

**Bolinas Community Public Utility District**  
**A Regular Meeting Of The Board Of Directors**  
**December 18, 2019 270 Elm Road, Bolinas**

**1. Call to Order.**

7:30 p.m.

**The Board observed a moment of silence in honor of the passing of Lynn McLaird.**

**2. Roll.**

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

**3. Manager's Report and Project Updates.**

*-- East Tank Rehabilitation Project.*

Staff reported that the project is very close to completion. With respect to the coating, some "touch-up" painting is needed on the exterior of the tank and will be done when the weather permits. Staff held a site meeting recently with various contractor and subcontractor representatives and a representative from the Wasser paint company to assess areas of paint discoloration that occurred during a recent touch-up. It was determined that the discoloration was due to the fact that the painting subcontractor had "brush applied" rather than "spray applied" the paint, so that proper touch-up painting will be redone. As for the other aspects of the project, the contractor encountered a complication when attempting to install the earthquake joint on the outlet piping from the tank, which is 10-inch asbestos/concrete ("A/C") piping original to the 1960's when the tank was installed. After considerable evaluation and discussion, district staff and engineer concluded that the installation of the earthquake joint on the outlet piping should be postponed until after the tank is back in service and, ideally, until a revised engineered plan for this work can be prepared in light of unexpected circumstances encountered on the project. Specifically, there is a valve cluster at the tank site with valves on each of the 10-inch A/C outlet pipes (i.e., from the West Tank and from the East Tank). During the course of the project, it was discovered that the valve on the East Tank 10-inch A/C outlet piping cannot be fully closed and it is likely that the valve on the West Tank 10-inch A/C piping could be in the same condition; as such, staff isolated the tank for the course of the project by installing a blind flange on the outlet plumbing right next to the tank (this flange will be removed when the tank is back in service). Without being able to fully close the valve on the East Tank 10-inch A/C pipe, the contractor cannot install the new earthquake joints on that line. Staff therefore recommends this work be postponed until the rehabilitation of the West Tank is conducted and an engineering plan for replacement of the malfunctioning valve(s) is completed.

*-- Wastewater Pump Station Replacement Project: Update on Schedule and Status of Bid Documents; Request from Allied Engineers for Increase to Engineering Design Budget.*

Based on the latest information from the pump station manufacturer, staff will revise the bid schedule to publish the project after the first of the year. Turning to the engineer's request for an increase to the design budget, staff explained that the request has two components: (1) \$3,200 for services performed in connection with the coastal permit process (which staff agrees was outside the original scope of work, but the claimed 16 hours of engineering time and 9 hours of CAD time seems excessive for 1 additional drawing) and (2) \$1,905.09 for additional insurance coverage (which staff feels should have been anticipated). Total requested increase to the budget is \$5,105.09 and staff suggested the district counter with an offer to pay something less than that, such as half, or \$2,552.55. After a brief discussion, the Board directed staff to seek a mutually agreeable resolution to the matter.

L. Comstock/V. Amoroso all in favor granting the General Manager authority to negotiate a response on behalf of the district to the request for an increase to the engineering design budget.

*-- Wharf Road Lift Station: Recommendation to Purchase Reserve Pump to Facilitate Repair and/or Maintenance Projects.*

Staff directed the Board's attention to a memorandum from staff in the binders recommending that the district purchase a reserve pump for the downtown Lift Station. As the Board is aware, the district replaced the pumps at the Lift station in 2016. Since that time, staff and the district engineers have been analyzing a possible vibration issue; in the summer of 2019 the pump company representative recommended the district purchase a replacement pump to have on hand in event a pump needs to be removed for maintenance or repair. Subsequently, one of the pumps developed an oil leak which appears to be due to a mechanical seal failure and the pump is locked out as precaution. Staff located an authorized repair shop in Canby Oregon and proposes to send the pump there for diagnosis and repair; first, however, staff recommends that the district purchase a replacement pump so that it can be installed when the leaking pump is removed and sent to Oregon. The Operations Committee discussed this and asked staff to inquire whether a field repair can be performed instead of sending it off-site; staff learned

that any field repair crew would not be able to run a diagnostic and the pump manufacturer does not endorse a field repair under the current circumstances as there may be other things in need of repair beyond just the mechanic seal. The estimated cost for the diagnosis and repair is \$3,500 - \$7,000 for parts, labor, freight and taxes and the pump manufacturer has offered to discount the price of the reserve pump by over \$4,000 to a purchase price of \$36,068. Also, the pump manufacturer will provide free on-site training to district staff as to best practices and maintenance of these pumps.

