



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

Tuesday, February 10, 2026 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

#### 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/8682299553>

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](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 (9:35 a.m. – Time Approximate)**

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

**RECOMMENDATION:** Accept the minutes

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

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

- c. Pump Station Fire Hardening Project**

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

- d. ERP Modernization Update**

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

- 5. Upcoming Meeting**

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**

Following announcement of the Closed Session item and prior to recess into Closed Session, the public may speak up to three minutes on the item to be addressed in Closed Session. The Board will convene to Closed Session in the Mt. Tam Conference Room after public comment.

- 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

Adjourn closed session and reconvene to open session in the Board Room and via Zoom.

- 7. Reconvene to Open Session; Closed Session Report Out**

- 8. Adjournment (11:00 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: 02-06-2026



# STAFF REPORT

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**Meeting Type:** Planning Committee/Board of Directors  
**Title:** Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on January 27, 2026  
**From:** Terrie Gillen, Board Secretary  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** February 10, 2026

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**TYPE OF ITEM:**  Approve      Review and Comment

**RECOMMENDATION:** Accept the minutes

**SUMMARY:** There was a Planning Committee Meeting/Special Meeting of the Board of Directors on January 27, 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 January 27, 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, January 27, 2026 at 9:30 AM

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### MINUTES

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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

**Closed Session to immediately follow Open Session**

Marin Water Mt. Tam Conference 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/8682299553>, or by phone, 1-669-444-9171, using Webinar ID #: 868 2299 5553.

#### AGENDA ITEMS:

##### 1. Call to Order and Roll Call

Planning Committee Vice Chair Ranjiv Khush called the meeting to order at 9:31 a.m.

#### DIRECTORS PRESENT

Diana Maier

Matt Samson

Jed Smith

Ranjiv Khush

Larry Russell (*arrived at 9:32 a.m.*)

## 2. Adoption of Agenda

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

There were no public comments.

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

## 3. Public Comment on Non-Agenda Matters

There were two (2) public comments.

## 4. Regular Items

- a. Minutes of the Planning Committee Meeting/Special Meeting of the Board of Directors on December 11, 2025

**RECOMMENDATION:** Accept the minutes

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

There were no public comments.

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

- b. Water Treatment Master Plan Update

**RECOMMENDATION:** Review and comment on the proposed Water Treatment Master Plan Update

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

Discussion followed.

There were two (2) public comments.

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

- c. Capital Improvement Program – Tocaloma Pump Station Rehabilitation Project (D20008)

**RECOMMENDATION:** Review and comment on the proposed Tocaloma Pump Station Rehabilitation Project

Engineering Director Anaya and Engineering Design Manager Zak Talbott presented this item.

Discussion ensued

There was one (1) public comment.

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

## 5. Upcoming Meeting

Chair Russell announced that the next Planning Committee Meeting will take place on February 10, 2026.

## 6. Announcement of Closed Session Item(s); Public Comments on Closed Session Item(s)

The Chair also announced that the Board will go to Closed Session.

There were no public comments regarding this item.

The Board adjourned to Closed Session and went to the Mt. Tam Conference Room.

### a. Public Employment

(California Government Code §54957(b))

Title: General Manager

## 7. Reconvene to Open Session; Closed Session Report Out

The Board reconvened to Open Session.

Chair Russell reported that the Closed Session adjourned at 11:40 a.m. with no reportable action taken.

## 8. Adjournment

There being no further business, the Planning Committee Meeting/Special Meeting of the Board of Directors adjourned at 11:44 a.m.

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Board Secretary



# STAFF REPORT

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**Meeting Type:** Planning Committee/Board of Directors  
**Title:** Capital Improvement Program – Bolinas Road Pipeline Replacement Project (D18026)  
**From:** Alex Anaya, Director of Engineering  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** February 10, 2026


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**TYPE OF ITEM:** Approve  Review and Comment

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

**SUMMARY:** The Bolinas Road Pipeline Replacement Project will replace approximately 4,350 feet of leak prone cast iron pipe installed in 1921 with new pipe along Bolinas Road in the Town on Fairfax.

