

NOTICE OF BOARD OF DIRECTORS' REGULAR BI-MONTHLY MEETING

MEETING DATE: 08-16-2022

TIME: 7:30 p.m.

LOCATION: This meeting will be held virtually, pursuant to Assembly Bill (AB) 361.

To participate online, go to <https://us06web.zoom.us/j/88134852296>. You can also participate by phone by calling **1-669-900-6833** and entering the **webinar ID#: 881 3485 2296**.

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. 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* at 7:30 p.m.	
Adoption of Agenda	<i>Approve</i>
Public Comment - Items Not on the Agenda	

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 & Committee Reports
(7:40 p.m. – Time Approximate)

AGENDA ITEMS**RECOMMENDATIONS****Consent Calendar (7:45 p.m. – Time Approximate)**

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.

1. Minutes of the Board of Directors' Regular Bi-Monthly Meeting of August 2, 2022	<i>Approve</i>
2. General Manager's Report July 2022	<i>Approve</i>
3. Resolution Continuing Virtual Board and Committee Meetings Pursuant to Assembly Bill 361	<i>Approve</i>
4. Resolution Authorizing Award of Contract No. 1861, for the Courtright System Improvement Project, to D&D Pipelines Inc.	<i>Approve</i>
5. Request to Fill Water Quality Lab Manager Position in the Water Resources Division	<i>Approve</i>
Regular Calendar (7:50 p.m. – Time Approximate)	
6. A Three-Year Term License Agreement with Environmental Systems Research Institute to Purchase Enterprise Licenses for Geographic Information System Software (Approximate time 15 minutes)	<i>Approve</i>
7. Water Supply Update (Approximate time 10 minutes)	<i>Information</i>
8. Future Meeting Schedule and Agenda Items (Approximate time 5 minutes)	<i>Information</i>
Adjournment (8:20 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 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 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 MEETINGS:

- ❖ Wednesday, August 17, 2022
Communications & Water Efficiency Committee/Board of Directors (Communications & Water Efficiency) Meeting
9:30 a.m.
- ❖ Friday, August 19, 2022
Operations Committee/Board of Directors (Operations) Meeting
9:30 a.m.
- ❖ Thursday, August 25, 2022
Finance & Administration Committee/Board of Directors (Finance & Administration) Meeting
9:30 a.m.



Board Secretary



Approval Item

TITLE

Minutes of the Board of Directors' Regular Bi-Monthly Meeting August 2, 2022

RECOMMENDATION

Approve the adoption of the minutes

SUMMARY

On August 2, 2022, the Board of Directors had its regular bi-monthly meeting. The minutes of the meeting are attached.

DISCUSSION

None

FISCAL IMPACT

None

ATTACHMENT(S)

1. Minutes of the Board of Directors' Regular Bi-Monthly Meeting of August 2, 2022

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

**MARIN MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS**

MEETING MINUTES

Tuesday, August 2, 2022

Via teleconference
(In accordance with Assembly Bill 361)

DIRECTORS PRESENT: Jack Gibson, Monty Schmitt, and Larry Russell

DIRECTORS ABSENT: Larry Bragman and Cynthia Koehler

CALL TO ORDER AND ROLL CALL

President Russell called the meeting to order at 7:32 p.m.

ADOPTION OF AGENDA

On motion made by Director Gibson and seconded by Vice President Schmitt, the board adopted the agenda.

Ayes: Directors Gibson, Schmitt, and Russell

Noes: None

Absent: Directors Bragman and Koehler

There was no public comment on the adoption of the agenda.

PUBLIC COMMENT – ITEMS NOT ON THE AGENDA

There were seven (7) public comments.

DIRECTORS' AND GENERAL MANAGER'S ANNOUNCEMENTS & COMMITTEE REPORTS

There were no announcements or committee reports.

CONSENT CALENDAR (ITEMS 1-2)

**Item 1 Minutes of the Board of Directors' Special Meeting of July 12, 2022, and
Regular Bi-Monthly Meeting of July 19, 2022**

Item 2 Resolution Continuing Virtual Board and Committee Meetings Pursuant to Assembly Bill 361

On motion made by Director Gibson and seconded by Vice President Schmitt, the board adopted the Consent Calendar.

There were no public comments.

The following roll call vote was made.

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

REGULAR CALENDAR (ITEMS 3-5)

Item 3 License Agreement for the Mt. Tamalpais Communications Site (Middle Peak and Building 402; APNs: 197-120-21 and 197-20-40) with EIP Holdings II, LLC

Staff Attorney Jerrad Mills presented this item. Discussion ensued and staff responded to questions.

There were three (3) public comments.

On motion made by Vice President Schmitt and seconded by Director Gibson, the board approved the license agreement.

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

Item 4 Strategic Water Supply Assessment, Review of Conservation as a Water Supply Alternative

The Board of Directors received a presentation from Water Resources Director Paul Sellier, Water Efficiency Manager Carrie Pollard, and WaterDM Principal and Founder Peter Mayer. Director Sellier highlighted components of the District's Conservation Program (Water Savings Incentives, Regulations, and Community Engagement) and quantifiable demand reduction goals. Water Efficiency Manager Pollard presented opportunities to increase both incentives and regulatory savings by 2045. Mr. Mayer then provided his assessment of the District's conservation goals, addressing whether they were achievable and whether additional measures would be efficacious, pointing out that the District's water use was relatively efficient compared to other agencies. Board discussion with staff occurred throughout the presentation.

