

Bolinas Community Public Utility District

A Regular Meeting Of The Board Of Directors

March 16, 2016 270 Elm Road, Bolinas

1. Call to Order.

7: 30 p.m.

2. Roll.

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

3. Manager's Report.

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

Staff reported that a Notice of Exemption under the California Environmental Quality Act ("CEQA") was posted for this project and that a stamped copy of the notice is in the Board binders. The district held a mandatory pre-bid conference for the project this morning and four contractors attended. An addendum to the bid documents will be issued to provide clarification to questions raised by the contractors during the meeting. Bids on this project are due no later than 12:00 noon on March 29, 2016. Staff asked the Board members tentatively to reserve March 30, 2016 at 11:00 a.m. for a possible special meeting to consider the bids.

-- Update on the BCPUD Chlorine Disinfection Byproduct Reduction Project. (See Item 6, below)

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

Nothing to report at this time.

The district's removal of hazardous trees adjacent to Olema-Bolinas Road and over the sewer force main is nearly complete. All of the 27 trees over the sewer force main have been removed, as have the five (5) large trees adjacent to the road, the largest of which was over 7-feet in diameter. Staff approved a change order to include an additional stand of eucalyptus trees located adjacent to the road that were not in the original scope of work, because this stand of trees (grown from a stump left remaining from a prior tree removal project decades ago) has been exposed by the removal of the other trees and now constitute an "altered stand" that could be hazardous. The cost of this additional work is \$3,000. The change order also includes the removal of a very tall cypress tree on the north side of the Resource Recovery Project driveway which is hanging over the road and is rotten at the base. The cost of this work is \$4,500. The total cost of the change order therefore is \$7,500. Staff commended the BCPUD crew, particularly new shift operators Ryan Fitzgerald and Stew Oakander, who have performed the majority of the traffic control work required for this project.

With respect to water operations, staff reported that water consumption in the district was down considerably on the back of the Mesa for the Dec/Jan/Feb quarter; in fact, this is the lowest consumption recorded for this part of the district for this same quarter in the last ten years. As for rainfall, as of March 13, 2016, the district has received 29.75 inches since July 1, 2015. As a point of comparison, during the prior rain year (July 1, 2014 – June 30, 2015), the district received just under 35 inches of rain (with some of the rain occurring as late as June). For now, the district's reservoirs are full and the flows in the Arroyo Hondo Creek look good.

During the first 13 days of March, the district received approximately 7.5 inches of rain. This relative concentration of rainfall seems to have caused several hazards including downed trees and slides along the bluff. Very sadly, there appears to be considerable erosion and sliding at the Rosewood point over Duxbury Reef. Approximately 14 months ago the district abandoned a water main on Rosewood Road because of the unstable conditions there. The crew regularly is checking bluff properties in this and other neighborhoods as part of the morning run to ensure the continued integrity of our water distribution system. The amount of rain also presents difficulties for the crew at the Woodrat Water Treatment Plant because it causes the turbidity in the surface water to increase, which then requires staff to increase the amount of chlorine in the system in order to maintain the required residual in the distribution system.

With regard to consumption, staff said that director Amoroso recently requested an assessment of community average water use (as of January 2016) because the district has not performed an updated assessment in a number of years. Staff said that in 2005, the community average water use was estimated to be 2,500 cubic feet per quarter (or 208 gallons per day) per connection. Several years later, the community water use was reexamined and determined to be 2,260 cubic feet per quarter (or 188 gallons per day) per connection. Based on most recent data, as a result of ongoing drought conditions, heightened voluntary conservation, and the state mandate to reduce consumption by 25%, the community average use has declined to 1,534 cubic feet per quarter (or 127 gallons per day) per connection. As noted, however,

this amount reflects strong conservation efforts and a mandatory 25% conservation requirement imposed by the state. Staff therefore added 30% (or 306 cubic feet) to the 1,534 cubic foot determination and concludes that the community average water use, adjusted for drought conditions, is 1,840 cubic feet per quarter (or 153 gallons per day), per connection.

