

**Bolinas Community Public Utility District**  
**A Regular Meeting Of The Board Of Directors**  
**August 18, 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.**

7:31p.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 (and posted on the district’s website) which presents updated information about the district’s water supply since the last Board meeting in July through August 17, 2021. During this time period, diversions from the Arroyo Hondo Creek averaged 61,950 gallons per day (GPD), which was slightly higher than the average diversions to the plant the prior month (60,631 GPD). No water was diverted from the Woodrat reservoirs to meet demand during this time, once again underscoring the beneficial impact of the community’s conservation efforts. Total rain fall thus far into the 2021-22 “rain year” (beginning on July 1, 2021), which essentially has been from the persistent and heavy fog/marine layer, is 0.48 of an inch. The stored usable water supply in the Woodrat reservoirs as of August 10, 2021 (combined), plus the amount of treated water in storage is estimated to be 9,564,366 gallons, a modest decline in storage as compared to the 9,601,153 total water in storage on July 12, 2021, which may be due to the persistent marine layer and lack of wind during this time period. For the last month, water *production* averaged 58,124 GPD or approximately 99 GPD per connection; water *consumption* during this same timeframe averaged 56,858 GPD, or 97 GPD per connection. As such, there is little to no “unaccounted for water loss” in the system at this time.

Staff presented updated “scenario summaries” which were developed to predict how much stored water the district will have available through January 31, 2022 based on differing rates of overall community water consumption *and* (1) assumed (but hypothetical) receipt of 9.9 inches of rain during October 2021 through January 2022, (2) updated projections to the Arroyo Hondo Creek base flow recession model, including the impact of fog, and (3) an updated, measured 4 GPM (5,760 GPD) rate of seepage past the gate at the lower Arroyo Hondo diversion point. The most recent seven-day running average community consumption is approximately 56,000 GPD and the scenario summary predicts that by January 31, 2022, the district will have between 9.5 and 10.5 million gallons of water in storage, or approximately 56- 62 percent of capacity.

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 and updated to reflect the effect of data collected by the district regarding the fog/marine layer (in addition to updates discussed in previous memoranda to the Board). The total creek flow is considerably increased as compared to previous predictions which were largely based on 2020 data (last summer was much sunnier) and which were not adjusted for fog. The model currently projects about 60,737 GPD of recoverable creek flow per day by September 1, 2021 and 45,497 GPD of recoverable base flow by October 15, 2021. Finally, staff referred to graphs reflecting rainfall in Bolinas for the 2020-21 rain year; only four years during the preceding 69 years were drier than this one.

- *Emergency Groundwater Well Projects.*

The Board authorized district staff on May 19, 2021 to engage a civil engineering firm and consulting hydrologist to prepare emergency permit applications to the State Water Resources Control Board (“SWRCB”) to add two groundwater sources of supply to the district’s water system. Since that time, the entire staff has worked long hours with our engineer and consulting hydrogeologist to prepare the extensive checklist of items needed to support the application. This work has included water quality

sampling at the wells, several site meetings, review and comment on application materials including but not limited to site maps and drinking water source assessment documents, discussion about water quality results and treatment options, construction requirements, timelines and costs, and so forth. As of the date of this memo, the applications are nearly complete and will be timely submitted to the SWRCB on or before this Friday, August 20, 2021. In response to a question from director Comstock, staff said the rough estimated cost (at this time, which is very preliminary) to install the treatment facilities and related infrastructure needed for both wells is approximately \$70,000 for the Wharf well and approximately \$130,000 for the Resource Recovery well (the difference in cost attributable primarily to the need for UV disinfection for the latter well). Discussion ensued and, in response to questions from the Board, Rob Gailey, consulting hydrogeologist, stated that the well permit applications contemplate that the Wharf well will be operated at 40 gallons per minute and the Resource Recovery well will be operated at 20 gallons per minute, both of which are conservative, sustainable estimated production rates given the potential for seawater intrusion.

