



Posting Date: 01-15-2021

NOTICE OF REGULAR BI-MONTHLY MEETING BOARD OF DIRECTORS

MEETING DATE: 01-19-2021

TIME: 6:00 p.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/93071263875>. You can also participate by phone by calling 1-669-900-6833 and entering the webinar ID#: 930 7126 3875.

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. All emailed comments received by 3 p.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 3 p.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
Call to Order and Roll Call	
Adopt Agenda	
Convene to Closed Session (Only the Board of Directors and staff will participate) The public will be asked to leave and come back to the open session beginning at 7:30 p.m.	
Closed Session Item	
1. Conference with Legal Counsel – Existing Litigation (Government Code §54956.9) Walker v. Marin Municipal Water District Marin Superior Court Case No. CIV 1501914	

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

AGENDA ITEMS	RECOMMENDATIONS
Convene to Open Session at or after 7:30 p.m.	
Closed Session Report Out	
Public Comment Members of the public may comment on any items not listed on the agenda during this time. Comments will be limited to three (3) minutes per speaker, and time limits may be reduced by the board president to accommodate the number of speakers and ensure that the meeting is conducted in an efficient manner.	
Directors' and General Manager's Announcements	
Consent Calendar All matters listed on the consent calendar are considered to be routine and will be enacted by a single action of the Board, unless specific items are removed from the consent calendar by the Board during adoption of the agenda for separate discussion and action.	
2. Minutes of the Special Board of Directors' Meeting and Regular Bi-Monthly Board of Director's Meeting of January 5, 2021	<i>Approve</i>
3. General Manager's Report for December 2020	<i>Approve</i>
4. Continuation of Emergency Contracting Provisions for Replacement of the Porteous Tunnel Pipeline	<i>Approve</i>
Regular Calendar	
5. Water Supply Report for December 2020	<i>Information</i>
6. Marin Municipal Water District Covid-19 Leave Program Extension	<i>Approve</i>
7. Retreat Update	<i>Information</i>
8. Future Meeting Schedule and Agenda Items	<i>Information</i>
Adjournment	

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, January 28, 2021
Finance & Administration Committee/Board of Directors (Finance & Administration) Meeting
9:30 a.m.
- ❖ Tuesday, February 2, 2021
Regular Bi-Monthly Board of Directors Meeting
7:30 p.m.
- ❖ Tuesday, February 16, 2021
Regular Bi-Monthly Board of Directors Meeting
7:30 p.m.
- ❖ Wednesday, February 17, 2021
Communications & Water Efficiency Committee/Board of Directors (Communications & Water Efficiency) Meeting
9:30 a.m.



Board Secretary

Approval Item

TITLE

Minutes of the Board of Directors' Special and Regular Meetings of January 5, 2021

RECOMMENDATION

Approve the adoption of the minutes.

SUMMARY

On January 5, 2021, the Board of Directors held a special meeting at 6:00 p.m. Then, at 7:30 p.m., the board held its regular bi-monthly meeting. The minutes of both meetings are attached.

DISCUSSION

None

FISCAL IMPACT

None

ATTACHMENT(S)

1. Minutes of the Board of Directors' Special Meeting of January 5, 2021 (6:00 p.m.)
2. Minutes of the Board of Directors' Regular Bi-Monthly Meeting of January 5, 2021 (7:30 p.m.)

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

**MARIN MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS' SPECIAL MEETING**

MINUTES

Tuesday, January 5, 2021

Via teleconference

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

DIRECTORS PRESENT: Larry Bragman, John C. Gibson, Cynthia Koehler, Larry L. Russell,
and Monty Schmitt

DIRECTORS ABSENT: None

CALL TO ORDER AND ROLL CALL

President Gibson called the meeting to order at 6:03 p.m.

PUBLIC COMMENT

None

The board adjourned to closed session to discuss the following Closed Session items.

CONVENED TO CLOSED SESSION

CLOSED SESSION ITEMS

1. Conference with Legal Counsel – Anticipated Litigation
(Government Code §54956.9 (d)(2))

One Case

2. Conference With Real Property Negotiators
(Government Code §54956.8)

Property: Middle Peak, Mount Tamalpais, Ridgecrest Boulevard
Assessor's Parcel Numbers Ptn. 197-120-40 and 197-120-21

Agency Negotiator: Ben Horenstein, Molly MacLean

Negotiating Parties: American Towers, LLC

Under Negotiation: Lease Price and Terms

3. Conference with Legal Counsel – Existing Litigation
(Government Code §54956.9)

Walker v. Marin Municipal Water District
Marin Superior Court
Case No. CIV 1501914

The board discussed the closed session items, and gave direction to staff.

ADJOURNMENT

The special meeting adjourned at 7:24 p.m.

Board Secretary

**MARIN MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS**

MEETING MINUTES

Tuesday, January 5, 2021

Via teleconference

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

DIRECTORS PRESENT: Larry Bragman, John C. Gibson, Cynthia Koehler, Larry L. Russell, and Monty Schmitt

DIRECTORS ABSENT: None

CALL TO ORDER AND ROLL CALL

Board President Gibson called the meeting to order at 7:31 p.m.

CLOSED SESSION REPORT FROM SPECIAL MEETING

Director Gibson stated that there was no reportable action taken by the board.

ADOPT AGENDA

There was no public comment received under this agenda item.

On motion made by Director Bragman and seconded by Director Russell, the board adopted the agenda by the following roll call vote:

Ayes: Directors Bragman, Koehler, Russell, Schmitt and Gibson

Noes: None

Abstain: None

PUBLIC COMMENT

Per staff, the board received several public comments via email and the comments would be posted on the website.

DIRECTORS' AND GENERAL MANAGER'S ANNOUNCEMENTS

There were no announcements.

CONSENT CALENDAR (ITEMS 1-4)

Item 1 Minutes of the Special Board of Directors' Meeting and Regular Bi-Monthly Board of Directors' Meeting of December 15, 2020

- Item 2 Annexation of Single Family Residence at 1499 Lucas Valley Rd, San Rafael (APN 165-010-89) into District boundaries**
- Item 3 Easement Agreement with Robert and Kathryn Elia for the Sunny Oaks Drive Pipeline Replacement Project**
- Item 4 Continuation of Emergency Contracting Provisions for Replacement of the Porteous Tunnel Pipeline**

On motion made by Director Bragman and seconded by Director Russell, the board approved the Consent Calendar by the following roll call vote:

Ayes: Directors Bragman, Koehler, Russell, Schmitt, and Gibson
Noes: None
Abstain: None

REGULAR CALENDAR (ITEMS 5-8)

- Item 5 Organization of the Board of Directors for 2021: (A) Election of President (B) Election of Vice President (C) Adoption of Board Calendar and (D) Committee Appointments**

The board made motions to appoint the president and vice president of the board.

On motion made by Director Russell and seconded by Director Bragman, the board elected Director Koehler as president by the following roll call vote:

Ayes: Directors Bragman, Koehler, Russell, Schmitt, and Gibson
Noes: None
Abstain: None

On motion made by Director Gibson and seconded by Director Bragman, the board elected Director Russell as vice president by the following roll call vote:

Ayes: Directors Bragman, Koehler, Russell, Schmitt, and Gibson
Noes: None
Abstain: None

President Koehler led the discussion of the board calendar. There was one public comment.

On motion made by Director Gibson and seconded by Director Russell, the board approved the board calendar by the following roll call vote:

Ayes: Directors Bragman, Koehler, Russell, Schmitt, and Gibson
Noes: None

Abstain: None

The Board of Directors conversed about the committee appointments. There was no public comment.

