



NOTICE OF THE BOARD OF DIRECTORS' SPECIAL MEETING (BOARD RETREAT)

Thursday, March 14, 2024 at 10:00 AM

MINUTES

LOCATION:

Fairfax Women's Club - 46 Park Road, Fairfax, CA 94930

A video recording of the retreat was placed on the District's website for viewing, following the retreat.

AGENDA ITEMS:

1. Call to Order and Roll Call

President Ranjiv Khush called the meeting to order at 10:00 a.m., welcomed everyone to the retreat, and thanked staff for organizing the event. He was looking forward to a productive discussion of the strategic work plan.

DIRECTORS PRESENT

Larry Russell
Monty Schmitt
Jed Smith
Matt Samson
Ranjiv Khush

2. 2024 Annual Strategic Work Plan

General Manager Introduction

General Manager Ben Horenstein thanked staff for their dedication and time into creating the five-year strategic plan. He then stated that the retreat would focus on the goals and objectives of only year one of the five-year strategic plan, based upon priorities, resources, and natural progression of existing work and projects. He encouraged everyone to be engaged in discussions.

a. Goal 1: Water Supply Reliability
(Water Resources Director Paul Sellier)

Objectives:

1. Reduce Potable Water Use
2. Augment Existing Water Supply
3. Reserve and Enhance Existing Partnerships
4. Provide High-Quality Water to Customers

b. Goal 2: Water System Resiliency
(Engineering Director Alex Anaya)

Objectives:

1. Infrastructure Condition Assessment
2. Capital Planning
3. Capital Project Delivery
4. Operations and Maintenance
5. Energy Planning
6. Emergency Response Readiness

Directors Sellier and Anaya presented their goals and objectives for year one of the five-year strategic plan. At the end of each objective, the Board and staff discussed those objectives.

Then, at the end of each goal, the public provided comment.

Following Goal 2, during lunch, the Board and staff received a presentation from Executive Officer Mark Brown with Marin Wildfire Prevention Authority. He spoke about his agency and its focus on preventing wildfire, improving evacuation systems, educating the public, reducing risks to homes, and providing grants to residents.

After Mr. Brown's presentation, the retreat continued with the following goals and objectives.

c. Goal 3: Watershed Stewardship
(Watershed Resources Director Shaun Horne)

Objectives:

1. Creek Restoration
2. Watershed Resiliency and Wildfire
3. Stewardship
4. Recreation
5. Facilities

d. Goal 4: Fiscal Responsibility
(Finance Director Bret Uppendahl)

Objectives:

1. Financial Stability
2. Fair, Equitable and Proportional Rates
3. Cost-Effective Business Processes
4. Outside Funding to Reduce Financial Impacts on Ratepayers
5. Financial Transparency

e. Goal 5: Organizational Excellence
(Communications & Public Affairs Manager Adriane Mertens)

Objectives:

1. Organizational Culture and Values
2. Customer Experience
3. Industry Engagement, Growth, and Leadership
4. Technology, Innovation, and Process Improvements

Directors Horne and Uppendahl and Manager Mertens presented their goals and objectives, and the Board provided feedback.

The public also provided comments after these goals.

Summary and Next Steps

General Manager Horenstein concluded the retreat stating that the notes and comments taken from the retreat would be brought back to the Board at an upcoming meeting. He also commented that although some managers from Operation and Human Resources didn't provide presentations today, their work was still equally important in the implementation of the five-year strategic plan.

3. Adjournment

The retreat ended at 3:15 p.m.

Board Secretary