



Posting Date: 12-04-2020

## NOTICE OF MEETING

### OPERATIONS COMMITTEE/BOARD OF DIRECTORS (OPERATIONS)

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**MEETING DATE:** 12-11-2020

**TIME:** 9:30 a.m.

**LOCATION:** This meeting will be held virtually, pursuant to the Governor’s Executive Order N-29-20.

To participate online, go to <https://zoom.us/j/98871380899>. You can also participate by phone by calling 1-669-900-6833 and entering the webinar ID#: 988 7138 0899.

**PARTICIPATION DURING MEETINGS:** During the public comment periods, the public may comment by clicking the “raise hand” button on the bottom of the Zoom screen; if you are joining by phone and would like to comment, press \*9 and we will call on you as appropriate.

**EMAILED PUBLIC COMMENTS:** You may submit your comments in advance of the meeting by emailing them to [BoardComment@MarinWater.org](mailto:BoardComment@MarinWater.org). All emailed comments received by 7 a.m. on the day of the meeting will be provided to the Board of Directors prior to the meeting. Those emailed comments on approval items received by 7 a.m. will also be summarized by the board secretary at the board meeting. All emails will be posted on our website. (Please do not include personal information in your comment that you do not want published on our website such as phone numbers and home addresses.)

AGENDA ITEMS	RECOMMENDATIONS
<b>Call to Order</b>	
<b>Adopt Agenda</b>	
<b>Public Comment</b>  Members of the public may comment on any items not listed on the agenda during this time. Comments will be limited to three minutes per speaker, and time limits may be reduced by the Committee Chair to accommodate the number of speakers and ensure that the meeting is conducted in an efficient manner.	

**MARIN WATER BOARD OF DIRECTORS:** LARRY BRAGMAN, JACK GIBSON, CYNTHIA KOEHLER, LARRY RUSSELL AND MONTY SCHMITT

AGENDA ITEMS	RECOMMENDATIONS
<b>Calendar</b>	
1. Minutes of the Operations Committee/Board of Directors (Operations) Meeting of November 20, 2020	<i>Approve</i>
2. Review of Ross Reservoir Landslide Repair Project (D19006)	<i>Information</i>
3. Fire Flow Improvement Program Report for Fiscal Years 2019 and 2020	<i>Information</i>
4. Additional Pipeline Work for Contract No. 1899, Piedmont Road Pipeline Replacement Project, to Replace an Additional 380-feet of Worn Pipe	<i>Approve</i>
<b>Adjournment</b>	

**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 disabled 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 Board Secretary Terrie Gillen at 415.945.1448, at least two days in advance of the meeting. Advance notification will enable the Marin Water to make reasonable arrangements to ensure accessibility.

INFORMATION PACKETS ARE AVAILABLE FOR REVIEW AT THE CIVIC CENTER LIBRARY, CORTE MADERA LIBRARY, FAIRFAX LIBRARY, MILL VALLEY LIBRARY, MARIN WATER OFFICE, AND ON THE MARIN WATER WEBSITE (MARINWATER.ORG)

**FUTURE BOARD MEETINGS:**

- ❖ Tuesday, December 15, 2020  
Regular Bi-Monthly Board of Directors’ Meeting  
7:30 p.m.
- ❖ Thursday, December 17, 2020  
Finance Committee/Board of Directors (Finance) Meeting  
9:30 a.m.
- ❖ Tuesday, January 5, 2021  
Regular Bi-Monthly Board of Director’s Meeting  
7:30 p.m.



Board Secretary



**Item Number:** 01  
**Meeting Date:** 12-11-2020  
**Meeting:** Operations  
Committee/Board of Directors  
(Operations)

## Approval Item

### TITLE

Minutes of the Operations Committee/Board of Directors (Operations) Meeting of November 20, 2020

### RECOMMENDATION

Approve the adoption of the minutes.

