

Bolinas Community Public Utility District

A Regular Meeting Of The Board Of Directors

July 21, 2021 270 Elm Road, Bolinas

In compliance with local and state shelter-in-place orders, and as allowed by the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 (March 17, 2020), the BCPUD did not offer an in-person meeting location for the public to attend this meeting. The meeting was conducted by the BCPUD Board, staff and public via Zoom.

1. Call to Order.

7:32 p.m.

2. Roll.

Directors Comstock, Godino, Siedman, Smith and Walker present via Zoom; director Siedman presiding.

3. Manager's Report and Project Updates.

- *Update on the Status of the BCPUD's Water Supply.*

Staff directed the Board's attention to a memorandum in the meeting binders which presents updated information about the district's water supply since the last Board meeting in June through July 19, 2021. The district's diversions from the Arroyo Hondo Creek averaged 63,432 gallons per day (GPD) during this time period and no water was diverted from Woodrat 1 reservoir, once again underscoring the beneficial impact of the community's conservation efforts. Staff has confirmed the district can successfully measure and divert water from the Arroyo Hondo Creek directly into the Woodrat 1 or 2 reservoirs; due to licensing constraints, such diversions are limited to the time period November 1 – April 1. Discussion ensued and, in response to questions from the Board, staff explained that the district's diversion licenses explicitly restrict the time-of-year during which water can be diverted to storage from the creek and the district cannot do so outside of this season to replenish losses due to evaporation and/or seepage. That said, staff will be prepared to commence diversions to storage as of November 1st if creek flows are sufficient to do so.

Total annual rainfall in the district (July 1, 2020 – June 30, 2021) is 16.42 inches, which includes 0.12 inches of "rain" in June resulting from heavy fog. An additional 0.32 inches of rain has been measured thus far in July, which has boosted the creek flows in recent days. The district's stored usable water supply in the Woodrat reservoirs is approximately 9.6 million gallons, with approximately 780,000 additional gallons of treated water in the district's two water storage tanks. Unfortunately, the district has "lost" nearly 1 million gallons of reservoir water in the last two months due to evaporation (wind and longer days) and seepage, which may be exacerbated by the extremely dry soil conditions surrounding the reservoirs. Staff expects this rate of loss to decline to approximately 300,000 gallons per month as the days get shorter and cooler.

From June 15 – July 19, 2021, water consumption across the district averaged approximately 100 gallons per day per connection, which is less than half of the rate of water consumption at the same time last year. Staff said that many of the district's customers have made major changes to their lifestyles to achieve this conservation, and staff thanked each and every person in the community for their efforts. Regrettably, the district also experienced approximately 60,000 gallons of water losses due to a customer leaving a hose on in the yard for approximately a week, and toilet leaks at two other properties.

Staff presented an updated scenario about the district's stored water supply, reflecting the actual data recorded as of July 12, 2021 based on an assumed (but hypothetical) receipt of 9.9 inches of rain during October 2021 through January 2022. The most recent seven-day running average community water consumption is approximately 54,900 gallons per day. As such the updated scenario indicates if consumption stays at this level and the 9.9 inches of hypothetical rainfall occurs by January 31, 2022, the district will have nearly 7 million gallons of water in storage at the end of January 2022.

Staff next presented the base flow (BF) recession model for the Arroyo Hondo creek, developed and updated for the district by consulting hydrogeologist Rob Gailey. The model has been revised to (1) reflect an assumed (but hypothetical) rainfall of 9.9 inches by January 2022; (2) depict the recoverable creek flow (the model conservatively assumes that approximately 10 gallons per minute flows past/around the dam); and (3) correct the size of the storage area behind the dam from 1,995 square feet to 1,500 square feet. The predicted recoverable base flow is slightly improved as compared to last month in light of the fog/precipitation events in June and thus far in July.

Finally, staff presented graphs with the updated rainfall totals; the district received only slightly above the minimum recorded rainfall for the July 1, 2020 – June 30, 2021 rain year. The 16.42 total rainfall is very close to the “best fit” projections of 16.8 inches of rain presented in recent months (based on the preceding 70 years of rain data in the district). The 2020-21 year officially concluded as one of the lowest rainfall years on record.

