



NOTICE OF THE BOARD OF DIRECTORS' REGULAR BI-MONTHLY MEETING AND MARIN MUNICIPAL WATER DISTRICT FINANCING AUTHORITY BOARD MEETING

Tuesday, January 07, 2025 at 5:30 PM

AGENDA

LOCATIONS:

Open Session to start at or after 6:30 p.m.

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Closed Session begins at 5:30 p.m.

Marin Water Mt. Tam Conference Room, 220 Nellen Avenue, Corte Madera, CA 94925

Public Participation:

The public may attend this meeting in-person or remotely using one of the following methods:

On a computer or smart device, go to: <https://marinwater.zoom.us/j/88134852296>

By phone, dial: **1-669-444-9171** and use Webinar ID: **881 3485 2296**

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. Adoption of Agenda**
- 3. Announcement of Closed Session Item(s); Public Comments on Closed Session Item(s)**

Following announcement of Closed Session items and prior to recess into Closed Session, the public may speak up to three minutes on items 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 - Pending Litigation**
(California Government Code §54956.9)

California Native Plant Society, Marin Audubon Society, and Marin Conservation League vs. Marin Municipal Water District

Marin County Superior Court, Case No. CV0004078

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

- 4. Reconvene to Open Session; Closed Session Report Out**
- 5. 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.

- 6. Directors' and General Manager's Announcements (6:40 p.m. – Time Approximate)**
- 7. Board Committee Reports**

Each Committee Chair or Vice Chair will provide a report on recent committee meetings. Directors may ask questions or provide brief comments or requests for additional information on an item.

- 8. Consent Items (6:50 p.m. – Time Approximate)**

All Consent Items will be enacted by a single action of the Board, unless specific items are pulled from Consent by the Board during adoption of the agenda for separate discussion and action.

- a.** Minutes of the Board of Directors' Regular Bi-Monthly Meeting on December 17, 2024

RECOMMENDATION: Approve the minutes

- b.** Amendment No. 2 to General Services Agreement MA-6155 with Bacchus Press for District-wide Printing Services

RECOMMENDATION: Approve Amendment No. 2 to General Services Agreement No. 6155 with Bacchus Press, Inc., for District-wide printing services for a total not-to-exceed amount of \$150,000 and authorize the General Manager to execute same

- 9. Regular Items (6:45 p.m. – Time Approximate)**

- a.** Update on Water Supply Roadmap

RECOMMENDATION: Receive an update on Water Supply Roadmap focused on criteria for evaluating longer-term water supply projects

10. Future Board and Committee Meetings and Upcoming Agenda Items

This schedule lists upcoming board and committee meetings as well as upcoming agenda items for the next month, which may include Board interest in adding future meeting items. The schedule is tentative and subject to change pending final publication and posting of the meeting agendas.

a. Upcoming Meetings

11. Announcement of Closed Session Item(s); Public Comments on Closed Session Item(s) - None.

12. Reconvene to Open Session; Closed Session Report Out - Not applicable.

13. Adjournment of Regular Board Meeting and Convene Marin Municipal Water District Financing Authority Board Meeting (7:45 p.m. – Time Approximate)

14. Roll Call of the Marin Municipal Water District Financing Authority Board

15. Financing Authority Board Regular Items

a. Minutes of Marin Municipal Water District Financing Authority Meeting of January 9, 2024, Confirmation of Officers, and 2024 Financial Report

RECOMMENDATION: Confirm officers for the Marin Municipal Water District Authority Board of Directors, approve the minutes of the Marin Municipal Water District Financing Authority Meeting of January 9, 2024, and receive the 2024 financial report for the Authority

16. Adjournment of the Marin Municipal Water District Financing Authority Board Meeting (8:30 p.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: 01-03-2025



NOTICE OF THE BOARD OF DIRECTORS' REGULAR BI-MONTHLY MEETING

Tuesday, December 17, 2024 at 5:30 PM

MINUTES

LOCATIONS:

Open Session to start at or after 6:30 p.m.

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Closed Session begins at 5:30 p.m.

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 one of the following methods: on a computer or smart device, <https://marinwater.zoom.us/j/88134852296>, or by phone, 1-669-444-9171 using Webinar ID#: 881 3485 2296.

AGENDA ITEMS:

1. Call to Order and Roll Call

President Matt Samson called the meeting to order at 5:30 p.m.

DIRECTORS PRESENT

Jed Smith

Ranjiv Khush

Diana Maier

Larry Russell (*arrived during Closed Session*)

Matt Samson

2. Adoption of Agenda

Vice President Smith made the motion to adopt the agenda. Director Khush seconded the motion.

