

**Bolinas Community Public Utility District**  
**A Regular Meeting Of The Board Of Directors**  
**January 18, 2023 270 Elm Road, Bolinas**

**1. Call to Order.**

7:32 p.m.

**2. Roll.**

Directors Alexander Green, Godino, Siedman and Walker present; director Siedman presiding.

**3. Community Expression.**

Jennie Pfeiffer said she would like the community to consider the possibility of a multi-agency potential purchase of the Waterhouse building at 22 Brighton Avenue from Gregg Welsh, who has not renewed the U.S. Post Office lease, now a month-to-month lease that could be terminated at any time, which would be a huge loss for the community. Jennie said perhaps the school, the Bolinas Community Land Trust and others may be candidates to purchase the property, which is in terrible condition due to the fire several years ago. She announced that a community meeting will be held at the Bolinas Community Center on February 8<sup>th</sup> from 6:00 p.m. to 8:00 p.m. to discuss the topic of the Waterhouse building. In response to questions from the Board, Jennie said that she has reached out to the postmaster and to Congressman Huffman's office to underscore the community interest in this topic and the importance of the post office in Bolinas. Fernando Barreto, aide to Supervisor Rodoni, spoke up to say that the supervisor met with Congressman Huffman earlier in the day and one of the topics they discussed was the Bolinas post office; he said he will update the supervisor about the February 8<sup>th</sup> meeting and the concept of a multi-agency purchase of the property. Finally, Fernando said that either the supervisor or he/Rhonda Kutter will attend the February 8<sup>th</sup> community meeting.

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

Staff noted that Supervisor Rodoni is scheduled to join the meeting at 8:00 p.m. for agenda item 5, so staff will pause the Manager's Report and Project Updates at that time and then resume if needed after agenda item 5 is concluded.

- *Winter Storms Update.*

Staff reported that Marin County proclaimed a local state of emergency on January 9, 2023 as a result of the series of atmospheric river storms. Governor Newsom has declared a state of emergency for many counties in the state, but it is not yet clear if or when it will be extended to Marin County. The Marin County Office of Emergency Services is requesting information about the extent of damage for public agencies and staff has reported that most of the damage the district experienced was in the Arroyo Hondo Creek watershed. Specifically, the upper dam has been silted in and is not usable as a diversion point right now (therefore the impounded material needs to be removed), there are numerous trees down and landslides across the access road that need to be cleaned up, and there is possible damage to an area of the road above the double culverts which may need to be repaired.

On the other hand, the storms were a positive from a water supply standpoint in that both of the district's reservoirs are now full and spilling and the flows in the Arroyo Hondo Creek are substantially higher. Due to post-storm turbidity levels in the creek, the district currently is drawing from the Woodrat 1 Reservoir, which presents operational issues due to the high chlorine demand of this water source; staff intends to lower the radial gate and resume using the Arroyo Hondo Creek water source as soon as possible (i.e., when the turbidity levels subside). Another consequence of the storms has been an uptick in calls to the office reporting suspected leaks on the distribution system; in each case, staff has determined the actual circumstance to be high groundwater surfacing via gopher tunnels. The rains also have created numerous deep potholes on the unpaved roads on the Bolinas Mesa.

As for the sewer system, the storms have resulted in a significant amount of infiltration and inflow ("I&I") of groundwater into the collection system via damaged customer laterals. Staff engaged Roy's Sewer Service to conduct video inspections of the collection system on December 30<sup>th</sup> along Brighton Avenue and Wharf Road, which pinpointed seven more laterals in need of repair. The affected customers have been notified and a deadline of February 17, 2023 has been set for the repairs to be completed. Staff reported that the district recently purchased its own sewer lateral inspection camera in order to be able to better assist customers in identifying where their laterals need repair. The camera was delivered two days ago so staff soon will be using it out in the field.

At the Wharf Road Lift Station, the storms posed a different sort of problem in the form of power outages and poor quality of power delivered when service was restored by PG&E. At points in time, staff was unable to operate the Lift Station in automatic mode due to poor quality power; this meant that the station had to be run on back-up power (i.e., the on-site generator) even though the electrical service

ostensibly was restored. Staff consulted with an electric engineer about the issue, and the engineer confirmed that other agencies experienced this issue at their water and/or wastewater treatment plants as well.