### SUMMARY

On November 20, 2020, the Operations Committee/Board of Directors (Operations) held its monthly meeting. The minutes of that meeting are attached.

### DISCUSSION

None

### FISCAL IMPACT

None

### ATTACHMENT(S)

1. Minutes of November 20, 2020, Meeting of the Operations Committee/Board of Directors (Operations)

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Communications & Public Affairs Department	 Terrie Gillen Board Secretary	 Ben Horenstein General Manager

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

**MINUTES**

**Friday, November 20, 2020**

**Via teleconference**

(In accordance with Governor Gavin Newsom's Executive Order N-29-20)

**DIRECTORS PRESENT:** Larry Bragman, John C. Gibson, and Larry L. Russell

**DIRECTORS ABSENT:** Cynthia Koehler

**CALL TO ORDER:** Chair Russell called the meeting to order at 9:30 a.m.

**ADOPT AGENDA:**

On motion made by Director Bragman and seconded by Director Gibson, the board approved the adoption of the agenda by the following roll call vote:

Ayes: Directors Bragman, Gibson, and Russell

Noes: None

Absent: Director Koehler

**PUBLIC COMMENT:**

There were no public comments.

**CALENDAR ITEMS:**

**ITEM 1. MINUTES OF THE OPERATIONS COMMITTEE /BOARD OF DIRECTORS (OPERATIONS) MEETING OF OCTOBER 16, 2020**

On motion made by Director Gibson and seconded by Director Bragman, the committee approved the minutes by the following roll call vote:

Ayes: Directors Bragman, Koehler, Gibson, and Russell

Noes: None

Absent: Director Koehler

**ITEM 2. ANNEXATION OF SINGLE FAMILY RESIDENCE AT 1499 LUCAS VALLEY ROAD, SAN RAFAEL (APN 165-010-89) INTO DISTRICT BOUNDARIES**

Engineering Support Services Manager Paul Morrison brought forth this item. Discussion ensued.

Director Koehler arrived at 9:39 a.m.

There was no public comment.

The board reviewed and referred this agreement to a future regular bi-monthly meeting of the Board of Directors.

**ITEM 3. ALPINE/BON TEMPE RAW WATER TRANSFER PIPELINE REPLACEMENT PROJECT (D20027)**

Associate Engineer-Civil Zak Talbot presented this item. Discussion followed.

There was no public comment.

The board reviewed and referred this agreement to a future regular bi-monthly meeting of the Board of Directors.

**ADJOURNMENT**

There being no further business, the Operations Committee/Board of Directors (Operations) meeting adjourned at 9:49 a.m.

\_\_\_\_\_  
Board Secretary



**Item Number:** 02  
**Meeting Date:** 12-11-2020  
**Meeting:** Operations  
Committee/Board of Directors  
(Operations)

## Informational Item

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**TO:** Operations Committee/Board of Directors (Operations)

**FROM:** Michael Ban, Director of Engineering

**THROUGH:** Ben Horenstein, General Manager

**DIVISION NAME:** Engineering

**ITEM:** Review of Ross Reservoir Landslide Repair Project (D19006)

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### SUMMARY

District staff will make a presentation on the Ross Reservoir Landslide Repair Project, which was completed November 2020, and included the successful repair of a significant landslide which was threatening to undermine the District's Ross Reservoir.

### DISCUSSION

The purpose of the Ross Reservoir Landslide Repair Project was to stabilize and stop the growth of the landslide area before it caused further structural damage or loss of Ross Reservoir and its piping system, and to maintain water service. Ross Reservoir is a 1-million gallon water storage facility built in 1927, and provides treated water storage for 44,000 customers through the District's Ross Valley gravity system. An active landslide on the watershed, that was continuing to grow in size, was threatening to undermine Ross Reservoir. Immediate action was required to ensure the stability of the site and prevent an emergency from occurring.