On motion made by Director Gibson and seconded by Director Russell, the board approved the committee appointments with the changes to add Director Schmitt as an alternate to the Lagunitas Technical Advisory Committee and Director Bragman as an alternate to the Tamales Bay Watershed Council by the following roll call vote:

Ayes: Directors Bragman, Koehler, Russell, Schmitt, and Gibson

Noes: None

Abstain: None

Item 6 Water Supply Update

Operations Manager Paul Sellier presented this item. Discussion ensued. There was no public comment.

The board did not take any formal action.

Item 7 Award of Contract No. 1928, Southern Marin Pipeline Replacement Project, in the amount of \$1,837,777 to Maggiora & Ghilotti, to install 5,050-feet of pipe in Tiburon, Belvedere and Sausalito

Associate Engineer Jake Miller brought forth this item. Discussion followed. There was no public comment.

On motion made by Director Russell and seconded by Director Bragman, the board approved Resolution No. 8619 awarding Contract No. 1928 for the Southern Marin Pipeline Replacement Project by the following roll call vote:

Ayes: Directors Bragman, Koehler, Russell, Schmitt, and Gibson

Noes: None

Abstain: None

Item 8 Future Meeting Schedule and Agenda Items

The board secretary presented this item. There was no discussion nor public comment.

The board took no formal action.

ADJOURNMENT

There being no further business, the regular bi-monthly Board of Directors' meeting of January 5 2021, adjourned at 7:51 p.m.

Board Secretary

DRAFT

Approval Item

TITLE

General Manager's Report for December 2020

RECOMMENDATION

Approve Report.

SUMMARY**A. HIGHLIGHTS:**

- Coho Salmon spawning ramped up considerably in Lagunitas Creek. Biologists with Marin Water and The Watershed Stewards Program observed 87 Coho Salmon and 45 Coho Salmon redds (gravel nests) spread throughout the creek. For the season we've observed 144 Coho Salmon and 57 redds, which is already close to last year's total. And unlike last year, quite a few salmon have been spawning at the Leo T. Cronin Fish Viewing Area, which is the easiest place for the public to see them
- Completed and submitted Annual Water Year Report per the SWRCB Order WR95-17
- Completed decking installation on 80' Bullfrog Bridge
- Rare plant compliance RFP was sent out to local firms to support implementation of vegetation management work under the BFFIP
- Developed annual contract with Youth to Work
- Supported virtual programming of the One Tam Rising Environmental Youth Leaders Program
- A satellite office was established at the Pelican Yard facility to maintain low density of employees and social distancing during the winter months
- Regraded the sludge pond at San Geronimo Treatment Plant. The sludge pond floor was regraded for proper water drainage to assist in the drying process of the sludge to be hauled off to a landfill
- The WQ Lab ensured that the water we supplied met or surpassed water quality regulations by collecting and analyzing over 120 Total Coliform Rule (TCR), and 16 treatment plant samples. The lab performed 20 sanitary tank surveys (100% complete for year), and checked an additional 18 tanks for low chlorine, adding chlorine to 13

tanks to preserve water quality. In addition, the lab closely monitored the reservoirs for taste and odor that continued into December.

- On December 18, staff coordinated the shutdown of San Geronimo Treatment Plant to coincide with PG&E line work and were successful in completing maintenance on key equipment that otherwise would have required a separate shutdown of the plant. Staff removed a pump from the Tocaloma pump station to be rebuilt, cleaned flow meters and the flash mix injector nozzle that delivers coagulant to the water coming into the plant.
- Operations staff have recently completed the installation of tank hatch alarms on all District tanks and have started installing entry door alarms on pump stations.

DISCUSSION

B. SUMMARY:

AF	= Acre Feet
Mg/L	= milligrams per liter
MPN	= most probable number
MPY	= mils per year
MG	= million gallons
NTU	= nephelometric turbidity units

1. Water Production:

Item	FY 2020/21		FY 2019/20	
	(million gallons)	(acre-feet)	(million gallons)	(acre-feet)
Potable				
Total production this FY	4,909	15,065	4,844	14,867
Monthly production, December	563	1,727	485	1,489
Daily average, December	18.16	55.72	15.65	48.03
Recycled¹				
Total production this FY	0.00	0.00	0.00	0.00
Monthly production, December	0.00	0.00	0.00	0.00
Daily average, December	0.00	0.00	0.00	0.00
Raw Water				
Total production this FY	41.23	126.53	37.09	113.83
Monthly production, December	0.33	1.01	0.00	0.00
Daily average, December	0.01	0.03	0.00	0.00
Imported Water				
Total imported this FY	1,182	3,628	792	2,430
Monthly imported, December	239	734	63	194
Reservoir Storage				
Total storage, December	14,897	45,718	22,762	69,853
Storage change during December	-511	-1,567	3,023	9,277
Stream Releases				
Total releases this FY	1,462	4,488	1,650	5,063
Monthly releases, December	436	1,338	372	1,143

¹ Recycled water was temporarily discontinued in February 2019 to accommodate construction of the Las Gallinas Valley Sanitary District's Secondary Treatment Plant Upgrade and Recycled Water Expansion Project. Production will resume upon completion of this project, which is anticipated to occur in late 2020.

2. <u>Precipitation:</u>	<u>FY 2020/21 (in.)</u>	<u>FY 2019/20 (in.)</u>
Alpine	10.08	16.60
Bon Tempe	7.58	16.40
Kent	8.13	16.85
Lagunitas *	8.31	23.20
Nicasio	4.54	12.66
Phoenix	7.41	23.64
Soulajule	5.09	13.56
* Average to date = 19.30 inches		

3. Water Quality:

<u>Laboratory:</u>	<u>FY 2020/21</u>	<u>FY 2019/20</u>
Water Quality Complaints:		
Month of Record	14	16
Fiscal Year to Date	87	222
Water Quality Information Phone Calls:		
Month of Record	8	11
Fiscal Year to Date	80	86

The lab performed 2,099 analyses on lakes, treatment plants and distribution system samples.

Mild steel corrosion rates averaged 3.82 (0.49–5.74) MPY. The AWWA has recommended an operating level of <5 MPY with a goal of <1 MPY.

Complaint Flushing: One flushing event was performed for the month of record. This was related to a consumer complaint indicating a sulfur like smell in her water. Her service connection was near the end of our main. Water was observed to be clear and no sulfur taste was noticed during the flushing event.

Tank Survey Program: 20 water storage tank sanitary surveys were performed during the month. 98.45 % (due to two tk's being temporarily out of the system) planned survey program has been completed for calendar year 2020.

Disinfection Program: 650' of new pipeline was disinfected during the month. Performed chlorination's on 13 water storage tanks to ensure compliance with bacteriological water quality regulations.

Tank Water Quality Monitoring Program: Performed 18 water quality-monitoring events on storage tanks for various water quality parameters this month to help ensure compliance with bacteriological water quality regulations.