Staff reported that an unprecedented 30 trees were blown down in the eucalyptus grove below the sewer ponds during the series of storms (particularly during the extremely high wind event storm on January 4th) and ten of those trees have fallen across the pedestrian/bicycle path. At PG&E's request, the BCPUD recently authorized the removal of 6 eucalyptus trees adjacent to Mesa Road, but staff does not know at this time whether any of the 6 trees were among those that were blown down during the storms. At the BCPUD office property on Elm Road, four cypress trees were blown down.

Staff expressed deep appreciation to the BCPUD operations crew and also to the Bolinas Fire Protection District for heroic efforts to keep the community safe and keep utility systems running during the storms. Staff noted that Evie Wilhelm wrote a particularly poignant article of appreciation in a recent edition of the Hearsay News in which she noted that these crews were out working during extremely challenging and hazardous conditions while the rest of the community stayed warm and dry at home with their families. Staff joined Evie in thanking these crews for their stellar efforts.

Supervisor Rodoni joined the meeting via Zoom, so the Board turned to item 5 on the meeting agenda.

**5. Resident Permit Parking Plan for Downtown Bolinas: *Presentation of County's Proposed Resident Permit Parking Plan for Downtown Bolinas by Marin County Supervisor Dennis Rodoni; Status Report from the BCPUD's Resident Permit Parking Plan Committee.***

Supervisor Rodoni said he also would like to personally thank everyone in Bolinas who worked during the recent storms – the BCPUD crew, fire crew and emergency responders – noting that everyone did a fantastic job. He extended his thanks as well to PG&E as the company crews addressed hundreds of incidents of power outages just in West Marin and were able to restore power in a relatively short period of time.

Turning to the Resident Permit Parking Plan for Downtown Bolinas, Supervisor Rodoni said the topic of parking problems in downtown Bolinas has a long history and he has been working to help the community with these problems since he was elected to the Board of Supervisors. He said the County implemented Measure X approximately three years ago to prohibit certain forms of overnight parking, but it did not provide the relief anticipated due to enforcement problems encountered by the Sheriff's Office. As a result, the County will not seek to renew Measure X (which was implemented pursuant to a coastal permit as a pilot program) but rather will allow it to expire in November of this year. Supervisor Rodoni thanked the Resident Permit Parking Plan Committee, and particularly Sherry Hirsch and Bruce Bowser, for their hard work in the community and with County staff to craft a resident permit parking plan that can be supported by the town and enforceable by the Sheriff's Office. He also thanked the BCPUD for being willing to administer the permits. Supervisor Rodoni said he is not seeking any action tonight, but rather would like County staff to present a residential permit parking plan the County believes is legal, permit-able (i.e., will not be opposed by the California Coastal Commission), enforceable, and acceptable to the community.

Carey Lando, a Senior Transportation Planner with the Marin County Department of Public Works, then spoke. She said she has been working for some time with community representatives on the Resident Permit Parking Plan Committee to address parking problems in downtown Bolinas. The goal of the proposed County plan is to ensure reasonable parking turnover for visitor access to the public beach and the availability of overnight street parking for downtown residents. Carey said that the plan would establish overnight parking restrictions on the residential side of Brighton Avenue between 2 a.m. and 5 a.m. for all vehicles except those with residential parking permits. Overnight parking will be available without restriction on the non-residential side of the street. An optional "phase 2" would be to extend the same restrictions to one side of Wharf Road. The Marin County Sheriff's Office will enforce the permit parking restrictions and partner with the BCPUD to issue/administer the permits and verify applicant residency. A maximum of two permits would be issued to qualifying households; any additional permits would be granted on a case-by-case basis only -- such as for properties with no off-street parking at all. The total number of permits granted will not exceed 50% of the available spaces. Parking permits must be permanently affixed to a vehicle and that vehicle must be registered to the eligible address; no "guest" permits will be provided. Finally, Carey noted that permit holders will remain subject to all other applicable parking rules, including the 72-hour rule and the requirement not to block a driveway.

In response to a question from director Siedman, Carey said that the parking plan she just outlined has been informally discussed with Coastal Commission staff, but a formal proposal had not yet been submitted as the County first wants to ensure the local community supports the plan and that the BCPUD will step forward to administer the permits. Director Godino inquired how long it might take to obtain a coastal permit for the parking plan and Carey estimated approximately three to five months. Carey said the County is doing its best to have a permit parking plan in place prior to the expiration of Measure X in November and, ideally, before the busy summer season. Carey said that BCPUD staff also has raised

questions that are under evaluation by County Counsel regarding whether BCPUD is legally authorized to function as a parking permit administrator and how the costs of the program will be funded.