- *Emergency Groundwater Well Projects.*

Staff reported that work is on-going on the hydro-geologic and engineering aspects of this project; specifically, the Drinking Water Source Assessments are nearly complete, as are the well capacity studies. The district’s consultants recommended conducting additional sampling for volatile organic compounds (“VOCs”) due to the proximity of the Bolinas Gas Station to both well sites, and a full Title 22 from the Wharf well. Alpha Labs was engaged to do so because of specialized sampling requirements for the VOCs; the samples were taken today and expedited results are expected next week. The engineering design of the treatment systems for each well also is nearing completion, but is dependent upon the final lab results. The deadline set by the State Water Resources Control Board (“SWRCB”) for the district to submit its well permit applications is July 30th; at this time, staff anticipates the district will request an extension of time of an additional couple of weeks. By the August regular Board meeting, the well applications should be complete and the Board will be presented with an engineer’s estimate of the treatment plant costs for each well. Staff is exploring possible sources of grant funding for these projects.

The SWRCB issued a Drought Technical Reporting Order on July 2, 2021 requiring specified water districts, including the BCPUD, to submit weekly reports concerning the status of their water sources (i.e., creek flows, water levels in reservoirs, and amount of water produced). The Governor also extended the Drought Emergency Declaration to Marin County.

- *Woodrat Reservoir Rehabilitation Project.*

Staff presented a summary of sample data results from the Woodrat 2 Reservoir which seem to confirm significant water quality improvement there, presumably attributable to the new nanobubble unit; specifically, the results document an increase in oxygenation and reductions in iron, manganese, and phosphorus, among other things. Staff met with water quality consultant Eli Kersh on July 7th and resolved to wait to replace or upgrade the nanobubble unit at Woodrat 1 pending a model upgrade by the manufacturer. Staff will continue discussions with Eli about best next steps as new nanobubble units are under design development and water quality monitoring technology may soon be available, as well.

- *Operations Update:*

Staff plans to regularly prepare a written operations update for the Board with more detail than verbally presented during the Manager’s Report for inclusion in the meeting binders, but wasn’t able to complete one this month due to the press of other business.

- *Alliance of Coastal Marin Villages.*

The Alliance of Coastal Marin Villages met with Supervisor Rodoni on July 12, 2021 and discussed, among other things, the status of the Local Coastal Program (“LCP”) Update; staff was unable to attend due to an emergency at the district that day.

- *Coastal Communities Working Group.*

This past week, there was a significant development during the Marin County Board of Supervisors’ meeting when the Board voted to approve and adopt all of the completed sections of the LCP Update except for the Environmental Hazards chapters, which are still pending. The Coastal Commission staff has indicated it no longer objects to this approach. There was an effort by the Environmental Action Committee of Marin to persuade the Board of Supervisors to wait to approve the LCP until all sections are complete, but the Board of Supervisors voted otherwise. In so doing, the Board of Supervisors instructed County staff to work diligently to complete the Environmental Hazards chapters. The Coastal Community Working Group therefore is scheduled to meet on August 26th to review and comment on updated versions and staff anticipates a focused effort to complete the chapters over the next six months.

With regard to general water operations, the SWRCB recently issued information about a COVID relief program and the opportunity for funding from the American Rescue Plan for districts who can document financial losses as a result of the pandemic (such as customer failure to pay bills); staff does not believe the BCPUD has any eligible losses.

Staff recently attended a remote meeting with representatives of the Flume company; Flume manufactures monitoring devices for individual customer installation (which is not equivalent to a district-wide remote water meter read system). Each device retails for \$199.00; Flume is offering to bulk-sell devices to the BCPUD at a cost of \$185.00. The Marin Municipal Water District and the Inverness Public Utility District each have decided to purchase some of these devices and subsidize \$100 - \$150 of the cost to the customer; the BCPUD does not have an available source of funds to similarly subsidize

these devices, but will keep an eye out for grant opportunities. These devices also are reliant on high speed internet, so that it another limiting factor in Bolinas.