There were nine (9) public comments.

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

Item 5 Future Meeting Schedule and Agenda Items

The board secretary reported on the upcoming internal meetings and external meetings for the remainder of August and early September.

There were neither comments from the board nor the public.

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

ADJOURNMENT

There being no further business, the regular Board of Directors' meeting of August 2, 2022, adjourned at approximately 9:34 p.m.

Board Secretary

Approval Item

TITLE

General Manager's Report July 2022

RECOMMENDATION

Approve Report

SUMMARY**A. HIGHLIGHTS:**

- Staff and our consulting team are working closely with the California Office of Emergency to complete a seismic evaluation report that will significantly improve the District's chances of grant funding via the Federal Emergency Management Agency up to 90% of the total project cost.
- Staff has completed the design for the installation of a new hydrant near the San Anselmo Children's Center in Fairfax that will enhance fire flow protection at the Children's Center.
- District awarded three new construction projects: Sky Oaks Road Retaining Wall, Barber Avenue Pipeline Replacement Project, and Treehaven Pipeline Replacement Project.
- The daily average net production for the month of July, 2022 was 23.11 MGD compared to 23.07 MGD for the month of July, 2021. Typical summer time peak demand is 31 MGD.
- The Strategic Water Supply Assessment continued with 4 public meetings since June 28 focusing on potential Water Supply alternatives. In addition, on July 28 staff continued the outreach and engagement with our customers on the subject of water supply resiliency with Public Workshop #3.

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:

	FY 2022/23		FY 2021/22	
	(million gallons)	(acre-feet)	(million gallons)	(acre-feet)
Potable				
Total production this FY	716	2,199	715	2,195
Monthly production, July	716	2,199	715	2,195
Daily average, July	23.11	70.92	23.08	70.82
Recycled				
Total production this FY	32.64	100.17	27.85	85.47
Monthly production, July	32.64	100.17	27.85	85.47
Daily average, July	1.05	3.23	0.90	2.76
Raw Water				
Total production this FY	9.98	30.63	5.94	18.23
Monthly production, July	9.98	30.63	5.94	18.23
Daily average, July	0.32	0.99	0.19	0.59
Imported Water				
Total imported this FY	107	328	123	377
Monthly imported, July	107	328	123	377
Reservoir Storage				
Total storage, July	20,995	64,432	10,606	32,549
Storage change during July	-867	-2,660	-1,149	-3,526
Stream Releases				
Total releases this FY	200	612	146	448
Monthly releases, July	200	612	146	448

2. <u>Precipitation:</u>	<u>FY 2022/23 (in.)</u>	<u>FY 2021/22 (in.)</u>
Alpine	0.00	0.00
Bon Tempe	0.00	0.00
Kent	0.00	0.00
Lagunitas *	0.00	0.00
Nicasio	0.00	0.00
Phoenix	0.00	0.00
Soulajule	0.00	0.00

* Average to date = 0.06 inches

3. <u>Water Quality:</u>		
<u>Laboratory:</u>	<u>FY 2022/23</u>	<u>FY 2021/22</u>
Water Quality Complaints:		
Month of Record	16	13
Fiscal Year to Date	16	13
Water Quality Information Phone Calls:		
Month of Record	9	7
Fiscal Year to Date	9	7

The WQ lab ensured that the water supplied met or surpassed water quality regulations by collecting and analyzing 2,305 analyses on lakes, treatment plants and distribution system samples.

Mild steel corrosion rates averaged 3.28(0.65– 6.72) MPY. The AWWA has recommended an operating level of <5 MPY with a goal of <1 MPY.

Complaint Flushing: One flushing events was performed for this month on record at 90 Evelyn Ave in Mill Valley to improve water quality.

Tank Survey Program: 13 water storage tank sanitary surveys were performed during the month. 51.55 % planned survey program has been completed for calendar year 2022.

Disinfection Program: No pipelines were disinfected during the month. Performed chlorination for 55 water storage tanks to ensure compliance with bacteriological water quality regulations.

Tank Water Quality Monitoring Program: Performed 70 water quality-monitoring events on storage tanks for various water quality parameters this month to help ensure compliance with bacteriological water quality regulations.

Summary:

The lab performed 13 sanitary tank surveys, treated 55 tanks for low chlorine, and checked an additional 70 tanks for low chlorine residual in July 2022.

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)	0.07	≤ 0.10	0.04	≤ 0.10	0.04	≤ 0.10
Chlorine residual (mg/L)	2.77	2.75 *	2.66	2.75 *	2.83	2.75 *
Color (units)	1.2	≤ 15	0.2	≤ 15	0.2	≤ 15
pH (units)	7.8	7.8*	7.8	7.8*	8.0	8.1**

* Set monthly by Water Quality Lab

** pH to Ignacio is controlled by SCWA

5. Capital Improvement:

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

Summary: This project involves the installation of emergency generators, electrical equipment, fuel storage tanks and site grading all within the community of Woodacre.

- Project Budget: \$5,375,600
- Monthly Activities: Generators, fuel tanks, and the transformer have been installed at the project site. The system is ready to provide emergency backup power to the treatment plant in manual mode. All improvements including asphalt, concrete, generator platforms, and the electrical building structure have been completed. The Contractor continues work onsite to install system lighting and complete other miscellaneous contract items. Completion of automatic

fueling and power transfer systems are pending, and anticipated to be complete November 2022.

