

Bolinas Community Public Utility District
A Regular Meeting Of The Board Of Directors
October 12, 2016 270 Elm Road, Bolinas

1. Call to Order.

7:31 p.m.

2. Roll.

Directors Amoroso, Comstock, Godino, Siedman and Smith present; director Siedman presiding.

Director Siedman expressed congratulations on behalf of the Board to Shift Operator Stew Oakander on the birth of his son earlier in the week.

3. Manager's Report.

-- Update on the Wharf Road Lift Station Pump Replacement Project.

The start-up of the new pumps at the Wharf Road Lift Station is scheduled for Tuesday, October 18th at 11:00 a.m. Piazza Construction, the contractor on this project, will be on-site this Friday, October 14th, to perform the installation of the new contactors for the motors and oiling of the pumps. The district's consulting engineers at Brelje & Race and a Vogelsang representative will attend the start-up.

-- Update on the BCPUD Chlorine Disinfection Byproduct Reduction Project: Revised Project Budget.

The installation of the inline coagulation/prefiltration project at the Woodrat Water Treatment Plant is underway. The project is designed to lower the levels of chlorine disinfection byproducts ("DBPs") in the district's treated drinking water, which periodically exceed the maximum contaminant levels ("MCLs") established by federal and state law. The problem presented for the BCPUD is high organics in the district's raw water, both in the Arroyo Hondo Creek surface water and in the emergency reservoir stored water. The organics that remain in the water after it is filtered bond with the chlorine used for disinfection to form the DBPs. As such, the BCPUD is seeking to remove those organics *before* the water is filtered and disinfected. Coagulant will be injected into the raw water as it enters the plant and the water will then travel through new piping to achieve the necessary "detention time". The organics in the raw water then will bond to the coagulant which will be collected and disposed of via a "sedimentation basin" (the former clarifier which has now been rehabilitated and repurposed). The district will install prefilters at the raw water intake as part of the project; unfortunately, one of the prefilters specified for the project is not available until mid to late November, which will result in a short delay in the completion of the project installation.

Staff noted that the most recent issue of the BCPUD Pipeline newsletter includes an update on this project and recognizes the good work and diligent efforts of Lewie Likover and Jonathan Van Bourg. Lewie and Jonathan have submitted a revised project budget now that the materials and engineering costs are better known. The Board previously approved a budget of \$37,176; the revised budget is \$56,949 plus a 10% contingency, for a total revised budget of \$62,534.

V. Amoroso/L. Comstock all in favor approving a revised budget of \$62,534 for the installation of the inline coagulation/prefiltration project.

-- Update on the East Tank Rehabilitation Project.

Nothing to report.

-- Update on BCPUD/BFPD Survey of Obstructions and Encroachments in the Public Rights-of-Way on the Bolinas Mesa.

The survey has been completed up to the Grove right-of-way, but no progress has been made since the September meeting in light of limited staff availability due to vacations, injuries and illnesses.

With regard to water operations, staff reported that consumption was up considerably in the downtown area as compared to the same time last year (June, July, August); in fact, it is the highest consumption since 2012-13. This is an across-the-board increase in consumption among the customers in this area; there does not appear to be a single reason for the increase, but staff suspects the extended dry weather and lots of seasonal visitors likely are the explanation. Staff will keep a close eye on consumption during October and November; at present, rain is forecast for the weekend.

As reported at the last meeting, staff wrote to Redwood Empire Disposal to inquire about the status of the district's quarterly franchise payments and diversion reports; staff also asked to discuss a communication strategy to ensure that the BCPUD is informed prior to a bulky waste clean-up event so that it can notify the community and provide sufficient time for residents to prepare. Jim Salyers, Vice President, came to the BCPUD offices today and discussed all of these issues. Staff now is confident that a clear line of communication has been reestablished and Mr. Salyers promised to provide the past-due diversion reports and quarterly franchise payments as soon as possible. With regard to the diversion reports, Mr. Salyers commented that as the weight of recyclable materials (certain plastics, cardboard, etc.) declines there is an impression that the quantity of recycling is declining, but that it not the case – people are still recycling the same volume of materials, but the overall weight is less (the waste diverted is reported by weight). Also interesting is the fact that as food waste programs gain in popularity, the weight of garbage is declining – as it turns out, food waste is very heavy.