Sherry Hirsch questioned the requirement Carey outlined that a vehicle must be registered to the eligible address on Brighton in order to qualify for a permit and suggested there are other more flexible means by which permit eligibility can be established, particularly for residents for whom their Brighton Avenue property is not their primary residence. She also expressed concern about the expiration of Measure X and the lack thereafter of any parking restrictions on the non-residential side of Brighton, with the inevitable result that long-term camping is likely to occur there; Sherry said something more comprehensive in terms of downtown parking regulation is still needed. Discussion then ensued about the 72-hour parking rule and how to enforce it to ensure a reasonable turn-over of parking, which is the main objective of parking regulations in downtown Bolinas, and also touched on whether to include one side of Wharf Road in the permit parking plan. Supervisor Rodoni said he is committed to help the community offset some of the challenges the residents experience with long-term overnight parking on the downtown streets, but that must be balanced against ensuring visitor access to the coast.

Public comment continued, with some expressing frustration with the camping activity in the street and with the lack of County enforcement of the 72-hour rule; the County representatives were asked if the Sheriff's Office truly is committed to enforcing the proposed resident permit parking plan because, without enforcement, even that limited amount of regulation will be useless. Supervisor Rodoni said that the Sheriff's Office is explicitly committed to enforcement and had input into the specific hours that non-resident permit parking will be in effect on the residential side of Brighton for that reason. He said he knows the community is not happy about the lack of any parking restrictions on the other side of Brighton Avenue, but that is the compromise that must be made to satisfy the California Coastal Commission. With regard to the 72-hour rule, Supervisor Rodoni said that enforcement is a challenge as people are very adept at evading enforcement by moving their vehicles just in time and/or are able to establish that their vehicle is their primary residence in which case, per legal advice, the County Sheriff's office does not tow these vehicles for overstaying the 72 hour rule.

With regard to Measure X, Supervisor Rodoni said he understands the community believes it has had a deterrent effect on parking abuses, but the County cannot continue this Measure after its expiration date on November 21<sup>st</sup> given the enforceability problems. He noted the County did propose a 22-foot vehicle length limit when Measure X was under development but the community and Resident Permit Parking committee members did not support the vehicle length limit so it was removed from consideration (primarily because people believed it would not prohibit many of the vehicles just under this length limit which are some of the worst overstay offenders). The Sheriff's Office has said they could enforce a 22-foot vehicle length limit on the nonresidential side of Brighton. Further discussion ensued about the enforceability of Measure X and Supervisor Rodoni ultimately agreed to provide a written explanation as to why it is not enforceable, but said the main issue was that visitors to town are very clever and had figured out how to evade the Measure X restrictions which resulted in a lot of unhappy residents seeking enforcement that could not be provided. Supervisor Rodoni said the County then was in a bad position of trying to help the community with a parking ordinance that was virtually impossible to enforce. He did note, however, that the new "green zones" in town are here to stay because they are a component of Measure X which is enforceable and have been very effective.

In response to questions about the plan provision to limit the number of permits to 50% of the available parking spaces, Supervisor Rodoni said this formula is based on coastal permitting considerations and the resulting number of permits should be sufficient for the eligible households. The discussion returned to the topic of the 22-foot vehicle length restriction and Sherry Hirsch said there may be renewed interest in this option for the non-residential side of Brighton Avenue in light of the fact that Measure X will expire in November. Further discussion ensued about various details of the proposed parking plan and Bruce Bowser said the committee has more work to do to fully evaluate the County's proposed permit parking plan, including whether it should be extended to Wharf Road at this time, and while he is not overly enthusiastic about the plan because more needs to be done, he is pleased to be working directly with the County on solutions to the downtown parking problem.

In response to questions from director Siedman, Supervisor Rodoni explained that the County will be the applicant for a coastal permit to implement the residential permit parking plan and the Sheriff's Office and the BCPUD will have a side agreement whereby the Sheriff's Office delegates administration of the plan to the BCPUD. He said the permit holders will pay fees to cover the cost of the permit program; staff raised questions about the BCPUD's authority to assess such fees and Supervisor Rodoni ultimately said the County will look into this. Supervisor Rodoni emphasized that it is a critical component of the parking plan to have the BCPUD's commitment as a local partner to administer it before the County applies for the coastal permit. If the BCPUD is willing to do this, the County then can continue to work with the committee to resolve the 22-foot length vehicle restriction (whether to include it in the plan) and whether to include Wharf Road. Supervisor Rodoni said the County will draft a proposed memorandum of understanding for the BCPUD to consider concerning the administration of the program and will ask County Counsel to follow-up on the outstanding legal questions. Finally, Supervisor Rodoni said he will do his best to get the coastal permit process started as soon as possible with the expectation of working out some of the details of the plan while the application is pending.