- b. San Rafael 3rd Street Pipeline Replacement Project (D17026): This project involves installing approximately 6,570 linear feet of pipe and 54 water service laterals.
 - Project Budget: \$4,512,603
 - Monthly Activities: The contractor continues night work on Third Street between Lincoln Avenue and Irwin Street and from San Rafael High School to Mary Street. The majority of water distribution facilities west of Lincoln Avenue have been installed. Project completion anticipated September 2022.

- c. Mill Valley East Blithedale Pipeline Replacement Project (D20021): This project involves installing 5,490 feet of pipe to replace 100-year old pipe in coordination with Mill Valley's road paving project.
 - Project Budget: \$3,154,237
 - Monthly Activities: All water facilities between Camino Alto and Alta Vista Avenue have been installed. All water main has been installed. The District is working collaboratively with the City of Mill Valley and their paving contractor to coordinate joint project schedules and mitigate traffic impacts. Overall project completion anticipated early September 2022.

- d. Sky Oaks Road Retaining Wall Project (D22027): This project involves installing a soldier pile wall with drilled concrete piers, concrete lagging, and guard rail on Sky Oaks Road to facilitate construction traffic from the Pine Mountain Tank Project. All work under this contract is scheduled as night work so Sky Oaks Road can remain open during the day to the public, emergency services, and essential deliveries to the Bon Tempe Treatment Plant.
 - Project Budget: \$328,220
 - Monthly Activities: The project was awarded at the July 5 Board Meeting and a pre-construction meeting was held July 26. The Project is currently in the submittal phase and is anticipated to break ground early August. Project completion is anticipated at the end of September.

- e. Barber Avenue Pipeline Replacement Project (D22025): This project involves replacing approximately 440 linear feet of leak-prone piping installed as early as 1902 in coordination with the Town of San Anselmo's road paving project.
 - Project Budget: \$240,000

- Monthly Activities: The project was awarded at the July 5 Board Meeting and a pre-construction meeting was held August 2. The Project is currently in the submittal phase and is anticipated to break ground early August. Project completion is anticipated at the end of September.
- f. Treehaven Pipeline Replacement Project (F21003): This project is a component of the District's Fire Flow Improvement Program, and will replace nearly 8,000 linear feet of undersized fire flow deficient pipe as old as 95-years with 8-inch and 6-inch welded steel pipe.
- Project Budget: \$3,654,990
 - Monthly Activities: The project was awarded at the July 19 Board Meeting and a pre-construction meeting is anticipated early August. Project completion is anticipated at the end of January 2023.

6. Other:

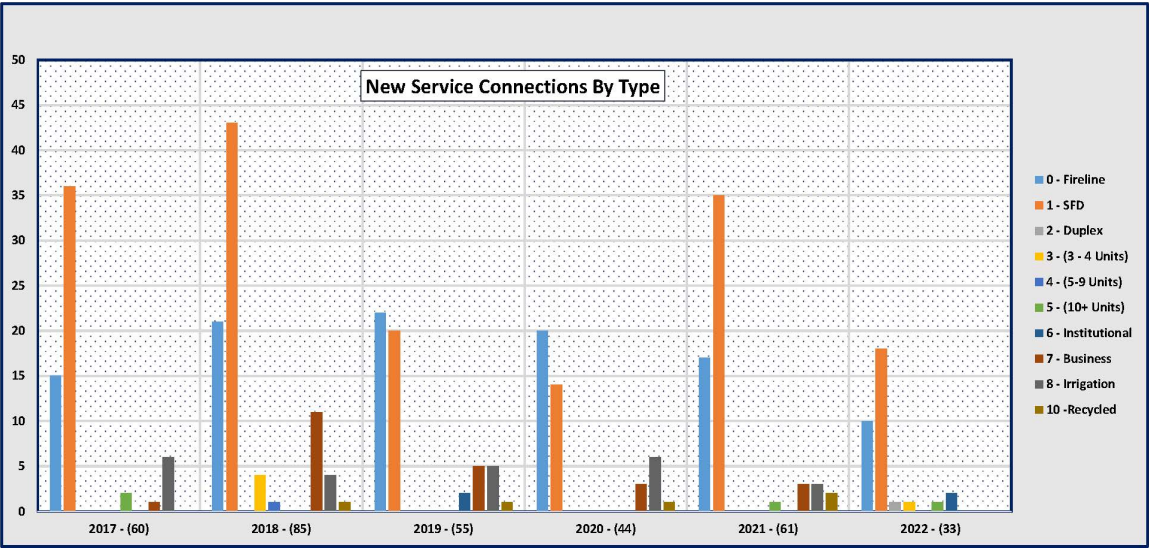
<u>Pipeline Installation</u>	<u>FY2022/23</u>	<u>FY2021/22</u>
Pipe installed during July (feet)	1,142	3,727
Total pipe installed this fiscal year (feet)	1,142	3,727
Total miles of pipeline within the District	908*	908*

** Reflects adjustment for abandoned pipelines*

<u>Pipe Locates (1057 Responses)</u>	<u>FY2022/23</u>	<u>FY2021/22</u>
Month of July (feet)	43,555	48,806
Total this fiscal year (feet)	43,555	48,806

<u>Main Line Leaks Repaired:</u>	<u>FY2022/23</u>	<u>FY2021/22</u>
Month of July	7	20
Total this fiscal year	7	20

<u>Services:</u>	<u>FY2022/23</u>	<u>FY2021/22</u>
Service upgrades during July	12	13
Total service upgrades this FY	12	13
Service connections installed during July	5	3
Total active services as of August 1, 2022	60,428	60,376