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

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

There were no public comments.

The Board convened to Closed Session and went to the Mt. Tam Conference Room at 5:31 p.m.

a. Conference with Legal Counsel - Liability Claim

(Pursuant to §54961)

Claimant: Point Tiburon Bayside Condominium Association

Agency claimed against: Marin Municipal Water District

b. Conference with Legal Counsel - Anticipated Litigation

(Initiation of Litigation pursuant to §54956.9(c))

Number of Cases: One (1)

4. Reconvene to Open Session; Closed Session Report Out

The Board reconvened to Open Session in the Board Room at 6:30 p.m. with no reportable action.

5. Public Comment on Non-Agenda Matters

There were two (2) public comments.

6. Directors' and General Manager's Announcements

President Samson thanked staff for their outside work during the recent storm.

7. Board Committee Reports – None.

8. Consent Items

a. Minutes of the Board of Directors' Regular Bi-Monthly Meeting on December 10, 2024 and Special Meeting on December 13, 2024

RECOMMENDATION: Approve the minutes

b. General Manager's Report November 2024

RECOMMENDATION: Approve Report

c. Amendment No. 1 to Miscellaneous Agreement (MA) 6165 – Janitorial Services

RECOMMENDATION: Authorize the General Manager to execute Amendment No. 1 to MA-6165 with ML Cleaning, Inc. in the amount of \$228,427.48

d. Network Infrastructure Refresh Project

RECOMMENDATION: Authorize the General Manager to execute Amendment No. 1 to MA-6326 with Quest Technology Management in the amount not to exceed \$105,000

e. Adopt a Marin Municipal Water District Health Reimbursement Arrangement Plan to Allow the District to Administer Healthcare Premium Reimbursements to District Retirees

RECOMMENDATION: Approve a resolution adopting a Marin Municipal Water District Health Reimbursement Arrangement Plan (HRA Plan) to allow the District to administer healthcare premium reimbursements to District retirees in accordance with the District’s Retiree Healthcare Contribution Schedule (*Resolution No. 8800*)

Vice President Smith made the motion to adopt the Consent Calendar. Director Khush seconded the motion.

There were no public comments.

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

9. Regular Items

a. Amendment No. 2 to MA-6120 with Hazen and Sawyer for Kastania Pump Station Rehabilitation Project – Phase 2 (D21027)

RECOMMENDATION: Approve and Authorize the General Manger to execute Amendment No. 2 to Professional Services Agreement No. 6120 with Hazen and Sawyer, for additional engineering services in support of the Kastania Pump Station Rehabilitation Project – Phase 2 (D21027) in the amount of \$142,342 with a staff requested contingency of \$65,000

Engineering Director Alex Anaya introduced this item and Engineering Design Manager Zak Talbott, who presented this item.

There was discussion throughout.

There were no public comments.

Director Khush made the motion to approve and authorize the general manager to execute Amendment No. 2. Director Russell seconded the motion.

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

b. Safety and Emergency Response Program Update

RECOMMENDATION: Receive a staff update on the District’s Safety and Emergency Response Program

Watershed Resources Director Shaun Horne introduced this item and Safety and Emergency Response Manager Brett Pedisich, who provided a presentation.

Discussion followed.

There were no public comments.

This was an information item. The Board did not take any formal action.

c. Dual Noticing of Committee Meetings

RECOMMENDATION: Approve revising the District’s current practice of dually noticing the committee meetings as special board meetings

General Counsel Molly MacLean presented this item.

Discussion ensued.

The Board gave feedback to staff, including tabling this item until the Board could discuss possible reorganization of the District’s standing committees.

There was one (1) public comment.

d. 2025 Board and Committee Meetings Calendar

RECOMMENDATION: Approve the 2025 Calendar of Board and Committee Meetings

Communications & Public Affairs Manager Adriane Mertens presented this item.

Discussion followed.

There were no public comments.

Director Russell made the motion to approve the 2025 Board and Committee Meetings Calendar with the change of moving the February 4 Board Meeting to February 11. Director Khush seconded the motion.

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

10. Future Board and Committee Meetings and Upcoming Agenda Items

a. Upcoming Meetings

The Board Secretary announced upcoming internal and external meetings.

There were no public comments.

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

11. Announcement of Closed Session Item(s); Public Comments on Closed Session Item(s) - None.

12. Reconvene to Open Session; Closed Session Report Out - Not applicable.

13. Adjournment

There being no further business, the Board of Directors adjourned their regular bi-monthly meeting on December 17, 2024 at 8:11 p.m.