**(cont'd) Manager's Report and Project Updates.**

Staff concluded the report on storm damage by saying that additional erosion has occurred along the bluffs on the Big Mesa as well as on the Little Mesa, so staff is monitoring this for purposes of evaluating threats to district infrastructure and whether/when that infrastructure needs to be relocated.

- *Eucalyptus Grove on BCPUD Property: Potential Project to Remove Eucalyptus Trees for Use in Connection with Salmon Habitat Restoration Project (Marin Water).*

This item was deferred to a future meeting of the Board pending more information about the scope and details of the project from Marin Water.

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

Thus far in the 2022-23 rain year, the district has received 24.58 inches of rain (as of January 16, 2023), with a total of 12.82 inches received at the end of December and an additional 11.76 inches thus far in January, courtesy of the succession of "atmospheric river" storm events. This cumulative rainfall is now more than the average rainfall for this time of year, even if there is no more rainfall in January. That said, more rain is needed this season to meet or exceed the average annual rainfall. A rainfall progress correlation analysis based on rainfall data through the end of December 2022 indicates that there are 39 years in the BCPUD's rain records when the district has received 12.82 inches or less of rain through the end of December. During those 39 years, the district subsequently received a minimum annual rainfall of 14.49 inches, a maximum annual rainfall of 42.60 inches, an average annual rainfall of 25.57 inches, and a "best fit" of 32.16 inches. A similar rainfall progress correlation analysis based on rainfall data through January 16, 2023 indicates that there are 51 years in the BCPUD's rain records when the district has received 24.58 inches or less of rain through the end of January. During those 51 years, the district subsequently received a minimum annual rainfall of 14.49 inches, a maximum annual rainfall of 42.60 inches, an average annual rainfall of 26.33 inches, and a "best fit" of 38.61 inches. As such, statistically, the outlook for an average year of rainfall looks good; the next few months will be determinative.

Between December 13, 2022 and January 16, 2023, water *production* in the district averaged 59,479 gallons per day (GPD), which is a decline of approximately 5% in production as compared to the last reporting period, when production averaged 62,393 GPD. Note that the water treatment plant was off for four (4) days during this reporting period for operational reasons. Water *consumption* during this same timeframe averaged 60,259 GPD (approximately 103 GPD per connection), and is a decline of approximately 8% as compared to the last reporting period, when consumption averaged 65,159, or approximately 110 GPD per connection. The district's stored usable water supply in the two reservoirs as of January 16, 2023 (combined), plus the amount of treated water in storage, is estimated to be approximately 16.14 million gallons. The Woodrat 1 Reservoir is full (7.6 million gallons, 6.9 million of which are usable), as is the Woodrat 2 Reservoir (9.3 million gallons, 8.6 million of which are usable).

Staff next discussed the base flow (BF) recession model for the Arroyo Hondo Creek, updated to depict predictions of the base flow portion of creek flows through January 31, 2023. Creek flows have responded to the rains with a projected creek flow of approximately 250,000 GPD. The benefit of continued rains will be to add water to the subsurface (our natural reservoir) and elevate base flow in the Arroyo Hondo as the dry season approaches.

- *BCPUD Tank Site Pipeline Replacement Project: Form of Bid Documents, Staff Request for Board Approval to Advertise the Project for Bidding.*

Staff presented the engineered plans for the tank site pipeline replacement project; briefly stated, this project is to replace the two existing pipelines from the East and West tanks and the line that connects them to the district's main gravity-fed distribution main into town, as well as the overflow pipe from the East Tank. A new concrete vault will be installed for a check valve station. This project is preliminary to the West Tank Rehabilitation Project. Staff recommended that the Board authorize staff to finalize the bid documents and advertise the project for bidding.

G. Godino/K. Walker                      four in favor      to authorize staff to finalize the bid documents and advertise the project for bidding.

- *Operations Update.*

Staff said that the operators are running the treatment plant on the Woodrat 1 Reservoir water right now while turbidity levels are high in the Arroyo Hondo Creek, but expect to lower the radial gate at the lower diversion point and resume using the creek water supply tomorrow. As the Board is aware, the reservoir water quality is high in color and organics which are problematic to treat and which consume considerably more chlorine.