7. Demand Management:

	Jul-22	FY 22/23 TOTAL	FY 21/22 TOTAL	FY 20/21 TOTAL
WATER-EFFICIENCY PROGRAMS				
Water-Use Site Surveys				
Conservation Assistance Program (CAP) Consultations				
Residential properties resi 1-2 (single-family)	35	35	731	117
Residential properties resi 3-5 (multi-family units)	0	0	7	5
Non-residential properties resi 6-7 (commercial)	0	0	1	5
Dedicated irrigation accounts resi 8-10 (large landscape)	0	0	3	6
Marin Master Gardeners' Marin-Friendly Garden Walks				0
Residential garden walks	3	3	99	129
Public Outreach and Education, Customer Service				0
Public outreach events (number of people attending)	100	100	1602	0
Public education events (number of participants)	119	119	413	398
Customer calls/emails admin staff	492	492	9508	5738
School Education				0
School assemblies				0
Number of activities	0	0	0	0
Number of students reached	0	0	0	0
Field trips				0
Number of activities	0	0	0	0
Number of students reached	0	0	0	0
Classroom presentations				0
Number of activities	0	0	0	1
Number of students reached	0	0	0	22
Other (e.g. booth events, school gardens)				0
Number of activities	0	0	0	0
Number of students reached	0	0	0	0
Incentives				0
Number of HECWs approved	2	2	190	163
Number of Rain Barrel/Cisterns approved	0	0	76	19
"Landscape Your Lawn" Turf Replacements approved	8	8	402	6
Number of Laundry-to-Landscape Systems approved	0	0	27	0
Hot water recirculating system rebates	3	3	122	0
Pool Cover rebates	1	1	298	0
HET rebates	2	2	92	0
Number of Smart Controllers rebates approved	1	1	69	85
Number of Smart Home Water Monitor "Flume Direct Distribution" redeemed	25	25	1568	1140
Number of Smart Controllers "Rachio Direct Distribution" approved	14	14	178	233
Advanced Metering Infrastructure (AMI)				0
AMI leak letters sent to customers (>200 GPD)	99	99	1050	1601
ORDINANCES				
Water Waste Prevention				
No. of properties reporting activity	72	72	4451	589
Landscape Plan Review				
Plans submitted	6	6	77	94
Plans exempt	0	0	1	4
Plans completed	2	2	17	19
Plans in workflow (pass & fail)	7	7	123	154
Tier 4 Exemption				0
Inspections that resulted in a pass	0	0	1	1
Graywater Compliance Form				0
Applications Received (as of Dec 2019)	7	7	57	106
Systems installed	0	0	13	7

8. Watershed Protection:

Rescue on Cataract Trails

On July 11 all on-duty Rangers and the Ranger Aide, along with Marin County Fire, Ross Valley Fire and Marin Search and Rescue responded to Cataract Trail for a 70 year old hiker who fell over 60 feet off the trail into Cataract Creek. Chief Ranger Wick and Ranger Aide Faus for the first rescuers on-scene and provided vital patient care and directed other first responders to the scene. A helicopter rescue was attempted, but was unsuccessful, therefore a long rescuer intensive carry-out was performed. The patient was transported by ambulance to the hospital with serious injuries.



Ranger Aide Faus with SAR and Fire rescuers.

Wildland Firefighting Training

The Rangers and other Watershed Staff with fireline duties have a rigorous training program. All Watershed Staff with fireline duties must complete at least 55 hours of training to qualify as a Firefighter Type 2. In addition to this Staff must complete eight hours of fireline safety training annually to maintain their certifications as wildland firefighters. Staff also complete at least six hours of in-service training per year. These trainings focus on specific firefighting skills.

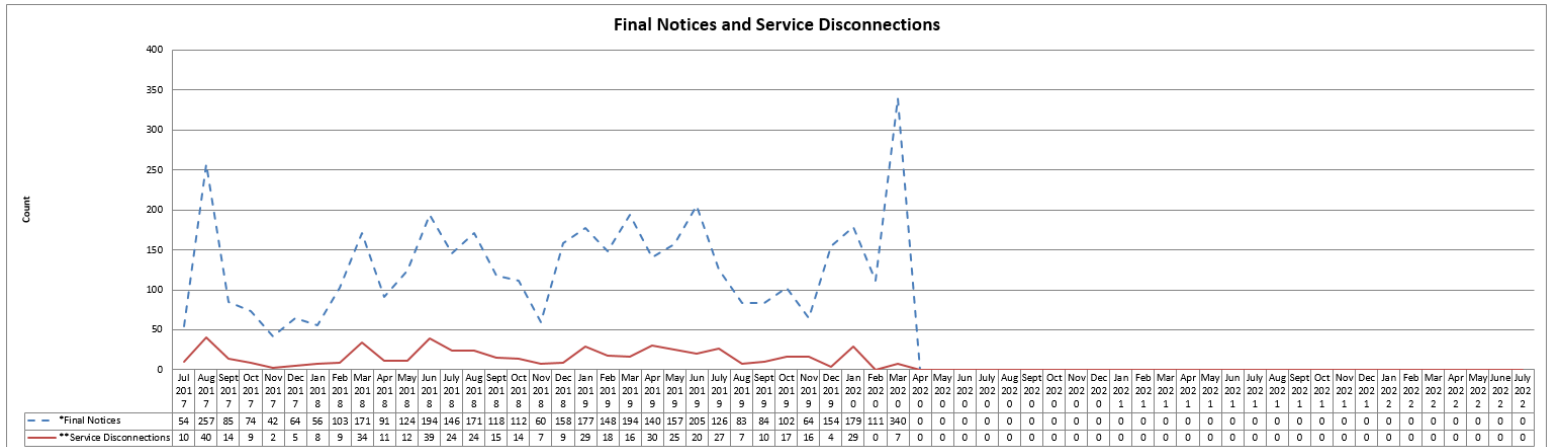
The Rangers and some of the other Watershed Staff also complete more advanced training to qualify as Firefighter Type 1/Engine Operators and Engine Boss.