L. Comstock/D. Smith                      all in favor                      authorizing the district to purchase a reserve pump for the Wharf Road Lift Station.

-- *Woodrat Reservoir Rehabilitation Project: Proposal from Moleaer Nanobubble Generator Technology.*

The Board's Operations Committee held a meeting on December 4<sup>th</sup> and conducted a conference call with the district's consultant, Eli Kersh. The Committee members had concerns about a lack of warranty from Moleaer, the length of the trial period, and whether the technology actually works. Eli told the Operations Committee that he is "very confident" the Moleaer technology will work and that the key for the district will be to develop a good monitoring protocol. Eli said he is trying to persuade Moleaer that monitoring should be part of what they offer to confirm that nanobubbles performing as specified; Eli will develop a potential monitoring protocol and propose it to Moleaer. Staff then will seek a revised proposal from Moleaer to extend the trial period and a final proposal will be presented to the Board for action.

-- *Alliance of Coastal Marin Villages.*

The next meeting of the ACMV is scheduled to occur on January 9, 2020 with Supervisor Rodoni. Staff directed the Board's attention to a notice in the binders about the pending issuance of "*a companion guidance document [to the Coastal Commission staff's Sea-Level Rise Guidance] specific to critical infrastructure as a type of development to consider for adaptation planning*". Director Comstock noted that related documents on the Commission website are quite ominous for coastal communities as it seems clear the staff is pushing the Commission in the direction of "managed retreat" and away from any kind of protection strategies for coastal communities and/or infrastructure.

With regard to general water operations, staff directed the Board's attention to the most recent water consumption data, which indicates that consumption was UP on the back of the Mesa for the quarter ending in November as compared to this time last year, but not as dramatically as in other sections of town. Staff anticipates consumption will decline as the rains commence. Thus far, Bolinas has received approximately 8 inches of rainfall; the average annual rainfall is approximately 32 inches per year.

Staff repaired a leak on the water main in the Hawthorne right-of-way between Elm and Alder that was reported on Thanksgiving day. Staff initially was unable to access the water main due to the overgrowth of acacia and other trees in the right-of-way at this location. A repair was deferred until a tree company could be hired to remove the thicket of trees. The leak was then repaired and staff is conferring with adjacent property owners on both sides of Hawthorne improving surface drainage here now that the trees are out of the way. The estimated water loss from this leak was approximately 22,000 gallons

One of the district's fire hydrants was sheared off of its stand last Friday at the intersection of Dogwood and Alder by a "hit and run" driver. Evidently the fire department initially was called when this occurred; the fire department notified the district and staff shut off water and reinstalled the hydrant. Staff plans to install bollards around the hydrant to protect it from a similar fate in the future. The estimated water loss from this event was 16,000 – 18,000 gallons.

The staff is planning future surface drainage projects, as well as clearing ditches and opening blocked culverts in anticipation of the winter rains. Staff noted there is an email in the Board's binders to Marin County Department of Public Works about collaborating on a project to improve drainage on both sides of Overlook Road, which is a County-maintained road. Staff said the County currently is offering up to \$50,000 in financial assistance to property owners in unincorporated Marin for drainage facility improvements on private property that "serve the public interest".

Supervisor Rodoni informed the district that no appeal was filed against the local coastal permit granted to implement new parking restrictions in downtown Bolinas, so the Marin County Board of Supervisors will formally approve the restrictions at a regularly scheduled meeting in either January or February of 2020.