With all of the storms and resulting operational challenges, the operators have been working a lot of overtime while still trying to stay on schedule with planned projects. That said the ongoing stormy

weather conditions resulted in the postponement of the planned interior inspection of the West Tank from January 15<sup>th</sup> to February 11<sup>th</sup>. Shortly following the inspection, the district will install new inlet, outlet and hydrant valves on the exterior of the tank; this work needs to be done while the tank is empty.

The district's watershed sanitary survey has been updated and the district's engineer at Brelje & Race has submitted the finalized copy to the State Water Resources Control Board ("SWRCB")'s Division of Drinking Water, a copy of which is in the Board binders. The SWRCB issued a revised drought reporting order applicable to all water districts in California, and a copy of the order, along with the district's December 2022 Drought Report, also are in the Board binders.

On the sewer side of operations, Nute Engineering's assessment of the Wharf Road Lift Station is underway and the electrical engineer was on site yesterday to perform an evaluation of the station's electrical components. A report of his evaluation will be included in the engineer's assessment of the Lift Station. As reported last month, the district experienced yet another blown gasket at the check valve on the force main (in front of Smiley's) last month on the day before Thanksgiving. Staff conferred with Nute Engineering and selected a more robust "swing" check valve to install as the current check valve is not reliable. The new valve arrived and was installed at the end of December.

The district also installed a repair of the offset piping on the sewer main in Wharf Road near 31 Wharf on an emergency basis at the beginning of the month with a "cured in place" point repair; this offset was identified as a major source of I&I during one of the recent video inspections. That said, the I&I from damaged customer laterals into the sewer system during the series of atmospheric river storms was extremely significant, averaging about 70,000 gallons per day and reaching 105,000 gallons during the heaviest storm day. Staff video inspected yet again on portions of Wharf and Brighton where a visual assessment of the manholes seemed to indicate the highest flows, and found seven more problem laterals. The customers have been notified and given a deadline of February 17<sup>th</sup> to complete the repairs.

The district has now purchased a sewer lateral inspection camera at a cost of approximately \$3,400, which should pay for itself quickly in terms of the assistance it will provide customers to pinpoint where repairs are needed (not to mention the fact that customers will not then have to pay an outside contractor to perform a video inspection).

As reported last month, the SWRCB issued an updated statewide sanitary sewer system general order pertaining to sewer collection systems and sanitary sewer overflow response/reporting. This new order will apply to the BCPUD's sewer system and takes effect in June. Staff attended a four hour webinar on January 11<sup>th</sup> to learn about the new requirements, which are likely to have significant cost implications for the district. Staff will keep the Board updated on upcoming important deadlines and requirements.

The Board reviewed correspondence sent and received since the last regular meeting, including but not limited to a letter from CalRecycle concerning SB 1383, which stated that California has not met the requirement to reduce organic waste disposal below the 2014 baseline year level; in fact the amount of waste has increased, so compliance evaluations are coming. CalRecycle states that every jurisdiction in the state will have a compliance evaluation within the next four years.

- *Alliance of Coastal Marin Villages.*

Nothing to report this month.

#### **6. Public Hearing to Consider Termination of Water Service and/or Revocation of Permit – Limited Water Use Permit #20-02 (160 Iris Road, Bolinas).**

Director Siedman opened the hearing and asked staff to summarize the matter. Staff referenced the materials in the Board binders whereby a letter was sent to the property owner several months ago to inform him that water use at the property for the quarter was far in excess of the amount allowed by the limited water use permit: the permit allows 2,700 cubic feet per quarter but the property owner used 6468 cubic feet. The property owner was given 30 days to comply, but failed to do so, hence the need for this hearing per BCPUD Resolution 655.

Robo Gerson was present on behalf of the owner of 160 Iris Road; he is the architect of record for the reconstruction of the residence there, which currently is underway. He said the use of water was not the property owner's fault as they are not yet living there, but rather due to miscommunication and errors by the construction crew. He noted the property has two underground storage tanks, one for irrigation water and one for domestic water, but they mistakenly were filled with BCPUD water. In addition, the violation occurred during a time when new landscaping was installed and watered. The construction team now has been fully briefed on the proper use of district water and the irrigation system is completely shut off to ensure the property will come into compliance with the terms of the limited water use permit.

The directors expressed dismay about the exorbitant water use. Robo repeated that the construction crew and the homeowner have been engaged in discussing this and are committed to reducing their usage to comply with the permit. Staff suggested the property owner install a Flume or other remote monitoring device to measure usage and alert them to a problem. The Board also noted that most problems with

excessive water use in town involve automatic irrigation systems and Robo was urged to tell the property owner to closely monitor the system as they often develop leaks and can result in huge water losses. Robo said the owner has installed a 5,000 gallon rain catchment tank, so that also should help reduce use of district water.

