



# NOTICE OF THE OPERATIONS COMMITTEE MEETING/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Friday, January 17, 2025 at 9:30 AM

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## MINUTES

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### LOCATIONS:

**Open Session to start at or after 9:30 a.m.**

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

### Public Participation:

The public attended this meeting in-person or remotely using the following methods:

on a computer or smart device, <https://marinwater.zoom.us/j/86822995553>, or by phone, 1-669-444-9171 using Webinar ID #: 868 2299 5553.

### AGENDA ITEMS:

#### 1. Call to Order and Roll Call

Chair Larry Russell called the meeting to order at 9:30 a.m.

#### DIRECTORS PRESENT

Matt Samson

Jed Smith

Ranjiv Khush

Larry Russell

#### DIRECTOR ABSENT

Diana Maier

#### 2. Adoption of Agenda

Director Smith made the motion to adopt the agenda. Vice Chair Khush seconded the motion.

There were no public comments.

Voting Yea: Directors Samson, Smith, Khush, and Russell

### 3. Public Comment on Non-Agenda Matters

There were two (2) public comments.

### 4. Regular Items

- a. Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors on December 20, 2024

**RECOMMENDATION:** Approve the minutes

Vice Chair Khush made the motion to approve the minutes. Director Samson seconded the motion.

There were no public comments.

Voting Yea: Directors Samson, Smith, Khush, and Russell

- b. Wildfire Preparedness

**RECOMMENDATION:** Receive a staff presentation on the District's efforts to prepare for wildfire events and improve water system resiliency

Watershed Resources Director Shaun Horne, Engineering Director Alex Anaya, and Operations Director Darren Machado presented this item.

Discussion between the Board and staff occurred throughout the presentation.

There was one (1) public comment.

This was an information item. No formal action was taken.

- c. Professional Services Agreement for Northern Spotted Owl 2025 and 2026 Monitoring (MA-6390)

**RECOMMENDATION:** Review and refer a Professional Services Agreement with Point Blue Conservation Science in the amount of \$199,223 for two years of Northern Spotted Owl Survey work to a future regularly scheduled bi-monthly meeting of the Board of Directors to consider approval

Watershed Resources Director Horne introduced Natural Resources Program Manager Carl Sanders, who presented this item.

Discussion followed.

There were no public comments.

Director Samson made the motion to refer this item to the Board to be considered for approval at a future meeting. Vice Chair Khush seconded the motion.

d. Water System Master Plan Update and Amendment No. 3 to Agreement 5875

**RECOMMENDATION:** Receive an informational update on the Water System Master Plan, and review and refer to a future regularly scheduled Board meeting for approval Amendment No. 3 to Agreement 5875 with Woodard and Curran to extend the contract date and expand the scope of services to support ongoing capital infrastructure planning

Engineering Director Anaya introduced Planning Engineering Manager Elysha Irish, who presented this item.

Discussion between the Board and staff occurred throughout.

There were (2) public comments.

Director Samson made the motion to refer this item to the Board to be considered for approval at a future meeting. Vice Chair Khush seconded the motion.

e. Print, Mail and Payment Processing Services

**RECOMMENDATION:** Review and refer to a future regularly scheduled Board meeting an agreement with Paymentus Corporation for print, mail and payment processing services for the District's utility billing

Finance Director Bret Uppendahl and Customer Services Manager Colleen Kanzaki presented this item.

Discussion ensued.

There were no public comments.

Director Samson made the motion to refer this item to the Board to be considered for approval at a future meeting. Vice Chair Khush seconded the motion.

**5. Upcoming Meeting**

Chair Russell announced that the next Operations Committee Meeting/Special Meeting of the Board of Directors was scheduled for February 14, 2025.

**6. Adjournment**

There being no further business, the Operations Committee Meeting/Special Meeting of the Board of Directors adjourned on January 17, 2025, at approximately 12 p.m.

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Board Secretary