4. Water Treatment:

	<u>San Geronimo</u>		<u>Bon Tempe</u>		<u>Ignacio</u>	
<u>Treatment Results</u>	Average	Monthly	Average	Monthly	Average	Monthly
		Goal		Goal		Goal
Turbidity (NTU)	0.06	≤ 0.10	0.03	≤ 0.10	0.04	≤ 0.10
Chlorine residual (mg/L)	2.59	2.50 *	2.56	2.50 *	2.60	2.50 *
Color (units)	0.5	≤ 15	0.3	≤ 15	0.2	≤ 15
pH (units)	7.7	7.8*	7.7	7.8*	8.0	8.1**

* Set monthly by Water Quality Lab

** pH to Ignacio is controlled by SCWA

5. Capital Improvement:

a. Mesa Vista Tank Pipeline Replacement Project

Summary: This project involves the replacement of 590 feet of old, leak prone pipe within the Town of Ross and City of San Rafael.

- Project Budget: \$307,217
- Monthly Activities: This project has been completed.

b. Sir Francis Drake Blvd Corridor Rehabilitation Project (D15046)

Summary: This project involves the replacement of 8,500 feet of 100-year-old, leak prone pipe as a joint project with Marin County along Sir Francis Drake Blvd.

- Project Budget: \$4,647,762
- Monthly Activities: To date, approximately 2,800 feet of 12 and 8-inch water main has been installed. The County's contractor shut down construction

activities between December 21 through January 1 for the holidays.
Construction is scheduled to resume on January 4th, 2021.

c. Piedmont Road Pipeline Replacement Project (D19007)

Summary: This project involves the replacement of 2,190 feet of old, leak prone pipe within the Town of Larkspur.

- Project Budget: \$744,610
- Monthly Activities: To date approximately 2,000 feet of 6 and 4-inch water main has been installed. This month, the Board approved District staff's request to add replacement of an additional 350 feet of 6-inch pipe on West Baltimore, in response to recent leaks on this section of pipe. The contractor is anticipated to begin working on this additional section of pipe in January.

d. 5th Ave FFIP Pipeline Replacement Project (F18003)

Summary: This project involves the replacement of 3,990 feet of old, undersized fire flow deficient pipe in support of the District's Fire Flow Improvement Program within the City of San Rafael.

- Project Budget: \$2,279,140
- Monthly Activities: To date approximately 500 feet of 18-inch pipe has been installed.

e. San Geronimo Treatment Plant Permanent Emergency Generator Project (D19027)

Summary: This project involves the installation of two 1.5 MW generators, electrical equipment, fuel storage tanks and site grading all within the community of Woodacre to provide emergency power for operation of the SGTP in the event of a PG&E power outage.

- Project Budget: \$5,375,600
- Monthly Activities: District staff is currently reviewing contractor submittals and request for information. Contractor will be starting construction in January.

f. Southern Marin Pipeline Replacement Project (D20022)

Summary: This project involves the replacement of 5,080 feet of old, leak prone and problematic pipe in Tiburon, Belvedere and Sausalito, in coordination with the City of Belvedere's earthquake resiliency program and Sanitary District No. 5's Cove Road Force Main Replacement Project and planned paving work to minimize public impacts.

- Project Budget: \$2,985,000
- Monthly Activities: The District rejected all bids and re-advertised the project on December 3rd. District opened bids on December 17th and a recommendation for contract award will be presented to the Board on January 5, 2021.

g. Porteous Tunnel Pipeline Emergency Replacement Project (F21001)

Summary: This project involves the emergency repair/replacement of the 100-year old pipeline inside Porteous Tunnel.

- Project Budget: \$1,400,000
- Monthly Activities: Construction of the replacement pipeline has started and is anticipated to be completed in January.

h. Alpine/Bon Tempe Raw Water Transfer Pipeline Replacement Project (D20027)

Summary: This project involves the replacement of approximately 300-feet of the pipeline transferring raw water from Alpine to Bon Tempe.

- Project Budget: \$312,000
- Monthly Activities: The District awarded the construction contract this month. Construction on this project is scheduled to begin in early January.

6. Other:

<u>Pipeline Installation</u>	<u>FY2020/21</u>	<u>FY2019/20</u>
Pipe installed during December (feet)	1,654	109
Total pipe installed this fiscal year (feet)	8,892	15,227
Total miles of pipeline within the District	908*	908*
<i>* Reflects adjustment for abandoned pipelines</i>		
<u>Pipe Locates</u>	<u>FY2020/21</u>	<u>FY2019/20</u>
Month of December (feet)	26,165	18,329
Total this fiscal year (feet)	221,911	238,059
<u>Main Line Leaks Repaired:</u>	<u>FY2020/21</u>	<u>FY2019/20</u>
Month of December	16	13
Total this fiscal year	91	97
<u>Services:</u>	<u>FY2020/21</u>	<u>FY2019/20</u>
Service upgrades during December	6	7
Total service upgrades this FY	86	86
Service connections installed during December	1	2
Total active services as of January 1, 2021	60,472	60,461

7. Demand Management:

	Dec-20	FY 20/21 TOTAL	FY 19/20 TOTAL	FY 18/19 TOTAL
WATER-EFFICIENCY PROGRAMS				
Water-Use Site Surveys				
Conservation Assistance Program (CAP) Consultations				
Residential properties resi 1-2 (single-family)	2	17	127	109
Residential properties resi 3-5 (multi-family units)	0	1	30	2
Non-residential properties resi 6-7 (commercial)	0	0	3	6
Dedicated irrigation accounts resi 8-10 (large landscape)	0	0	-	2
Marin Master Gardeners' Marin-Friendly Garden Walks				
Residential garden walks	2	65	91	122
CYES Water/Energy Surveys				
Residential surveys	0	0	86	238
Public Outreach and Education, Customer Service				
Public outreach events (number of people attending)	0	0	1,150	13,691
Public education events (number of participants)	0	0	-	500
Laundry-to-Landscape Graywater webinars (participants)	0	84	-	-
Customer calls/emails admin staff	172	1078	2,230	1,835
School Education				
School assemblies				
Number of activities	0	0	15	17
Number of students reached	0	0	6,349	5,915
Field trips				
Number of activities	0	0	11	6
Number of students reached	0	0	91	130
Classroom presentations				
Number of activities	0	0	11	21
Number of students reached	0	0	305	554
Other (e.g. booth events, school gardens)		0		
Number of activities	0	0	-	1
Number of students reached	0	0	-	250
Incentives				
Number of HECWs approved	6	33	53	61
Number of Rain Barrel/Cisterns approved	1	7	4	8
"Landscape Your Lawn" Turf Replacements approved	1	1		
Number of Laundry-to-Landscape Systems approved	0	0	-	-
Number of Smart Controllers rebates approved	2	34	12	-
Advanced Metering Infrastructure (AMI)				
AMI leak letters sent to customers (>200 GPD)	105	774	1,384	896
ORDINANCES				
Water Waste Prevention				
No. of properties reporting activity	4	45	147	148
Landscape Plan Review				
Plans submitted	3	39	89	113
Plans exempt	0	3	5	6
Plans completed	1	9	23	37
Plans in workflow (pass & fail)	6	62	145	173
Tier 4 Exemption				
Inspections that resulted in a pass		0	1	1
Graywater Compliance Form				
Applications Received (as of Dec 2019)	3	53	39	-
Systems installed	0	4	11	14

8. Watershed Protection:

Visitor Encounter "Enraged" Dog Owner

In late December the Rangers responded to upper Eldridge Grade for a report from a visitor who saw a white male abusing a dog. When the visitor attempted to get the subject to stop beating their dog the subject became "enraged," threatened the visitor and began to chase them. The responding Rangers conducted an extensive search of the area, but determined the subject left the area.