Director Siedman turned to item 7 on the agenda, but before he did so Ole Schell asked if he could inquire about the earlier item concerning Marin Water's interest in obtaining eucalyptus logs from the BCPUD's property. He explained that he is with West Marin Monarchs and he expressed concern about the removal of any eucalyptus on this property as Bolinas is the northern most overwintering site for Western Monarchs and their population has been decimated in recent years close to extinction. Ole said it may be vital to preserve this grove as it presents a specific shape of trees with southern exposure. He requested that the district consult with a monarch biologist if it decides to move forward as the ecosystem here is very delicate. The Board thanked him for his comments and said that if and when the project moves forward there will be public notice and opportunity for additional comment and participation.

## **7. Election of BCPUD Board Officers/Committee Assignments.**

A. Alexander Green/K. Walker four in favor to approve the following Board Officers and Committee Assignments:

President: Jack Siedman  
Vice President: Grace Godino  
JPIA Director: Grace Godino

Finance Committee: Kirsten Walker and Andrew Alexander Green, Kevin McElroy as alternate

Legal Committee: Jack Siedman and Grace Godino, Kirsten Walker as alternate

Mesa, Septic, Flood Control & Roads Committee: Kevin McElroy and Kirsten Walker, Jack Siedman as alternate

Operations Committee: Andrew Alexander Green and Kevin McElroy, Jack Siedman as alternate

Personnel Committee: Jack Siedman and Grace Godino, Andrew Alexander Green as alternate

## **8. Update from the Ad Hoc Committee re: BCPUD Building at 270 Elm Road, Bolinas.**

Staff reported that the district received the signed contract back this week from CSW-Stuber Stroeh Engineering Group, Inc. ("CSW/ST2") to perform the boundary survey/topographic work needed for this project and the deadline for the work to be completed is April 1, 2023. Staff will next turn to securing the services of the geotechnical consultants and the septic system engineer.

## **9. Update of the BCPUD's Sewer System Management Plan.**

Staff said that the district's Sewer System Management Plan is reviewed and audited every two years and updated as needed. Staff has reviewed and audited the plan and recommends a number of "housekeeping changes" to update staff contacts and reflect new projects identified for the sewer system. Staff noted that the recently issued SWRCB order will require a major update to the Sewer System Management Plan but for now, the revisions are relatively minor.

A. Alexander Green/G. Godino four in favor to approve the update of the BCPUD's Sewer System Management Plan.

## **10. 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.

## **11. Other Business.**

a. Board Committee Reports.

- *Finance: FY 2022-23 Q1 Financial Statements; Update on FY 2021-22 Audit; Budget Schedule for the BCPUD's FY 2023-24 Budget.*

Staff presented some highlights of the first quarter financial statements for fiscal year 2022-23. Payroll expenses are down as compared to this time last year due to Bill Pierce's retirement and because of a temporary employee last year. As for the district's unfunded liability payment to CalPERS, the Board approved prepayment of this expense to reduce interest costs so it appears far over budget as of the close of the first quarter. Plant expenses are high due to several unbudgeted video inspections of the sewer system last summer; the purchase of gate valves to be installed at the West Tank, and the watershed sanitary survey.

Staff reported that the FY 2021-22 audited financial statements are anticipated for Board approval at the February 2023 regular Board meeting.

Staff requested Board approval of the proposed Budget Schedule for the FY 2023-24 budget development.

K. Walker/G. Godino            four in favor    to adopt the Budget Schedule for the district's FY 2023-24 budget.

- *Legal*: Nothing to report.
- *Mesa Septic, Flood Control and Roads*: Nothing to report.
- *Water and Sewer Operations*: Nothing to report.
- *Personnel*: Nothing to report.

b. Minutes of the December 14, 2022 Regular Meeting.

Kevin McElroy commented that director Alexander Green's first initial was missing on page 6 of the draft minutes.

A. Alexander Green/K. Walker            four in favor            to approve the minutes of the December 14, 2022 regular Board meeting, as corrected

c.        Warrants.

G. Godino/K. Walker                        four in favor            to approve the warrant list.

c.        Scheduling of Next Meeting(s):

Regular meeting: February 15, 2023 at 7:30 p.m.

**12. Adjournment.**

10:06 p.m.