Staff directed the Board's attention to a recommendation from the State Water Resources Control Board ("SWRCB") that all public water agencies in California enhance their public outreach efforts to inform customers about the availability of lead and copper testing information in light of the Flint, Michigan water crisis. Staff noted that the BCPUD is scheduled to sample for lead and copper this year, (the district is required to sample every three years), so the district will incorporate the SWRCB's recommended outreach efforts to notify the public about the availability of this information.

On the wastewater side of operations, staff focus has been on the lift station pump replacement project. During the last month, staff worked with the district's consulting engineers to finalize the project drawings and specifications, which are extensive. Staff also continues to work with Oswald Green Technologies and Allied Engineers on a Master Improvement Plan for the wastewater treatment facility (aka "Sewer Ponds"), including modified aerators, revised intake points, recirculation plumbing and a new skid-mounted above-ground irrigation pump station.

Staff informed the Board that Mark Switzer with the Point Reyes Station Village Association has inquired whether the BCPUD would be willing to be listed as a co-sponsor a Candidates Event for those running to replace Supervisor Steve Kinsey in the June election. The event will be held on May 4, 2016 at the Dance Palace in Point Reyes Station and will begin at 6:00 p.m. The purpose of the event is informational and no financial contribution is requested. The Board had no objection to the district being listed as a co-sponsor of the event under these circumstances.

The Board reviewed correspondence sent and received since the last regular Board meeting, including a letter from BCPUD staff to a contractor requesting reimbursement of the district's cost to repair its water main in the Dogwood right-of-way in January which was damaged by heavy equipment at the contractor's job site sliding off the road and cracking the main.

-- *Drainage Project Manager's Report.*

The Board received a drainage report from Lewie Likover.

4. Community Expression.

Director Siedman said there is a letter of thanks to the BCPUD crew from the Morrisons on Daffodil Road for the drainage improvements recently installed in their neighborhood.

5. Request for a BCPUD Resolution Declaring Bolinas a "Drone-Free Zone". (M. Marin).

Mindy Marin was present by telephone and told the Board that she would like to do whatever she can to take proper and effective steps to ensure that Bolinas can be a "drone-free zone". She explained that she was in her home one recent afternoon enjoying a beautiful quiet day – her doors were open and she was alone. She heard a strange noise and the wildlife in her yard suddenly bolted. She looked into the sky and saw a drone over her house; it was close enough that she could see that it was photographing and recording her and her property and it "buzzed" her house for 20 minutes. Mindy said that she works in the entertainment business and she recognizes this drone as a sophisticated piece of equipment virtually surveilling her house. She was deeply offended and concerned about what this could portend for a quiet, private and rural area like Bolinas.

Discussion ensued, with several directors expressing their support for Mindy's concerns. Director Smith said that he also finds drones to be very offensive, but the BCPUD does not have any authority to ban them. Mindy said that she could start collecting signatures for a petition to the Marin County Board of Supervisors; with the BCPUD's support, perhaps the County Supervisors would be willing to act. Director Comstock said that he would sign such a petition and is supportive of having the BCPUD write a supportive letter or otherwise help apply pressure to regulate drone activity. Director Amoroso suggested that Mindy reach out to other West Marin communities to join in and pressure the Board of Supervisors to act. Director Siedman said that if Mindy decides to circulate a petition, the BCPUD could circulate it to the Board of Supervisors and/or Congressman Huffman as a possible source of help from the federal government on this topic. Mindy thanked all of the directors for their support and ideas.

6. Report and Recommendations re: Reduction of Chlorine Disinfection Byproducts in the BCPUD's Drinking Water. (J. Van Bourg and L. Likover).