Staff attended a meeting on December 4<sup>th</sup> with a group organized by Evie Wilhelm (Bolas Community Land Trust) and Ralph Camiccia to discuss Ralph's idea about convening a Town Meeting. George Krakauer (Bolas Fire Protection District) and Kate Ryan-Ross and Randi Arnold (Bolas Community Center) also attended. Ralph feels there are issues people want to discuss that are not otherwise getting aired in the community and suggested perhaps a village association should be formed. He and Evie plan to attend village association meetings in Stinson Beach and Point Reyes Station to better understand how they operate. The group likely will reconvene after the new year to talk further about making a specific proposal to the BCPUD to sponsor (or co-sponsor) a Town Meeting.

Staff reported that several trees from a neighboring property fell on top of the BCPUD's water tanks on the Little Mesa during a recent storm. Staff notified the responsible property owners who were immediately responsive and had the trees removed from the district's property. Staff assessed the damage, which is very minor and unless the Board objects, staff would like to circle back with the neighboring property owners to thank them for promptly removing the trees and let them know staff will take care of the costs of any needed repairs. The Board had no objection.

The Board reviewed several notices of noncompliance issued to customers with limited water use permits. Several customers are scheduled to appear at the January 2020 Board meeting. One such customer already stopped by the district office to apologize and request assistance to reduce water use.

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

Director Smith reported that he attended a meeting arranged by Arianne Dar of the BCLT with Tom Williard, Kent Khitkian and Peter Asmus regarding alternative energy and the possibility of Bolinas going off the PG&E grid during outages. Director Smith said this would be a "daunting" prospect for many different reasons – technical, regulatory and financial. Unfortunately, alternatives to PG&E are decades away, he said. Because Bolinas is at the end of the grid, there are just enough transmission facilities to serve the town's needs. To ensure grid stability, the town cannot backfeed more than 15% of that; as a result, it isn't possible to build a large enough array to be financially feasible. There is also a storage issue – the only way to store enough energy is with lithium batteries, which are very expensive and not green. Propane generators are cleaner than gasoline-powered generators and much greener as back-up power sources. Tom Williard provided the name of a contact at Marin Clean Energy ("MCE") who has information about a new resiliency funding program for critical community needs (there are \$3 million in available grant funds). Director Smith submitted a list of critical sites in Bolinas and said perhaps a grant will be forthcoming from MCE. Arianne Dar said she believes there is enough interest in town and confusion out there about what is or is not possible (in terms of getting off the PG&E grid) that it may be very helpful to have a solar workshop in town. She said the hardware store is interesting in hosting such a workshop, perhaps in collaboration with the Fire Department, in order to be prepared for next year's round of power shutdowns.

#### **5. Request for Financial Relief from Quarterly Water Bill pursuant to BCPUD Resolution 553 – 52 Wharf Road (K. Goosherst).**

Kimberly Goosherst appeared by phone and thanked the Board for the opportunity to call in. Kimberly explained that late last summer (in August), she received a call from her neighbor Rob Setrakian; he said he saw water gushing from an outside line in her yard and he turned off the water at the meter. Kimberly came to the house from San Francisco that evening and called someone the next day to repair it. However, the following day the gardener located two more leaks; Kimberly asked Roger Peacock to evaluate the situation and he suggested that pressure from when the other line was repaired resulted in the additional leaks. One of those leaks was in the garden and one under the house; they were repaired that day and there has been no problem since then. Kimberly called BCPUD staff after this event to report what occurred.

In response to questions from the Board, Kimberly explained that the leaks occurred on water lines in the yard (not in the house). Director Smith noted that even though the water loss was quite high, because the water use at this property in the summer often is quite high, the amount of the water loss does not quite meet the threshold criteria of being 150% more than the average use during the same quarter. Director Siedman noted that the water loss is about 100 cubic feet below the criteria and asked if director Smith would be willing to grant some relief. Director Smith said he is concerned about the historical high water use during the summer quarter at this property; he suggested staff could try and work with Kimberly and tenants at this property to help reduce the regular bills on a going-forward basis as a way to provide some financial relief rather than excuse a portion of this bill. Director Comstock said he agrees with the need to examine usage during the third quarter of the year for this property; however, he would be willing to give 25% relief because this was a blind leak. In response to a question from director Amoroso, Kimberly explained that the high water use in the summer is largely due an increase in Buzz's business at that time and also for landscape watering. Director Godino said she is inclined to agree with 25% relief as proposed by director Comstock but would like the staff to assist this customer with reducing water use during the summer. Directors Amoroso and Smith concurred.