Board Secretary

2025 and add \$50,000 of additional funds for a total not-to-exceed amount of \$150,000. The contract services are provided on an as-needed basis.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: This contract amendment adds an additional \$50,000 in anticipated printing services to the existing contract, which is budgeted for within the District’s existing printing services budget.

ATTACHMENT(S):

- 1. Amendment No. 2 to MA-6155 for District-wide Printing Services.

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Communications & Public Affairs	 Adriane Mertens Communications & Public Affairs Manager	 Ben Horenstein General Manager

AMENDMENT NO. 2 TO
GENERAL SERVICES AGREEMENT BETWEEN
MARIN MUNICIPAL WATER DISTRICT and BACCHUS PRESS, INC.
(Miscellaneous Agreement No. 6155)

This Contract Amendment (“Second Amendment”) is entered into by and between Marin Municipal Water District (“District”) and Bacchus Press, Inc. (“Consultant”).

For good and valuable consideration the receipt and adequacy of which is hereby acknowledged, the parties hereto agree as follows:

Section 1. Recitals:

- A. District and Consultant entered into a General Services Agreement dated December 8, 2022 (“Agreement”).
- B. District and Consultant entered into a First Amendment to extend the term of the agreement to October 31, 2024.
- C. The parties desire to enter into this Second Amendment to the Agreement to exercise the option to extend the Agreement for one additional year until October 31, 2025 and increase the contract amount by \$50,000 for a total not-to-exceed limit of \$150,000.

Section 2. Terms:

- A. Amendment to Agreement: This Second Amendment modifies the Agreement. Except for the modifications contained herein, all the terms of the Agreement shall apply.
- B. Terms:
 - 1. Amend Section 4 entitled “**COMPENSATION**” to read as follows:

For the initial term and any subsequent extensions the total of all fees paid to Contractor for the satisfactory performance and completion of all services set forth in Exhibit A shall not exceed the total sum of \$150,000.
 - 2. Amend Section 5.a. entitled “**BILLABLE RATES, PAYMENTS TO CONTRACTOR**” to read as follows:

Billable Rates. Contractor shall be paid for the performance of services during the initial term of November 1, 2022 through October 31, 2023 at unit prices, as set forth in Exhibit A. Contractor shall be paid for the performance of services during the first extension term of November 1, 2023 through October 31, 2024 at unit prices, as set forth in Attachment A-1 of the First Amendment. Contractor shall be paid for the performance of services during the second extension term of November 1, 2024 through October 31, 2025 as set forth in Attachment A-2 of this Second Amendment, which is attached hereto and incorporated by this reference.
 - 3. Amend Subsection 6.a entitled “**TERM, SUSPENSION, TERMINATION**” to read as follows:

The initial term of this Agreement shall commence on November 1, 2022 and end on October 31, 2023. The first extension term of this Agreement shall commence on November 1, 2023 and end on October 31, 2024. The second extension term shall commence on November 1, 2024 and end on October 31, 2025. The term set forth herein shall only be modified by written agreement of both parties.

- 4. References to “Exhibit A” in the following Sections of the Agreement shall be amended to also make those sections applicable to Attachment A-2: Section 1 entitled “Scope of Services” and Section 3 entitled “Standard of Performance”.

Dated: _____

BACCHUS PRESS, INC.

By _____

Dated: _____

MARIN MUNICIPAL WATER DISTRICT

By _____

Bennett Horenstein, General Manager

Bidding Sheet Schedule Marin Water Printing Projects

Marin Water has several ongoing mailing and printing needs. The main needs are listed in the below table.

Volume Discounts

Bidders are to please provide pricing estimates for each project type below. For projects where there is a range in the quantity (e.g., 5,000 – 10,000), please indicate the threshold where there is a volume discount, if applicable:

Project Type	Format, Paper & Specs	Quantity	Estimated Cost for Printing
<i>Print and Direct Mail Jobs</i>			
SMALL Direct Mail postcard notice to full service area	<ul style="list-style-type: none"> - 1/1 color - 110# cover, w/bleeds - 4.25" x 6" - uncoated 	50,000	\$1,386.00
LARGE Direct Mail postcard to full service area	<ul style="list-style-type: none"> - 4/4 color, w/bleeds - 100# cover - 5.5" x 8.5" - C2S, satin, AQ 	50,000	\$5,203.00
SMALL Direct Mail Postcard for targeted area	<ul style="list-style-type: none"> - 1/1 color - 110# cover (neon color) - 4.25" x 6" - uncoated 	5,000 – 10,000	\$931.00 - \$1287.00
LARGE Direct Mail Postcard for targeted area	<ul style="list-style-type: none"> - 4/4 color, w/bleeds - 100# cover - 5.5" x 8.5" - uncoated 	5,000 – 10,000	\$1,400.00 - \$1,876.00
Direct Mail Customer Letter	<ul style="list-style-type: none"> - 4/0 color - 8.5" X 11" - 24# paper - Tri-fold - stuff into provided envelopes 	5,000 – 10,000	\$1,304.00 - \$2,378.00

<i>Print Only</i>			
SMALL bill inserts	<ul style="list-style-type: none"> - Single panel insert, no fold - 4/4, w/bleeds - 70# - 8.5" X 3.67" - satin, AQ 	50,000	\$2,375.00
Medium bill inserts	<ul style="list-style-type: none"> - Two panel insert, single fold - 4/4, w/bleeds - 70# - 8.5" X 7.33" - satin, AQ 	50,000	\$4,069.00
Large bill inserts	<ul style="list-style-type: none"> - 3 panel insert, tri-fold - 4/4, w/bleeds - 70# - 8.5" X 11" - uncoated 	50,000	\$4,178.00
Window Envelopes	<ul style="list-style-type: none"> - #10, recycled content - 4/0 color 	10,000	\$989.00
Window Envelopes (for checks)	<ul style="list-style-type: none"> - #9 glassine window, recycled - Springhill blue wove 24# - 1/0 black 	20,000 (in lots of 10,000 each)	\$3,128.00
Letterhead (Top page)	<ul style="list-style-type: none"> - 8.5" X 11" - 4/0 color - 24# white paper with no more than 50% recycled material - Reams to be wrapped 	10,000	\$1,102.00
Letterhead (secondary page)	<ul style="list-style-type: none"> - 8.5" X 11" - 4/0 color - 24# white paper with no more than 50% recycled material - Reams to be wrapped 	5,000	\$568.00
Flyers	<ul style="list-style-type: none"> - 4/4 color - 80# book - 8.5" x 11" - uncoated 	250 – 1,000 (varies)	\$227.00 - \$332.00
Brochures	<ul style="list-style-type: none"> - Tri-fold - 80# book - 8.5" x 11" - Satin, AQ 	250 – 1,000 (varies)	\$256.00 - \$413.00
Rack Cards	<ul style="list-style-type: none"> - 4/4 color - 80# dull cover - 4.25" x 11" - 	250 – 1,000 (varies)	\$239.00 - \$345.00

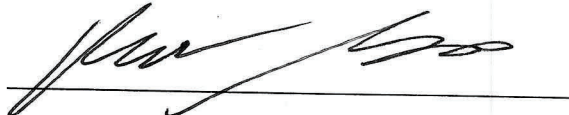
Postcards	<ul style="list-style-type: none"> - 4/4 color - 80# dull cover - 7" x 5" 	250 – 1,000 (varies)	\$239.00 - \$345.00
Reports	<ul style="list-style-type: none"> - 4/4 color - 100# dull book - 11" x 17" - bi-folded to 8.5" x 11" - Satin, AQ 	50 – 200 (varies)	\$260.00 - \$299.00
Booklet (10-page booklet when folded including cover)	<ul style="list-style-type: none"> - 4/4 color w/bleeds - 4 Inside pages = 80# dull book - Cover page = 100# dull cover - 11" x 17" - Bi-folded to 8.5" x 11" - saddle stitch - Satin, AQ 	50 – 200 (varies)	\$727.00 - \$936.00

All paper products should meet the Environmental Protection Agency (U.S. EPA) minimum recycled content standard guidelines for those products. Paper should be Process Chlorine Free (PCF) whenever possible. Printing ink shall be vegetable based and not petroleum based.

This Bid Proposal has been read completely. If our bid is accepted, we agree to abide by all its Terms & Conditions. The District reserves the right to reject any or all bids.

12.11.2024

Date



Signature

BACCHUS PRESS, INC

Company

MANSOOR ASSADI

Printed Name

1287 66TH STREET

Street Address

510-420-5800

Phone Number

Emeryville, CA 94608

City/State/Zip Code

massadi@bacchuspress.com

Email Address

Are you an FSC-certified green printer?