Incidents and Events	446
Visitor Assists	148
Warnings	123
Citations	82
Dam Check	15
Vandalism	14
Assist Watershed Maintenance	9
Medical Aid	8
Humane/Animal Call for Service	8
Complaint: Illegal Bike Use	4
Citizen Complaint: Bike Speed	4
Search and Rescue	3
Suspicious Circumstance	3
Citizen Complaint: Off Leash Dog	3
Misc Law Enforcement Calls	2
Vehicle Accident	2
Illegal Fire	2
Outreach/Interp	2
Misc Call for Service	1
Theft	1
Found Property	1
Illegal Trail Work	1
Assist Fire/EMS	1
Vegetation Fire	1
Citizen Complaint: Illegal Fire	1
Smoke Check	1
Illegal Camping	1
Preventative Search and Rescue	1
Illegal Off Road use	1
Assist Outside Law Enforcement	1
Citizen Complaint: Swimming	1
Citizen Complaint: eBike	1
Citations	82
Non-Payment of Parking Fees	69
Parking with 6 ft. of Center/Obstruct Traffic	6
Parking After Sunset	2
Entering Closed Area	1
Bike on Trail	1
Swimming in Public Drinking Water	1



9. Shutoff Notices and Disconnections:

Month	July 2022
Final Notices	0
Service Disconnections	0

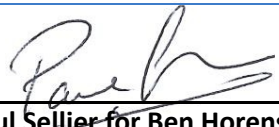


FISCAL IMPACT

None

ATTACHMENT(S)

None

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Office of the General Manager	<hr/>	
	Ben Horenstein General Manager	Paul Sellier for Ben Horenstein General Manager

Approval Item

TITLE

Allow Continuation of Virtual Board and Committee Meetings Pursuant to Assembly Bill (AB) 361

RECOMMENDATION

Approve a Resolution for the Marin Municipal Water District to allow continued virtual Board and Committee meetings due to public health and safety concerns in accordance with AB 361

SUMMARY

On September 17, 2021, the Governor signed Assembly Bill (AB) 361, which codifies certain changes to the Brown Act allowing teleconference (or virtual) meetings to continue during a health emergency. The Board has taken action to allow virtual meetings to continue in accordance with AB 361 based on health and safety concerns due to COVID-19.

DISCUSSION

AB 361 authorizes local agencies to continue holding their public meetings virtually during a proclaimed state of emergency under section 8625 of the Government Code (i.e., the California Emergency Services Act), under any of the following circumstances:

- State or local officials have imposed or recommended measures to promote social distancing.
- The meeting is being held for the purposes of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
- The legislative body has determined that as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

AB 361 requires the Board to reconsider the emergency circumstances every 30 days.

On June 17, 2022, Governor Newsom issued Executive Order N-11-22, which eliminated certain of the COVID-19 emergency provisions put in place in previous orders, but left in place other measures and the overall emergency proclamation. The Director of Health & Human Services for the County of Marin also continues to recommend employment of social distancing to enhance public safety at public meetings; in particular, where indoor settings may exceed room capacity and not provide the ability to socially distance. The Marin County Health Department's August 9th update indicates that the COVID-19 Community Level for Marin County was downgraded to medium, which is a good sign, but the department also continued to advise caution and reiterated its current guidance of mask-wearing in indoor settings. Adding to this, the District's boardroom may not be able to accommodate a full return to in-person meetings consistent with recommended social distancing. Therefore, staff is recommending that the

Board adopt a resolution continuing to allow virtual meetings for Board and Committee meetings. The proposed resolution will require a majority vote of the Board for adoption.



The adoption of a resolution to allow the continuation of virtual meetings in accordance with AB 361 while the state proclamation of emergency remains in place and will not preclude the District from holding hybrid meetings where appropriate or necessary to test future enhancements to the District board room.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENT(S)

1. Proposed Resolution

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
General Counsel's Office	 Molly MacLean General Counsel	 Paul Sellier for Ben Horenstein General Manager

MARIN MUNICIPAL WATER DISTRICT

RESOLUTION NO.