As for sewer operations, the district experienced a spill on July 12th; the majority of the wastewater was contained underground, with approximately 300 gallons surfacing in a ditch along Olema-Bolinas Road, north of the Resource Recovery Project. The cause of the spill was a failure in a clean-out assembly pipe that is connected to the force main at this location. The force main is approximately 8-feet deep and the clean-out assembly pipe consists of approximately five feet of connected piping, with each piece 12 – 18 inches in length, one of which failed. Staff estimates that as many as 30,000 gallons *may* have discharged underground, but is continuing to evaluate that estimate. The spill was immediately reported to the appropriate regulatory authorities and a repair was completed the same day on an emergency basis by Piazza Construction. In an abundance of caution, staff is implementing a groundwater sampling plan for nearby private wells. Staff also will begin planning for a complete replacement of the two existing clean-out assembly pipes.

The district also experienced an unrelated small spill of several hundred gallons today on the sewer system, all of which was contained in the check valve vault (i.e., no wastewater surfaced onto the street or into the nearby storm drain), due to a blown gasket on the check valve. Staff just received word from the field that the gasket has been replaced and the sewer system is back on-line. Staff commended Stew Oakander, Andrew Spalding and Blake Miller (Evan Kahn is out sick today) for their hard work this evening to timely complete the repair.

Finally, staff continues to pursue an exemption from Cal Recycle for the BCPUD from the requirements of SB 1383; Recology Sonoma-Marin does not have all of the data needed for the exemption request because the regulations focus on 2014, before Recology acquired the franchise, but the company is trying to assist the district with an exemption request.

4. Community Expression.

Director Siedman noted the Board received three pieces of correspondence under Community Expression: (1) a letter from customer about her water use and efforts to conserve; (2) an email criticizing the water supply shortage signs the BCPUD has posted in town; and (3) a letter from a downtown resident alleging that the district's property adjacent to the access ramp to Brighton Beach has become re-inhabited. Staff reported that the prior evening the Fire District responded to a vandalism situation at this location and the driftwood sculpture, which contains numerous metal screws, was torn apart. The vandalism has been cleaned up and the BCPUD is working with the Bolinas Fire Protection District ("BFPD") to properly dispose of the materials. Janine Aroyan commented that the Land Stewardship Committee is starting work to evaluate this property and make recommendations to the Board.

5. Bolinas Eucalyptus Project: *Presentation by Project Representatives.*

Jon Cozzi said he is one of the members of the Bolinas Eucalyptus Project; the other members are Jonna Alexander-Green, Jill Moore, Wayne Poulson, Judith Lowry, Janice Tweedy, and DJ O'Neil. Cheryl Ruggiero provides legal counsel to the group and the Bolinas Community Center is the fiscal sponsor. Jon said the Project members would like to open a dialog with the BCPUD about the removal of blue gum eucalyptus from the BCPUD lands referred to as Zone 5, which is the area below the sewer pond operational area, bordered by Olema-Bolinas Road and Mesa Road, as a fire prevention project. The Project will include a native vegetation restoration component led by Judith Lowry. The members already have approached the BFPD about the full Project (which includes 13 other groves of eucalyptus) and the BFPD does not oppose any of them.

Jon said that Zone 5 on BCPUD lands has been prioritized because of the large trees bordering Olema-Bolinas and Mesa Roads and the vital egress function of those roads; the Project members believe addressing this Zone will provide the most benefit to the greatest number of people. Jon said that Ben Anderson from Urban Forestry, Inc. has prepared a report documenting the condition of the trees in Zone 5, recommending the removal of all eucalyptus and conversion to a native plant community. Kent Julen's report also supports this recommendation. Finally, Jon said that drought stress and the presence of tortoise shell beetles are significantly impacting the health of the trees in this grove. Judith Lowry presented a brief overview of a restoration plan for the land after the eucalyptus are removed; the restoration likely will focus on coastal live oaks, which are a keystone species for rebuilding habitat.

Director Smith expressed support for the project but noted it will be extremely expensive; he asked where the money will come from and what the Project members are seeking from the BCPUD Board. Jon said the Project has received one informal estimate of \$800,000 - \$1 million for the removal of the trees in Zone 5, including stump grinding. The Project members will be seeking private donations to fund the work. Jon said that that the Project may need to ask the BCPUD to serve as a liaison with the County, PG&E and perhaps other agencies as the landowner; beyond that, the Project will need the Board's approval to proceed at the appropriate time.