Yes

No

Other _____



STAFF REPORT

Meeting Type: Board of Directors
Title: Update on Water Supply Roadmap
From: Paul Sellier, Water Resources Director
Through: Ben Horenstein, General Manager
Meeting Date: January 7, 2025

PS
BH

TYPE OF ACTION: Action X Information Review and Refer

RECOMMENDATION: Receive an update on Water Supply Roadmap focused on criteria for evaluating longer-term water supply projects

SUMMARY: On February 2023, the Board selected the Integrated Roadmap for improved water supply resiliency (Roadmap). Since that time, staff has been implementing the early action projects while in parallel working to advance the longer term, more complex projects. The project team will review the short-listed Roadmap projects and describe the proposed evaluation criteria that will assist in differentiating the longer-term projects and help to identify a preferred project to move forward through the design, environmental review and permitting process. Staff will provide a presentation reviewing the projects and the proposed process leading to a preferred project.

DISCUSSION: The overarching goal of the Roadmap is to enhance the reliability, flexibility, and resiliency of the District’s water system to improve service to Marin Water customers. The Roadmap consists of five broad strategies for achieving this goal and developing a resilient water supply, including Water Efficiency, In-District Improvements, Sonoma-Marin Partnership, Local Storage Enlargement, and New Supply Development, which includes desalination and recycled water. Over the past year, staff has been reviewing available information and developing new information to thoroughly understand the longer-term projects included in the Roadmap. As the Roadmap projects were developed new, short-term projects, such as the Nicasio Spillway modification project, were identified and have been placed on a separate track from the longer-term Roadmap projects to ensure each can be developed at a faster pace. Near-term Roadmap projects identified in this category include:

- Water Efficiency,
- Nicasio Spillway Modifications,
- Soulajule Electrification & Connection to Nicasio Reservoir,
- Phoenix to Bon Tempe Reservoir Connection, and
- Stream Release automation.

Water Efficiency is both a short-term and long term initiative in the Roadmap and continues to be the District's first strategy in stretching the District's existing water supply. The District's award winning water efficiency program includes a wide range of incentive and educational programs to help District customers achieve their water savings goals. The Water Efficiency Master Plan is a user friendly document that lays out a thoughtful, adaptive approach to driving water savings. As part of driving water efficiency, the District is pursuing the implementation of Advanced Metering Infrastructure (AMI) with a goal of beginning the implementation in 2026 and completion in late 2029 early 2030. AMI will facilitate customers' understanding of how they use water and where additional savings may be possible.

Review of Roadmap Projects

Efforts to thoroughly understand and detail Roadmap alternatives have focused on the following categories of projects with the goal of selecting a preferred project for further focus in early 2025:

- Local Storage Improvements - The project team reviewed extensive existing information, gathered and developed new data to thoroughly review the portfolio of local storage alternatives presented in the Strategic Water Supply Assessment. Each site was reviewed for constructability, potential environmental impact, geotechnical issues, and ultimately overall viability. In April 2024, the project team reviewed 11 alternatives with the Board, narrowing down the shortlist to three options for further evaluation and also recommending Nicasio Spillway Modifications move forward as an independent project. The short-listed local storage projects are:
 - Upper Nicasio Dam – A new dam located at the North West end of Nicasio reservoir bordering the county Petaluma – Pt. Reyes Road that would provide 20,000 AF of new storage
 - Kent Dam raise - Increase the height of Kent Dam by 37 feet to provide additional storage of 20,000 AF
 - Soulajule Dam raise - Increase the height of Soulajule Dam by 39 feet to provide additional storage of 20,000 AF

- Sonoma-Marin Conveyance Alternatives: The project team developed a screening process to assist the board in narrowing 13 conveyance alternatives to a shortlist of three possible projects, that were presented to the Board in April 2024. Since April, the project team has continued to refine the three shortlisted alternatives in greater detail such that a preferred project alternative may be identified and proceed to design and environmental review.. The three shortlisted conveyance projects are:
 - Option 1 – (PETA-3): Pipeline from North Marin Aqueduct to Soulajule and Nicasio Reservoirs with the project developed in phases. The first phase of work would construct the pipeline from The San Marin Drive area to Nicasio reservoir and could supply up to 10-MGD or up to 5,000 AFY and with future phases of work the volume of water could be increased.
 - Option 2 – (PETA-4): Pipeline from North Marin Aqueduct along San Antonio Road to Soulajule and Nicasio Reservoirs. The initial project would likely run to Nicasio reservoir with connection to Soulajule in a later phase. The project could supply up to 12.4 MGD

or up to 6,000 AFY and with future phases of work the volume of water could be increased.