Animal Neglect and Abuse Incident



In a separate incident, Rangers found two stray dogs that appeared to have been dumped at the Sky Oaks Ranger Station. The dogs were emaciated, covered in scars and had multiple open wounds. The injuries the dogs had are often seen with bait dogs used to train fighting dogs. The Ranger safely secured the dogs and called for the assistance from Animal Control Officers (ACO). The dogs were taken to an emergency vet by the ACO. The ACO will handle the criminal investigation into the incident.

Visitor Use Remains High During December

Throughout December the Watershed remained extremely busy with visitor traffic and use. Weekend visitor levels are now common during the entire week. Citations for non-payment of parking fees increased overall during the month of December. This is partly due to our temp-hire kiosk attendant finishing their assignment in November. Cataract falls has become a favorite destination for visitors, often overwhelming available parking.

Watershed Protection

Incidents and Events	497
Citations	161
Warnings	154
Visitor Assists	75
Dam Check	20
Vandalism	13
Parking at Capacity/Lots Closed	10
Search and Rescue	8
Citizen Complaint: Illegal Bike Use	6
Medical Aid	5
Misc. Law Enforcement Calls	5
Assist Watershed Maintenance	5
Suspicious Circumstance	5
Misc. Call for Service	5
Ranger Callouts	4
Preventative Search and Rescue	2
Citizen Complaint: Bike Speed	2
Theft	2
Illegal Trail Work	2
Traffic Court Appearance: Guilty	2
Off Watershed Law Enforcement Calls	2
Assist Outside Law Enforcement	1
Citizen Complaint: COVID Related	1
Smoke Check	1
Humane or Animal Related Call	1
Citizen Complaint: Swimming	1
Red Flag Warning	1
Alarm Sounding	1
Citizen Complaint: Ebike	1
Booby Trapped Trail	1

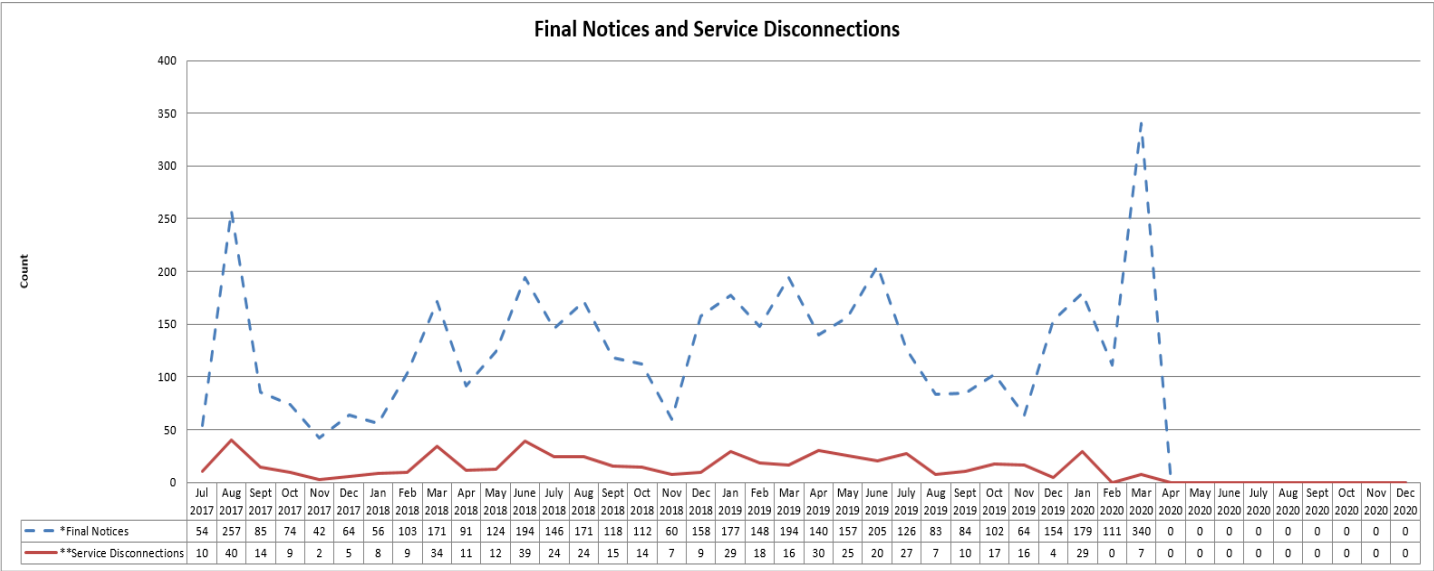
Citations	161
Non-payment of parking fees	133
Parking After Sunset	19
Bike on Trail	5
Parking within 6' of Center	3
No Parking	1



9. **Shutoff Notices and Disconnections:**


December 2020
Final Notices: 0
Service Disconnections: 0

- * Includes 5 day, 10 day and final notices
- **3/13/20 Suspended termination of water service for non-payment due to COVID- 19
- *3/24/20 Suspended Late Fees and Final Notices



FISCAL IMPACT
None

ATTACHMENT(S)
None

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Office of the General Manager	<div></div> Ben Horenstein General Manager	<div></div> Ben Horenstein General Manager

Approval Item

TITLE

Continuation of Emergency Contracting Provisions for Replacement of the Porteous Tunnel Pipeline

RECOMMENDATION

Continue the invocation of the District's emergency contracting provisions and authorization of the General Manager to execute Contract No. 1935 with W. R. Forde Associates, without advertisement, to ensure prompt replacement of the leaking Porteous Tunnel pipeline under the Porteous Tunnel Emergency Pipeline Replacement Project (F21001).

SUMMARY

In response to the discovery that the critical 26-inch welded steel transmission pipeline inside Porteous Tunnel has broken and is leaking, on November 17, 2020, the board adopted Resolution No. 8608 invoking the District's emergency contracting procedures, which allows emergency contracts to be awarded without solicitation for bids when the contracts are necessary to respond to an emergency situation, and authorizing the General Manager to execute Contract No. 1935 with W. R. Forde Associates, without advertisement, to ensure prompt replacement of the leaking Porteous Tunnel pipeline under the Porteous Tunnel Emergency Pipeline Replacement Project (F21001). District Code Section 2.90.055(c) requires the Board to review the emergency action and determine by a 4/5th vote whether there is a need to continue the emergency action at each subsequent regularly scheduled Board meeting until the emergency is terminated.

DISCUSSION

In approximately 1919, the District constructed a concrete pipeline, estimated at 30-inch outside diameter (OD) and 23-inch inside diameter (ID), to convey water from Alpine Reservoir to Pine Mountain Tunnel (PMT), and from PMT to Phoenix Lake, including construction of the 230-foot long Porteous Tunnel, which contained the 30-inch concrete pipe. Leakage from the 1919 pipeline caused the District to replace it in 1926 with a 26-inch (OD) welded steel pipe.

District staff unexpectedly discovered that water flowing at Five Corners on the watershed is coming from a break in the critical 26-inch transmission pipeline inside Porteous Tunnel. This pipeline is part of the District's Concrete Road Pipeline network that provides water to the Ross Valley, which constitutes approximately 23% of the District's customers, and is the only section of 1926 pipeline still in service.

Porteous Tunnel is located on the watershed and travels under the intersection of Five Corners, where Concrete Pipe Road, Deer Park Fire Road, Bald Hill Road and Shaver Grade all meet. The pipeline inside the tunnel is 45-feet below grade and is over 250-feet long. The tunnel has caved in and is inaccessible, which prohibits the District from simply repairing this critical pipeline. Replacement of the Porteous Tunnel pipeline is necessary and requires the services of a licensed contractor with specialized construction equipment and experienced personnel to be accomplished.

