP Modernization Project

Finance Director Bret Uppendahl and Information Technology Manager Brad Taylor presented this item. There was discussion between the staff and the directors throughout staff's presentation.

There was one (1) public comment.

This was an information item. No formal action was taken.

5. Upcoming Meeting

Planning Committee Chair Russell announced that the next Planning Committee Meeting/Special Meeting of the Board of Directors is scheduled for March 24, 2026.

6. Announcement of Closed Session Item; Public Comments on Closed Session item

There were no public comments on the Closed Session item.

After hearing no public comments, the directors went to Closed Session at 10:12 a.m., left the Board Room, and went to the Mt. Tamalpais Conference Room.

a. Conference with Legal Counsel - Existing Litigation
(California Government Code §54956.9)

Augustine Gerena v. Marin Municipal Water District
Marin Superior Court, Case No. CV0003722

The Closed Session was adjourned, and the directors went back to the Board Room.

7. Reconvene to Open Session; Closed Session Report Out

At 10:45 a.m., the Board reconvened the Open Session.

Chair Russell reported that no reportable action was taken at the Closed Session.

8. Adjournment

There being no further business, the Planning Committee Meeting/Special Meeting of the Board of Directors adjourned on February 10, 2026, at 10:46 a.m.

Board Secretary



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors

Title: Portable Toilet Services for Watershed Facilities for Fiscal Years 2027 – 2029 (MA 6536)

From: Shaun Horne, Director of Watershed Resources

Through: Ben Horenstein, General Manager

Meeting Date: March 24, 2026

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on the Proposed Portable Toilet Services for Watershed Facilities for Fiscal Years 2027 – 2029 (MA 6536)

SUMMARY: On November 27, 2018, the District and a contractor entered into an agreement (MA 5652) for Portable Toilet Services for a period of two years. The initial contract was for 17 portable restrooms with servicing frequencies set at one day per week. In response to increases in watershed visitation, the District increased total rentals to 28 portable restrooms with servicing set at two times per week. The District is soliciting for new Portable Toilet Services for Watershed Facilities (MA 6536) and will open bids in March. District staff will make a recommendation for contract award at a future regularly scheduled Board meeting.

DISCUSSION: The District’s watershed lands are part of a larger complex of publicly owned lands on Mt. Tamalpais that, taken together, support rich, natural ecosystems. Since before the turn of the last century, Mt. Tamalpais has been a magnet for recreationists. Regular visits by these different visitor groups to the District’s Mt. Tamalpais watershed lands are estimated at more than 2.3 million visitors annually (Alta Planning, 2023). In part, due to the COVID 19 pandemic, the Watershed and other open space lands throughout Marin County have seen higher-than-normal levels of usage since March of 2020. Increased visitation resulted in increased use of watershed restroom facilities, which resulted in the District increasing the level of servicing to all portable restrooms, installing hand sanitizer services and increasing the total number of portable restrooms on the watershed. Since that time the total number of restrooms has been slightly reduced, and servicing has been reduced from three times a week for some sites to two times a week for all sites. The current number of portable restrooms and servicing frequency is appropriate for the current levels of watershed visitation.

On November 27, 2018, the District and the contractor entered into an agreement (MA 5652) for Portable Toilet Services for a period of two years. The District executed Amendment No. 1 to the agreement to extend the services for one additional year until October 31, 2021. On December 15,

2021, the District executed Amendment No. 2 to the agreement to increase the not to exceed budget from \$29,751 to \$150,370. The budget increase was necessary to support additional sanitation facilities on the watershed due to increases in visitation resulting from the COVID 19 pandemic and overuse of facilities. On March 7, 2022 the District executed Amendment No. 3 to the agreement to extend the services for one additional year until January 31, 2023, update the service rates, and increase the total contract amount by \$87,360. On April 12, 2023, the District executed Amendment No. 4 to the Agreement to extend services for six (6) months, until July 31, 2023, and increase the total contract amount by \$35,000. The total cost for watershed portable restroom rentals and servicing over the past twelve months was approximately \$117,000 which is roughly \$9,750 a month.

In March 2026, the District released a notice inviting bids for a new three (3) year Portable Toilet Services Agreement for Watershed Facilities. The notice will be published in the local newspaper and posted on the District’s external bid posting website to inform potential contractors of the opportunity. Bids will be received and reviewed by the District, and the lowest responsive and responsible bidder will be selected. District staff will make a recommendation for contract award at a future regularly scheduled Board of Directors meeting.

ENVIRONMENTAL REVIEW: Not Applicable.