- *Woodrat Reservoir Rehabilitation Project.*

The district has undertaken extensive efforts during the last two years to improve the water quality in the Woodrat 1 and Woodrat 2 reservoirs. The district's water quality consultant, Eli Kersh of elimnology, has been instrumental to that effort. Last year the district installed (on a trial basis) a nanobubble unit at Woodrat 1 (to increase the dissolved oxygen in the reservoir) and removed the large quantity of invasive azolla which had grown exponentially over the surface of the reservoir due to anoxic conditions there -- high nutrients and warm weather last Summer and Fall. This year, at Eli's recommendation, the district purchased and installed an enriched air nanobubble unit for the Woodrat 2 reservoir. As discussed during last month's Board meeting, recent water sample results indicate improvement in water quality. Eli met with our staff at the end of July to inspect the nanobubble units and instruct staff on maintenance; both units were found to be operating somewhat inefficiently due to compressor problems so repairs are underway (under warranty). Per Eli's recommendation, staff also is in the process of purchasing a boat and equipment to be able to regularly remove azolla from the surface of both reservoirs as a preventative measure. Both reservoirs currently have some azolla around the edges/in the cattails, but nothing like the amount of azolla that was present last year on Woodrat 1.

- *Operations Update*

District staff recently contracted for a video-inspection of the overflow pipe at the Woodrat 1 reservoir; a project to slip-line this pipe is on the district's Capital Improvement Plan and \$100,000 has been collected and is available for this project. The video inspection occurred on August 3, 2021 and the district yesterday received the video and report from the inspector. The video inspection revealed that there is a 1-inch diameter pipe of unknown purpose/origin that bisects the lower portion of the pipeline about 40 feet down from the intake; the presence of this pipe made it impossible for the video camera to proceed past that point. However, the inspector was able confirm that the upper portion of the pipeline, while corroded in places (small holes), is repairable via grouting and slip-lining. That said, the 1-inch diameter pipe must be cut out and removed beforehand. The inspector attempted to complete the video inspection from the outlet end of the pipe and was able to video 60 feet of the pipe, but encountered a hole on the bottom of the pipe and some accumulated material that impeded the video camera from proceeding further. This hole is located in an area of the pipe that is under the propane tank that serves the water treatment plant, about 5 – 10 feet in front of the bottom of the dam. Again, this is repairable; the material will need to be removed and the hole grouted before the slip-lining.

The total length of slip-line pipe is approximately 165 feet and staff recommends that the district proceed with this as an emergency project in order to complete it before the rainy season. Prior to this, however, staff will research the purpose of the 1-inch pipe that bisects the overflow pipe; research already is underway but staff is unable as of today to identify the purpose of this pipe and/or why it is there. Staff also is consulting with Gannett Fleming (formerly SAGE Engineers) as to whether any additional inspection should be done prior to slip-lining. Staff anticipates presenting this project to the Board for approval at the September regular Board meeting.

Staff recently met with engineer Allan Richards to assess the gate at the Arroyo Hondo Creek lower diversion point. The rubber gasket likely needs to be replaced and some of the surrounding concrete structure may need to be grouted and smoothed to ensure a proper seal. Staff will pursue this further once the rainy season sets in and the gate can be raised. The current flow of water seeping past the gate is approximately 4 GPM, or 5,760 gallons per day. Staff has identified a solar-powered pump that might be able to be installed below the gate to recover this seepage as long as the pump components are certified for drinking water and as long as the National Park Service has no objection to the temporary installation of this pump.

Turning to the irrigation pump station project, in the course of investigating a recurring issue with one of the two new irrigation pumps, the district's engineers recently discovered an installation "error" with the floating intake assembly (which supports the hoses that go out into the pond and "feed" the wastewater to the pump station) that *could* be contributing to the pump problem and needs to be addressed in any event due to possible undue stress on the equipment over time. Fort Bragg Electric has

offered to provide its labor to disassemble and reassemble the floating intake at no cost to the district; the engineers also will not be charging the district for any additional work. District staff will assist and provide equipment toward this effort.