On November 17, 2020, the board approved Resolution No. 8608 invoking the District's emergency contracting provisions and authorizing the General Manager to execute Contract No. 1935 with W. R. Forde Associates, without advertisement, to ensure prompt replacement of the leaking Porteous Tunnel pipeline under the Porteous Tunnel Emergency Pipeline Replacement Project (F21001). In accordance with District Code Section 2.90.055 (c), the Board must determine, by a four-fifths vote, the need to continue the emergency action at every regularly scheduled meeting thereafter until the action is terminated. The emergency conditions related to the leaking Porteous Tunnel pipeline remain, and will continue to remain until the pipeline is replaced. While work has commenced on the Porteous Tunnel Pipeline repair, the work is not yet complete and emergency circumstances persist. Therefore, District staff recommend that the board continue the invocation of the District's emergency contracting provisions to ensure replacement of the Porteous Tunnel pipeline under the Porteous Tunnel Emergency Pipeline Replacement Project (F21001).

FISCAL IMPACT

None

ATTACHMENT(S)

1. Resolution

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Engineering	 Michael Ban Director of Engineering	 Ben Horenstein General Manager

MARIN MUNICIPAL WATER DISTRICT

RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE MARIN MUNICIPAL
WATER DISTRICT CONTINUING THE EMERGENCY CONTRACTING
PROVISIONS FOR REPLACEMENT OF THE PORTEOUS TUNNEL PIPELINE**

WHEREAS, the Marin Municipal Water District, a special purpose municipal corporation, is authorized by District Code Section 2.90.055 to award construction contracts without advertisement in certain emergency situations; and

WHEREAS, on November 17, 2020, the Marin Municipal Water District Board of Directors unanimously adopted Resolution 8608 invoking the District's emergency contracting provisions and authorizing the General Manager to execute Contract No. 1935 with W.R. Forde Associates for the Porteous Tunnel Emergency Pipeline Replacement Project (Project), without advertisement, to replace the leaking pipeline in Porteous Tunnel; and

WHEREAS, the pipeline in Porteous Tunnel is part of the District's Concrete Road Pipeline network that provides water to the Ross Valley, which constitutes approximately 23% of the District's entire customer base; and

WHEREAS, the leak on the pipeline in Porteous Tunnel is a significant emergency in that it presents a risk to the District's ability to provide water to customers in the Ross Valley and if not promptly repaired, could cause substantial erosion that may undermine the public roadway at the Five Corners intersection; and

WHEREAS, the District proposes to repair and complete minor alterations to the Porteous Tunnel facilities and replace over 250 feet of pipeline to ensure continued supply of safe drinking water to Ross Valley under the Project; and

WHEREAS, the Board of Directors finds that a local emergency situation continues to exist due to the leak in the Porteous Tunnel pipeline and given the work to complete the repair is ongoing; and

WHEREAS, the Board of Directors finds this continued emergency action to ensure replacement of the Porteous Tunnel pipeline is necessary to respond to the current emergency situation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS, pursuant to District Code Section 2.90.055, a continued significant emergency situation is declared to exist due to the leak in the Porteous Tunnel pipeline and this continued action is necessary to respond to the current emergency situation.

PASSED AND ADOPTED this 19th day of January, 2021, by the following vote of the Board of Directors.

AYES:

NOES:

ABSENT:

President, Board of Directors


ATTEST:

Board Secretary

Informational Item

TO: Board of Directors

FROM: Paul Sellier, Operations Director 

THROUGH: Ben Horenstein, General Manager 

DIVISION NAME: Operations

ITEM: Water Supply Report for December 2020

SUMMARY

The total reservoir storage volume at the end of December was 76% of the historical average. While there are still three more months of the rainy season ahead of us, staff have convened an internal Drought Task Force to begin to plan for a wide range of actions that the District can take to manage our water supply under ongoing dry conditions. Staff will review these potential actions and their current status at the Board of Directors meeting on January 19, 2021.

DISCUSSION

Highlights

- In December, the District's total gross water production was 1,739 acre-feet, with 1,005 acre-feet from the District's reservoirs and 734 acre-feet of supplemental water.
- For the fiscal year through December, the District has imported 3,628 acre-feet of water from the Sonoma County Water Agency, which is 68% of the annual minimum of 5,300 acre-feet.
- The average rate of water production for November was 18 million gallons per day compared to a peak summertime demand of approximately 35-MGD.
- As of December 31, 2020, the District had 45,718 acre-feet of reservoir water storage, which is 57% of capacity.
- For habitat benefit, in December the District released a total of 1,338 acre-feet of water from Kent Reservoir into Lagunitas Creek and from Soulajule Reservoir into Walker Creek, including two 3-day migration releases.
- In December, the District received 10 calls regarding taste and odor complaints.

- The District routinely monitors the reservoirs for the presence of algae and taste and odor compounds produced by algae (Geosmin and MIB). Lab analysis indicates residual taste and odor in the source waters for the Bon Tempe persists at low levels.
- The District conducted chlorine addition at 13 storage tanks with low chlorine residual in December to preserve water quality.
- In December, the water source for the San Geronimo Treatment Plant (SGTP) was Nicasio Reservoir, and for the Bon Tempe Treatment Plant the water sources were Bon Tempe and Alpine Reservoirs.

FISCAL IMPACT

None.

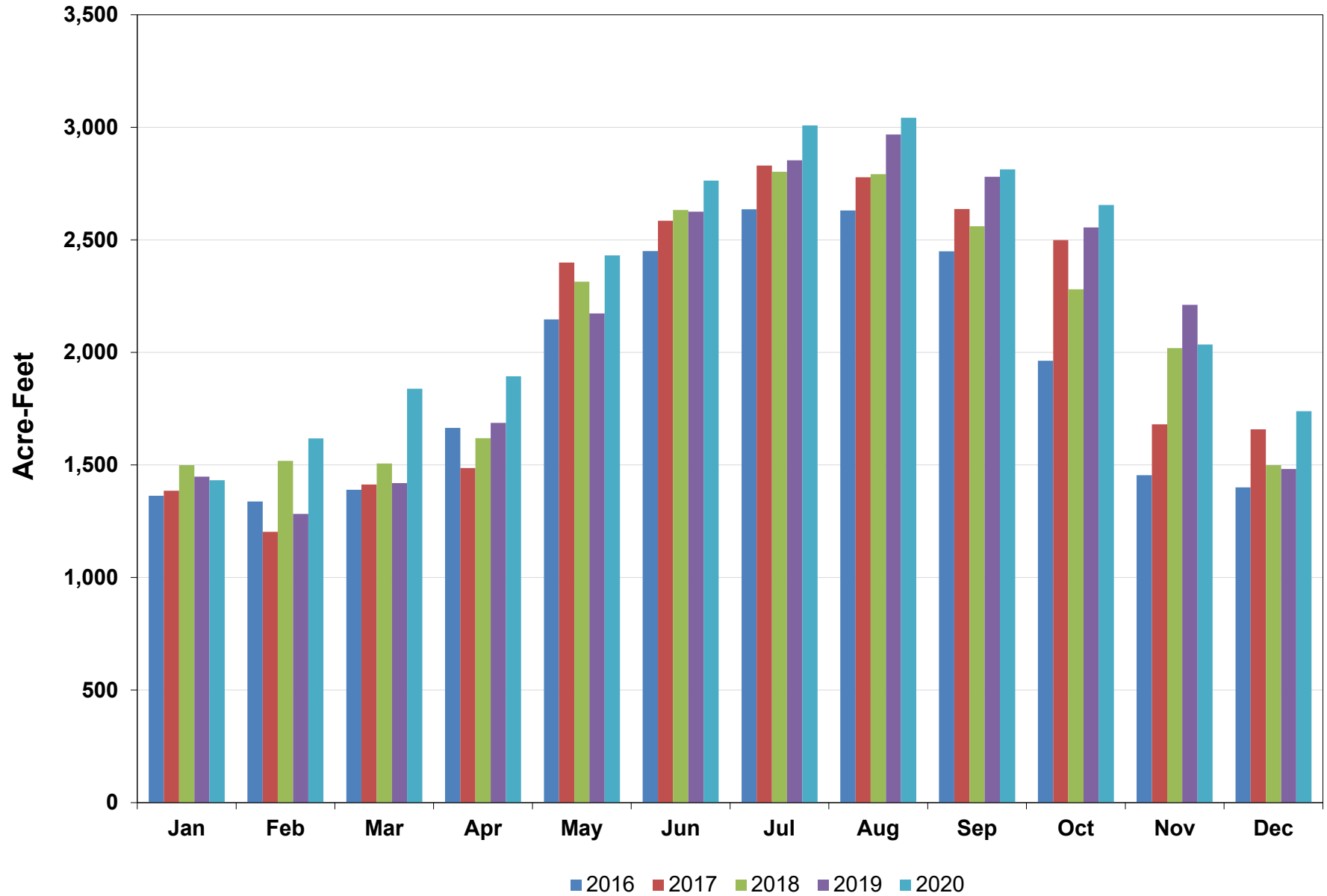
ATTACHMENT(S)