**DISCUSSION:** The Bolinas Road Pipeline Replacement Project (Project) is a component of the District's Capital Improvement Program. This Project will install approximately 4,350 feet of new 10", 8", 6" and 4" welded steel pipe to replace leak prone cast iron pipe that's over 100 years old. Staff have been coordinating closely with the Town of Fairfax on this project since it's spans along Bolinas Road between Broadway and Deer Park Villa. District staff will continue to coordinate with Town staff on a regular basis once the Project enters into construction.

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

Table 1

STREET	LENGTH (ft)	INSTALLATION DATE	EXISTING SIZE AND TYPE*
Broadway	125	1921	4" CI & 8" CI
Bolinas Road	3600	1920	8" CI
Elsie Lane	150	1975	8" CI
Sherman Oaks	205	1962	6" CI
Frustuck Ave	165	1960	6" CI
Cascade Drive	50	1969	10" WSP
Porteous Ave	55	1937	6" CI

\*CI = Cast Iron, \*\*WSP = Welded Steel Pipe

This street segment was evaluated for the installation of recycled water piping. The nearest recycled water pipeline is approximately 6.6 miles away, located on the intersection of San Pedro Road and Sequoia Road in the community of Los Ranchitos. The closest wastewater treatment plant, Central Marin Sanitary Agency, is located 6.4 miles away, however, this facility is not equipped to provide tertiary recycle water.

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

**Budget:**

Engineer's Estimate:	\$ 3,000,000
Contingency:	\$ 300,000
Materials:	\$ 430,000
District Labor/Inspection:	\$ 200,000
Total Budget:	\$ 3,930,000
Budget Category:	A1A02A

**Estimated Project Implementation:**

Project Advertisement:	January 29, 2026
Bid Opening:	February 12, 2026
Project Award:	February 24, 2026
Estimated Completion Date:	September 30, 2026
Duration:	218 days

District staff will make a recommendation for consideration of project approval and contract award of the Project at a future regularly scheduled Board meeting.

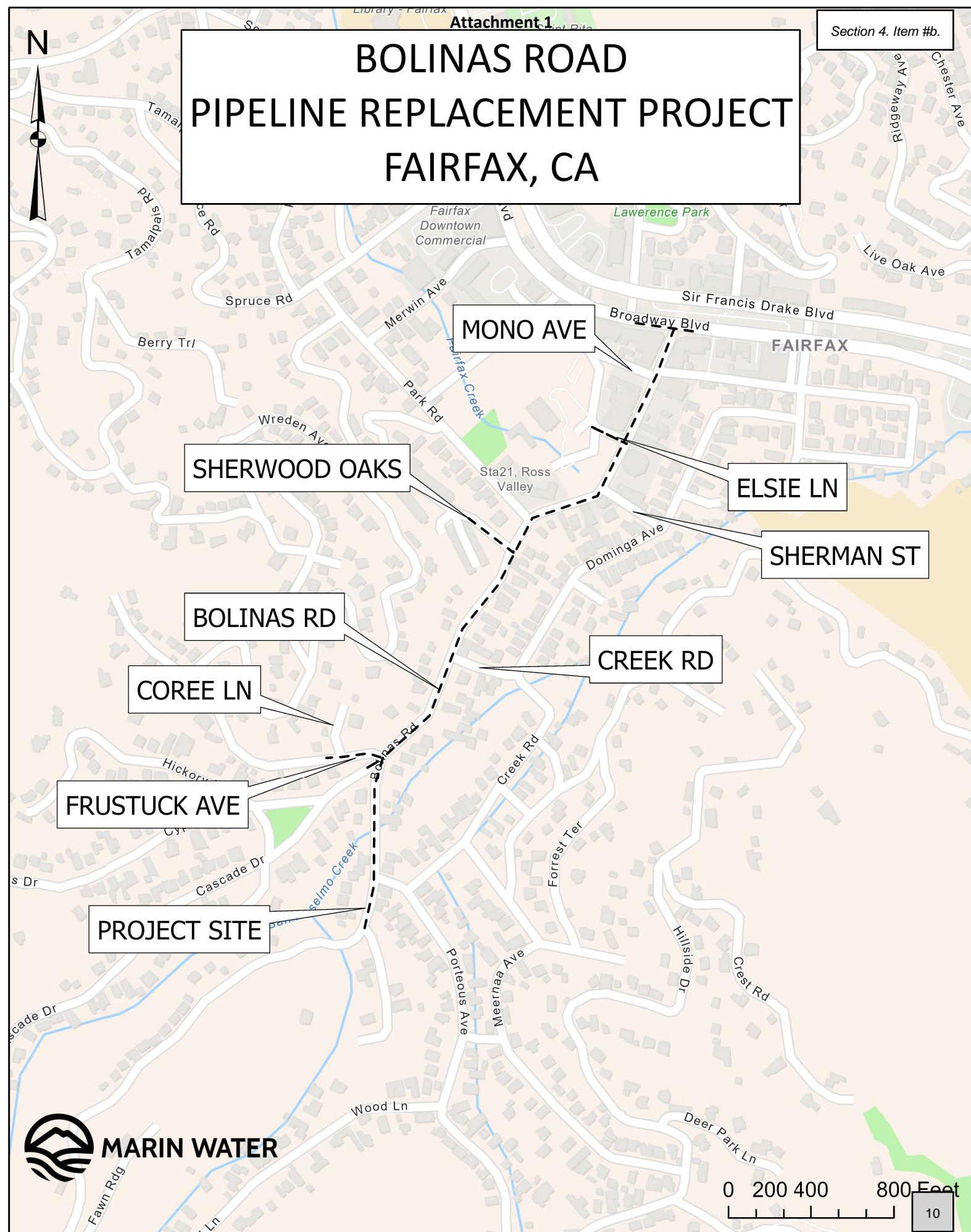
**ENVIRONMENTAL REVIEW:** The Director of Engineering has found that the Project is Categorically Exempt pursuant to California Environmental Quality Act (CEQA) Guideline Section 15302 (c), Replacement or Reconstruction, and statutorily exempt under Public Resources Code section 21080.21, Pipelines less than one mile. The Project qualifies for 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 estimated cost to complete the Bolinas Pipeline Replacement Project is \$3,930,000, inclusive of District labor, materials, and contingency.

