

NOTICE OF REGULAR MEETING

OPERATIONS COMMITTEE/BOARD OF DIRECTORS (OPERATIONS)

(Per paragraph 3 on page 10 under subsection *Committee Meetings* of the Board Handbook: The Board, as a practice, generally does not take final action on items during committee meetings, unless District staff determines the urgency of the item requires immediate action that cannot be delayed until a subsequent regular bi-monthly Board meeting.)

MEETING DATE: 07-15-2022

TIME: 9:30 a.m.

LOCATION: This meeting will be held virtually pursuant to Government Code section 54953(e) (Assembly Bill (AB) 361).

To participate online, go to <https://us06web.zoom.us/j/86822995553>. You can also participate by phone by calling **1-669-900-6833** and entering the **webinar ID#: 868 2299 5553**.

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 7:30 a.m. on the day of the meeting will be provided to the Board of Directors prior to the 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	<i>Approve</i>
Public Comment <i>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.</i>	

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

AGENDA ITEMS	RECOMMENDATIONS
Calendar	
1. Minutes of the Operations Committee/Board of Directors (Operations) Meetings of May 20, 2022 and June 17, 2022 (Approximate time 1 minute)	<i>Approve</i>
2. Courtright System Improvements Project (Approximate time 15 minutes)	<i>Review and Refer to Board for Approval</i>
3. Water Shortage Contingency Plan Review (Approximate time 45 minutes)	<i>Information</i>
Adjournment (10:31 a.m. - Time Approximate)	

ADA NOTICE AND HEARING IMPAIRED PROVISIONS:

In accordance with the Americans with Disabilities Act (ADA) and California Law, it is Marin Water's policy to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are a person 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 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.

AGENDAS 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 MEETING:

- ❖ Tuesday, July 19, 2022
Board of Directors' Regular Bi-Monthly Meeting
6:00 p.m. Closed Session and 7:30 p.m. Open Session
- ❖ Thursday, July 28, 2022
Board of Directors' Special Meeting
Strategic Water Supply Assessment Community Workshop III
5:00 p.m.


Board Secretary

Approval Item

TITLE

Minutes of the Operations Committee/Board of Directors (Operations) Meetings May 20, 2022, and June 17, 2022

RECOMMENDATION

Approve the adoption of the minutes

SUMMARY

The Operations Committee/Board of Directors (Operations) held their regularly scheduled monthly meetings on May 20, 2022, and June 17, 2022. The minutes of those meetings are attached.

DISCUSSION

None

FISCAL IMPACT

None

ATTACHMENT(S)

1. Minutes of the Operations Committee/Board of Directors (Operations) Meeting of May 20, 2022
2. Minutes of the Operations Committee/Board of Directors (Operations) Meeting of June 17, 2022

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, May 20, 2022

Via teleconference

(In accordance with Assembly Bill 361)

DIRECTORS PRESENT: Jack Gibson, Larry Russell, Larry Bragman (Director Bragman arrived during the *AMI Update*.)

DIRECTORS ABSENT: Cynthia Koehler and Monty Schmitt

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

ADOPT AGENDA:

On motion made by Director Gibson and seconded by Chair Russell, the board adopted the agenda. The board took the following roll call vote:

Ayes: Directors Gibson and Russell

Noes: None

Absent: Directors Bragman, Koehler, and Schmitt

There were no public comments on the adoption of the agenda.

PUBLIC COMMENT

There were no public comments.

CALENDAR ITEMS:

Item 1 Minutes of the Operations Committee/Board of Directors (Operations) Meeting of April 15, 2022

The Operations Committee tabled this item to its next meeting.

Item 2 AMI Update

Associate Engineer Kristin Arnold provided a presentation, which included explanation of what advanced metering infrastructure (AMI) is and its function, the benefits it could bring to the District and its customers, and a proposed implementation timeline of the AMI project system-wide. Much discussion between the committee and staff ensued.

There were four (4) public comments.