1. Water Supply tables and charts

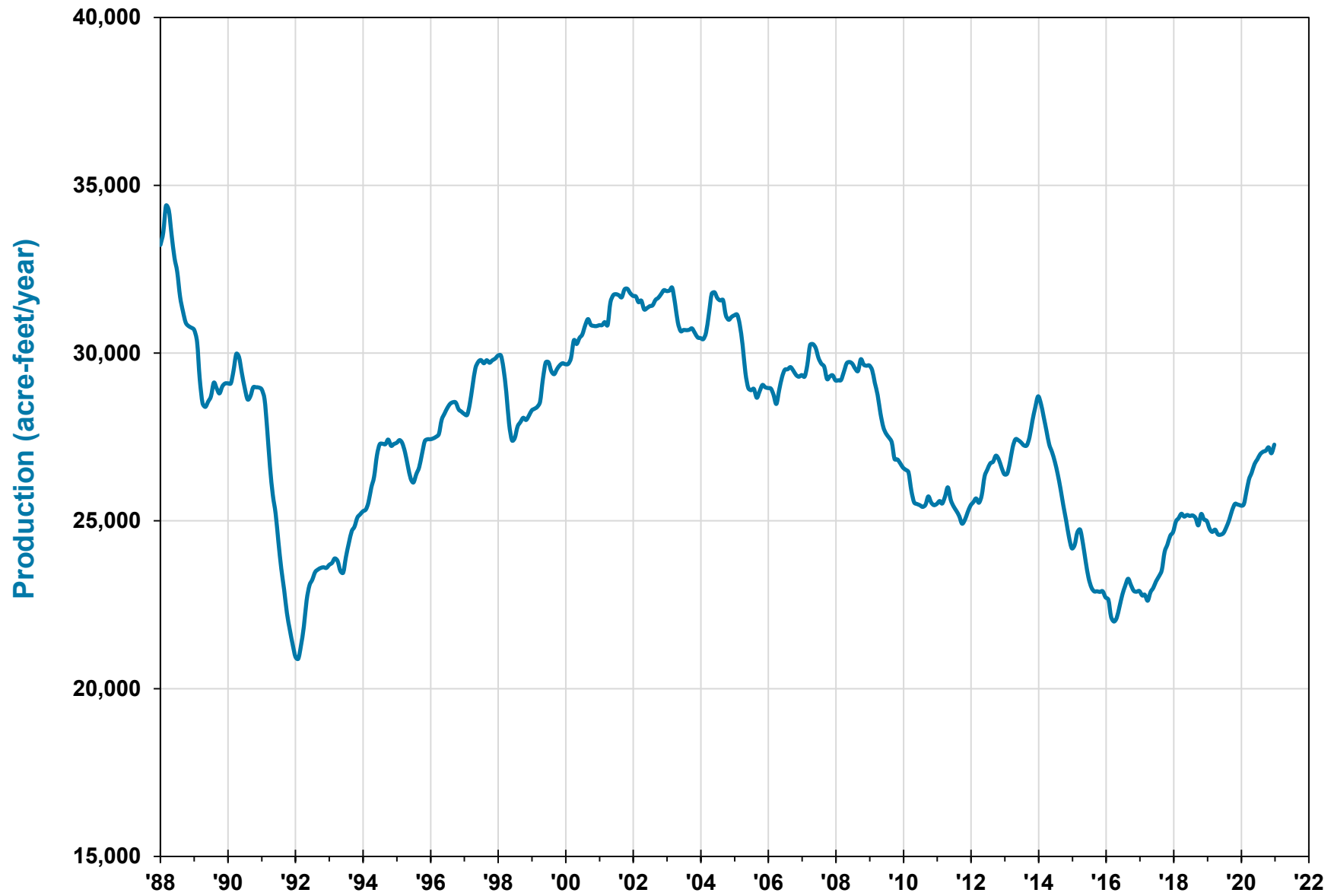
Total Potable Water Production						
Month	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Jul	2,287	2,636	2,830	2,802	2,853	3,008
Aug	2,369	2,630	2,778	2,792	2,968	3,043
Sep	2,239	2,449	2,637	2,561	2,781	2,813
Oct	2,148	1,963	2,499	2,281	2,555	2,655
Nov	1,628	1,455	1,681	2,019	2,212	2,035
Dec	1,429	1,400	1,659	1,499	1,482	1,739
Total YTD	12,100	12,535	14,084	13,953	14,851	15,294

Imported Water Production						
Month	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Jul	364	390	364	374	545	663
Aug	355	378	532	382	543	600
Sep	378	360	543	366	548	505
Oct	380	361	457	371	400	527
Nov	329	341	225	368	202	598
Dec	376	308	193	369	194	734
Total YTD	2,182	2,138	2,313	2,230	2,432	3,628