FISCAL IMPACT: Staff estimate the costs to provide portable toilet services for watershed facilities over the proposed three-year term, during FY27, FY 28 & FY29, will be approximately \$350,000. Funds for this proposed contract are budgeted in the District’s Watershed Division operational budget.

ATTACHMENT(S): None.



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors

Title: Muir Beach Water System Intertie Technical and Constructability Feasibility Study

From: Alex Anaya, Director of Engineering

Through: Ben Horenstein, General Manager

Meeting Date: March 24, 2026




TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on the Muir Beach Water System Intertie Technical and Constructability Feasibility Study

SUMMARY: Beginning in 2023, Muir Beach Community Services District, County of Marin, National Park Services (Muir Woods), the Marin Conservation League and the Nature Conservancy initiated discussions regarding a potential water system intertie between the Marin Water’s water system and the Muir Beach Community Services District water system in order to address concerns of low flows in Redwood Creek during dry summer periods. The parties engaged the District regarding a potential water system intertie in an effort to transition Muir Beach residents from groundwater wells that are believed to draw from the underflow of Redwood Creek to the District’s water supply during limited periods of the year. The parties believe that this may result in increased baseflows in Redwood Creek, which would improve long-term drinking water reliability for the Muir Beach community, support fisheries in the creek, and increase wildfire resilience. In 2024, the County of Marin funded a technical and constructability feasibility study sponsored by the County of Marin to evaluate if a pipeline connecting to the District water system could be installed in Frank Valley Road from an existing water service meter in Muir Woods to the potable water tanks in Muir Beach. While the installation of the pipeline was determined to be feasible from a technical and constructability standpoint, several outstanding issues were identified in the study.

DISCUSSION: Beginning in 2023, Muir Beach Community Services District, County of Marin, Muir Woods, Marin Conservation League and the Nature Conservancy initiated discussions regarding a potential water system intertie between Marin Water’s water system and the Muir Beach Community Services District water system.

In 2024, the County of Marin funded a technical feasibility and constructability study to evaluate if a pipeline connecting to the District water system could be installed in Frank Valley Road from Muir Woods to the potable water tanks in Muir Beach. This approximately 2-miles of pipeline was evaluated

to be constructed prior to the road reconstruction of Frank Valley Road, which is a County of Marin grant funded project scheduled to take place in 2028.

While the intertie to the District’s water system is technically and constructability feasible and could move into design and permitting pending securement of funding, there are several issues that are not addressed in the feasibility and constructability study that will require effort. These items include:

- Development of a contract to address the legal, jurisdictional, and operational issues involved in providing water service from District facilities to Muir Beach Community Services District (MBCSD).
- Understanding of long-term ownership, maintenance and operation of the facilities.
- Detailed hydraulic modeling of system operations and design.
- California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) study and responsibilities for conducting such study.
- Coordination and potential permitting with other regulatory agencies including California Department of Fish and Wildlife (CDFW).
- Discussion and development of appropriate water rates, fees and charges and responsibility for collection of those items.

In addition to the issues identified above, the currently proposed pipeline connection point to the District’s water system at Muir Woods is a private pipeline that is owned by the National Park Service. The District’s meter for this service is located further up Mt. Tamalpais near the location of the Nature Friends Tourist Club of San Francisco. In order for Muir Beach to receive water, there would need to be an agreement between Marin Water, the National Park Service and Muir Beach Community Services District that permits usage of the privately owned pipeline and memorializes a submetering agreement between the parties. The new pipeline along Frank Valley Road, which is outside of the District’s service area, would not be a District-owned and maintained pipeline, but would likely be owned and maintained by the Muir Beach Community Services District. It is anticipated that the District will need to consider approval of an outside service agreement with the Community Services District for the sale of water, subject to the above issues identified above, as well as obtain LAFCO approval. The terms of such an agreement have not yet been fully developed.

The design and construction for the new pipeline is estimated to cost between \$5,000,000 - \$10,000,000, assuming location within the Frank Valley Road right of way in conjunction with the County of Marin’s road improvement project. Marin Conservation League (MCL) applied for a National Oceanic and Atmospheric Administration Transformational Habitat Restoration and Coastal Resilience Grant in late 2023. However, that effort was unsuccessful. While MCL and the other non-governmental agencies are prepared to apply for future grant solicitations as they become available, at this time, no funding has been secured to move the conceptual water system intertie forward.