- Option 3 – (COTATI-3): Pipeline from Cotati Tanks to Soulajule and Nicasio Reservoir. Similarly to the PETA-4 alternative, the pipeline would likely be run to Nicasio in the first phase and could supply up to 9,500 AFY.
- Recycled Water: The Roadmap explores various alternatives to expand recycled water in the District’s service area through the expansion of traditional purple pipe projects, indirect potable reuse (IPR), as well as direct potable reuse (DPR). Traditional purple pipe projects deliver tertiary treated recycled water to customers for irrigation and toilet flushing. Indirect Potable Reuse (IPR) and Direct Potable Reuse (DPR) projects utilize highly treated wastewater, either conveying the treated water to a reservoir for detention, or directly into the distribution system for consumption. Staff will review a range of recycled water projects within the Roadmap framework.

Desalination: The District developed information on desalination across a range of capacities (5-MGD, 10-MGD and 15-MGD). Desalination takes San Pablo Bay water and treats the water to drinking water standards using reverse osmosis membranes. While desalination source water is reliable the complexity of the facility drives capital costs and energy requirements contribute to significant ongoing operational costs

Evaluation Criteria

For the purpose of evaluating different drought water supply projects and to aid in the selection of a preferred project. The proposed criteria developed by the project team are:

- Reliability and Sustainability: Projects that contribute to dry year supply and substantially improve reliability of the system, improving system response to disaster
- Flexibility and Resiliency: Consideration of operational flexibility and operational complexity; project improves resiliency of system; integrates and maximizes regional systems
- Schedule and Implementation: Timeframe for project implementation, considering regulatory complexity and constructability; does not preclude future projects
- Water Quality: How well does the project meet current and future drinking water quality standards; the water is of the same quality as existing water supplied by the District
- Environmental : How well does the project continue to meet the District’s commitment to environmental stewardship; Consider extent of environmental impacts during and post construction,
- Social Stewardship: Extent of disruption to existing land uses or other social impact
- Economic and Financial: Consideration of project lifecycle costs relative to water supply yield; Consider extent to which project uses existing infrastructure and may qualify and perform well for grant awards

During the presentation Staff will provide a discussion of the evaluation criteria as well as an example of how the criteria apply to project considerations. At the upcoming January 21st Board meeting, staff propose to incorporate any Board feedback on criteria and review the individual alternatives against the criteria. Staff plans to return to the board in February, having incorporated board discussion and guidance, with a recommendation for selection of a preferred project alternative to move into design and environmental review.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: None.

ATTACHMENT(S): None.



UPCOMING MEETINGS

This schedule lists upcoming board and committee meetings as well as upcoming agenda items for the next month, which may include Board interest in adding future meeting items. The schedule is tentative and subject to change pending final publication and posting of each meeting agenda.

Internal Meetings		
Meeting Date	Meeting Type	Key Item(s)
Tuesday, Jan. 14, 2025 9:00 a.m.	Board of Directors' Special Meeting (Board Retreat)	Annual Work Plan Items and Board Committees (<i>No formal action will be taken at the retreat</i>)
Friday, Jan. 17, 2025 9:30 a.m.	Operations Committee Meeting/Special Meeting of the Board of Directors	Online Bill Pay and Bill Print Services Update
Tuesday, Jan. 21, 2025 6:30 p.m.	Board of Directors' Regular Bi-Monthly Meeting	Water Roadmap Update

External Meetings	
Meeting Date	Meeting Type
Wednesday, Jan. 15 3:00 p.m.	Tomales Bay Foundation Meeting
Friday, Jan. 24 10 a.m.	Lagunitas Creek Technical Advisory Committee (TAC) (Field Trip to Roy's Redwoods and Phase I Marin Water's Site)



STAFF REPORT

Meeting Type: Marin Municipal Water District Financing Authority

Title: Minutes of Marin Municipal Water District Financing Authority Meeting of January 9, 2024, Confirmation of Officers, and 2024 Financial Report

From: Bret Uppendahl, Finance Director

Through: Ben Horenstein, General Manager

Meeting Date: January 7, 2025

TYPE OF ACTION: X Action Information Review and Refer

RECOMMENDATION: Confirm officers for the Marin Municipal Water District Authority Board of Directors, approve the minutes of the Marin Municipal Water District Financing Authority Meeting of January 9, 2024, and receive the 2024 financial report for the Authority

SUMMARY: On April 16, 2010, the District created the Marin Municipal Water District Financing Authority (Authority) by entering into a joint exercise of power agreement with the California Municipal Financing Authority for the purpose of facilitating financing on behalf of the District. Pursuant to the bylaws adopted by the Authority, the Board of the Authority shall consist of the District Board of Directors and the officers shall be the officers of the District Board. The bylaws also provide that confirmation of officers shall occur at the first meeting of the Authority each calendar year.