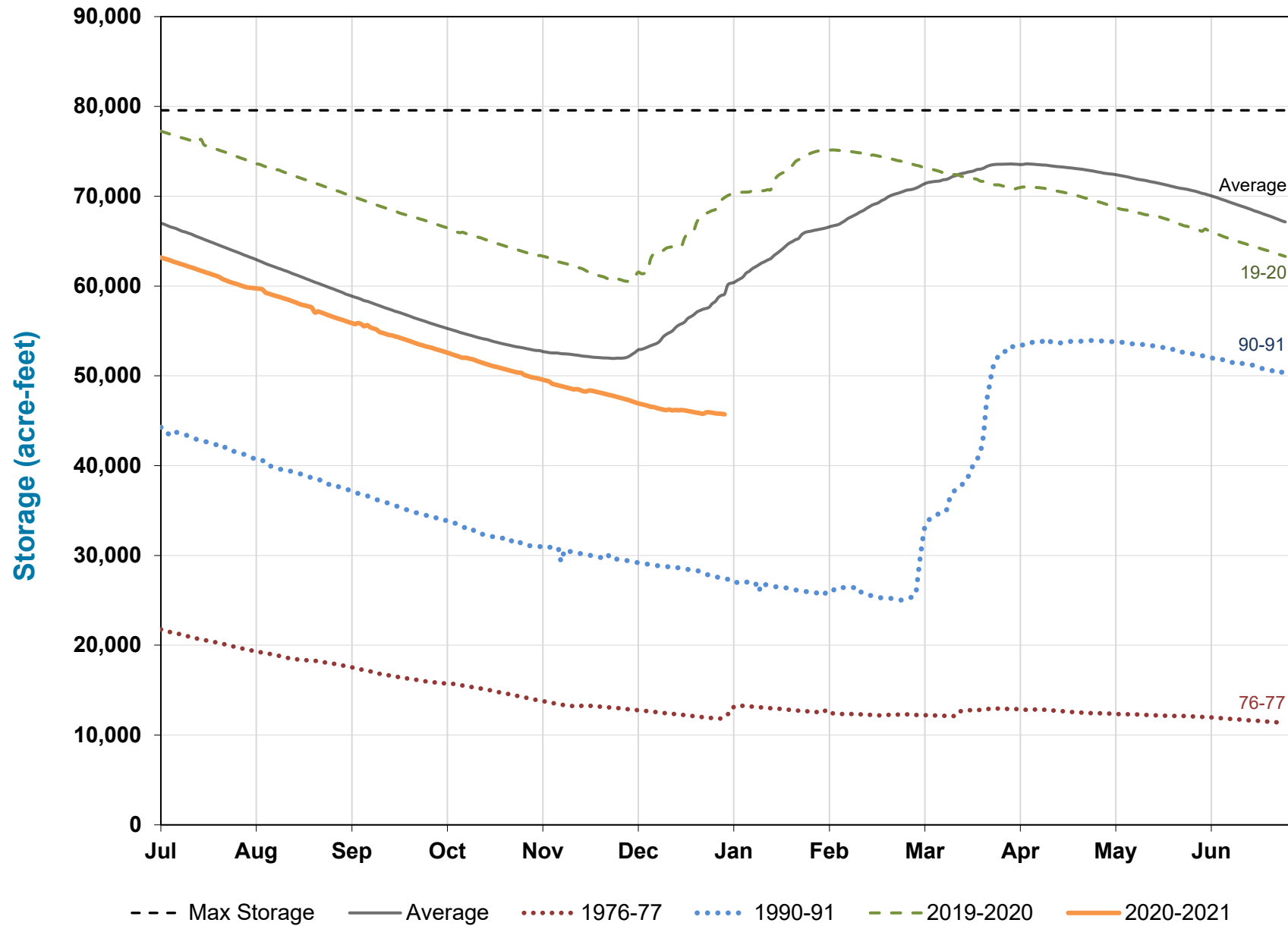
Monthly Potable Water Production



Running 12-month Potable Water Production (AF)

