

**Bolinas Community Public Utility District**  
**A Regular Meeting Of The Board Of Directors**  
**November 16, 2016 270 Elm Road, Bolinas**

**1. Call to Order.**

7:33 p.m.

**2. Roll.**

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

**3. Manager's Report.**

*-- Update on the BCPUD Chlorine Disinfection Byproduct Reduction Project.*

The Board received a report from Lewie Likover concerning the status of the installation of the inline coagulation project and accompanying photographs. Briefly stated, the project is nearly fully installed, with the exception of the Arroyo Hondo line as staff is waiting for the shipment of the prefilter, which is scheduled for November 18, 2016. Once that prefilter is installed, the remaining work will be completed quickly and staff anticipates the project will be fully installed and ready for inspection in January.

*-- Update on the East Tank Rehabilitation Project.*

Staff reminded the Board that a 2014 inspection of the district's two treated water storage tanks resulted in a recommendation to recoat the tanks, with the East Tank as the highest priority. Staff recommends the district work first on that tank, to be followed within the next 18-24 months by work on the West Tank. The district has retained Dennis Gaya to prepare the necessary technical specifications and conduct quality assurance inspection during the project. The inspection revealed some structural work to be done, as well, so staff is seeking proposals from structural engineers for the necessary technical specifications.

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

Staff continues to make progress on the survey and has completed the documentation of obstructions and encroachments from between Overlook Road and Maple Road thus far.

Staff reported that the district has been contacted several times in recent weeks with complaints about vehicles parked for extended periods (or, perhaps, abandoned) in the public rights-of-way on the Mesa. One resident reported that when she called the deputy sheriff, that deputy refused to do anything because the vehicles was not on a County road. Staff said this is not usually an area in which BCPUD gets involved and requested direction from the Board. Fire Chief Anita Tyrrell-Brown agreed this is not BCPUD's responsibility and offered to communicate with the Sheriff's Office and facilitate an understanding about relative responsibilities.

Staff directed the Board's attention to the "well completion report" in the Board binders concerning the recent installation and development of the monitoring well at 3 Olema-Bolinas Road (in front of the hardware store).

With regard to water operations, staff reported that consumption was up again in the front of the Mesa area as compared to the same time last year (July, August, September), but overall consumption is still much lower than in past years. Staff is compiling data to report to the State Water Resources Control Board ("SWRCB") concerning water use in 2016; at this point, although the district did see an uptick in consumption during the summer, the overall annual consumption appears to be quite similar to 2015. Staff noted that the rainfall to-date this rain year (i.e., since July 1) is 6 inches, all of which was received in October.

Last week, the district received a check in the amount of \$5,000 from Redwood Empire Disposal in payment of the annual franchise fee. Jim Salyers, Vice President, came to the BCPUD offices and dropped off the check. Mr. Salyers said he is working on the diversion reports per the Board's request and as provided in the amended franchise agreement.

Staff attended the California Coastal Commission ("CCC") hearing on November 2, 2016 in Half Moon Bay concerning the update of the Marin County Local Coastal Plan. Jeff Loomans from Stinson Beach did a great job of motivating dozens of West Marin residents to attend the hearing and oppose the CCC staff efforts to revise the locally-developed update to (1) impose burdensome regulations on agriculture and (2) rewrite the County staff's Environmental Hazards chapter. Brian Crawford and Jack

Liebster from the County's Community Development Agency gave a detailed presentation which was followed by hours of testimony from many different groups and individuals. Virtually all of the West Marin representatives and citizens opposed the CCC staff efforts and several environmental groups (Environmental Action Committee, Sierra Club, Turtle Island Restoration Network) supported the CCC staff. On behalf of the BCPUD, staff advocated that the CCC should defer to the local plan as developed over many years by Marin County; this is what the Coastal Act says must be done and it is in keeping with the Act's mandate to preserve historic village character and manage the impact on the resources of local communities. After a long day of testimony, the CCC eventually voted to adopt the County's wording of the Local Coastal Plan on agriculture and directed its staff to work with County staff to resolve the differences concerning the Environmental Hazards chapter.

Staff reported that Bolinas resident Simon Bruce has asked whether the BCPUD would be willing to take a formal position on the issue of AT&T's apparent strategy to cease providing DSL in town. After a brief discussion, director Siedman asked staff to include an item on the December meeting agenda to discuss this request. Fire Chief Anita Tyrell-Brown expressed her support given the essential nature of broadband internet service for the community.

Staff continues 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. As noted last month, 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 district removed two hazardous trees from the public rights-of-way during the last week of October: a large cypress in the Ivy right-of-way off of Larch was removed (the remaining stump will be ground) and significant secondary growth was removed from a eucalyptus tree in the Grove right-of-way off of Alder.