ADJOURNMENT

There being no further business, the Operations Committee/Board of Directors (Operations) meeting adjourned at 10:23 a.m.

Board Secretary

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

MINUTES

Friday, June 17, 2022

Via teleconference

(In accordance with Assembly Bill 361)

DIRECTORS PRESENT: Larry Bragman, Jack Gibson, Cynthia Koehler, and Larry Russell

DIRECTORS ABSENT: Monty Schmitt

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

ADOPT AGENDA:

On motion made by Director Gibson and seconded by Director Bragman, the board adopted the agenda. The board took the following roll call vote:

Ayes: Directors Bragman, Gibson, Koehler, and Russell

Noes: None

Absent: Director Schmitt

There were no public comments on the adoption of the agenda.

PUBLIC COMMENT

There were no public comments on items not on the agenda.

CALENDAR ITEMS:

**Item 1 Minutes of the Operations Committee/Board of Directors (Operations) Meeting of
April 15, 2022**

On motion made by Director Gibson and seconded by Director Bragman, the board adopted the minutes. The board took the following roll call vote:

Ayes: Directors Bragman, Gibson, Koehler, and Russell

Noes: None

Absent: Director Schmitt

There were no public comments.

Item 2 Smith Saddle Tanks Rehabilitation Project

Associate Engineer Zak Talbott, along with Don Barazza with Kennedy Jenks, provided a presentation sharing the results of Kennedy Jenks findings on the conditions of the tanks and the three (3) proposals for the board to consider necessary to address the condition of the Smith Saddle Tanks.

There were two (2) public comments.

This was an informational item. The board did not take any formal action.

Item 3 Fire Flow Improvement Program Treehaven Pipeline Replacement Project

Associate Engineer Hagar Negash provided a verbal presentation on this project. Discussion followed.

There was one public comment.

On motion made by Director Gibson and seconded by Director Bragman, they referred this item to a future board meeting.

Item 4 Sky Oaks Road Retaining Wall Replacement Project

Associate Engineer Jake Miller presented this item to the board. Brief conversation followed.

There were no public comments.

On motion made by Director Koehler and seconded by Director Bragman, they referred this item to a future board meeting.

Item 5 Barber Avenue Pipeline Replacement Project

Associate Engineer Talbott also provided a verbal presentation on this project. The board and staff conversed on this item.

There were no public comments.

On motion made by Director Bragman and seconded by Director Gibson, they referred this item to a future board meeting.

ADJOURNMENT

There being no further business, the Operations Committee/Board of Directors (Operations) meeting adjourned at 10:43 a.m.

Board Secretary

DRAFT




Item Number: 02
Meeting Date: 07-15-2022
Meeting: Operations
Committee/Board of Directors
(Operations)

Review and Refer for Board Approval

TO: Operations Committee/Board of Directors (Operations)

FROM: Crystal Yezman, Director of Engineering 

THROUGH: Ben Horenstein, General Manager 

DIVISION NAME: Engineering

ITEM: Courtright System Improvements Project (D22009)

SUMMARY

The Courtright System Improvements Project (Project) will install approximately 520 feet of new pipe and a pressure regulator station in order to permanently decommission and remove the 49-year-old, 50,000-gallon leak prone redwood Courtright Tank located in the City of San Rafael. On July 28, 2022, the District will open construction bids for the Project. District staff will make a recommendation for contract award at a future regularly scheduled Board meeting.

DISCUSSION

The Courtright System Improvements Project is a component of the District's Capital Improvement Program. This Project will install 520 feet of 8-inch pipe along with a new pressure regulator valve to permanently decommission and remove the 49-year-old, 50,000-gallon leak prone redwood Courtright Tank located in the City of San Rafael. The Project will take place in the locations described in Table 1 and shown on the map provided in Attachment 1.