Prior to repairing the landslide, the District first needed to replace the existing 12-inch Ross Reservoir bypass pipeline. This pipeline was in poor condition and did not have sufficient capacity to meet peak demands for the Ross Valley, and was located within the landslide repair area. The District completed the project in January 2020, replacing the 12-inch bypass pipeline with a new 30-inch pipe that is located outside of the landslide repair area. The new bypass pipeline will allow water to temporarily flow from the Bon Tempe Treatment Plant and around Ross Reservoir to maintain water supply to customers downstream of the reservoir in the event that Ross Reservoir needs to be taken out of service for maintenance purposes, or replacement.

Following a competitive bid process, the District awarded the construction contract for the Ross Reservoir Landslide Repair Project (Project) to W. R. Forde Associates on April 21, 2020. Construction began in early summer 2020 and was completed in November 2020, on-schedule prior to the winter 2020-2021 rain season. The Project included the removal of landslide material, construction of benches cut into the bedrock across the face of the slope, installation of a drainage system, and construction of an engineered mechanically stabilized earth buttress repair with geotextile reinforcement fabric (Geogrids). A total of 12,383 cubic yards of soil material was applied to stabilize the area, with approximately 6,359 cubic yards of local material and 6,024 cubic yards of imported soil. The Project also included construction of a new 24-inch water transmission line outside the footprint of the landslide repair area to allow continued service to customers below the reservoir. In order for construction equipment to access the construction site and repair the landslide, the Project included construction of a new access road from Worn Springs Road (below Ross Reservoir) to the location of the landslide repair and the replacement of four failing culverts on Worn Springs Road. The repaired landslide was hydro seeded with native plant seeds after construction to stabilize the area, prevent erosion, and maintain the integrity of the site.

The District and its environmental team worked closely with the Army Corp of Engineers, the California Regional Water Quality Control Board (Water Board), and the California Department of Fish and Wildlife to inform the regulators about the Project and to obtain all permits required to construct the Project.

**PUBLIC OUTREACH EFFORTS:**

The District conducted extensive public outreach prior to and during construction of the project. This included working with the Town of Ross and the Ross School District in 2019, during design of the project. In March 2020, District staff created road closed maps that were posted on the watershed notifying the public of closures of Worn Springs Road starting in April thru November 2020. An informational flyer was generated and mailed to nearby residents. In addition, the Marin County Bicycle Coalition (MCBC) was notified and they posted notices of the closure to their website. District staff continued to work closely with the Town of Ross, MCBC and the Ross School District throughout construction of the Project.

During construction, the fire road from Natalie Coffin Greene Park to Worn Springs Road and Worn Springs Road from Phoenix Lake to Ross Reservoir were temporarily impacted when the soil import was taking place. During this time, Worn Springs Road was closed. Flaggers were located at key points along the fire road from Natalie Coffin Greene to Worn Springs Road assisting trail users during the intervals between the truck trips. Flaggers were also located on Dibble Road during August when the road to Natalie Coffin Greene was temporarily closed for safety reasons.

**FISCAL IMPACT**

The total project budget was \$1.9million.





**Item Number:** 03  
**Meeting Date:** 12-11-2020  
**Meeting:** Operations  
Committee/Board of Directors  
(Operations)

## Informational Item

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**TO:** Operations Committee/Board of Directors (Operations)

**FROM:** Michael Ban, Director of Engineering *MB*

**THROUGH:** Ben Horenstein, General Manager *BH*

**DIVISION NAME:** Engineering

**ITEM:** Fire Flow Improvement Program Report for Fiscal Years 2019 and 2020

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### SUMMARY

During Fiscal Years (FY) 2019 and 2020, the District invested \$5.0 million in fire flow funds for the completion of seven Fire Flow Improvement Pipeline Replacement Projects which replaced approximately 11,257-feet of fire flow deficient pipe in Tiburon, Sausalito, Mill Valley, Ross and Corte Madera. The District's annual investment for the life of the Fire Flow program is approximately \$4.5 million. However, during Fiscal Years 2017 and 2018, the District invested \$11.7 million, resulting in a negative fund balance. Temporarily reducing fire flow expenditures during Fiscal Years 2019 and 2020 allowed the fire flow fund to return to a net positive balance of \$2 million at the end of FY 2020.