Staff attended a meeting of the Point Reyes Station Village Association on September 22nd and discussed with participants the topic of "Tourism and Our Community" and other issues of common concern. Director Amoroso and community member Bruce Bowser also attended. Topics included the number of visitors to West Marin (the Point Reyes National Seashore receives 50,000 visitors per week, mostly on weekends, which is understandable given that the park is only a 60 minute drive (or less) from 8 million people; impacts on parking for local residents; impacts on garbage service, the perceived increase in homeless encampments; impact on wastewater systems, the changing nature of "community" (becoming more like little "Disneylands"), etc. The Association is planning to host a community forum on these topics with state senator Mike McGuire in February 2017.

Staff also attended the September 26th Planning Commission on the Local Coastal Plan Amendment process and provided the commissioners with a copy of the district's April 2016 letter to the Board of Supervisors on this topic. The purpose of the September 26th meeting was to update the commissioners on significant developments since the Commission approved its version of the LCP amendments and submitted them to the Board of Supervisors in 2012. Brian Crawford and Jack Liebster (from the County's Community Development Agency) gave a presentation which was followed by comments from many different groups and individuals. Staff reiterated the Bolinas community's concerns about the definition of "coastal redevelopment" and micro-managing of downtown "commercial" districts to be more "visitor-serving" as proposed by Coastal Commission staff. In the end, the commissioners took the matter under advisement and declined to further comment or weigh in at this point in the process. The Coastal Commission is scheduled to consider the County's Local Coastal Plan Amendmdnts at a hearing on November 2, 2016 in Half Moon Bay.

Staff is working to follow-up with customers on the district's cross-connection control survey in an effort to determine if the district is adequately protecting the water system from the risk of "back flow" from customer properties. Staff has reviewed all submitted survey responses and is calling customers for clarification about their responses and/or requesting that customers who have not yet done so to submit a response. Staff also will conduct site visits as necessary to determine if additional back flow prevention devices should be installed, and will evaluate whether any updates are needed to the district's cross-connection control ordinance.

The Bolinas Lagoon Advisory Committee will meet on Friday, October 14th beginning at 9:00 a.m. at the Bolinas Firehouse Public Meeting Room concerning the "North End Restoration Project" at the Wye. An extensive site conditions report has been prepared and is posted on the County's Parks and Open Space website. The October 14th meeting is an opportunity for the public to provide comments on the project components and design elements.

The district will remove two hazardous trees during the last week of October: a large cypress in the Ivy right-of-way off of Larch will be removed and secondary growth will be removed from a eucalyptus tree in the Grove right-of-way off of Alder.

Staff submitted a grant application to CalFIRE for \$150,000 in state grant funds to conduct a hazardous fuels reduction project in the eucalyptus grove on the district's Sewer Pond property.

On the wastewater side of operations district staff is focused on completing the spray season and concluding the Wharf Road Lift Station Pump Replacement Project.

Staff continues to prepare for the audit of the district's FY 2015-16 financial statements. Staff met with the the district's bookkeeper and CPA on September 29th and the field work is scheduled for October 28th. Staff anticipates the district will receive a draft of the audited financial statements by the end of November.

The Board reviewed correspondence sent and received since the last regular meeting, including an email from Anny Owen at the Bolinas-Stinson Union School District thanking the district for the recent maintenance of the pedestrian/bicycle path.

Nothing to report.

4. Community Expression.

None.

5. Request for a Non-Exclusive Easement on BCPUD Property to Repair/Replace and Maintain an Existing Seawall and for an Exclusive Easement on BCPUD Property (Fenced-In Area) at 100 Brighton Road, Bolinas (AMJT Capital).