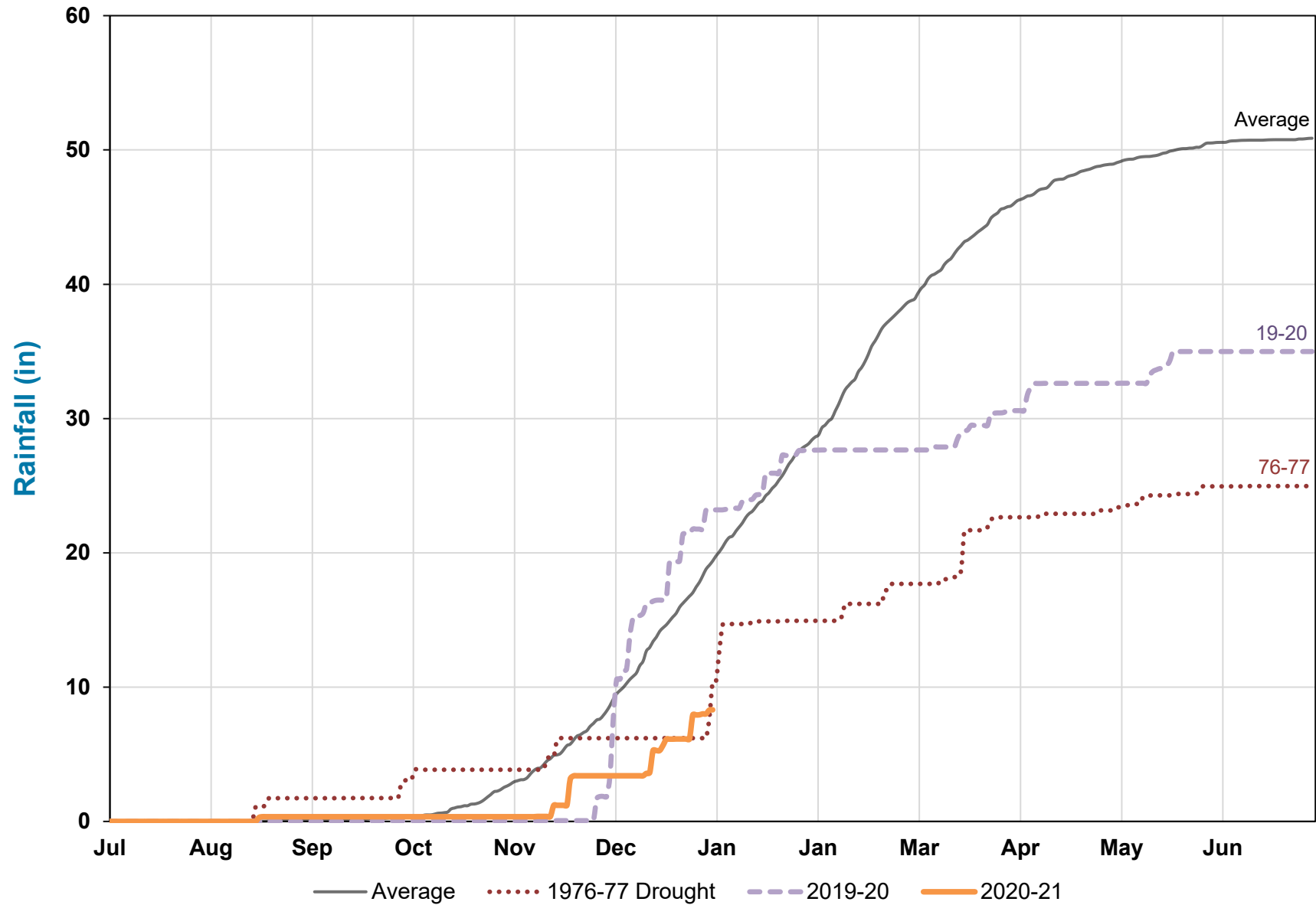


Total Reservoir Storage

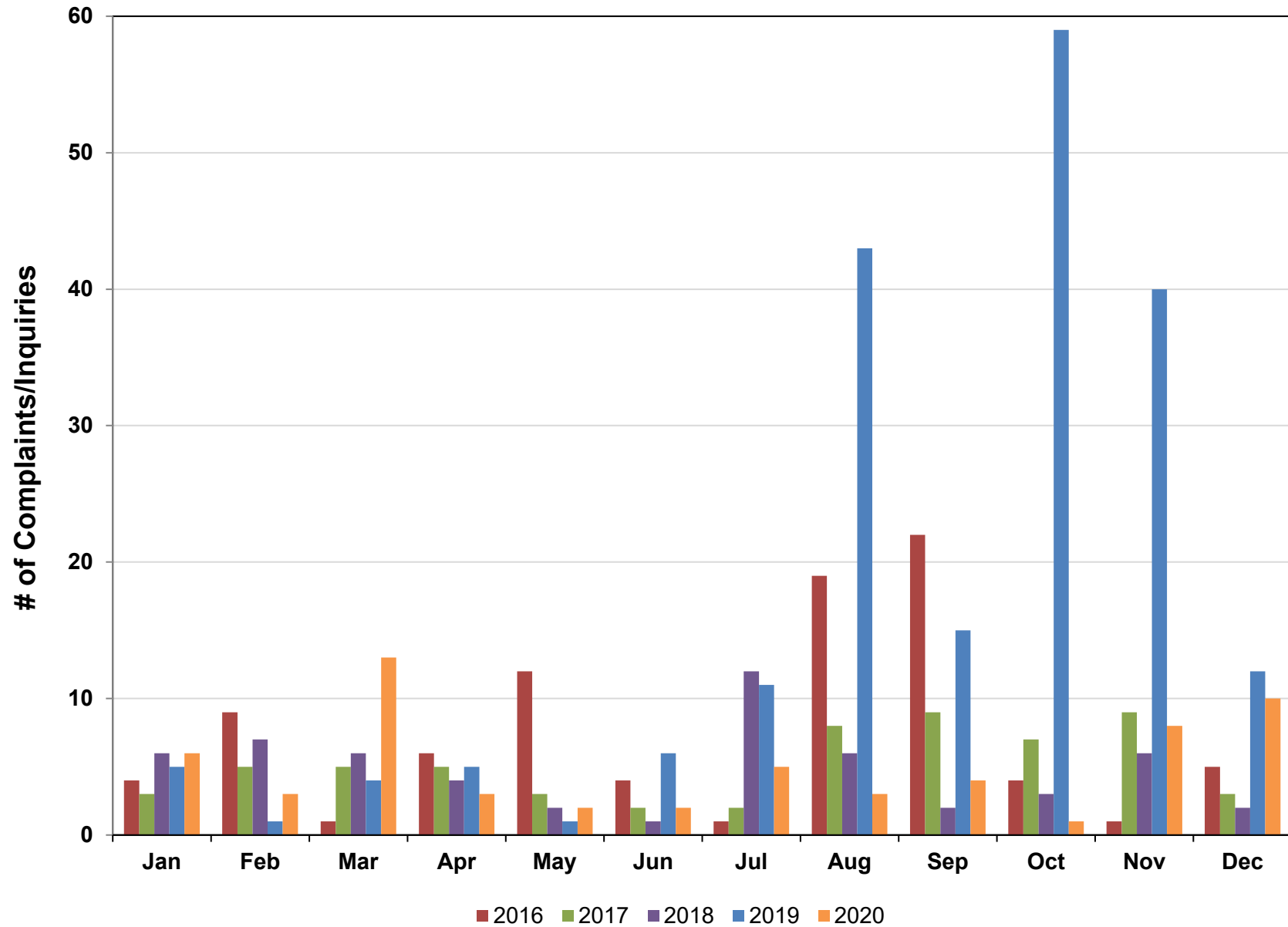


Cumulative Precipitation

Lake Lagunitas Rain Gauge



MMWD Customer Complaints/Inquiries for Taste and Odor



Approval Item

TITLE

Marin Municipal Water District COVID-19 Leave Program Extension

RECOMMENDATION

Approve an extension of the Marin Municipal Water District's COVID-19 Leave Program ("Program") to March 31, 2021 to allow the district to pay employees, on qualifying leave, at their regular rate of pay and provide retroactive payments for employees, on leave for qualifying reasons as established by the Families First Coronavirus Response Act (FFCRA), for the period of time between the expiration of the program (December 31, 2020) and the approval to extend the Program.

SUMMARY

The MMWD COVID-19 Leave Program was created to ensure that the district met requirements of the FFCRA. The district's Program provided for the required number of Emergency Paid Sick Leave (EPSL) hours for employees who were subject to a Federal, State, or local quarantine or isolation orders related to COVID-19, advised by a health care provider to self-quarantine related to COVID-19, experiencing COVID-19 symptoms, seeking a medical diagnosis or providing care for an individual who was subject to a quarantine order. The district's Program also provided for the required paid leave in compliance the expansion of family medical leave: Emergency Family Medical Leave (EFMLA). EFMLA provides leave for a childcare needs resulting from school closures related to COVID-19 reasons. Both the FFCRA paid leave requirements and the MMWD COVID-19 Leave Program expired on December 31, 2020.

On December 27, 2020, the President of the United States signed the Consolidated Appropriations Act (CAA 2021) which allows FFCRA-covered employers to voluntarily extend EPSL and EFMLA through March 31, 2021.

DISCUSSION

As employees continuously work diligently to contribute to the district's goal of providing high quality and reliable water, staff would like to support employees by continuing the district's COVID-19 Leave Program through March 31, 2021. The district has been successful thus far in avoiding outbreaks of COVID-19 at worksites and believe that the Program was instrumental in helping to avoid the spread of COVID-19 among district employees.

Eligible employees will not receive additional FFCRA leave or pay under this Program extension; pay limits and leave used since the initial start of the Program will continue to be counted as leave used under this extension.

FISCAL IMPACT

The total fiscal impact for the expanded benefit options, based on use assumptions, is approximately \$60,018.

Staff estimates the total cost of the 3-month extension of the Program using the cost per month, of \$20,006, which is equivalent to the 2nd highest expensed month for the duration of the program, which staff feels is representative of future projections.


ATTACHMENT(S)

None

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Human Resources Department	 Vikkie Garay Human Resources Manager	 Ben Horenstein General Manager

Informational Item

TO: Board of Directors

FROM: Ben Horenstein, General Manager 

ITEM: Update on 2020 Board Retreat Strategic Initiatives

SUMMARY

On September 25, 2020, the Marin Water Board of Directors held their annual strategic planning retreat. Staff presented for discussion and Board direction a number of proposed strategic priorities for the next 12-18 month period:

- 10 Year Financial Plan
- Water System Master Plan
- Watershed Recreation Plan
- Long-Term Water Supply
- Drought Planning
- Safety and Emergency Response
- Employee Engagement
- Sustainability
- New Website
- Water Efficiency

At the January 19th Regular Board Meeting, staff will provide the Board with a status update, and share upcoming activities and key milestones on the item noted above.

Informational Item

TO: Board of Directors

FROM: Terrie Gillen, Board Secretary



THROUGH: Ben Horenstein, General Manager



DIVISION NAME: Communications & Public Affairs Department

ITEM: Future Meeting Schedule and Agenda Items

SUMMARY

Review of the upcoming Board of Directors and Committee meetings.

DISCUSSION

Below are the upcoming meetings of the Board of Directors and/or Committees:

- Thursday, January 28, 2021
Finance & Administration Committee/Board of Directors (Finance & Administration)
Meeting
9:30 a.m.
- Tuesday, February 2, 2021
Regular Bi-Monthly Board of Directors' Meeting
7:30 p.m.
- Tuesday, February 16, 2021
Regular Bi-Monthly Board of Directors' Meeting
7:30 p.m.

FISCAL IMPACT

None

ATTACHMENT(S)

None