### DISCUSSION

The District initiated the Fire Flow Master Plan (FFMP) in Fiscal Year 1997-98 to increase the water distribution system's ability to provide water for fire protection and to strengthen the system to increase its survivability during a seismic event. The 15 year improvement program concluded in Fiscal Year 2011-12, and was funded by the Fire Flow Fee, an annual fee of \$75 assessed to parcels within the District's service area.

In May 2012, the District extended the Fire Flow Improvement Program (FFIP) for an additional 19 years through Resolution No. 8135. The extension is designed to allow the completion of fire flow projects that were on the original FFMP list but could not be completed as part of the original program due to inflationary impacts on constructions costs, and the completion of projects in new areas identified by the Marin County Fire Chiefs Association that were not included in the original FFMP. The extended FFIP will support the replacement of 52 miles of fire flow deficient distribution piping and continues to be funded by the \$75 annual Fire Flow Fee which provides approximately \$4.5 million annually, and will remain in effect through April 2031.

In Fiscal Years (FY) 2019 and 2020, the District invested \$5.0 million in fire flow funds and replaced approximately 11,257-feet of fire flow deficient pipe in Tiburon, Sausalito, Mill Valley, Ross and Corte Madera as shown in Table 1.

**Table 1**  
**FFIP Investments in FYs 2019 and 2020**

**FY 2019**

Project Name	Location	Length of Pipe Replaced (ft)	Age of Original Pipe (years)
FFIP Tiburon PRP	Tiburon	160	76-79
FFIP Sausalito PRP	Sausalito	166	109
FFIP Almonte PRP	Mill Valley	1,225	61-74
FFIP Baywood Ave PRP	Ross	7,703	67-116
FFIP Corte Madera PRP	Corte Madera	423	74
<b>Pipe Replaced FY 2019 =</b>		<b>9,677</b>	

**FY 2020**

FFIP Baywood Ave PRP	Ross	120	67-116
FFIP Corte Madera PRP	Corte Madera	1,460	74
<b>Pipe Replaced FY 2020 =</b>		<b>1,580</b>	
<b>Total Pipe Replaced in FY 2019 and 2020</b>		<b>11,257</b>	

FFIP investments in FYs 2019 and 2020 were \$3.9m and \$1.1m, respectively, for a total investment of \$5.0m. On average, the annual FFIP investment is \$4.5m. However, in FY 2018 the District conducted several FFIP projects earlier than originally planned in order to coordinate with planned road improvement projects, resulting in an investment of \$6.9m in the FFIP. The total FFIP investment during Fiscal Years 2017 and 2018 was \$11.7m, resulting in the completion of needed projects and leaving a negative fund balance. Temporarily FFIP reducing expenditures in FYs 2019 and 2020 allowed the FFIP fund to end FY 2020 with a net positive balance of \$2.0m. Through the life of the program, annual investments will average \$4.5m.

Through June 30, 2020, the district has invested a cumulative total of \$113.3m in support of the FFMP and the FFIP. The work completed includes replacement of over 92.8 miles of pipeline as well as various seismic improvements at the treatment plants, transmission tanks and pump stations.

**FISCAL IMPACT**

None



**Item Number:** 04  
**Meeting Date:** 12-11-2020  
**Meeting:** Operations  
Committee/Board of Directors  
(Operations)

## Approval Item

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### **TITLE**

Additional Pipeline Work for Contract No. 1899, Piedmont Road Pipeline Replacement Project, to Replace an Additional 380-feet of Worn Pipe

### **RECOMMENDATION**

Approve Resolution No. 8618 authorizing the General Manger to include additional pipeline work under Contract No. 1899 in the amount of \$80,060 and increase the existing contract from \$440,510 to a new contract amount of \$520,570 and maintain signing authority of the original contract contingency amount of \$44,100 for a total not to exceed amount of \$564,670.

