

Bolinas Community Public Utility District
A Special Meeting Of The Board Of Directors
February 28, 2018 270 Elm Road, Bolinas

1. Call to Order.

11:00 a.m.

2. Roll.

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

3. Closed Session: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (2 cases) Government Code Section 54956.9(4).

4. Report from Closed Session.

Director Siedman reported that Board met in closed session and resolved to reject a claim for property damage to the real property located at 125 Rosewood Road and will so notify the claimant of the rejection.

5. Community Expression.

None.

6. Request to Remove Hazardous Trees from the Dogwood Road Right-of-Way at Elm. (M. Cavette).

Deferred until after Item 7.

7. Second Quarter Financial Report; Engagement Letter from Maze & Associates; Warrants.

Staff presented a balance sheet and profit and loss statement for the first half of the fiscal year (i.e., July 1, 2017 – December 31, 2017); due to technical difficulties, the “budget-to-actual” spreadsheets will be presented at the regular meeting of the Board in March.

Staff negotiated with Maze & Associates about the proposed fee increases in their engagement letter and the firm was very accommodating of the district’s concerns; a revised engagement letter is in the Board books. The firm agreed to quarterly site meetings in Bolinas with the CPA and bookkeeper as a condition of the increase to the quarterly services charge, which is a great development to ensure the district’s books are in good shape and district staff are not overly pressed to prepare for the year-end audit. Maze & Associates also agreed to defer an increase in the monthly services charge pending better responsiveness to district requests for month-end reconciliations and other reports.

L. Comstock/V. Amoroso all in favor to approve the revised engagement letter from Maze & Associates.

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

6. Request to Remove Hazardous Trees from the Dogwood Road Right-of-Way at Elm. (M. Cavette).

Director Siedman recused himself from any consideration of this agenda item.

Staff reported that the district is waiting for a second bid for this hazardous tree removal project. The item was included on the agenda because staff thought the bid would be submitted before the meeting, but that did not occur. Staff has confirmed that the trees are in the Dogwood rights-of-way (and not on private property) and pose a hazard to district infrastructure (because the roots of the trees are under the service line and near the water main. One bid has been received for the removal of all six trees at a cost of \$18,000

Director Smith recommended the Board authorize staff to contract for the removal of the hazardous trees in the Dogwood right-of-way pursuant to the lowest responsive qualified bid, subject to a cap of \$18,000. Discussion ensued and the other Board members agreed the trees are clearly old and failing and all of them should be removed. Director Amoroso noted the adjacent property owner already has spent thousands of dollars removing nearby trees, and therefore no additional contribution from the property owner is required for this project.

D. Smith/L. Comstock four in favor, director Siedman recused to approve the removal of hazardous trees from the Dogwood right-of-way by the lowest responsible qualified bidder, subject to a cap of \$18,000.

8. Adjournment.

12:28 p.m.