Staff noted that last month the district experienced a failure on a clean-out assembly on the force main of the district's sewer system, resulting in a sewer spill. Follow-up groundwater sampling of nearby wells is being planned, with site visits to occur this week. Last month the district also had a failure of a gasket on the check valve in Wharf Road just outside of the lift station which fortunately did not result in an uncontained spill. The clean-out assembly and the gasket have been repaired and staff has reached out to the district's consulting wastewater engineers at West Yost for advice, including but not limited to specifications for replacement equipment, and a meeting has been scheduled for the end of the month.

Staff reported that one of the Satcon inverters –part of the photovoltaic system at the Woodrat Water Treatment Plant – failed at some point within the last year and this was not detected for some time as the indicator system in place to alert staff to a problem was not triggered. The first firm engaged by the district earlier this year to diagnose the cause of the failure was not successful. A second firm was identified and a technician on August 5, 2021 immediately identified the problem as a failed power supply unit. District staff purchased a replacement unit, it was installed this week, and the Satcon inverter is now up and running. Day Electric has recommended annual preventative maintenance to ensure the continued operation of the system at a cost of approximately \$2,000 and staff concurs with this recommendation. In addition, a solar panel cleaning company has been engaged to clean the panels (on a date to be determined) and district staff has cleared encroaching vegetation from underneath the panels in preparation for the cleaning.

- *Alliance of Coastal Marin Villages.*
- *Coastal Communities Working Group.*

Staff reported that the California Coastal Commission (“CCC”) held a hearing about the Marin County Board of Supervisor's recent decision to certify all portions of its Local Coastal Plan Update except for the Environmental Hazards sections. The Alliance of Coastal Marin Villages submitted a letter of support for the County decision and the decision was supported by the CCC at the hearing. The CCC staff has issued another draft “guidance” document that is 224 pages long concerning infrastructure sea level rise planning; public comments are due on September 24, 2021.

Staff noted that there is a letter from the College of Marin in response to the district's inquiry about the construction schedule for the new marine lab. The letter indicates that the project is in design development through September 28<sup>th</sup>, followed by construction documentation from September 29<sup>th</sup> through January 14, 2022, with bidding and contractor negotiation from March 7, 2022 – April 29, 2022. Construction is anticipated to take 11 months, from May 2022 through April 2023. The College has scheduled a Zoom meeting to update the public on the design development on August 24<sup>th</sup> at 6:00 p.m.

Director Walker, who had been having technical difficulties earlier in the meeting, commented that the engineer's estimate for the well projects seems low and lacking in detail; staff agreed to follow-up and ask the engineer to provide more detail. Director Walker also raised questions about the College of Marin's construction schedule and said she will raise them with the College at the August 24<sup>th</sup> Zoom meeting as the interests of the neighbors are important here. Director Siedman commented that the College of Marin's response did not address the fact that the temporary fencing that has been installed has “fenced off” previously available off-street parking places; he said he would like to send a follow-up letter requesting that the parking be made available pending the commencement of construction. The Board had no objection.

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

None.

#### **5. Status of “Measure X” Downtown Parking Ordinance: *Request for BCPUD Letter to County of Marin. (Resident Permit Parking Plan Committee).***