Jonathan Van Bourg said that he and Lewie Likover, project consultants, have prepared a report and recommendations to reduce chlorine disinfection byproducts in the district's drinking water for the Board's consideration. In brief, they recommend the Board approve moving forward with a proposal to the SWRCB to amend the district's operating permit to add in-line coagulation prior to filtration as part of

the district's water treatment process. As the report details, the use of low doses of coagulant was very effective at removing chlorine disinfection precursors and did no harm to the membrane filters at the district's treatment plant. Jonathan emphasized that even with coagulation, revised operational procedures at the plant will still be necessary during periods of heavy rainfall and/or when using reservoir water. If for any reason the district continues to experience levels of chlorine disinfection byproducts even with the coagulation process and improved operational procedures, then the district can install a nanofiltration unit, but it may not be necessary.

Directors Smith and Comstock both expressed strong praise for the careful and detailed work documented in the report and recommendations. In response to questions from the Board, Jonathan explained that it will take about a year for the SWRCB to approve an operational change and issue a license to the district. Jonathan noted that the report specifies that the cost to obtain the required permission from the SWRCB and implement the coagulation process will be between \$40,000 - \$50,000, a cost which should be approved by the Board so that staff can proceed with the implementation as soon as possible. He noted that it is possible the state will require that the district install some sort of analyzer to detect if there is any kind of misfeed of coagulant so that the plant will shut down; this cost is not included in the report. He noted that BCPUD staff will test for alum on a daily basis and submit the results on a monthly basis to the SWRBC if approved to proceed.

L. Comstock/V. Amoroso to approve the report and recommendations prepared by Jonathan Van Bourg and Lewie Likover to reduce chlorine disinfection byproducts in the district's treated drinking water and expend up to \$50,000 to obtain the necessary regulatory permission and implement in-line coagulation at the Woodrat Water Treatment Plant.

7. Water Supply Update.

Director Comstock said that the district has been engaged in an effort for some time to determine whether the groundwater basin supplying the irrigation well at the Resource Recovery Center could be a meaningful source of drinking water for the community. Overall, the district's consulting hydro-geologist seems to believe, based on the limited data available at this point, that it is not a sizable aquifer and is not a sufficiently plentiful or reliable source to warrant undertaking the expense of developing it for the water system. In fact, the hydro-geologist's concern is that the aquifer *may* not be able to be continually pumped at the same rate as it presently is during prolonged drought conditions without inducing seawater intrusion. Accordingly, director Comstock suggested that the current users should be told that they need to be as conservative as possible in their use of water and that the BCPUD will continue to carefully monitor the aquifer; if necessary, the BCPUD may require the current users to reduce their use of the well. Staff commented that she attended a recent meeting of the Mesa Park Board of Directors and emphasized all of these points. Director Smith noted he also attended that meeting, and he provided that Board with detail about what the BCPUD is doing to monitor for potential seawater intrusion. He said that the district does not specifically know where the freshwater is coming from to replenish the aquifer supplying the well: is freshwater possibly being "pulled" toward the well from the Wharf or Brighton "pathways", thereby inducing possible seawater intrusion, or is freshwater being pulled from another area, such as the "marshy area" behind the lumber yard and/or Spring Road? To help determine this, director Smith said the district should move ahead as quickly as possible to locate monitoring points in the downtown area and pull samples to track whether TDS (as a proxy for salinity) levels are changing at all and to measure the groundwater level periodically to provide data from which the district's hydrogeologist can estimate the freshwater replenishment rate.

8. Volunteer Committee Reports.

-- *Bolinas Lagoon Advisory Committee*: Director Amoroso said that there will be a meeting to discuss the "North End" project for the Bolinas Lagoon on March 18, 2016 at the Stinson Beach Community Center.

-- *Downtown Parking & Traffic Committee*: Director Godino reported that she attended last Sunday's "BoCAN" meeting and the topic of traffic congestion and parking was on the agenda. She said that a lot of people in attendance are interested in working to improve the situation downtown and likely will be contacting district staff.

-- *Resource Recovery: Storm Water Pollution Prevention Plan for the Resource Recovery Project*. The Board received a copy of the Storm Water Pollution Prevention Plan for the Resource Recovery Project and staff noted that training will be conducted at the site for all employees within the next month.

