

Bolinas Community Public Utility District
A Regular Meeting Of The Board Of Directors
July 19, 2023 270 Elm Road, Bolinas

DRAFT

1. Call to Order.

7:33 p.m.

2. Roll.

Directors Alexander Green, Godino, McElroy and Siedman present; director Godino attending via Zoom. Director Siedman presiding.

3. Community Expression.

None.

4. Presentation by Veronica Pearson, Senior Ecological Restoration Planner, Marin County Parks: Initial Study/Mitigated Negative Declaration for the Proposed Bolinas Lagoon Wye Wetlands Resiliency Project (Public Comment Period: July 5, 2023 – August 4, 2023); BCPUD Comment Letter.

Veronica Pearson delivered a detailed and comprehensive presentation pertaining to Marin County Parks' Initial Study and Mitigated Negative Declaration for the proposed Bolinas Lagoon Wye Wetlands Resiliency Project. Overall, the project is designed to reunite the wetlands that were bifurcated decades ago by the installation of the "crossover" road between Highway 1 and Olema-Bolinas Road and also to address issues with Lewis Gulch Creek, which has been pushed to the edge of the hillside above by the building of Olema-Bolinas Road and is now disconnected from its alluvial floodplain (resulting in the regular flooding across Olema-Bolinas Road near the crossover road). By removing the crossover road, the project seeks to reconnect and enhance coastal wetlands, as well as to alleviate flooding on Olema-Bolinas Road; the entirety of the project is located on lands managed by the County and does not encroach on the National Park Service property on the east side of Highway 1. Veronica recounted a history of the various projects that have been proposed over the years to restore the ecosystem in the estuary of the lagoon following an outcry about a dredging project proposed by the Army Corps of Engineers. Working with partners including the Gulf of the Farallones, the County evaluated options other than dredging to address the impacts from development and ultimately concluded the County should begin with a project on the lands it manages, hence the Wye Wetlands Resiliency Project; ideally Caltrans and the National Park Service will also implement projects on the lands they manage, including the possible elevation of Highway 1 and the reestablishment of the alluvial floodplain at the Wilkins Ranch, in anticipation of sea level rise and the need for tidal wetlands to migrate upland.

Veronica said the Wye Wetlands Resiliency Project and associated removal of the crossover road is the first step of a larger vision. One reason the County has been able to secure funding for the project is because of the presence of steelhead trout in the Lewis Gulch Creek as well as Wilkins Gulch Creek. At present, the existing culvert under Olema-Bolinas Road is not adequate to allow steelhead to migrate upland during high flow conditions as it is too small and routinely plugs with sediment; as is, it therefore presents a barrier to steelhead migration. Veronica hopes Coho salmon also will be able to make use of the restored connection between Lewis Gulch Creek and the lagoon. By creating a refugia of lower tidal marsh habitat (via the restoration of hydrologic processes that have been disrupted) the County seeks to provide a place for these fish species (and others, such as California red-legged frogs) to persist, as well as improve the area's resiliency to sea level rise and reducing flooding across Olema-Bolinas Road. There will be a new, single intersection of Olema-Bolinas Road and Highway 1, a 60-foot span bridge of

Olema-Bolinas Road (to route Lewis Gulch Creek underneath it), some bioengineered features to stabilize the bank of the Lewis Gulch Creek adjacent to Highway 1, and the placement of large woody debris and logs to help make the creek channel more dynamic and provide pools for the steelhead.

Veronica said the project will require two years to construct due to limit windows within which the County can work because of environmental constraints (generally, work is permitted between June and October). During the first year, a bridge will be installed to elevate Olema-Bolinas Road and the existing intersection of Olema-Bolinas and Highway 1 will be decommissioned – during this time, the crossover road will remain open. The following year, the crossover road will be removed and the wetlands will be reconnected to the lagoon. Veronica said the new bridge on Olema-Bolinas Road has been designed for a 100-year storm event and five and one-half feet of sea level rise; the County conducted a number of studies, hydrologic modeling, geotechnical investigations, traffic studies, and so on to inform its design of the project. In response to prior comments from the community about this project, Veronica said the County investigated a possible left-turn pocket lane on northbound Highway 1 at the new intersection, but the historical data about accidents at this location did not meet the threshold criteria established by Caltrans for a change in road conditions. Finally, the County has pursued numerous permits required for the project, including but not limited to permits from the Army Corps of Engineers, the Department of Fish & Wildlife, the U.S. Fish & Wildlife Service, the Gulf of the Farallones Marine Sanctuary, and has consulted with the state’s Historic Preservation Officer and the Federated Indians of Graton Rancheria (formerly known as the Federated Coast Miwok). The County’s impact analysis has determined that a mitigated negative declaration is appropriate for the project; an extensive report of more than 200 pages has been prepared and is available on-line; the public comment period has been extended to August 8th. Veronica said she hopes to present to the Board of Supervisors in October and finalize the project permits in November so that the project can go out to bid in January 2024 with construction to begin in the summer of 2024. The estimated cost of the project is over \$8 million and the County has secured the necessary funding to pay for the entire project.