ENVIRONMENTAL REVIEW: While the current technical and constructability feasibility study is not a “project” for the purposes of CEQA and NEPA, as the design and permitting process continues, the conceptual water system intertie would be subject to CEQA review prior to approval of any construction. Additionally, since the proposed alignment will likely include installation of water pipeline upon federal lands owned by the National Park Service, it is likely that NEPA review will also be necessary.

FISCAL IMPACT: The District has not, and does not plan to, expend funds on this project.

ATTACHMENT(S): None.



STAFF REPORT

Meeting Type: Planning Committee/Board of Directors
Title: Phoenix and Bon Tempe Outlet Valve Design Contract
From: Alex Anaya, Director of Engineering 
Through: Ben Horenstein, General Manager 
Meeting Date: March 24, 2026

TYPE OF ITEM: Approve X Review and Comment

RECOMMENDATION: Review and comment on the proposed Phoenix and Bon Tempe Outlet Valve Design Contract

SUMMARY: The District owns and operates seven reservoirs and associated dams. Two dams, Phoenix and Bon Tempe, have outlet valves that have reached the end of their useful life and are in need of replacement. The District is proposing a contract with GEI Consultants, Inc. (GEI) to perform design, environmental compliance, and permitting services to replace these two valves.

DISCUSSION: The District owns and operates seven reservoirs and associated dams. The dams were constructed between 1872 and 1979 and, like all other District infrastructure, require routine maintenance.

Phoenix Dam is an earth-embankment dam originally constructed in 1907 and raised in 1969 and impounds Phoenix Reservoir. The dam is approximately 94 feet high with a crest elevation of approximately 189 ft (MSL). As part of the 1969 improvements, a new intake structure was constructed, and upgrades were made to outlet appurtenances and sections of pipe. Since that time, only routine maintenance has been performed. The outlet valve is currently at the end of its useful life and no longer closes properly and needs to be replaced.

Bon Tempe Dam is an earth-embankment dam originally constructed in 1949. The dam is approximately 98 feet high with a crest elevation of approximately 723 feet (MSL) and impounds Bon Tempe Reservoir. Bon Tempe Reservoir serves as the primary water supply source for the Bon Tempe Water Treatment Plant. In 2004, the District completed improvements to the outlet works that included installation of hydraulically operated outlet valves. In 2024, crews identified a hydraulic leak on of these valves. In 2025, the District, with assistance from Underwater Resources, Inc., a specialized underwater construction firm, performed an underwater inspection of the outlet valves and confirmed the valves need to be replaced.

District staff is proposing to contract with GEI Consultants, Inc. (GEI), a firm that has over 50 years of experience in dam design and safety retrofits and has completed dam projects in all 50 states. The proposed work focuses on replacement of both Phoenix and Bon Tempe outlet control elements and associated actuation systems. Services include document review, field investigations (including further underwater inspections), preliminary design, final design, regulatory coordination and permitting with the state Division of Safety of Dams (DSOD), environmental documentation support, and bidding support assistance. GEI has performed numerous feasibility level designs, final designs, preparation of plans and specifications, and construction management. GEI’s staff are local to the Bay Area, and the proposed team have completed dam projects from concept through construction and include former DSOD employees.

The proposal submitted by GEI provides a comprehensive approach based on their subject matter expertise, familiarity with the District’s system from performing work on the District’s dam assessments, and attention to detail. District staff recommends the District select GEI to proceed with the Phoenix and Bon Tempe Outlet Valve Design Contract.

Budget:

Professional Services Agreement: \$1,155,588

Contingency (15%): \$173,000

Total Budget: \$1,328,588

Budget Category: A1A05

The proposed design services are anticipated to be completed in April 2027.

ENVIRONMENTAL REVIEW: Not Applicable.

FISCAL IMPACT: The Phoenix and Bon Tempe Outlet Valve Design Contract is funded in the Fiscal Year 2025/2026 Adopted Capital Budget and is in the five-year Capital Improvement Plan. As shown in the table below, the total cost for the agreement with GEI is \$1,155,588 with a staff requested contingency of \$173,000 for a total not to exceed amount of \$1,328,588.

Staff recommends that the Planning Committee review and comment on the Phoenix and Bon Tempe Outlet Valve Design Contract.

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: March 24, 2026

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 on AMI including the Request for Proposal (RFP) process and next steps.

DISCUSSION: Staff will provide the Board with an update on the AMI RFP process. Staff released the RFP for the supply of AMI equipment on December 8, 2025, and are presently evaluating responses. The update will include a review of the evaluation process, schedule, updated costs and approaches to project delivery.

ENVIRONMENTAL REVIEW: Not Applicable.

FISCAL IMPACT: None.

ATTACHMENT(S): None.