Director Godino also expressed support for the project and she thanked the Project members for their excellent presentation and background materials. Director Comstock echoed director Godino's appreciation and urged the Project members to engage in a robust and well-publicized campaign in the community about the Project as he anticipates there will be community members opposed to removing the eucalyptus, and it is important to consider their points of view. He also expressed concern about the impact on BCPUD staff time since the district already is quite stretched with its current projects; that said, he understands the BCPUD is the landowner and therefore will need to have a role. Director Walker also expressed support and thanks to the Project members; she urged them to build in "soft costs" for the project, including biologist and botanist reports.

Director Siedman said that he generally believes the Project is a good idea, and BCPUD consent will be needed for the removal of the trees, but it will be important to hear all points of view and consider all scientific opinions; he noted that past opposition to the removal of these trees was extremely heartfelt and emotional. He suggested that an advisory poll might be an appropriate step as it certainly will help publicize the Project and help reduce the 11th hour opposition from people claiming they did not know about it. Director Walker said she would support such a poll; the issues presented for a vote would need to be sufficiently detailed to inform the community about the project itself, cost, schedule and so forth. Director Smith expressed ambivalence about a poll; such a step introduces politics into what should be a scientifically-based decision, he said. Director Godino said that she would like to review scientific reports, see the results of community outreach and receive more information about likely costs, all of which might serve to build consensus before putting the Project to a community vote. Director Comstock concurred.

Janine Aroyan commented that from her work on the Land Stewardship committee, she has seen native species emerging on this property as invasive non-natives have been removed over time. In the grove, there are a lot of coffeeberry and toyon, and the entire property has the potential to become delightfully transformed by the Project. She advocated in favor of a town meeting about the project to educate people and answer questions. Jon Cozzi thanked the Board for the encouraging responses. Director Siedman said the Board appears to be in support of the Project occurring on the BCPUD property, subject to the consensus of the community; an advisory poll may or may not be necessary once all of the outreach and education has occurred.

6. Proposal of the Bolinas Community Land Trust ("BCLT") and the Firehouse Community Park Agency ("Mesa Park") Staffs to Temporarily Locate a Shared Mobile Office Trailer at the Mesa Park parking lot, APN# 193-020-45.

Annie O'Connor from the BCLT and Michael Cavette from Mesa Park both were present to answer questions from the Board with regard their proposal to temporarily locate a shared mobile office trailer at the Mesa Park parking lot for the staffs of both entities to use. Discussion ensued, with Board members inquiring as to whether Annie and Michael had thoroughly explored other options in town for such space; Annie said that since the fire occurred and destroyed the BCLT's office at 22 Brighton, the BCLT has explored and exhausted all options for commercial leases elsewhere in town. Director Siedman noted that once the BCPUD has an assessment of its office building conducted and any necessary repairs or rehabilitation are performed, the space formerly leased by the Bolinas Children's Center may be available at some point in the future.

D. Smith/G. Godino all in favor to approve the proposal submitted by the BCLT and Mesa Park to temporarily locate a shared mobile office trailer at the Mesa Park parking lot.

7. Per Capita Grant Program, funded through the Parks and Water Bond Act of 2018 (Proposition 68): Proposed Project to Hard-Surface the Pedestrian-Bicycle Path on BCPUD Land; BCPUD Contribution to Required Local Match.

Genie McNaughton from the Land Stewardship Committee referenced a map of the proposed path surfacing project prepared by director Smith and stated that the Committee recommends that the Board support the project. She noted that the minimization of motorized vehicle traffic is an important feature of the Bolinas Community Plan and this path enables bicyclists and walkers to travel back and forth from the Bolinas Mesa to downtown and/or to the Bolinas School. However, the path needs to be improved as it has deteriorated over time and the funds necessary to do so thankfully appear to be available via the Proposition 68 grant program. The BCPUD has been allocated \$178,000 in grant funds, subject to a local match of \$45,000. Based on informal estimates provided to the Committee, it is believed that the combined amount of \$223,000 will be sufficient to hard-surface approximately two-thirds of the path, which is a good step in the right direction. Genie urged the Board to authorize a grant application for this project and contribute financially toward the \$45,000 match requirement.