**A RESOLUTION OF THE MARIN MUNICIPAL WATER DISTRICT BOARD OF DIRECTORS TO
ALLOW VIRTUAL BOARD AND COMMITTEE MEETINGS PURSUANT TO AB 361**

WHEREAS, Assembly Bill (AB) 361 was adopted by the California State legislature as an urgency item and was signed into law on September 16, 2021, which allows the Board of Directors to consider whether to continue virtual meetings during a proclamation of emergency under section 8625 of the Government Code (i.e., the California Emergency Services Act); and

WHEREAS, The Governor's March 4, 2020 Proclamation of Emergency pursuant to the California Emergency Services Act, California Government Code Section 8625, addressing the COVID-19 pandemic is still in effect and continues to remain in effect; and

WHEREAS, the California Department of Public Health continues to recommend face coverings for all individuals in most indoor settings and the Marin County Director of Health & Human Services continues to recommend social distancing in order to minimize the potential spread of COVID-19 during indoor, public meetings due to the continued local rate of transmission of the virus and the transmission of new variants; and

WHEREAS, the limited size of the District's boardroom may not be able to accommodate compliance with social distancing guidelines, and the Board has a strong interest in protecting the health and safety of District staff and members of the public and seeks to maintain the ability to continue virtual meetings as necessary to assure public safety.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Board has reconsidered the circumstances of the COVID-19 state of emergency since the Board Meeting of August 2, 2022.

2. There remains an ongoing proclaimed state of emergency relating to the novel coronavirus causing the disease known as COVID-19.

3. The state of emergency continues to directly impact the ability of the Board to meet safely in person in particular in its boardroom, which lacks the capacity to accommodate social distancing with more than a small number in attendance.

4. Local officials continue to recommend, pursuant to Government Code Section 54953(e)(1), measures to promote social distancing, and, a result of that emergency, meeting in person would present imminent risks to the health or safety of attendees at

heavily-attended in-person meetings of this legislative body, unless special circumstances that will allow social distancing and mitigate possible transmission can be made.

PASSED AND ADOPTED this 16th day of August, 2022, by the following vote of the Board of Directors.

AYES:

NOES:

ABSENT:

Larry Russell
President, Board of Directors

ATTEST:

Terrie Gillen
Board Secretary

Approval Item

TITLE

Award of Contract No. 1861, for the Courtright System Improvement Project, to D&D Pipelines Inc., for the installation of 520 feet of pipe, pressure regulator and decommission and removal of the redwood Courtright Tank located in the City of San Rafael in support of the District's Capital Improvement Program

RECOMMENDATION

Approve a resolution authorizing award of Contract No. 1861, Courtright System Improvement Project, to D&D Pipelines Inc.

SUMMARY

The Operations Committee reviewed this item on July 15, 2022, and referred it to a future Regular Bi-Monthly Meeting of the Board of Directors to proceed with the project.

On August 2, 2022, the District received and opened four (4) bids for the Project to 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. D&D Pipelines Inc., submitted the lowest responsive and responsible bid in the amount of \$277,815. Therefore, staff recommends that the Board of Directors approve a resolution awarding Contract No. 1861 to D&D Pipelines Inc., in the amount of \$277,815 and authorizing the General Manager to execute any necessary amendments to Contract No. 1861, which do not exceed \$25,500. This project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15302(c) of the CEQA Guidelines as the project replaces an existing water storage tank with a pipeline involving negligible or no expansion of capacity.

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 2.

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.

On August 2, 2022, the District received and opened four (4) bids for the Project. Bid results are provided in the Bid Results table shown below.

Bid Results
Courtright System Improvement Project

Bid Rank	Contractor Name	Bid Amount
1.	D&D Pipelines, Inc.	\$277,815
2.	W.R. Forde Associates, Inc.	\$284,300
3.	Michael Paul Company	\$363,440
4.	Maggiora & Ghilotti Inc.	Non-Responsive

Contract No: 1861

Project No: D22009

Engineer's Estimate: \$255,000

D&D Pipelines Inc., submitted the lowest bid. They hold a Class A – General Engineering License, License No. 848484, which is current and active and expires on 10/31/22. As required by State Law, D&D Pipelines Inc., is registered with the California Department of Industrial Relations under PWCR Number 1000006166. Following contract award, District staff will register the Project with the California Department of Industrial Relations.

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

Budget:

Contract Award:	\$277,815
25% Contingency:	\$25,500
Materials and Professional Fees:	\$50,000
District Labor/Inspection:	\$105,000
Total Budget:	\$458,315
Budgetary Category:	A1A11

Project Implementation:

Project Advertisement: July 14, 2022

Bid Opening: August 2, 2022
Project Award: August 16, 2022
Estimated Completion Date: November 4, 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 Improvement Project is estimated at \$458,315.

ATTACHMENTS

1. Proposed resolution
2. Site Map
3. Notice of Exemption

DIVISION OR DEPARTMENT	DIVISION MANAGER	APPROVED
Engineering	 Crystal Yezman Director of Engineering	 Paul Sellier for Ben Horenstein General Manager

MARIN MUNICIPAL WATER DISTRICT

RESOLUTION NO.

**A RESOLUTION OF THE BOARD OF THE MARIN MUNICIPAL WATER DISTRICT
APPROVING AWARD OF CONSTRUCTION CONTRACT NO. 1861 TO D AND D PIPELINES
INC. FOR THE CAPITAL IMPROVEMENT PROJECT COURTRIGHT SYSTEM IMPROVEMENT
PROJECT**

WHEREAS, on July 14th, 2022, the District advertised Contract No. 1861, for the Courtright System Improvement Project (D22009), which will include installation of 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; and

WHEREAS, the District received and publicly opened four (4) bids on August 2, 2022, of which D&D Pipelines Inc., bid of \$277,815 was the lowest responsive and responsible bid.