Director Siedman reported that he and director Godino met with Ali Pincus and Taylor Robinson and learned that a recent title search indicates the property boundary for the Pincus property extends to the center of Brighton Avenue (unlike on the Bolinas Mesa, where property lines do not extend to the center of the road). Director Amoroso questioned this development because he lives on Brighton Avenue and it is his understanding that he does not own to the middle of the road. Director Siedman said that back-up paperwork has been requested and that the underlying project here will not change; rather, there may be other ways to approach it (and the requested easements from the BCPUD) depending on the exact location of the property lines. Director Siedman said he believes the property owners are committed to retaining the existing amount of public access area on top of the seawall. Director Amoroso said he wants to ensure that the boat ramp is not compromised (i.e., not narrowed) and that any applicable Offers to Dedicate on the beach are observed.

6. Water Supply Update: *Update on Installation of the Monitoring Well at 3 Olema-Bolinas Road.*

Staff reported that Cascade Drilling successfully installed the monitoring well at 3 Olema-Bolinas Road on September 30th and returned to develop the well on October 5th. The development work required about three hours and approximately 125 gallons were pumped, which is about 25-times the volume of the well, until the well water ran very clear. Today, staff measured the the depth to water level and it was 3.85 feet below the top of the well casing.

On a related note, staff reported that the irrigation well at the Resource Recovery site currently is not operating due to some sort of problem with the pump; Mesa Park Board member Mark Lucanic has advised staff that Norcal will be out soon to evaluate the equipment and recommend how to restore the functionality of the pump.

7. Volunteer Committee Reports.

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

-- *Downtown Parking & Traffic Committee*: *Public Meeting on October 17, 2016 at 7:00 p.m. at the Firehouse Public Meeting Room.* Director Siedman said it is a good sign that the meeting is happening and director Amoroso said the committee continues to seek responses to its online parking survey.

-- *Resource Recovery*: Staff reported that a "Notice of Non-Applicability of Coverage" will be submitted to the Regional Water Quality Control Board concerning the new statewide composting rule based on the small volume of greenwaste at the site on an annual basis.

-- *West Marin Mosquito Control Coordinating Council*: Director Godino said there is nothing to report at this time. The Board reviewed a request submitted by staff to the Marin/Sonoma Mosquito & Vector Control District for assistance with improving the perimeter ditch around the Sewer Pond property to reduce the potential for standing water (i.e., mosquito-breeding habitat). A similar project was completed nearly 10 years ago and it greatly enhanced the functionality of the ditch.

-- *Land Stewardship Committee*: Director Siedman reported that the committee will meet on Friday to discuss a project to improve the "Knoll" by removing invasive nonnatives and planting natives at a budgeted cost of approximately \$3,000.

8. Other Business.

a. Board Committee Reports.

-- *Finance*: The Board received a memorandum from staff documenting the district's compliance during FY 2015-16 with its Financial Reserve Policy.

-- *Legal*: Nothing to report.

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

-- *Operations*: Nothing to report.

-- *Park and Recreation*: Director Amoroso reported that Mesa Park is seeking to hire a part-time manager. In addition, \$40,000 has been proposed to improve the skatepark. Finally, three people are running for the two open seats on the Mesa Park board in the upcoming election.

-- *Personnel*: Staff reported that Shift Operator Ryan Fitzgerald has submitted his resignation effective November 4th because he has accepted a job as a mechanic in Sonoma.

-- *Sewer*: Nothing to report.

b. Minutes of the September 21, 2016 regular Board meeting.

Directors Amoroso, Comstock and Godino offered clarifying revisions to the draft minutes of the September 21, 2016 Board meeting.

D. Smith/L. Comstock all in favor to approve the minutes of the September 21, 2016 Board meeting, as corrected.

c. Warrants.

G. Godino/L. Comstock all in favor to approve the warrant list.

d. Scheduling of Next Meeting(s):

November 16, 2016 at 7:30 p.m.

9. Adjournment.

8:38 p.m.