Sherry Hirsch was present to explain that the Measure X parking restrictions in downtown Bolinas will “sunset” in November if the County does not act to prevent them from expiring. The Resident Permit Parking Plan Committee had understood the County intended to enact a “bridge” ordinance until a more comprehensive parking plan could be put in place, but it now appears the County may let Measure X expire completely, which the Committee objects to, particularly since no community outreach was conducted. Measure X, while flawed, is better than nothing, particularly the new green zones, in its deterrent effect and its prohibitions of storage vehicles, boat trailers and the like. Sherry noted that Measure X has been in effect almost entirely during the Covid-19 pandemic and therefore cannot truly be properly analyzed as to its effectiveness. Sherry said the Committee raised all of these concerns in a recent Zoom meeting with Supervisor Rodoni and he agreed with them; she therefore asked the BCPUD to write a letter supporting Supervisor Rodoni's willingness to seek renewal of Measure X. Sherry noted that the renewal is very important to provide time for the Committee and County to continue to work on a

more comprehensive parking plan for downtown. A brief discussion ensued, during which the Board members expressed support for the requested letter; at director Smith's request, Sherry Hirsch agreed to prepare a draft letter for director Siedman's signature.

**6. Coastal Permit Application (P3266); Limited Water Use Permit Application– 440 Birch Road, Bolinas, APN# (192-091-32) (C. Molesworth & N. Siedman) (construct a 588 sq. ft. first floor addition and a 681 sq. ft. second story addition; demolish a ground level 126 sq. ft. deck and a roof deck).**

Director Siedman recused himself from consideration of this agenda item, so director Smith assumed the gavel.

Director Smith said that the project as proposed would add a significant amount of living space to the house which could result in additional water use, so a conditional limited water use permit would seem to be appropriate here. Given the historic low water use at this property, with the exception of one quarter, he said the applicable BCPUD regulations would suggest a maximum quarterly water use limit of 2700 cubic feet per quarter, of 224 gallons per day. Directors Comstock and Godino agreed.

L. Comstock/G. Godino four in favor, one abstention approving a conditional limited water use permit with a maximum quarterly water use of 2,700 cubic feet.

There were no public comments on the coastal permit application.

**7. Coastal Permit and Use Permit Application (P 3157); Limited Water Use Permit Application – 49 Terrace Avenue, Bolinas, APN# 193-142-07 (T. Conrad) (construct a new set of access stairs; 208 sq. ft. stairway would be attached to the existing garage).**

Director Siedman stated that the proposed project does not appear to have any implications for water use as it is limited to the construction of a new set of access stairs.

D. Smith/L. Comstock all in favor finding that no limited water use permit is required for this project.

**8. Amendment to BCPUD Resolution 680: Additional Requests for Exceptions to the Mandatory Ration Amount.**

Director Siedman stated that the Board has received four more requests for exceptions from the anticipated mandatory ration amount from the following property owners: 105 Terrace Avenue (business exception request), 235 Fern Road (medical exception), 390 Vine Road (medical exception) and 385 Evergreen Road (number of people served by the meter). He recused himself from consideration of this agenda item, so director Smith assumed the gavel. Staff stated that water audits have been conducted at all properties. Director Smith noted that 235 Fern and 390 Vine are each seeking an additional 40 gallons per day for medical reasons, which he said seems reasonable based on the application, as is 385 Evergreen because seven people are regularly relying on this meter. As for 105 Terrace, the owner is seeking an additional 60 gallons per day for a short-term rental that sleeps 8 people; however, director Smith reviewed the booking history and determined that the average occupancy is 2.8 people per night, which would not qualify for an exception per the Board's criteria. Director Comstock thanked director Smith for closely analyzing the booking data at 105 Terrace and said he is inclined to agree that the property does not qualify for an exception, but he asked if the property owner was present and wished to address the issue. No one was present.

L. Comstock/G. Godino four in favor, one abstention to grant an additional 40 gallons per day to 235 Fern Road, 390 Vine Road and 385 Evergreen Road and to deny the exception request for 105 Terrace Avenue.

**9. Grant of License and Agreement between the Bolinas Community Land Trust and the Bolinas Community Public Utility District concerning the Well Located at 31 Wharf Road, Bolinas (APN#193-061-03).**

Staff reported that a simple form of license agreement to govern the proposed emergency use of the well has been provided to the Bolinas Community Land Trust ("BCLT") for consideration.