**ATTACHMENT(S):**

1. Site Map

# BOLINAS ROAD PIPELINE REPLACEMENT PROJECT FAIRFAX, CA



**MARIN WATER**

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# STAFF REPORT

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**Meeting Type:** Planning Committee/Board of Directors  
**Title:** Pump Station Fire Hardening Project  
**From:** Alex Anaya, Director of Engineering  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** February 10, 2026

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**TYPE OF ITEM:**  Approve  Review and Comment

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

**SUMMARY:** At the December 2024 Planning Committee, staff presented the findings of the above ground infrastructure fire hardening assessment, which is part of Goal 2, Objective 1 of the Five Year Strategic Plan. These findings resulted in the development of the Pump Station Fire Hardening project, which proposes to address fire hardening deficiencies identified during the 2024 assessment to increase fire resiliency of pump stations.

**DISCUSSION:** In 2024, staff conducted a comprehensive above ground infrastructure fire hardening assessment in collaboration with the Marin Wildfire Prevention Authority (MWPA). As part of this effort, defensible space around pump stations was evaluated to identify practical measures to improve fire resilience. Defensible space refers to the area around a structure and extends up to a distance of 100 feet or the nearest property line. There are three Defensible Space Zones each corresponding to a distance away from the nearest structure; Zone 0 which is 0-5 feet from the nearest structure, Zone 1 which is 5-30 feet from the nearest structure, and Zone 2 which is 30 to 100 feet to the nearest structure or property line.

This project prioritizes improvements within Defensible Space Zones 0 and 1, which are the areas closest to pump station facilities and most vulnerable to wildfire impacts. The proposed actions are intended to reduce ember intrusion, limit combustible materials, and strengthen structural protection from the risk of wildfires. In Zone 0, the project includes installing non-combustible aggregate base around pump stations, upgrading to fire-rated doors, adding 1/8-inch fire-rated screens to vents, and sealing gaps around utility penetrations with approved non-combustible materials. In Zone 1, the project will focus on vegetation management measures, removal of debris piles, and reduction of ladder fuels to slow fire spread and reduce intensity near the pump stations.