Director Walker expressed her support for the project and for a financial contribution to it from the BCPUD. Director Smith said this grant program is a wonderful opportunity for the BCPUD to receive at least some of the funds needed to rehabilitate the path and provide a smooth, continuous riding surface. He said that in addition to whatever support the BCPUD can provide toward the required local match, the Committee and the Bolinas School Foundation have volunteered to assist in local fundraising to try and

raise enough funding to resurface the entire path, which may cost as much as \$330,000. He encouraged the Board to contribute the entire \$45,000 minimum local match in order to satisfy that requirement (and get the grant application process completed prior to the calendar year end) and motivate additional donations. He also pledged to work on a solution for the “downtown” end of the path, which currently stops at the driveway to the Resource Recovery Project; this is a safety issue and he believes a solution is possible to extend the path to Brighton Avenue.

Director Comstock said that while he agrees the path should be extended from its current end point safely into downtown, and he is in favor of the BCPUD contributing financially to such a project, he does not regard the paving of the existing path is a sufficiently high priority use of BCPUD reserve funds. Director Godino said that from her perspective as a school employee, she wants all of the kids who live on the Mesa to be able to get to school and/or downtown safely (other than in cars) and they cannot currently do so. She said the bike path has made a big difference to the community, so she is in favor of the BCPUD doing what it can to help improve it. Director Smith commented that the Proposition 68 grant funds can only be used on BCPUD property; the funds cannot be used for improvements on non-BCPUD property (such as the route the path likely would need to take to reach Brighton Avenue). Discussion ensued about the available district reserve funds, which include approximately \$500,000 remaining from the sale of the BCPUD’s Pine Gulch Creek property to the National Park Service many years ago. In response to questions from the Board, staff reported that the \$150,000 from the property sale funds previously designated as “Community Benefits Funds” has been spent; there is \$500,000 remaining as a “Capital Improvement Fund”. Director Smith said that time is of the essence for the local match contribution as the full match must be secured and grant application submitted before the end of the year.

D. Smith/K. Walker four in favor, director Comstock opposed to contribute \$45,000 in capital improvement reserve funds as the local match for the Proposition 68 grant-funding path surfacing project, contingent upon confirmation from staff/Finance Committee as to the availability of such funds.

Director Comstock said he would like the minutes to reflect that his opposition to the motion is due to the fact that the \$45,000 in matching funds cannot be applied to the extension of the path to Brighton Avenue; if that changes, he said that he is prepared to change his vote.

8. Amendment to BCPUD Resolution 680 to Add the District’s Approved List of Exceptions to the Mandatory Ration Amount; *Process to Consider Additional Exception Requests.*

Staff stated that the purpose of this agenda item is to allow the Board to formalize the decisions made during the July 2, 2021 special Board meeting concerning the requests submitted by customers for exceptions from the anticipated mandatory ration amount of 125 gallons per day per property.

D. Smith/G. Godino all in favor to amend BCPUD Resolution 680 to add the district’s approved exceptions to the mandatory ration amount as decided as the July 2, 2021 special Board meeting.

Staff requested guidance from the Board with regard to additional requests for exceptions from the mandatory ration amount that have been submitted subsequent to the July 2, 2021 special Board meeting. Following a brief discussion, staff was directed to process the requests for consideration at the next regular Board meeting. If more than ten requests are received, staff should so advise the Board and another special meeting may be scheduled.

9. Explore the Potential for a Desalination Project to Augment the BCPUD’s Water Supply.

Director Siedman explained that he and director Walker have consulted with Peter Rive, a local resident with experience in small desalination systems, about the potential to augment the district’s water supply via desalination. Director Walker said there is no specific project yet envisioned, but it is important for the district to conduct its due diligence in light of the current drought and future droughts to come. She said she was pleased to learn that staff already has met and corresponded with Peter Rive, who has a lot of expertise. Director Siedman agreed, and noted Peter is willing to donate his time and he believes it will be possible to raise funds for a well-designed desalination project. However, there are a lot of questions to be answered such as what specific type of desalination project is appropriate? What is feasible/realistic? How much would such a project cost and how long would it take to install? What kind of permits are required? Director Siedman said that he and director Walker are willing to work on these questions as long as the full Board is in support of them doing so on behalf of the district.