**10. BCPUD Resolution 688: Approving BCPUD's Application for California Drought, Water, Parks, Climate, Coastal Protection and Outdoor Access for All Act of 2018 Per Capita Program Grant Funds.**

Director Smith moved to approve BCPUD Resolution 688 and Director Walker seconded. Director Comstock said he noted that the application has a number of onerous conditions in it and asked whether the BCPUD must agree to all of them in order to receive the grant funds to improve the pedestrian-bicycle path from the Mesa to downtown. Staff confirmed that the district will be required to irrevocably commit

to these conditions; staff has flagged the issues of concern in the application materials and director Smith is endeavoring to work with the state granting agency to resolve them. In response to a question from director Comstock, staff said the Board can either act tonight to approve the resolution and rescind it later if the issues of concern cannot be resolved, or defer consideration of the resolution to a future meeting.

Director Smith said the district must submit the complete application by the end of 2021 and Resolution 688 authorizes the submittal of the application; he noted the district is not required to enter into a contract for the funds until June 2022. Director Smith acknowledged that there are details to be worked out as to the precise scope of the project and what the state will agree constitutes a “complete” project if the district ultimately does not raise enough money to pave the entire path, particularly since the resolution attests that the district has or will have sufficient funds to complete the project. Director Smith said he has surveyed the path and he believes that two-thirds of it can be paved with the available funds (he has identified priority sections of the path to be paved), which would be a huge improvement. He said he feels comfortable that the district could deem the project to be complete and open it to the public even if only sections of the path are paved with the grant funds. Discussion ensued, with the other Board members agreeing that it will be important to receive confirmation from the state granting agency in writing that it will agree that a partial paving project such as director Smith describes is a complete and fundable project (so that the BCPUD does not inadvertently get contractually obligated for more than that).

Director Comstock said he is going to abstain from voting on the resolution as he believes there are too many open questions about the scope of commitments the district will be required to undertake at this point in time. Director Godino suggested the Board wait to approve the resolution until the next meeting, at which time these questions might be resolved; director Walker concurred. Director Godino said she is very much in favor of the project, but she feels it is crucial to know whether the state granting agency will agree that a partial paving of the path will be deemed a complete project.

**11. BCPUD Resolution 689: Cites Board of Directors' Choices for Determining Fiscal Year 2021-22 Appropriations Limit.**

L. Comstock/G. Godino            all in favor            to approve BCPUD Resolution 689.

**12. BCPUD Resolution 690: States District's Appropriations Limit for Fiscal Year 2021-22.**

D. Smith/K. Walker            all in favor            to approve BCPUD Resolution 690.

**13. Volunteer Committee Reports:**

-- *Resident Permit Parking Plan Committee*: Nothing further to report.

-- *Resource Recovery*: Nothing to report.

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

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

**14. Other Business.**

a. Board Committee Reports.

--*Finance*: Nothing to report.

-- *Legal*: Nothing to report.

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

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

-- *Personnel*: Staff was pleased to report that the district has hired Sharon Tonski as a temporary administrative assistant aide.

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; Minutes of the July 21, 2021 Regular Board meeting.

Director Smith offered clarifying corrections to the draft minutes of the May 25, 2021 special Board meeting.

D. Smith/L. Comstock            all in favor            to approve the minutes of the May 25, 2021 special Board meeting, as corrected.

Approval of the remaining minutes was deferred to a future meeting.

b. Warrants.

Director Comstock inquired about a large check paid to PG&E; staff explained that it is the annual “true up” payment relating to the solar arrays and that the undetected failure of one of the inverters likely meant that a reduced amount of power was being produced at the arrays for some time, hence the large “true up” bill.

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

c. Scheduling of Next Meeting(s):

Regular Meeting: September 15, 2021

**15. Adjournment.**

9:35 p.m.