On the wastewater side of operations district staff is focused on completing the Wharf Road Lift Station Pump Replacement Project. There is an item on the meeting agenda for the Board to accept the project, but that action needs to be postponed to the next meeting because the new pumps have been occasionally "tripping". Staff suspects an electrical issue, but is not sure and the pump manufacturer is sending a technician to assess the situation.

The field work for the outside audit of the district's FY 2015-16 financial statements occurred on October 28th. Staff subsequently has been working with the auditor on the district's GASB 68 reporting, which has been made much more difficult because CalPERS has not provided any BCPUD-specific valuation data. Instead, CalPERS has reported data for the entire plan along with allocation formulas and a spreadsheet. The BCPUD's auditors have used the CalPERS data to create a BCPUD-specific spreadsheet, but the reporting ultimately is the district's responsibility.

The Board reviewed correspondence sent and received since the last regular meeting, including a letter from staff on behalf of the Resource Recovery Project to the Regional Water Quality Control Board with a Notice of Non-Applicability of Coverage under the new statewide composting rule.

*-- Drainage Project Manager's Report.*

Nothing to report.

#### **4. Community Expression.**

Lloyd Kahn asked if the district could evaluate whether more road base is needed on Alder Road between Dogwood and Evergreen to protect the district's water main in the Alder right-of-way; he said Alder also is pretty bad between Fern and Grove. Director Siedman asked staff to take a look. Lloyd said that he was sorry the ground asphalt is not longer available as it is an excellent product to improve the roads. On a separate topic, Lloyd said that when he attended an event recently at the Bolinas Museum, Supervisor Kinsey introduced him to someone working on a composting toilet project for the Mesa and, after speaking with him, Lloyd has concerns about the project. After a brief discussion, director Smith said Lloyd appears to be referring to the Thermopile project and offered to talk with him about it.

#### **5. Application for an Expanded Water Use Permit – 190 Ocean Parkway, Bolinas, APN# 192-231-03 (T. Bassett).**

Director Siedman noted that the application indicates there is no change proposed to the footprint of the house; rather, the kitchen and bathroom will be updated with low-flow appliances. The applicant states that the County may require the installation of sprinklers. Director Godino noted that there is a letter from Mimi Harris opposing any increased water use at the property, but that appears to be based on a misunderstanding of the permit process.

D. Smith/L. Comstock            all in favor            to grant an unconditional expanded water use permit.

**6. Request for Financial Relief from Quarterly Water Bill pursuant to BCPUD Resolution 553 – 14 Wharf Road (Bolinas Community Center).**

Phil Shaw presented a request on behalf of the Bolinas Community Center for financial relief of the quarterly water bill due to a leak in the mens' restroom caused by the theft of a part in the toilet; the toilet was replaced.

L. Comstock/D. Smith all in favor to grant relief for 100% of the amount of the bill attributable to the leak, based on the historical average water use during the same quarter for the past three years.

**7. Application for a Lot Line Adjustment (Reusch Estate adjacent to BCPUD Sewer Pond Property), APN# 193-030-03 and APN# 193-133-37.**

Rudi Ferris stated that the neighbors are in favor of the proposed lot line adjustment. He said the property owners want to preserve the land and the line adjustment is a means by which to divide the responsibility for it. Director Smith said he is unclear on how many parcels are involved. Fran McDormand said that six parcels will become four parcels, and eventually three. She emphasized that the owners have no plans to do anything other than they have for the last six years. Director Siedman asked staff to convey the expression of neighbor support for the proposed lot line adjustment to the County Planning Department.

**8. Bolinas Lagoon North End Wetland Enhancement and Sea Level Rise Adaptation Project: Opportunity for Public Comment.**

Ralph Camiccia and Rudi Ferris, members of the Bolinas Lagoon Advisory Committee, were present to explain the project and answer questions. Ralph explained that the County plans to redesign the Wye for environmental restoration reasons (i.e, the health of the lagoon and surrounding watershed) and, at the same time, CalTrans is looking at raising Highway 1 four-five feet in this area in light of the implications of sea level rise. In brief, the County is proposing to remove the "cross over" road, reestablish the marshland, and reconfigure the intersection of Olema-Bolinas and Highway 1 across from the Wilkens Ranch.