Director Godino said that she knows the district previously has looked into desalination and ran into some obstacles in terms of energy costs and brine disposal, but it could be that technology has changed and there are more options, so she favors exploring the topic. Director Comstock said that he feels staff should stay focused on the more immediate water augmentation projects (i.e., the wells) for now; he has no objection to the district exploring the potential for desalination as a longer term water supply augmentation project, as long as it does not fall on staff’s plate for at least the next six months or so. Director Smith concurred; he said that the energy and brine disposal requirements remain significant

obstacles as far as he knows, so he is not very hopeful about desalination as a viable option for the BCPUD, but he has no objection to the district further exploring the issue.

Directors Siedman and Walker thanked the other Board members for their support, and confirmed that they have no intention of burdening staff at this time given all of the other operational priorities to address. They acknowledged the long lead-time on a desalination project and pledged their own time to investigate and report back periodically to the Board. Director Siedman said it may even be possible to secure grant or donated funds and eventually hire a project manager for this specific project.

10. Amend BCPUD Resolution 684 to Reflect William Pierce's Revised Retirement Date.

L. Comstock/K. Walker all in favor to amend BCPUD Resolution 684 to reflect William Pierce's revised retirement date of August 6, 2021.

11. BCPUD Resolution 686: Approving the 2021-22 District Budget.

L. Comstock/G. Godino all in favor to approve BCPUD Resolution 686, approving the District's FY 2021-22 budget.

12. BCPUD Resolution 687: Replaces Resolution No. 675, Stating the Current Rates and Charges for District Services and Authorizing Placement of Charges on the Marin County Property Tax Bill Where Appropriate.

L. Comstock/D. Smith all in favor to approve BCPUD Resolution 687, stating the current rates and charge of district services and authorizing their placement on the Marin County property tax bill.

13. Volunteer Committee Reports:

-- *Resident Permit Parking Plan Committee: Minutes of the May 11, 2021 Committee meeting; Report from the Committee; Request for Permission to Utilize BCPUD's Zoom Account.*

Sherry Hirsch reported that Supervisor Rodoni and County staff (including the County Counsel's office and Sheriff's Office) have been working with the Committee on the downtown parking issues, including the potential for local administration of a resident permit parking program. The County also is planning to renew the Measure X parking restrictions that otherwise will expire in November, because it is now clear an alternative plan will not be ready by then. Sherry said that once the Committee clearly knows what is/is not possible legally and administratively in terms of a resident permit parking plan, it will then go to the community to obtain input.

As for the Committee's use of the BCPUD's Zoom account, staff reported that unfortunately it's not possible. Accordingly, staff recommends the BCPUD reimburse the Committee for the cost of a Zoom account. The Board had no objection.

-- *Resource Recovery:* In response to an inquiry from Jennie Pfeiffer, staff said that the Resource Recovery committee has not been meeting during the pandemic.

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

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

14. Other Business.

a. Board Committee Reports.

--*Finance:* Staff reported that the office will begin preparations for the FY 2020-21 audit in the near future.

-- *Legal:* Nothing to report.

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

-- *Water and Sewer Operations:* Nothing to report.

-- *Personnel: Staff Proposal to Hire Temporary Part-Time Administrative Aide.*

Staff is requesting Board approval for a temporary part-time administrative aid position (20 hours per week, non-benefitted) to assist with office support for the remainder of the 2021 calendar year. The administrative workload due to the pandemic and the drought has been overwhelming and assistance is needed. Director Siedman proposed that the Board forego the usual Personnel

Committee interview process and allow staff to advertise the position and make the selection since this is an urgently needed temporary position.

L. Comstock/G. Godino all in favor to authorize a temporary part-time administrative position and to authorize staff to advertise and hire for the position as soon as possible.

b. Minutes of the May 25, 2021 Special Board meeting; Minutes of the June 2, 2021 Special Board meeting; Minutes of the June 16, 2021 Regular Board meeting; Minutes of the June 18, 2021 Special Board meeting; Minutes of the July 1, 2021 Special Board meeting.

Deferred.

c. Warrants.

D. Smith/G. Godino all in favor to approve the warrant list.

d. Scheduling of Next Meeting(s):

August 18, 2021

15. Adjournment.

10:29 p.m.