



Marin Water Annual Goals 2023

Board of Directors

March 21, 2023



Introduction

Purpose of Annual Goals

Goals Areas

Next Steps

Purpose of Annual Goals

- Develop alignment throughout District
- Agenda items for committee meetings
- Stretch the District (noting the goals are in addition to all of the routine work of the District)
- Continuous Improvement

Watershed

1. BFFIP

- EIR Addendum (June-September 2023)
- State block grant proposal with One Tam (May-July 2023)

2. Lagunitas Creek Enhancement

- Final restoration designs (April 2024)
- Construction bidding (May 2024)
- Implementation of Sites 1, 2,3 (June-October 2024)

3. Azalea Hill Trail Restoration

- Retaining wall construction (Bidding February 2023)
- Retaining wall construction (May-October 2023)

4. Recreation Management Plan

- Watershed census survey report finalized (April 2023)
- Draft Plan (November 2023)
- Roads and Trails Plan Amendment (2024)
- Implementation of recommendations (2024-2025)



Human Resources

1. Recruitment - Transition to new recruitment platform (March 2023)
2. Diversity, Equity and Inclusion
 - Employee work group meeting for logistics and training focus (July 2023)
 - Training to all staff (Launch December 2023)
3. Online Performance Management Tool
 - Complete conversion (March 2023)
 - 360 Performance Evaluations
 - SLT (July 31, 2023), Mid-Managers (December 2023), Supervisors (July 2024)
4. Employee Engagement
 - Bring on new dedicated positions to develop District-wide Training Program (September 2023)
 - Develop training development plan - Onboarding, Supervisor/Management, technical, career development, etc. (December 2023)
 - Launch another Employee Engagement Survey
 - Communications Protocol – develop standards for internal communications
5. Collective Bargaining Agreement – New Contract in place (July 2023)



Communications

1. Website Improvements completed (March 2023)
2. Agenda Management System published and integrated with website for public, staff, board use (April 2023)
3. Outreach Support for key District efforts
 - Rate Setting (July 2023)
 - Customer Workshops held for public input (February 2023)
 - Prop 218 Notice mailed by March 17
 - Complete preparation outreach for new rates to take effect (prior to July 1, 2023)
 - Strategic Water Supply Assessment (Spring 2023)
 - Support outreach for each continued step of process; communicate board approval of roadmap and next steps (late winter 2023)
 - Recreation Management Plan (November 2023)
 - Support outreach for each continued step of process; communicate board direction/adoption of Plan and next steps (fall/winter/spring 2023)
4. Storytelling Collateral
 - New point-of-service signage, event outreach booth display, and video (August 2023)



Finance

1. Complete Budget/Rate Setting Process (May 2023)

- Board presentations (January/February)
- Public workshops (February)
- Prop 218 Notice (March)
- Adoption Hearing and Configure billing system (May)

2. Connection Fees Update

- Develop project plan (August 2023)
- Complete (early 2024)

3. Begin updating financial policies by September 2023

- Develop project plan by August 2023
 - Reserves, Procurement, Debt Management, Investments
- Two Policies updated (December 2023)



Water Resources

1. Water Supply Resiliency

- Resource (with consultants) projects from selected Roadmap (May 2023)
- Develop approach and schedule for individual projects and overall Roadmap (July 2023)
- Begin implementation of Roadmap, including near-term actions (March 2023)

2. Conservation Program

- Finalize the Conservation Master Plan (June 2023)
- Water loss review (December 2023)
- Begin implementation of conservation element from Roadmap (February 2023)



Engineering

1. Long-term Capital Planning

- 30 Year and 10 Year Capital Plan (May 2024)

2. Information Technology Strategic Plan

- Expert Review of Draft Plan (March 2023)
 - Engage staff and key stakeholders in internal review
- Bring to Board & finalize IT Strategic Plan (August 2023)

3. Help Desk

- Internal review of Helpdesk Service Contract with IT staff and internal users
 - 2 month review (March 2023)
 - 4 month review (May 2023)
- Evaluation of statistics, metrics, pros/cons for Help Desk Service Contract
- Report out to the Board (May 2023)



Engineering (cont'd)

4. SAP Conversion

- Phase 1 - Initiate ERP Options Review
 - Issue RFP (September 2023)
 - Conduct Needs Assessment (December 2023)
 - Vendor Demonstrations and Options Review (2024)
- Phase 2 - Contract Development
 - Prepare bid documents and professional services agreements for preferred alternative (December 2024)
 - Vendor/Consultant Selections
- Phase 3 - Implementation
 - Data transfers, customizations, and "sandbox" testing (2025-2026)
 - Staff training (Spring 2026)
 - "Go Live" Target Date (July 1, 2026)

5. Paving Costs

- Pursue MOUs with City/County for paving exemptions in exchange for performance guarantees and monitoring plans (August 2023)



District

1. Develop a District-wide Strategic Plan that identifies a long-term approach to improve the District through targeted investments, enhanced practices and application of technology and innovation.
(Begin September 2023, complete February 2024)



Next Steps

- Refine goals (based on board feedback)
- Updates on specific initiatives at board committee meetings
- Quarterly updates at Board meetings