

Bolinas Community Public Utility District
A Regular Meeting Of The Board Of Directors
June 21, 2017 270 Elm Road, Bolinas

1. Call to Order.

7:30 p.m.

2. Roll.

Directors Amoroso, Comstock, Siedman present, director Godino attending by phone and director Smith absent; director Siedman presiding.

3. Manager's Report.

- *Update on the BCPUD Chlorine Disinfection Byproduct Reduction Project.*
- *Update on the East Tank Rehabilitation Project.*
- *Proposal for the Design of the Irrigation Pump Station and Pond Recirculation System Upgrade Project.*
- *Managed Sheep Grazing In Lieu of Mowing of BCPUD Spray Disposal Fields at Sewer Pond Property.*
- *Update on BCPUD/BFPD Survey of Obstructions and Encroachments in the Public Rights-of-Way on the Bolinas Mesa.*
- *Drainage Project Manager's Report.*

Director Siedman said that the General Manager is not present due to a death in the family. He provided a brief description of each of the items in the Manager's Report for the benefit of the public. With regard to the managed sheep grazing item, director Siedman reported that a group of scientists and staff will meet to evaluate the benefits and burdens of allowing sheep to graze on the BCPUD lands. This item will be deferred for consideration by the Board until that evaluation is complete.

4. Public Hearing: Draft Fiscal Year 2017-18 District Budget.

Director Siedman opened the public hearing on the district's draft FY 2017-18 budget. A member of the public inquired about the proposed increase in the annual sewer service charge. Director Comstock referred him to the district's Proposition 218 notice, which explains that the increase is proposed to rebuild the district's reserves following the failure and replacement of the pumps at downtown lift station, and to the district's Five-Year Capital Improvement Plan, which details future planned projects. Director Comstock explained that the increase in the annual sewer charge also is needed to pay for these upcoming projects – ideally without requiring the district to take on debt – including an upgrade of the irrigation pump station at the sewer ponds and a rehabilitation of the wetwell at the downtown lift station. The Finance Committee works with the General Manager each year to review the status of the district's reserves, assess upcoming projects and operating expenses (including cost-of-living adjustments) to determine whether service charge increases are needed. This year's budget proposes a larger service charge increase for sewer operations (10%) than water operations (5%). No other questions or comments were forthcoming and director Siedman closed the public hearing.

5. Community Expression.

None.

6. Request For Financial Relief from Quarterly Water Bill pursuant to BCPUD Resolution 553 – 10 Purple Gate Road (E. Wallach).

Dale Polisar appeared on behalf of the property owner and submitted a letter explaining the request for relief. Director Siedman said he is concerned about the statement in the letter indicating that the property owner did not review his water bill, which is why so much time went by before he realized there likely was a leak at the property. Director Amoroso agreed, and recommended the Board grant relief only for the last quarter before the request was submitted. Director Comstock concurred and said that failing to review one's bill was not an acceptable reason for not knowing about the leak; he said the property owner can appeal the decision if there is a valid reason why he was not reviewing the water bill for many months. Director Siedman said that water loss during the final quarter was 6,900 cubic feet and the typical usage at the property is 1,500 cubic feet per quarter, so if the Board foregives the water loss for the final quarter, the overall bill will be substantially reduced..

L. Comstock/V. Amoroso four in favor/D. Smith absent to approve full financial relief for the unintended water loss during the most recent quarter ending April 2017 only based on the historical average water use at the property for the same quarter during the past three years.

7. Application to Transfer Water Meter from APN #191-051-16, 135 Rosewood Road, Bolinas to APN #188-170-54, 276 Mesa Road, Bolinas (B. Drury).

Marin LAFCO informed Mr. Drury that an annexation of his property into the BCPUD’s jurisdictional boundary will entail fees in excess of \$8,000, even though the property is directly adjacent to the existing boundary line. Director Comstock said he has no opposition to the annexation and agrees the annexation must occur in order for the district to approve the transfer of a water meter to the proposed location on Mesa Road. Director Comstock said it will be Mr. Drury’s responsibility to pay the Marin LAFCO fees and also the cost of transferring the meter to the new location; Mr. Drury acknowledged these costs and said he has no objection to paying them. Director Amoroso said that he would like to get a legal opinion from County Counsel as to whether there are any potential issues posed by the potential annexation given that the district boundaries have not been altered since its formation in 1967. Following a brief discussion, director Siedman said the Board seems inclined to approve the proposed transfer of the water meter if the property is successfully annexed into the BCPUD jurisdictional boundary. He said that staff will follow-up directly with Mr. Drury about the details. Director Siedman said that Mr. Drury will need to come back to the Board after the annexation is complete to formally apply to transfer the water meter and also apply for an expanded water use permit in connection with his project to develop the property.

8. Marin Ocean Coast Sea Level Rise Adaptation Report – *Public Review Draft* (written by Marin County's "Collaboration: Sea-level Marin Adaptation Response Team" (C-SMART), a multi-stakeholder, inter-governmental partnership working to better understand the potential impacts of sea level rise for Marin’s ocean coast).

Director Siedman explained that purpose of the report is to inform coastal communities in Marin about the risks to property and infrastructure posed by projected sea-level rise and climate change and to guide local policy-makers. Director Comstock noted that the report predicts a 70-inch sea-level rise by the end of the century, although the precise pace of the increase is unknown. After a brief discussion, the Board accepted copies of the draft report but took no action.