### **SUMMARY**

The District is currently replacing over 2,000-feet of worn pipeline in Larkspur in support of the Piedmont Road Pipeline Replacement Project (Contract No. 1899). Two water main breaks recently occurred after award of the Piedmont Road Pipeline Replacement Project on a 110-year old pipe located near the Project on West Baltimore Avenue. Since the District's contractor is currently working in this area and the additional work is within the scope of the existing pipeline replacement contract, the District would benefit from having the Contractor replace this pipe in addition to the original pipeline project. District staff recommends this section of worn pipe be replaced through the installation of 380 feet of 6-inch welded steel pipe in West Baltimore Avenue in Larkspur, and that this work be added to the Piedmont Road Pipeline Replacement Project Contract No. 1899, which was awarded on September 1, 2020 to Michael Paul Company. The original project is currently in construction and will install 2,190 feet of pipe.

The estimated cost for this additional work is \$80,060. District staff request the Board approve Resolution No. 8616, which authorizes the General Manger to include the additional pipeline work in the amount of \$80,060 under Contract No. 1899 via change order, increases the existing contract by \$80,060 from \$440,510 to a new contract amount of \$520,570, and maintains signing authority of the original contract contingency amount of \$44,100 for a total not to exceed amount of \$564,670.

### **DISCUSSION**

The Piedmont Road Pipeline Replacement Project (Project) is a component of the District's Capital Improvement Program. This addition to the project will replace 380 feet of leak prone piping installed as early as 1909 in coordination with the City of Larkspur. District staff have recently been in communication with the City of Larkspur and the City has agreed to minimal

plug pave trench restoration standards in an effort to replace this section of pipe and reduce future impacts to the neighborhood due to main breaks. The additional pipeline project will take place in the location described in Table 1 and shown on the map provided in Attachment 1.

**Table 1**  
**Pipeline Replacement Locations**

Street	Length	Installation Date	Existing Size & Type
West Baltimore Av*	380 ft	1909	4" GTP

CI= cast iron / GTP = galvanized threaded pipe

\* Addition to original project

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

**FISCAL IMPACT**

Budget:

Contract Award: \$440,510  
Additional Contract Cost: \$80,060  
Contingency: \$44,100  
Materials and Professional Fees: \$104,800  
District Labor/Inspection: \$179,000  
Total Budget: \$848,470  
Budget Category: A1A02A

Project Implementation:

Project Advertisement: July 14, 2020  
Bid Opening: July 30, 2020  
Original Project Award: September 1, 2020  
Original Completion Date: January 14, 2021  
Updated Completion Date: February 13, 2021  
Duration of Addition: 165 days

**ATTACHMENT(S)**

1. Site Map
2. Draft Notice of Exemption
3. Resolution No. 8618

DEPARTMENT	DEPARTMENT OR DIVISION MANAGER	APPROVED
Engineering		
	<hr/> <p data-bbox="673 441 950 504"><b>Michael Ban</b> Director of Engineering</p>	<hr/> <p data-bbox="1112 441 1339 504"><b>Ben Horenstein</b> General Manager</p>



**MMWD PIPELINE REPLACEMENT PROJECT  
WEST BALTIMORE AV, LARKSPUR**

Attachment A

Item Number: 04  
Attachment: 1

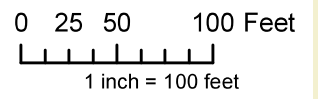


**PIPELINE  
REPLACEMENT**



**MARIN MUNICIPAL  
WATER DISTRICT**  
marinwater.org  
415-945-1455  
contactus@marinwater.org

Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, NRC:  
(Hong Kong), Esri Korea, Esri (Thailand), MapmyIndia, NGCC, © OpenS  
GIS User:Community