L. Comstock/ D. Smith                      all in favor                      to forgive 25% of the amount of the bill attributable to the leak as determined by the historical water use at this property during the same quarter during the last three years on the condition that the customer works with staff to try and reduce her water consumption during this quarter on a going-forward basis.

#### **6. Request for Financial Relief from Quarterly Water Bill pursuant to BCPUD Resolution 553 – 295 Grove Road; Second Notice of Non-Compliance with Limited Water Use Permit – 295 Grove Road (J. Molyneaux).**

Dale Polissar explained that they experienced a leak in March in a pipe under the house as well as another leak in August and he believes both are now repaired; he said the repair of one of the leaks was quite difficult as there is almost no crawl space under the home. He noted that they have three tenants at the property and said he and Judy provide low cost housing for these people who would not otherwise be able to afford to live in Bolinas. Director Siedman said there are two items on the agenda: (1) financial relief from the bill and (2) violation of the limited water use permit. Director Smith said that the records reflect that the meter serving this property is fenced in and water usage therefore was estimated for two years. When the meter ultimately was accessed and read recently, it was discovered that the average water usage over the past two years at this property is much higher than it was historically; specifically, the average usage is 10% *over* the permit limit for *all* of the prior 8 quarters. Director Smith said this is a lot of water and inquired if the tenants are not being careful with water use or if other leaks are occurring; he also noted it is not truly possible to know if they are eligible for leak relief due to a lack of specific data for many of the quarters in question.

Director Comstock noted that Dale is asking BCPUD for financial relief, yet the water meter and the service line to it (which are on public property) are fenced in. He said he is willing to make a deal: even though strictly speaking Dale may not be eligible for financial relief per the applicable resolution, the district will grant some relief if the fence is removed off of the water line. Judy asked if they could install a gate, instead. Director Comstock said that would not be sufficient as the district needs unobstructed access; he said a sufficient “jog” in the fence would be acceptable. Judy said there is an historical beauty to the fence as it is made of old planks. Director Siedman suggested that district staff could meet with Dale and Judy at the property to agree upon an acceptable resolution for access to the meter and service line. Director Comstock said he is willing to recommend 25% relief on the condition that the fence issue is resolved to the staff’s satisfaction.

L. Comstock/G. Godino                      all in favor                      approving a reduction of 25% of the amount of the bill attributable to the leak as determined by the historical water use at this property during the same quarter over the last three years, on the condition that access to the water meter and service line is resolved to staff’s satisfaction.

Director Siedman turned to the separate agenda item regarding non-compliance with the limited water use permit. Director Smith said the average water use each quarter over the last two years has been over the limit; however, during the most recent quarter, the water use dropped back below the limit. He cautioned that Dale and Judy will need to be very vigilant to ensure that the water use does not spike back up. Director Comstock urged them to check their water meter periodically; he noted this is the fourth time they have come for financial relief (which the Board has granted each time) and they have many more leaks than the average household. Director Comstock said it is imperative for them to be more responsible about their water use and monitor for future leaks.

#### **7. Request to Remove Hazardous Trees in the Birch Right-of-Way at Alder Road (C. Rich).**

Cindy Rich said she is concerned about the hazard posed by the two pine trees at this location for the traveling public. Director Siedman asked for staff’s recommendation. Staff confirmed that one tree is dead and the other is entwined with it so it is not necessary to commission an arborist report to confirm the hazardous nature of the trees; in cases like this, the district typically seeks financial participation from neighboring properties in the cost of the tree removal (the estimate for the work is \$3,000). Cindy Rich speculated that the trees likely were planted by the Lyons family and queried whether they should be the ones to pay for the removal. Director Siedman said the district has been grappling with this issue for decades. Cindy said that she believes the project will benefit the entire Mesa as the trees threaten the power and telephone lines. After a brief discussion, the Board agreed to waive the requirement that the neighboring property owners participate in the cost given the general public safety benefits to be achieved by the project. Director Comstock expressed frustration at the fact that people currently are planting more trees in the public right-of-way and then become furious when the staff attempts to stop this activity.