DISCUSSION:

Confirmation of Officers

In accordance with the Authority’s Bylaws, the Authority Board should confirm its officers in its first meeting each year based upon election of new officers of the District Board. This will further inform the public regarding officers of the Authority.

Section 2.1-2.7 – Officers, and Confirmation of Officers, of the Bylaws of MMWD Financing Authority (“Authority”) dated April 21, 2010, states:

Section 2.1 – The officers of the Authority shall be the President, Vice President, Executive Director, Secretary and Treasurer.

Section 2.2 – President - The President of the Authority shall be the member who is the President of the Board of Directors of MMWD. The term of office shall be the same as the term of the President of the Board of Directors of MMWD.

Section 2.3 – Vice President - The Vice President of the Authority shall be the member who is the Vice President of the Board of Directors of MMWD. The term of office shall be the same as the term of the Vice President of the Board of Directors of MMWD.

Section 2.4 – Executive Director - The General Manager of MMWD is hereby designated as the Executive Director of the Authority.

Section 2.5 – Secretary – The Secretary shall be the person who is the Secretary to the Board of Directors of MMWD.

Section 2.6 – Treasurer – The Finance Director of MMWD is hereby designated as the Treasurer of the Authority.

Section 2.7 – Confirmation of Officers – Confirmation of officers shall be the first order of business at the first meeting of the Authority, regular or special, held in each calendar year.

Approval of Minutes

The board of the Financing Authority held its regular annual meeting on January 9, 2024. The minutes, which are attached to this staff report for consideration and approval by the Authority Board.

2024 Financial Report

On May 15, 2012, the Authority issued the Water Revenue Bonds (2012 Series A) in the amount of \$85,000,000. The proceeds of the Revenue Bonds (2012 Bonds) were then used by the District under the terms of the Installment Sale Agreement between the two entities dated May 3, 2012. The proceeds of the issue were used to refund \$16.5 million of the outstanding Marin Municipal Water District Water Revenue Refunding Bonds, Series 2002 bonds, advance refund a portion of the outstanding Certificates of Participation, 2004 Financing Project of \$21.6 million, finance \$54.6 million in District capital projects and pay certain costs incurred in connection with issuance, sale and delivery of the bonds.

On January 21, 2020, the Board approved Resolution No. 8554 authorizing the commencement of proceedings of refunding 2012 Revenue Bonds and the issuance and sale of Refunding Water Revenue Bonds, Series 2022 at the future call date of April 2022 to Morgan Stanley. On April 4, 2022, the Authority issued the Water Refunding Revenue Bonds (2022 Series) in the amount of \$67,505,000.

On November 15, 2016, the Authority issued the Refunding Revenue Bonds (2016 Series) in the amount of \$31,380,000. The proceeds of the Refunding Revenue Bonds (2016 Bonds) were then used by the District under the terms of the Installment Sale Agreement between the two entities dated November 1, 2016. The proceeds of the issue were used to refund, on an advance basis, the Marin Municipal Water District Financing Authority Water Revenue Bonds, Series 2010, which were outstanding in the principal amount of \$31.14 million.

On August 1, 2017, the Authority issued the Water Revenue Bonds (2017 Series) in the amount of \$36,120,000. The proceeds of the Revenue Bonds (2017 Bonds) were then used by the District under the terms of the Installment Sale Agreement between the two entities dated as of August 1, 2017. The proceeds of the issue were used to finance \$42 million in the District's capital program and pay certain costs incurred in connection with issuance, sale and delivery of the bonds. The obligation of the District to make installment payments is subordinate to payments the District makes in connection with bonds issued by the Authority to finance and refinance projects of the District issued in 2012 and

2016. This issue is subordinate to the prior issues to provide flexibility to the District for future borrowings. The District covenanted in the 2017 Installment Sale Agreement that it will not issue any obligations senior to the 2017 Bonds.

Debt Service Payments

For the 2016, and 2017 bonds, semi-annual debt service payments are made on January 1 and July 1 of every year. Interest payments are made every January and July, and principal payments are made once a year in July. For the 2022 bonds, semi-annual debt service payments are made on June 15 and December 15 of every year. Interest payments are made every June and December, and principal payments are made once a year in June. Below are a summary of the debt service payments in calendar year 2024 for the 2016, 2017 and 2022 debt issues.