NOW, THEREFORE, THE BOARD OF DIRECTORS RESOLVES that:

1. The bid of \$277,815 submitted by D&D Pipelines Inc., for the Courtright System Improvement Project under Contract No. 1861 ("Contract") was the lowest responsive and responsible bid submitted therefor, and said bid is hereby accepted.
2. A Contract for the Project be awarded to said low bidder, and the General Manager is authorized and directed to execute said Contract on behalf of the District upon receipt of a performance bond, payment bond, proof of insurance, and the executed contract for the work from said bidder.
3. The General Manager is authorized to execute any and all future amendments to the Contract, which he deems necessary, without further Board approval, so long as those amendments to the Contract amount does not exceed \$25,500.

4. Upon complete execution of said Contract, the bonds and/or checks of the other bidders are to be returned to said other bidders, and all bids other than that of D&D Pipelines Inc., are to be rejected.

PASSED AND ADOPTED this 16th day of August, 2022, by the following vote of the Board of Directors.

AYES:

NOES:

ABSENT:

Larry L. Russell
President, Board of Directors

ATTEST:

Terrie Gillen
Board Secretary

N

COURTRIGHT SYSTEM IMPROVEMENT PROJECT

Item Number: 04

Attachment: 02

Southern Heights Blvd

Brushwood Ln

INSTALL PRESSURE
REGULATOR STATION

Bret Harte Rd

INSTALL PIPELINE

REMOVE EXISTING
REDWOOD TANK

Almenar Dr



**MARIN
WATER**

marinwater.org

415-945-1455

contactus@marinwater.org

Notice of Exemption

Item Number: 04

Attachment: 03



Filing Requested By and When Filed Return To:

Marin Municipal Water District
220 Nellen Ave
Corte Madera, CA 94925
Attn: Crystal Yezman, Director of Engineering

Project Title: Courtright System Improvement Project

Project Location: City of San Rafael

Project Location – County: Marin

Project Description: The 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 in support of the District's Capital Improvement Program.

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

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

*wsp – welded steel 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 storage tank with a pipeline involving negligible or no expansion of capacity.

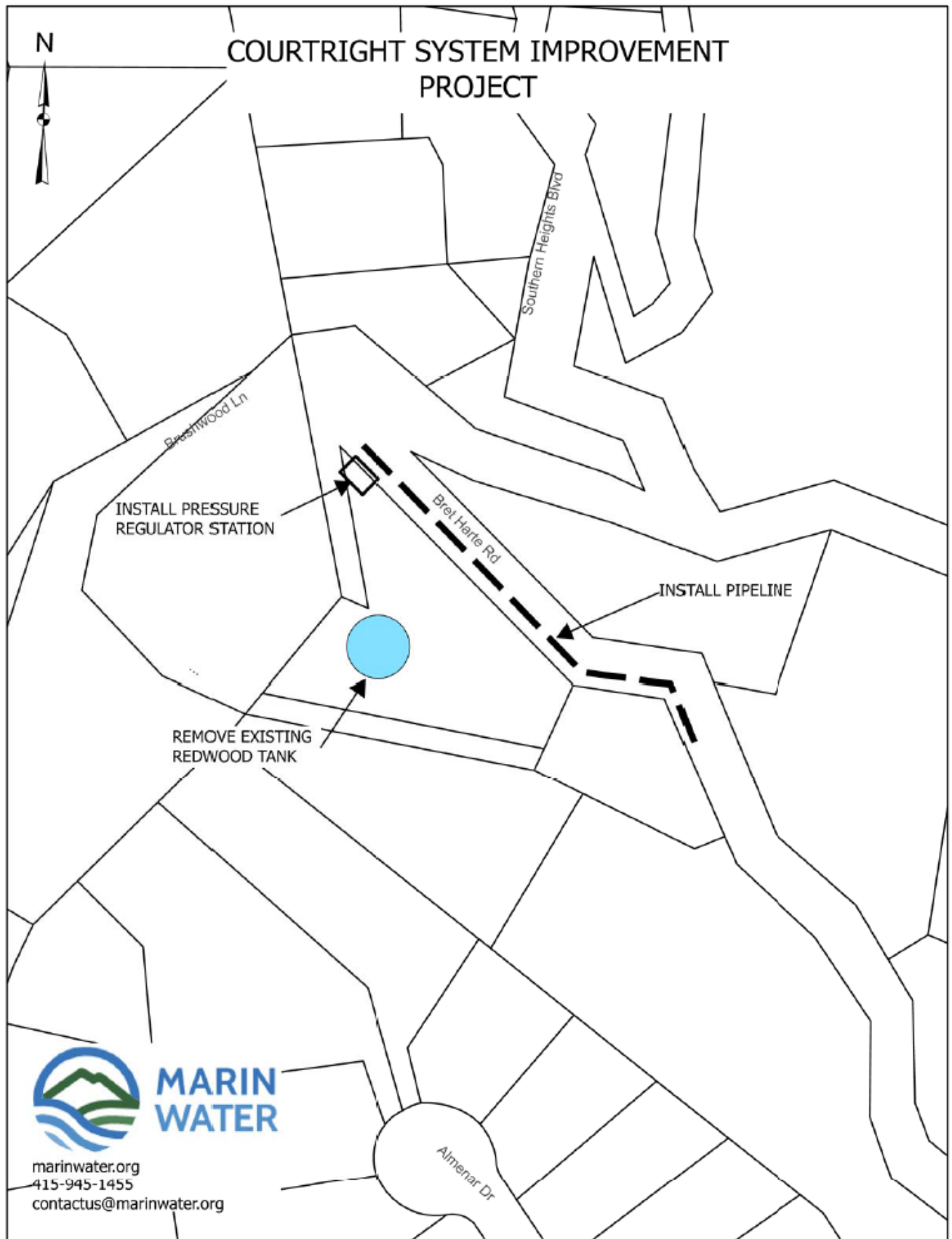
Project Approval: The Marin Municipal Water District Board of Directors approved the award of a contract for project construction, which represents project approval as defined by Section 15352 of the Guidelines for Implementation of the California Environmental Quality Act, at their regularly scheduled meeting on August 16, 2022.