G. Godino/D. Smith                      all in favor                      to remove the hazardous trees in the Birch Right-of-Way at Alder Road at district expense.

#### **8. Coastal Permit Application (Project ID P2634); Limited Water Use Permit Application – APN# 191-251-17, 22 Oak Road, Bolinas (new 1,343 square foot single family residence) (M. Griffith).**

Director Siedman recused himself from participation in this agenda item and director Amoroso assumed the gavel. Melinda Griffith explained that the cliff below her home at the bottom of Oak Road has collapsed and the house is now imperiled, so she is seeking to construct a simple small home further up the hill on Oak Road, much further away from the bluff edge. Staff confirmed that the Board previously approved the transfer of the water meter from the imperiled property to the new site, so the questions before the Board now are the terms of the limited water use permit and any comments on the coastal permit application. Director Smith noted that new proposed house is smaller than the imperiled house so there may not be any implications for water use and a limit therefore may not be required. Staff reminded the Board that the new ordinance governing water meter transfers, among other things, requires a limit on water use that is recorded with the County. After a brief discussion, the Board agreed the 2,700 cubic foot quarterly water use limit applies in this case.

Director Comstock asked if there are any comments on the coastal permit application. Melinda Griffith encouraged everyone to urge the County to act quickly to grant the permit so they can construct the new house before the imperiled house is lost.

L. Comstock/G. Godino four in favor, one abstention to grant a limited water use permit for the new property at 22 Oak Road with a maximum quarterly water use of 2,700 cubic feet.

**9. Sewer System Treatment Capacity Study – Proposal for Engineering Services: Wastewater Collection System and Wastewater Treatment Plan Capacity Study (West Yost Associates).**

Staff reminded the Board that this agenda item was prompted by the request of two property owners at the end of Canyon Road, followed by requests from the remaining residents on Canyon Road, to connect to the district's sewer system. Per applicable district regulations, due to the current moratorium on new connections to the sewer system, among other things a treatment capacity study must be performed prior to allowing any new connections. Such a study should evaluate the three components of the district's sewer system: collection, treatment and disposal. In prior meetings, director Comstock raised the question of fairness – there may be other property owners interested in connecting to the sewer system, if possible, so this raises the question of the scope of the capacity study – shall it be limited to the specific properties requesting to connect, or be expanded to include all properties sufficiently close to the system to connect? West Yost has provided a proposal for engineering services which contemplates conducting the study in phases, each of which are assigned a specific cost: phase 1 (the current requests) would cost an estimated \$48,300 and phase 2 (the additional potential properties) an additional \$20,000. Staff conferred with the engineer about the proposal and it may be possible to reduce the costs significantly if district operators can assemble some or all of the required data. Staff noted that there will be general benefits to the sewer system and all of its customers from conducting such a study, even if it has been initiated by specific customers.

Director Comstock said this is a difficult issue because the district might ordinarily take a year or two to collect data and complete the type of study contemplated here; however, the matter is urgent as the County has condemned the septic systems of the two property owners at the end of Canyon. How can the district move quickly in a complicated situation with a moratorium in place, he queried? The questions relating to the district's treatment capacity largely center around infiltration and inflow from rainfall, or "I&I" and how such I&I impacts the district's maximum daily permitted flows of 65,000 gallons per day. In addition to regulatory issues, there are practical questions about who should pay for the study; although staff notes there may be benefits for the entire sewer system from such a study, it is principally being done for the folks who are in a bind. Should they be required to pay all (or close to all) of the costs? There is also a process question: if only a limited number of properties can be added to the system, how will the district prioritize which properties to approve?