9. BCPUD Response to 2016-17 Marin County Civil Grand Jury Report: *Overcoming Barriers to Housing Affordability*.

Director Smith revised a proposed response from the BCPUD to the Marin County Civil Grand Jury Report which the Board reviewed at the May meeting; copies of the revised response are in the Board binders. Director Siedman said the deadline to submit the district’s response is July 11, 2017, so the Board needs to take action on this item tonight. The revisions made by director Smith address the Grand Jury’s recommendation that local governments waive or reduce utility connection fees to encourage or facilitate affordable housing. The BCPUD’s response states that although the district has a moratorium on new connections to its water and sewer systems, the district is willing to revise its policies to waive water and/or sewer meter transfer fees and/or installation costs otherwise applicable to development projects if the project meets affordable housing criteria

L. Comstock/V. Amoroso four in favor, director Smith absent to approve the BCPUD response to the 2016-17 Marin County Civil Grand Jury Report as drafted by director Smith and to agendaize for a future meeting the necessary changes to BCPUD policies to implement this response.

10. Fiscal Year 2017-2018 Memorandum of Understanding re Compensation and Benefits between the BCPUD Board of Directors and BCPUD Employees.

V. Amoroso/L. Comstock four in favor, director Smith absent to approve the Fiscal Year 2017-18 Memorandum of Understanding re Compensation and Benefits between the BCPUD Board of Directors and BCPUD Employees.

11. Water Supply Update.

The district is closely tracking the water use at and aquifer response of the irrigation well at the Resource Recovery Project to ensure the aquifer is not overdrawn and/or sea water is not intruding therein. Director Comstock noted that the district recently installed a monitoring well several hundred feet away from the irrigation well to sample on a monthly basis for “early warning” signs of potential sea water intrusion. Among other things, the district is measuring the water level in the well and taking monthly samples for total dissolved solids as a proxy for salinity.

12. Volunteer Committee Reports.

-- *Bolinas Lagoon Advisory Committee*: Nothing to report.

-- *Downtown Parking & Traffic Committee*: Director Amoroso reported that the committee did not have a quorum in attendance at its last meeting.

-- *Resource Recovery*: Nothing to report.

-- *West Marin Mosquito Control Coordinating Council*: Director Godino reported that the Marin/Sonoma Mosquito & Vector Control District is working on an education and outreach campaign to inform people

how to reduce mosquito habitat on their properties and the Council will be submitting similar information to the local papers.

-- *Land Stewardship Committee:* Director Siedman said the committee is requesting that the BCPUD contract with a hydrology firm to provide advice and recommendations as to how the pedestrian/bicycle path can be repaired and maintained following the winter storms, which caused significant erosion damage. Director Amoroso noted that the district previously authorized funds to the committee for land improvement projects and the proposed contract is within the authorized amount.

V. Amoroso/L. Comstock four in favor, director Smith absent to authorize BCPUD to enter into an agreement with Balance Hydrologics for consulting hydrology services.

-- *Internet Access Committee:* Director Comstock reported that the news from Nicasio is very positive. Nicasio received a large grant from the California Public Utilities Commission (“CPUC”) to bring fiber-optic cable to the community and has raised the required local 40% match funding (via pre-payment for service at \$70/month). The final engineering is underway and the goal is to have the project up and running by Thanksgiving. Bolinas has reached out to Inyo, the internet service provider involved in this project, in the hope of interesting Inyo in providing fiber-optic internet service here. However, the viability of the specific grant program administered by the CPUC (which is critical to the financial viability of bringing fiber-optic to Bolinas) is uncertain as it has not yet been reauthorized. Director Comstock said the good news is that the state legislature intends to authorize more grant funding, but the bad news is that the money (in the legislation as written) would all go to AT&T. Efforts evidently are underway to defeat this legislation given its noncompetitive objectives.

--*Vehicle Habitation:* Nothing to report.

13. Other Business.

a. Board Committee Reports.

-- *Finance: Engagement Letter from Doran & Associates re: Audit of BCPUD’s FY 2016-17 Financial Statements; Minutes of the April 17, 2017 Finance Committee meeting.*

L. Comstock/V. Amoroso four in favor, director Smith absent to approve the engagement letter from Doran & Associates re: the Audit of BCPUD’s FY 2016-17 Financial Statements.

Consideration of the minutes of the April 17, 2017 Finance Committee meeting was deferred.

-- *Legal:* Nothing to report.

-- *Mesa Septic, Flood Control and Roads:* Nothing to report.

-- *Operations:* Nothing to report.

-- *Park and Recreation:* Director Siedman reported that Kent Khtikian is seeking permission from the relevant agencies to obtain the blue whale jaw bone (from the whale that washed up on Agate Beach) for the community to display at the downtown park

-- *Personnel:* Nothing to report.

-- *Sewer:* Nothing to report.

b. Minutes of the May 17, 2017 regular Board meeting.

Director Siedman continued this item for consideration at the July 2017 regular Board meeting.

c. Warrants.

L. Comstock/V. Amoroso four in favor, director Smith absent to approve the warrant list.

d. Scheduling of Next Meeting(s):

July 19, 2017 at 7:30 p.m.

14. Adjournment.

8:43 p.m.