2016 Bonds Debt Service Payments in CY 2024			
Due Date	Interest	Principal*	Total
January 1, 2024	\$740,987.50	\$0.00	\$740,987.50
July 1, 2024	\$740,987.50	\$0.00	\$740,987.50
Total			\$1,481,975.00
<i>* For the 2016 Bonds, annual principal payments do not begin until July 1, 2030.</i>			

2017 Bonds Debt Service Payments in CY 2024			
Due Date	Interest	Principal	Total
January 1, 2024	\$769,875.00	\$0.00	\$769,875.00
July 1, 2024	\$769,875.00	\$755,000.00	\$1,524,875.00
Total			\$2,294,750.00

2022 Bonds Debt Service Payments in CY 2024			
Due Date	Interest	Principal	Total
June 15, 2024	\$1,332,975.00	\$2,400,000.00	\$3,732,975.00
December 15, 2024	\$1,284,975.00	\$0.00	\$1,284,975.00
Total			\$5,017,950.00

Future Scheduled Events

Below are a summary of the debt service payments in calendar year 2025 for the 2016, 2017 and 2022 debt issues.

2016 Bonds Debt Service Payments in CY 2025			
Due Date	Interest	Principal	Total
January 1, 2025	\$740,987.50	\$0.00	\$740,987.50
July 1, 2025	\$740,987.50	\$0.00	\$740,987.50
Total			\$1,481,975.00
<i>* For the 2016 Bonds, annual principal payments do not begin until July 1, 2030.</i>			

2017 Bonds Debt Service Payments in CY 2025			
Due Date	Interest	Principal	Total
January 1, 2025	\$751,000.00	\$0.00	\$1751,000.00
July 1, 2025	\$751,000.00	\$790,000.00	\$1,541,000.00
Total			\$2,292,000.00

2022 Bonds Debt Service Payments in CY 2025			
Due Date	Interest	Principal	Total
June 15, 2025	\$1,284,975.00	\$2,495,000.00	\$3,779,975.00
December 15, 2025	\$1,235,075.00	\$0.00	\$1,235,075.00
Total			\$5,015,050.00

Based on the foregoing, Staff recommends that the Authority Board (1) confirm the new officers of the Authority, and (2) approve the minutes of the Board of Directors’ Marin Municipal Water District Financing Authority meeting of January 9, 2024, and (3) receive the 2024 financial report for the Authority.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: Annual debt service payments are included in the District’s FY 2025 approved budget.

ATTACHMENT(S):

- 1. Minutes of the Board of Directors’ Financing Authority Meeting of January 9, 2024.

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
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Finance



Bret Uppendahl
Finance Director



Ben Horenstein
General Manager



NOTICE OF THE MARIN MUNICIPAL WATER DISTRICT FINANCING AUTHORITY MEETING

Tuesday, January 09, 2024

MINUTES

(This meeting immediately followed the Board of Directors' Regular Bi-Monthly Meeting on January 9, 2024.)

LOCATIONS:

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Public Participation:

The public may attend this meeting in-person or remotely using one of the following methods:

On a computer or smart device, go to: <https://us06web.zoom.us/j/88134852296>

By phone, dial: **1-669-444-9171** and use Webinar ID: **881 3485 2296**

AGENDA ITEMS:

Roll Call of the Marin Municipal Water District Financing Authority Board

At 7:33 p.m., President Ranjiv Khush began the meeting with a roll call.

DIRECTORS PRESENT

Monty Schmitt

Jed Smith

Matt Samson

Ranjiv Khush

DIRECTOR ABSENT

Larry Russell

Regular Items

1. Minutes of the Marin Municipal Water District Financing Authority Meeting of January 3, 2023, Confirmation of Officers, and 2023 Financial Report

RECOMMENDATION: Confirm officers for the Marin Municipal Water District Authority Board of Directors, approve the minutes of the Marin Municipal Water District Financing Authority Meeting of January 3, 2023, and receive the 2023 financial report for the Authority

Finance Director Bret Uppendahl presented this item. There was no discussion from the Financing Authority Board.

There were no public comments.

A motion was made by Vice Chair Samson and seconded by Director Schmitt to confirm the officers, approve the minutes of January 3, 2023, and receive the financial report.

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

Absent: Director Russell

15. Adjournment

There being no further business, the Marin Municipal Water District Financing Authority Meeting adjourned on January 9, 2024 at 7:38 p.m.

Board Secretary