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

**Estimated Budget:**

Engineer Estimate:	\$ 600,000
Contingency (10%):	\$ 60,000
District Labor/Inspection:	\$ 75,000
Total Budget:	\$ 735,000
Budget Category:	A1A07

**Estimated Project Implementation:**

Project Advertisement:	March 2 <sup>nd</sup> , 2026
Bid Opening	April 15 <sup>th</sup> , 2026
Project Award	May 2026
Estimated Completion Date	October 2026
Duration:	180 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 of Directors meeting.

**ENVIRONMENTAL REVIEW:** The Director of Engineering has determined that this project is exempt from CEQA pursuant to Public Resources Code section 21080.49, as the proposed project creates defensible space and fuel breaks around pump stations. The project also qualifies for exemption pursuant to the following CEQA Guidelines sections 15301, Existing Facilities, and 15304, Minor Alteration to land, as the project will include repair and maintenance work of existing structures, that does not result in an expansion of use, and involve minor alteration to the condition of land and vegetation, with no negative impact to existing scenic trees.

**FISCAL IMPACT:** The total estimated cost to complete the Pump Station Fire Hardening project is \$735,000, which includes District labor, construction costs, and contingencies. The project is funded through the adopted FY 2025-2027 Two-Year Capital Improvement Budget.

**ATTACHMENT(S):** None.



# STAFF REPORT

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**Meeting Type:** Planning Committee/Board of Directors  
**Title:** ERP Modernization Update  
**From:** Bret Uppendahl, Finance Director  
**Through:** Ben Horenstein, General Manager  
**Meeting Date:** February 10, 2026

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**TYPE OF ITEM:**  Approve  Review and Comment

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

**SUMMARY:** The District has used SAP as its Enterprise Resource Planning (ERP) software since the early 2000's. Staff are actively working to modernize SAP and install S/4 HANA, the latest cloud-based version of the software. The modernization project is a phased effort that will span multiple years and will include various consulting contracts with system integrators to configure the cloud-based versions and migrate historical data.

**DISCUSSION:** The District's ERP modernization effort began in February 2024 with a business capability modeling assessment conducted by Gartner. The District began the implementation with the HR and Payroll module, which is called SAP SuccessFactors HCM. In March 2025, Phoenix Business Consulting was selected as the System Integrator for the Payroll and HR phase of the project. Since March, Phoenix Business Consulting has been working closely with District staff to configure and integrate SuccessFactors with the District's existing SAP software. Subsequent phases of the ERP Modernization project will include Customer Service and Billing, Finance, Operations, and Asset Management.

The second phase of the modernization effort focuses on Customer Services and Billing. Staff worked with advisors from the Government Finance Officers Association (GFOA) to analyze current business processes, document functional requirements and develop an RFP for the selection of a systems integrator for this phase of the project. This RFP will likely be issued in the Spring of 2026. A similar needs assessment and process mapping effort for Finance, Operations and Asset Management modules will begin in late 2026 with a systems integrator selection process commencing in 2027.

In a parallel effort, the District is in the process of implementing Advanced Metering Infrastructure (AMI) for the District's water distribution system. While the majority of the AMI effort is managed by the Water Resources Division, the Customer Services and Information Technology departments are working to implement a customer service portal that will integrate AMI data, billing and other existing customer service functions. Given the timing of AMI deployment, the customer service portal will also

be a multi-phased project; as the initial configuration will be built upon the existing legacy on-premise SAP software, and a separate effort will be needed to migrate the customer service portal to the new S/4 HANA platform. In the coming months, the District will work with Smart Energy Water (SEW), an SAP partner, to develop the initial phase of the customer portal. It is anticipated that the portal will be available to customers in early 2027.

**ENVIRONMENTAL REVIEW:** Not Applicable.

**FISCAL IMPACT:** Funding for the one-time system integrator contracts to support the District's ERP modernization efforts are currently included in the adopted FY 2025/26 and FY 2026/27 budget. However, unlike the legacy software platform that was on-premise and managed by District staff, the modern cloud-based software as a service (SaaS) modules require ongoing subscriptions. The District is currently working with SAP to develop cost estimates for the ongoing subscriptions required for each module. The subscription costs will be phased-in over a number of years as the underlying modules are implemented and configured. Staff will return to the Board in coming months with more detailed subscription cost estimates and project timelines.

**ATTACHMENT(S):** None.