Table 1
Pipeline Replacement Locations

Street	Length	Size & Type
Bret Harte Road	520 ft	8-inch wsp

wsp – welded steel pipe

This street segment was evaluated for the installation of recycled water piping. The nearest existing recycled water pipeline is approximately 2.3 miles away located on Merrydale Road in the City of San Rafael. The recycled water line would have to run under the SMART rail, through Downtown San Rafael on Lincoln Avenue, up Irwin Street and meander thru the hilly streets to the Project site. The closest wastewater treatment plant, Central Marin Sanitation Agency, is

located approximately 2 miles away in San Rafael; however, their facilities are not equipped to provide tertiary recycled water.

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

Budget:

Engineer's Estimate:	\$255,000
10% Contingency:	\$25,500
Materials and Professional Fees:	\$50,000
District Labor/Inspection:	\$105,000
Total Budget:	\$435,500
Budget Category:	A1A11

Project Implementation:

Project Advertisement:	July 14, 2022
Bid Opening:	July 28, 2022
Project Award:	August 16, 2022
Estimated Completion Date:	November 5, 2022
Duration:	80 days

ENVIRONMENTAL REVIEW

Staff has reviewed the Project pursuant to the California Environmental Quality Act (CEQA) and has found that the Project is statutorily exempt pursuant to the California Public Resource Code Division 13 Environmental Quality Section 21080.21 inasmuch as the project involves the installation of less than one mile of new pipeline within a public street. The Project is also eligible for a Categorical Exemption pursuant to CEQA Guidelines Section 15302(c), Replacement or Reconstruction. The Project qualifies for exemption pursuant to Section 15302(c) inasmuch as it is the replacement of existing water storage tank with a pipeline involving negligible or no expansion of capacity.

PUBLIC OUTREACH EFFORTS

The District's multi-step process for notifying customers about this Project began in January 2022 when District staff initiated discussions with the City of San Rafael. Public outreach steps to be taken are described in the table below.

Department	Action
Engineering	Upon approval of the contract by the Board, send Project information letter with a map to all customers along the Project route.
Public Information	Issue news release to local media (print and online outlets).
Public Information	Post on MMWD website.
Public Information	Post on MMWD Nextdoor page for affected neighborhoods.
Public Information	Send notice to City of San Rafael for posting on their website.
Engineering	Provide signage at Project site throughout construction period.

FISCAL IMPACT

The total cost to complete the Courtright System Improvements Project is estimated at \$435,500.

ATTACHMENT(S)

1. Site Map

COURTRIGHT SYSTEM IMPROVEMENTS PROJECT



Brushwood Ln

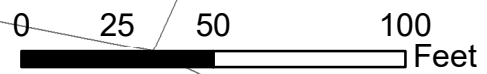
Bret Harte Rd

Southern Heights Blvd

COURTRIGHT TANK
TK-105



marinwater.org
415-945-1455
contactus@marinwater.org





Item Number: 03
Meeting Date: 07-15-2022
Meeting: Operations
Committee/Board of Directors
(Operations)

Informational Item

TO: Operations Committee/Board of Directors (Operations)

FROM: Paul Sellier, Water Resources Director

THROUGH: Ben Horenstein, General Manager

DIVISION NAME: Water Resources

ITEM: Water Shortage Contingency Plan Review

SUMMARY

The purpose of developing water shortage triggers is to identify hydrologic conditions that indicate the onset of a water shortage and to prompt the implementation of specific actions needed to preserve water supply commensurate with the level of anticipated shortage. During the drought of 1987-1992 the District established and incorporated into the Marin Municipal Water District Code specific reservoir storage levels that would, if reached, prompt the District to take actions towards preservation of the water supply. The 2020 Urban Water Management Plan (UWMP) development process required staff to develop additional indicators based on rainfall totals or water storage levels. The indicators, commonly referred to as “triggers”, are described in detail in the Water Shortage Contingency Plan (WSCP), an appendix of the UWMP. The recent water shortage emergency provided the opportunity to review and potentially recalibrate the WSCP triggers. Staff will provide to the board an overview of the possible approaches to refine the District’s water shortage triggers.

FISCAL IMPACT

None

ATTACHMENT(S)

None