Discussion ensued about the various components of the Projects alternatives presented in the County report, including the proposed decommissioning of Bolinas-Fairfax Road and the proposed closure of Olema-Bolinas Road along the lagoon, both of which are strongly opposed locally, particularly by the Bolinas Fire Protection District. Anita confirmed that her paramount interest is public safety and both of those roads are important access/egress routes for the community (and visitors to the area). Board members expressed strong support for the environmental restoration objectives of the project and appreciation for the scientific analysis. Rudi Ferris said that this specific project was mentioned at the Paris Climate Accords early in the year as one of the projects under development in the U.S. to address sea level rise, habitat restoration objectives, and human use components. Director Amoroso expressed concern that the Project does not include an evaluation of the Gospel Flats area as it similarly will be considerably impacted by sea level rise. Director Siedman asked staff to prepare a comment letter from the BCPUD to the Project planner expressing the comments made about the Project and to share it with Ralph and Rudi for review and comment before submitting it to the County.

**9. BCPUD Resolution 647: Accepting Completion of the Wharf Road Lift Station Pump Replacement Project.**

This item was deferred to the December meeting agenda.

**10. Water Supply Update.**

Staff requested an update from Mesa Park about the status of the irrigation well and was told that the well pump appears to have failed (not the well itself). However, the Mesa Park Board wants to get more information before authorizing the purchase of a replacement pump. Director Amoroso said from what he heard discussed at the most recent Mesa Park Board meeting, the pump propeller may have damaged the well casing, but that is yet to be confirmed.

**11. Volunteer Committee Reports.**

-- *Bolinas Lagoon Advisory Committee:* see Item 8, above. Nothing further to report.

-- *Downtown Parking & Traffic Committee:* Director Amoroso said the committee continues to work on tabulating the results of its parking survey.

-- *Resource Recovery:* Nothing to report.

-- *West Marin Mosquito Control Coordinating Council*: Director Godino reported that the Council co-chairs have received reports from the Marin/Sonoma Mosquito & Vector Control District about site visits made by that district from Muir Beach northward and a meeting likely will be scheduled in December for the Council to evaluate the report.

-- *Land Stewardship Committee: Update on Path Maintenance; Knoll Project*. Director Siedman said the committee has concerns about whether the path maintenance is underway and he asked director Smith if he would be willing to provide guidance. Director Smith said he has done so and a good amount of root removal work was completed, the maintenance seems to have stopped for some reason. After a discussion, staff suggested there could be a communication issue/misunderstanding and agreed to follow-up and ensure the path maintenance work is timely and properly done. Director Smith said that dirt paths like this are “a nightmare” to maintain, which is why asphalt paths tend to be preferred. He suggested that the committee research grant options to resurface the path with a more durable material.

With regard to the Knoll project, director Siedman said that the Bolinas Community Center has agreed to act as the fiscal sponsor and accept donations for the project but then would like to forward the proceeds to the BCPUD to administer. Staff agreed to check with the district’s bookkeeper as to whether/how the district can accept these donated funds. Finally, director Siedman said that committee member Jody Angel believes that the soil on the land Mickey Murch has leased and is farming should be tested and she also expressed concern that toxic soil from the Bolinas Gas Station was dumped at the Resource Recovery Project years ago. Staff said the latter point is not true and the clean-up of the Bolinas Gas Station project was closely monitored by appropriate regulators; no toxic soil was disposed of at the Resource Recovery Project.

**12. Other Business.**

a. Board Committee Reports.

-- *Finance*: Director Comstock asked staff to prepare a reconciliation of the budget-to-actual profit and loss statements for the district’s four classes of operations and staff agreed to do so in December when the audited financial statements are available.

-- *Legal*: Nothing to report.

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

-- *Operations*: Director Smith inquired how the district should best monitor the monitoring well and irrigation well at the Resource Recovery site for salinity. After a brief discussion, he offered to compile a list of questions for the district’s consulting hydrogeologist as to how the district might streamline and simplify its monitoring process; he noted the district is collecting far more information than it actually needs at this point. The Board had no objection.

-- *Park and Recreation*: Director Amoroso reported that the Mesa Park Board is still trying to find a manager; they need to spend the Measure A funds allocated to them or give it back to the County.

-- *Personnel*: Staff reported that the Shift Operator position has been advertised. The deadline for submission of applications is November 18<sup>th</sup>. Interviews will be conducted during the week of November 28<sup>th</sup>.

-- *Sewer*: Nothing to report.

b. Minutes of the October 12, 2016 regular Board meeting.

Director Amoroso offered clarifying revisions to the draft minutes of the October 12, 2016 meeting.

L. Comstock/D. Smith                      all in favor              to approve the draft minutes of the October 12, 2016, as amended.

c. Warrants.

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

d. Scheduling of Next Meeting(s):

December 21, 2016 at 7:30 p.m.

**13. Adjournment.**

10:18 p.m.