Lead Agency Contact Person: Crystal Yezman, Marin Municipal Water District **Telephone:** (415) 945-1100

Crystal Yezman, Director of Engineering

Date

Figure 1: Courtright System Improvement Project



SOURCE: MMWD 2022

Approval Item

TITLE

Approval to fill Water Quality Lab Manager

RECOMMENDATION

Authorize the General Manager to recruit and hire one Water Quality Lab Manager in the Water Resources Division

SUMMARY

The incumbent Water Quality Lab Manager separated from the District effective August 10, 2022. The Water Quality Lab Manager is a key staff member responsible for implementing compliance monitoring of the distribution system water quality.

The Water Quality Lab consists of four chemists, including the lab manager, one lab technician and three water quality technicians. The Water Quality Lab Manager directs and coordinates the activities and operations of the District's state certified Water Quality Laboratory. In addition to managing the laboratory, the Lab Manager provides administrative and technical support for laboratory personnel and a number of other key functions including monitoring of the lakes for taste and odor compounds, the validation of analytical data, conducting special research, program development, and preparing reports on a wide variety of water quality issues.


In summary, staff requests the Board authorize the General Manager to recruit and hire a Water Quality Laboratory Manager.

FISCAL IMPACT

Salary and benefits for the Water Quality Lab Manager are included in the Water Resources Division's budget for FY 2023. The total annual salary with benefits for the position ranges from \$208,925 to \$252,437. Filling this position will not increase the total number of FTEs in the Water Resources Division.

ATTACHMENT(S)

None

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Operations	<hr/> Paul Sellier Water Resources Director	 Paul Sellier for Ben Horenstein General Manager

Approval Item

TITLE

Acquisition of Environmental Systems Research Institute (ESRI), Geographic Information System (GIS) Enterprise Licenses

RECOMMENDATION

Authorize the General Manager to execute an agreement between Marin Water and ESRI to purchase an enterprise use license for GIS software for a three-year term with annual payments of \$55,000 due each year of the agreement, for a total not to exceed amount of \$165,000

SUMMARY

District staff and municipalities make extensive use of the ESRI GIS software for online mapping services, which has become an essential integral part of daily District business processes. The individual ESRI licenses currently authorizing MMWD staff to operate ESRI software will expire in November 2022. Staff is requesting to upgrade to a new three-year enterprise license agreement with ESRI.

DISCUSSION


Over the past 20 years, District staff have used geographic information systems software for many mapping and decision making purposes. ESRI is the world leader and the District has been a long time customer. Our current individual user licenses are expiring and ESRI now offers an enterprise license. An enterprise license is different from our current “named user” license. Named user licenses are restricted to a specific number of users. The District currently holds 58 named user licenses. Fifty-six (56) of these licenses are assigned to full time staff, with two licenses reserved for interns. With an enterprise license there will be no limitations on who or how many staff can use the software. Staff recommends moving to the enterprise license. The cost for the annual renewal for an enterprise license is \$4,000 per year higher than the named user licenses but this provides unlimited use going forward with no need to re-negotiate or pay additional costs for three years, which could come up in the future with named user licenses.

FISCAL IMPACT

\$55,000 per year expenditure for three years 2022-2025 from Information Technology’s Information Systems Maintenance and Repair Budget.

ATTACHMENT(S)

None

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Engineering	 Crystal Yezman Director of Engineering	 Paul Sellier for Ben Horenstein General Manager

Informational Item

TO: Board of Directors

FROM: Paul Sellier, Water Resources Director

THROUGH: Paul Sellier for Ben Horenstein, General Manager



DIVISION NAME: Water Resources

ITEM: Water Supply Update

SUMMARY

Overall, reservoir storage is 80 % of capacity and slightly greater than 102% of the average for this time of year. With reservoirs above average capacity the District is well positioned to provide water for both potable needs and environmental releases in the coming year. Storage level projections indicate that, were there no additional rainfall from this point forward, reservoir levels on December 1, 2022 will be between 55,000 AF and 60,000 AF. Staff will provide a brief presentation and discussion on water supply.

FISCAL IMPACT

None

ATTACHMENT(S)

None

Informational Item

TO: Board of Directors

FROM: Terrie Gillen, Board Secretary



THROUGH: Paul Sellier for 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:

Internal Meetings

- Wednesday, August 17, 2022
Communications & Water Efficiency Committee/Board of Directors (Communications & Water Efficiency) Meeting
9:30 a.m.
- Friday, August 19, 2022
Operations Committee/Board of Directors (Operations) Meeting
9:30 a.m.
- Thursday, August 25, 2022
Finance & Administration Committee/Board of Directors (Finance & Administration) Meeting
9:30 a.m.
- Tuesday, September 6, 2022
Board of Directors' Regular Bi-Monthly Meeting
6:00 p.m. (Tentative Time)

External Meetings

- Friday, September 2, 2022
North Bay Watershed Association Board Meeting
9:30 a.m.

FISCAL IMPACT

None

ATTACHMENT(S)

None