-- *West Marin Mosquito Control Coordinating Council*: Director Godino reported on the third meeting of Council representatives and the Marin/Sonoma Mosquito & Vector Control District ("M&VCD"), which was facilitated by Supervisor Steve Kinsey. The M&VCD presented a considerable amount of data concerning the safety risks to humans, flora and fauna posed by the use of methoprene in septic tanks at the concentrations proposed. The data concludes that the risks are very low (and nonproblematic) at the proposed low levels of concentration (the studies finding safety risks all analyzed the application of methoprene at much higher levels of concentration). At the conclusion of the meeting, director Godino and M&VCD General Manager Phil Smith agreed to create a working document which identifies all areas

of consensus between the Council and the M&VCD (she said there are significant areas of consensus). Director Siedman submitted a legal opinion to the M&VCD which concludes that the district *is* legally authorized to enter into an agreement with West Marin about the use of specific products in this region, in contrast to the legal opinion generated by the M&VCD attorneys. Director Godino said she remains hopeful that it will be possible to reach an agreement and she noted that a map of the specific geographic area covered by the agreement will be included.

-- *Land Stewardship Committee*: Director Siedman said that the committee has submitted a proposed budget for maintenance of the pedestrian/bike path on the sewer pond property. Director Smith said that he accompanied a number of the committee members on a walk of the path to determine the work needed. He noted that many of the tasks are “one-time” small improvement projects, not regular maintenance tasks. Discussion ensued, and the Board members concurred that BCPUD staff should not be tasked with this work; rather, the work should be contracted out. Director Comstock said he is unclear as to when the BCPUD has a responsibility to pay for work like this vs. when an interested community group needs to fundraise to finance a project it would like to see implemented. Director Amoroso said that the path was put in by the BCPUD using grant money from the state and he feels the district has a responsibility to maintain the path in a safe manner for the public who use it. In contrast, he said, some of the other projects recommended by the committee (such as native plant areas, etc.) are not. Director Siedman agreed and said this is why the Board is taking the committee recommendations one-by-one. After a brief discussion, the Board directed the Finance Committee to include the \$3,250 budgeted by the committee for the path work in the draft FY 2016-17 budget for the full Board’s consideration.

9. Other Business.

a. Board Committee Reports.

-- *Finance: Update on the FY 2016-17 Draft Budget; Minutes of the February 9, 2016 committee meeting; Minutes of the February 23, 2016 committee meeting; Minutes of the March 8, 2016 committee meeting.*

Staff directed the Board’s attention to the Second Quarter financial reports in the Board binders.

With regard to the committee meeting minutes, director Amoroso said he continues to have some questions about the February 9, 2016 meeting minutes and is not prepared to vote on them.

L. Comstock/V. Amoroso all in favor to approve the minutes of the February 23, 2016 committee meeting.

The minutes of the March 8, 2016 were deferred to the next meeting.

Director Comstock said that the committee currently projects that the district will need to seek an increase of its water and sewer annual charges this year of 10% (each) to pay for budgeted operating expenses, debt service, reserve replenishment and capital improvement projects, particularly on the sewer side of operations as the district’s sewer reserves will be drawn down to zero to pay for the lift station pump project.

-- *Legal*: Nothing to report.

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

-- *Operations*: Nothing to report.

-- *Park and Recreation*: Nothing further to report.

-- *Personnel*: Nothing to report.

-- *Sewer*: Nothing to report.

b. Minutes of the February 17, 2016 regular Board meeting.

Directors Amoroso, Godino and Smith offered clarifying corrections to the draft minutes of the February 17, 2016 regular Board meeting.

D. Smith/L. Comstock all in favor to approve the minutes of the February 17, 2016 regular meeting of the Board of Directors, as amended.

c. Warrants.

L. Comstock/D. Smith all in favor to approve the warrant list.

d. Scheduling of Next Meeting(s):

Special Board meeting: March 30, 2016 at 11:00 a.m. (tentative)

Regular Board meetings: April 20, 2016 at 7:30 p.m.

14. Adjournment.

9:37 p.m.