# Notice of Exemption

Filing Requested By and When Filed Return To:

Marin Municipal Water District  
 220 Nellen Ave  
 Corte Madera, CA 94925  
 Attn: Mike Ban, Manager of Environmental & Engineering Services

**Project Title:** Piedmont Rd Pipeline Replacement Project (D19007)

**Project Location:** City of Larkspur

**Project Location – County:** Marin

**Project Description:** The Piedmont Rd Pipeline Replacement Project is a component of the District's Capital Improvement Program. This addition to the project will install approximately 380 lineal feet of pipe to replace old, leak prone pipe in the water distribution system in coordination with the City of Larkspur's street overlay program located in Marin County, CA.

The streets involved are shown in Figure 1, and described in the table below:

Street	Length	Installation Date	Existing Size & Type
West Baltimore Av	380 ft	1909	4" GTP

\* GTP= Galvanized Threaded Pipe

**Public Agency Approving Project:** Marin Municipal Water District

**Name of Person or Agency Carrying Out Project:** Marin Municipal Water District

**CEQA Exemption Status:** Categorical Exemption Section 15302(c), Replacement or Reconstruction.

**Reason for Exemption:** The project qualifies for exemption pursuant to Section 15302(c) inasmuch as it is the replacement of existing water pipelines with negligible or no expansion of capacity.

**Project Approval:** The Marin Municipal Water District Board of Directors approved the award of a contract for project construction, which represents project approval as defined by Section 15352 of the Guidelines for Implementation of the California Environmental Quality Act, at their regularly scheduled meeting on December 11, 2020.