Director Smith said he conducted some analyses of the impact of rainfall on the district treatment ponds and a winter with 60 inches or more of rain essentially fills Ponds 2 and 3; he noted this has occurred three times since the ponds were constructed. He said he doesn't think an engineering study will reveal anything the district doesn't already know: namely, the district can accommodate more connections to the sewer system except during years when rainfall overloads the treatment ponds. He said he believes this is a judgment call and perhaps staff should simply discuss this directly with the Regional Water Quality Control Board ("Regional Board") regulators. He noted that adding 2 customers would be the equivalent of adding 1.5% to the system; put another way, each customer is the equivalent of ¼ of an inch of rainfall – in either case, he said, this is de minimus. He noted that the Regional Board originally imposed the moratorium due to excessive I&I; however, recent work by the district has significantly reduced that I&I, so it could very well be that the Regional Board would agree that adding two customers would not be problematic at this time and not require an extensive and expensive study.

Discussion ensued and director Siedman summarized by saying the district ultimately needs to be able to persuade the Regional Board that the district should be allowed to connect these customers and the question is whether an outside engineering study is needed to do so, or whether staff can assemble the necessary data. Director Smith argued that he believes staff can do so based on data already collected at the sewer ponds and/or easily obtainable. Director Comstock said he disagrees; in a regulated industry it will be necessary to retain qualified engineers to perform this analysis and the homeowners standing to benefit from being added to the system should be required to pay for the study. Director Amoroso said the district used to have horrible I&I into the collection system and slip-lined almost the entire system (and required customers to replace their laterals); at that time, many incidents of roof gutter systems connected to the system were identified and disconnected. He believes the district will be able to demonstrate a long history of dedicated effort to reduce I&I into the collection system.

After further discussion, staff suggested the Board direct staff to assemble the data identified by the engineers and put it into an excel spreadsheet; the spreadsheet could then be forwarded to the engineers to determine if the cost of the study proposal can then be reduced. Director Smith offered to review the data once it is assembled as it may be that the district can then reframe the scope of work requested of the engineers. The Board concurred and deferred a decision to retain the engineering firm until the data is assembled and reviewed at the next meeting.

**10. Proposed Amendments to BCPUD Ordinance 38 re: Transfers of Water Meters; *Bolinas Community Land Trust (“BCLT”) Request to Place Second Water Meter at 31 Wharf Road and Transfer Water Use Limits to and between BCLT Properties at 20 Wharf Road and 31 Wharf Road.***

Director Siedman said the Board previously discussed the BCLT’s proposal to “swap and stack” water meters it owns at its properties and generally supports it, but the Board wanted to consult with counsel about how to proceed. Before the Board now is a draft resolution which would amend Ordinance 38 for affordable housing projects only. Director Amoroso expressed concern that this resolution might be construed as providing favorable treatment to customers the Board prefers and/or could result in increased water use. Director Siedman disagreed and said there would be no change or increase in water use limits. Director Smith said the resolution should specify “water use allocations” to eliminate ambiguity. Director Comstock agreed that there will no change in water use allocations and this proposal simply would allow such allocations to be transferred rather requiring properties to be demolished and the meters transferred, which would be silly. As far as the resolution benefitting affordable housing, state law expressly prioritizes affordable housing and asks water agencies to do so; as such, this is not an arbitrary decision by the Board to “favor” one type of customer over another. He noted that the district is not granting the BCLT a single gallon more of water that it previously allocated; he said there are some who would argue the BCPUD *should* modify the moratorium and grant new meters to accommodate affordable housing, but the BCPUD is not doing so.

Director Smith posited that the BCLT could construct a second building with 6 – 8 units behind the existing Gibson House building at 20 Wharf and operate both buildings under the current water use allotment; director Amoroso acknowledged this was true. Director Smith said the only difference between this and the BCLT’s current proposal is that the new building will be across the street. Discussion ensued with director Amoroso and Janine Aroyan expressing concerns about how unintended consequences could flow from the draft resolution. Ultimately, the Board agreed that the resolution needs to be amended to specifically apply only to defined affordable housing projects and only between properties owned by the same owner (which must be a non-profit dedicated to affordable housing or an owner with deed-restricted properties limiting the use of the entire property only to affordable housing, unless a government agency such as the California Coastal Commission requires some other use). Director Comstock said the concept of “stacking” also needs to be better defined.

