

**MARIN MUNICIPAL WATER DISTRICT
BOARD OF DIRECTORS**

SPECIAL MEETING – BOARD RETREAT MINUTES

Thursday, February 2, 2023

**Marin Municipal Water District
Administration Building, Mt. Tam Conference Room
220 Nellen Avenue
Corte Madera, California 94925**

Call to Order and Roll Call

President Monty Schmitt called the meeting to order at 9:00 a.m.

Communications & Public Affairs Manager Adriane Mertens did roll call.

Directors Present: Ranjiv Khush, Larry Russell, Matt Samson, Jed Smith, and Monty Schmitt

Directors Absent: None

After roll call, President Schmitt welcomed everyone and mentioned that there would be a lot of material that would be presented to the board. However, there would be opportunity to bring back items of importance from this meeting to the board again and/or future committee meetings.

General Manager's Introduction

General Manager Ben Horenstein introduced Brent Ives, who was with BHI Management Consulting and who facilitated the retreat.

Mr. Horenstein provided 2022 District Highlights and shared ongoing *Organizational Efficiencies*, a routine part of the District's continuous improvement efforts.

After the general manager's introduction, staff provided to the board 2023 priorities for various work groups in the District. At the end of each presentation, the board and staff discussed those priorities, and the public provided comments.

Watershed (Watershed Resources Manager Shaun Horne)

Priorities: *Biodiversity, Fire, and Fuels Integrated Plan, Lagunitas Creek Fisheries Enhancement, Azalea Hill Restoration Project, and Watershed Recreation Management Plan*

The board discussed budgeting the watershed's projects, integrating recreational planning with the Watershed Plan, and increasing public awareness.

There were three (3) public comments.

Human Resources (Human Resources Manager Vikkie Garay)

Priorities: *Enhancing the Recruitment Program and Onboarding, Establishing a New Performance Evaluation System, Creating a Diversity, Equity, and Inclusion Initiative, and Enhancing Employee Engagement*

The board showed support and interest in the 360-degree performance evaluation. Board members also asked questions about District compensation in comparison to other agencies and generally supported the concept of one more full time position in the Human Resources Department focused on staff training.

There were two (2) public comments.

Communications (Communications & Public Affairs Manager Adriane Mertens)

Priorities: *Website Improvements, Agenda Management System, Outreach Support for Key District Efforts, and Public Education/ Storytelling Collateral*

The board generally supported the communication initiatives.

There were four (4) public comments.

Water Resources (Water Resources Division Manager Paul Sellier)

Priority: *Water Supply Roadmap Implementation*

The board and staff discussed the next steps towards adaptation of a roadmap coming out of the Strategic Water Supply Assessment.

There were four (4) public comments.

Following the Water Resources presentation, the board had lunch and received presentations from Grant Davis, Sonoma Water and Tony Williams, North Marin Water District.

After lunch, the board continued receiving presentations from staff.

Water Efficiency (Water Efficiency Manager Carrie Pollard)

Priorities: *Implementation of the Strategic Water Supply Assessment Conservation Program, Development of the Water Efficiency Master Plan, and System Water Loss Study*

Discussion ensued between the board and staff including reconciling conservation with loss of revenue.

There were three (3) public comments.

Finance/Administrative Services Division (Administrative Services Director Bret Uppendahl)
Priorities: *Water Rate Development and Implementation, Connection Fee Study, and Financial Policies*

The board and staff conversed about the cost of service analysis and proposition 218.

There were five (5) public comments.

Engineering (Engineering Division Manager Crystal Yezman)
Priorities: *Long Term Capital Planning, SAP Conversion-Enterprise Resource Planning, Help Desk Service Contract, and District Paving Program*

The board and staff discussed paving costs, including members of the board speaking with their elevated counterparts on this matter.

There were three (3) public comments.

Following the last presentation of the day, the general manager asked the board to provide staff with items they want staff to follow up on from the retreat or items that were not presented at the meeting, but would like to discuss.

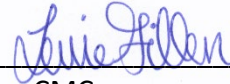
- Director Smith sought more clarity on financial opportunities on each of the areas that were shown to the board and asked what was on the staff's wish list.
- President Schmitt asked if updates on the retreat topics could be brought to committees.
- Vice President Khush expressed interest in receiving more information from academia on water related issues impacting the District and would like to know more about the District's involvement with the Association of California Water Agencies (ACWA) and American Water Works Association (AWWA).

There was one (1) public comment.

Then, President Schmitt thanked the staff and the public who were in attendance.

ADJOURNMENT

The retreat ended at approximately 3:45 p.m.



Terrie Gillen, CMC
Board Secretary

The minutes were approved at the Board of Directors' Regular Bi-Monthly Meeting of February 21, 2023.