**Lead Agency Contact Person:** Michael Ban, Marin Municipal Water District

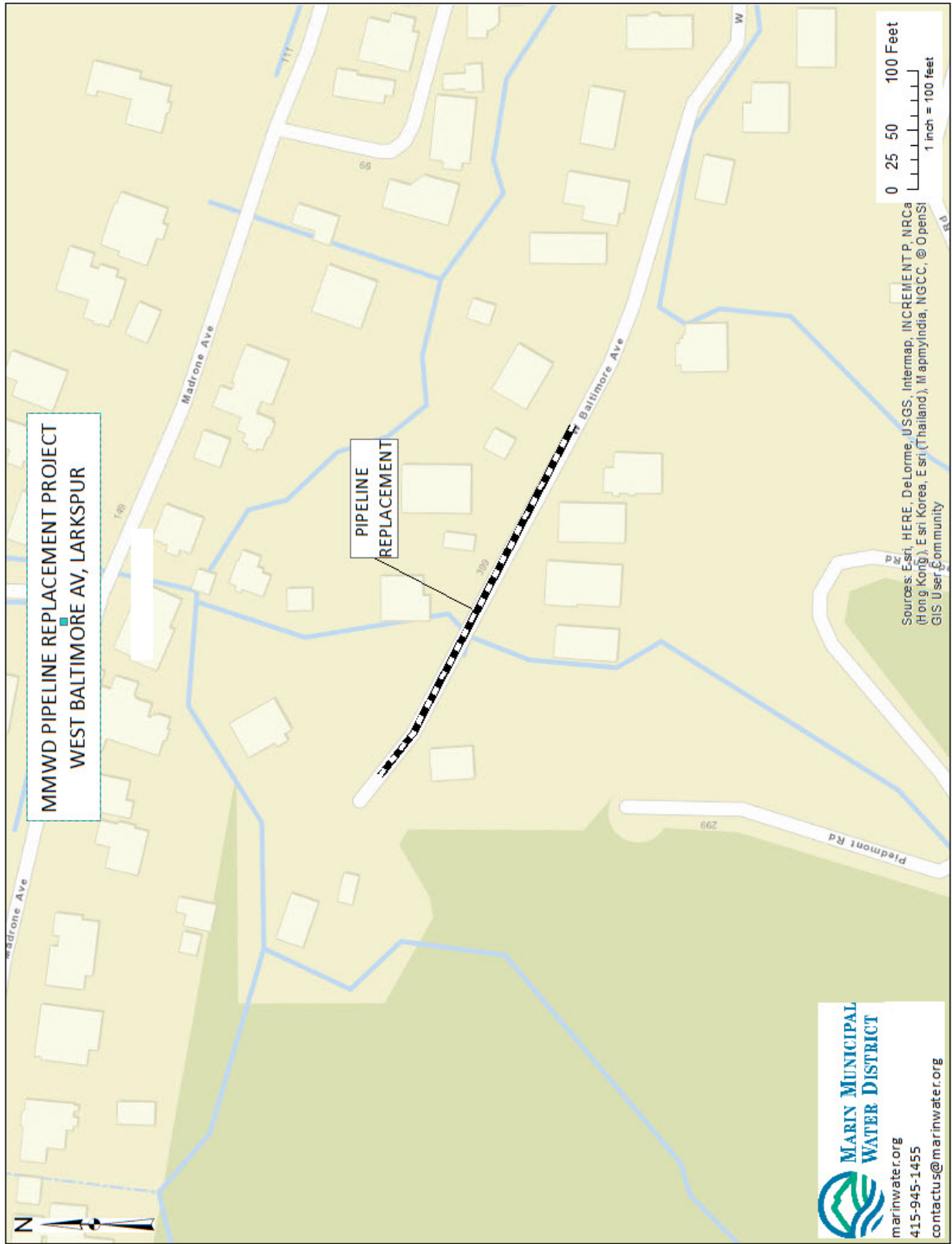
**Telephone:** (415) 945-1435

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Michael Ban, Director of Engineering

Date

Figure 1: Piedmont Rd Pipeline Replacement Project



SOURCE: MMWD 2020





**MARIN MUNICIPAL WATER DISTRICT**

**RESOLUTION NO. 8618**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE MARIN MUNICIPAL WATER DISTRICT APPROVING ADDITIONAL PIPELINE REPLACEMENT TO THE PIEDMONT ROAD PIPELINE REPLACEMENT PROJECT**

**WHEREAS**, the District awarded Contract No. 1899, in the amount of \$440,510 to Michael Paul Company Inc. for the Piedmont Road Pipeline Replacement Project on September 1, 2020; and

**WHEREAS**, the District has responded to two main breaks on a 380 foot section of 4-inch galvanized threaded pipe since Contract No. 1899 was awarded near the area of the Project; and

**WHEREAS**, the District will benefit from the replacement of this pipeline that was installed in 1909 by reducing future impacts to the neighborhood due to main breaks and this additional work is within the scope of the existing pipeline replacement project; and

**WHEREAS**, District staff have been in recent communication with the City of Larkspur regarding these main breaks and District staff and the City of Larkspur reached agreement on a cost-effective approach for restoring the pavement above the pipeline trench for the replacement of this section of pipeline resulting in significant cost savings to the District; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Marin Municipal Water District, after considering the information presented before it, makes the following findings and determinations based on the information present.

**BE IT FURTHER RESOLVED** that the Board of Directors of the Marin Municipal Water District does hereby:

1. Authorize the General Manger to include replacement of the additional 380 feet of pipe on West Baltimore Avenue into Contract No. 1899 in the amount of \$80,060 by issuance of a change order to the existing pipeline replacement project.
2. Authorize the General Manager to increase the existing contract amount from \$440,510 to a new contract amount of \$520,570 and maintain signing authority of the original contract contingency amount of \$44,100 for a total not to

exceed amount of \$564,670.

**PASSED AND ADOPTED** this 11th day of December 2020 by the following vote of the Board.

AYES:

NOES:

ABSENT:

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**President, Board of Directors**

**ATTEST:**

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**Board Secretary**