Director Amoroso continued to object to the concept of allowing water use allocation transfers without requiring the demolition of the structures on the property as a condition of transfer; he also said he remains concerned water use will go up if this resolution passes. The other directors strenuously disagreed on the basis that no water use allocations will be increased as a result of this resolution and requiring the BCLT to demolish its buildings in order to be able to transfer its water use allotment would be absurd. Director Comstock said it seems that director Amoroso is concerned that someone might “game” the system if the proposed resolution is passed; however, he said the Board still retains full control on all water meter transfers and can police for any kind of gaming like this.

Arianne Dar emphasized that water use allocations are being *swapped* here – a meter is not being transferred, both properties in question have existing meters; as such, it does not make sense to require any buildings to be demolished. Director Comstock agreed, noting this is not the usual water meter transfer case involving 2 properties and 1 water meter (wherein the Board *should* require the existing use to be demolished as a condition of transfer so as not to create a new connection), rather, this is a case of two properties with 2 water meters – in fact, three water meters as the BCLT is going to stack a third meter at 20 Wharf. Director Siedman said the resolution should be sent back to the district’s counsel for further amendment, with director Amoroso’s concerns noted. Director Amoroso said he does not object to the BCLT projects per se, but wants to be sure the district’s moratorium is not undermined.

Arianne Dar asked if would be possible to get a letter from the BCPUD to the County indicating that the BCLT is working with the district on obtaining sufficient water use allocations for its projects as part of the coastal permit application process; the Board had no objection.

**11. Budget Schedule for the BCPUD’s Fiscal Year 2020-21 Budget.**

L. Comstock/D. Smith                      all in favor                      to approve the budget schedule for the BCPUD’s fiscal year 2020-21 budget.

**12. Volunteer Committee Reports:**

-- *Resident Permit Parking Plan Committee:* the Committee had first meeting on December 7, 2019 and issued draft minutes. The Committee is requesting a Board liaison to the committee; director Amoroso noted he previously recused himself due to conflict of interest. Director Smith said they can come to the Board as needed for advice and counsel; that said, they likely will need to build relationships with the right people at the County and Coastal Commission staff in order to move forward. Director Amoroso said he would like to receive regular reports from the committee. Staff recommended that the Committee first work with Supervisor Rodoni’s office to understand the

parameters of County and Coastal Commission staff time – it may be far more limited than the committee currently believes.

-- *Resource Recovery*: Nothing to report.

-- *West Marin Mosquito Control Coordinating Council*: Nothing to report.

-- *Land Stewardship Committee*: Nothing to report.

-- *Internet Access Committee*: Nothing to report.

**13. Other Business.**

a. Board Committee Reports.

-- *Finance*: Nothing to report.

-- *Legal*: Nothing to report.

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

-- *Operations*: *Minutes of the December 4, 2019 meeting of the Operations Committee*. Staff asked to defer this item as the minutes are not yet ready for review and approval.

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

-- *Personnel*: Nothing to report.

-- *Sewer*: Nothing to report.

b. Minutes of the November 20, 2019 regular Board meeting; minutes of the November 22, 2019 special Board meeting.

Directors Comstock and Smith offered clarifying revisions to the draft minutes of the November 20, 2019 regular Board meeting.

D. Smith/L. Comstock	all in favor	to approve the minutes of the November 20, 2019 regular Board meeting, as clarified.
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L. Comstock/D. Smith	all in favor	to approve the minutes of the November 22, 2019 special Board meeting.
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c. Warrants.

L. Comstock/D. Smith	all in favor	to approve the warrant list.
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d. Scheduling of Next Meeting(s):

January 15, 2020 at 7:30 p.m.

**14. Adjournment.**

10:57 p.m.