Director McElroy noted the traffic study for the intersection of Olema-Bolinas and Highway 1 appears to have been conducted in December which typically is not a high visitation month and he suggested the County conduct another study in the summer to obtain a more representative data and, ideally, include consideration of a left-turn pocket lane. Discussion ensued about the accident history at the existing intersection; Veronica acknowledged this and said the accident data was passed on to Caltrans. She noted there also are a number of accidents at the current intersection of the crossover road and Olema-Bolinas Road (which will be removed as part of the project). Director Siedman expressed a concern about the safety implications of moving the intersection of Olema-Bolinas and Highway 1 so much further north for those traveling north on Highway 1 and seeking to turn left onto Olema-Bolinas Road – he said the “sight line” for those drivers to see whether south-bound traffic is coming as they prepare to turn left will be significantly shortened and provide less reaction time, so this redesign could prove to be quite dangerous from that perspective. He urged the addition of a left-hand pocket land to provide a safe place for left-turning northbound traffic to pause and assess oncoming traffic, and also for southbound traffic to see stopped/turning traffic ahead.

Rob Gailey observed the project will combine flows of traffic previously using two intersections into one intersection that is located at a point in Highway 1 – on a straight away – where traffic in both directions on Highway 1 historically speeds up, so he is worried about the potential safety implications as a result. He said the traffic study Veronica mentioned evaluated accident data at the two existing separate intersections with low angle exits and did not consider combined flows at a single high angle exit. He said he understands the left-turn pocket lane is challenging to accomplish with Caltrans and a four-way stop at the intersection likely would be, too, so he suggested perhaps flashing lights and signage could be installed to warn motorists of the new configuration. As a hydrogeologist, he fully supports the project from an ecological standpoint, but he is concerned about the traffic safety implications and uncertainties. Jennie Pfeiffer suggested that a roundabout might be a way to slow traffic down when approaching the intersection. Director Godino said she supports the project but shares Rob Gailey’s concerns about the inadequacy of the traffic study and the safety implications of the new intersection configuration.

Veronica said the County did consider a four-way stop and a roundabout, but both options will back-up traffic and were ruled out for that reason; she emphasized that Highway 1 is Caltrans' responsibility so any changes to it need to meet Caltrans' criteria. Annie O'Connor asked if there is something impeding the County from engaging further with Caltrans about their criteria. Veronica said that Highway 1 does not meet current highway design standards so there would be a lot more involved in improving Highway 1 at the new intersection than just installing a left-turn pocket lane, all of which is far outside of the scope of the wetlands restoration project. As for signage or lighting, Veronica said that will be up to Caltrans based on their criteria. In response to a question from director Walker, Veronica said there will be an on-site meeting of the Bolinas Lagoon Advisory Committee on August 4th at 10:30 am. The meeting at which the County Board of Supervisors will consider the project is not yet set, but it likely will be in September or October. Director Siedman thanked Veronica for the interesting and informative presentation. He directed staff to submit a comment letter expressing overall support for the project, but also including the concerns the community expressed this evening about the safety implications of the new single intersection. Ralph Camiccia said this project has been worked on for many, many years and he knows the intersection roads very well from his time as Fire Chief. He said the intersections are deadly now and this project attempts to make things better; he agreed a left-turn pocket lane would be ideal, but said that overall the project is really good and the ecological components are superb.

5. Manager's Report and Project Updates.

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

Staff reported the district received a total of 39.37 inches of rain for the 2022-23 rain year, (July 1, 2022 – June 30, 2023), which is well above average. As for production and consumption, between June 21, 2023 and July 17, 2023, water production in the district averaged 87,556 gallons per day (GPD), which is an increase in production of 18,276 GPD as compared to the last reporting period, when production averaged 69,280 GPD. Water consumption during this same timeframe averaged 88,659 GPD (approximately 151 GPD per connection), which was big uptick as compared to the last reporting period, when consumption averaged 117 GPD per connection (an increase of about 19,890 GPD overall in consumption). Staff noted this is the typical seasonal increase in water consumption the district ordinarily experiences at this time of year, which was so well suppressed by the community's conservation practices during the drought.

As for water in storage, the Woodrat 1 Reservoir is full (7.6 million gallons, 6.9 million of which are usable) and still spilling slightly. The Woodrat 2 Reservoir also is full (9.3 million gallons, 8.6 million of which are usable) but no longer spilling at this time. The district is not drawing from its reservoirs to supply the town but rather is using only its preferred water source, the Arroyo Hondo Creek. In recent days the district has diverted more than 130,000 GPD from the creek and the flows is still spilling over the dam, so creek flows are well over 130,000 GPD at this time.

- *Update on Status of the BCPUD's Groundwater Wells Project.*

Staff continues to work with the California Department of Water Resources to finalize the funding agreement and WRA is working on the biological assessments and coastal permit applications for the project. With regard to the Wharf Well, staff met recently with architects for the Bolinas Community Land Trust ("BCLT") to coordinate plans for the installation of the district's planned pipeline from the wellhead to Wharf Road in light of the grading, excavation and site preparation work planned by the BCLT for early 2024. With regard to the Resource Recovery well, the district explored whether it would be possible to locate the well treatment facility at 101 Mesa Road rather than on the east side of the Mesa Park parking lot, but staff have concluded this is not advisable for a number of reasons, including but not limited to the proximity to the wastewater treatment plant and laboratory building. Staff plans to submit the coastal permit applications this fall and install the projects in the first half of 2024.

- *Operations Update.*

Staff reported bids were due on the district's Tank Site Pipeline Replacement Project on July 11th at noon. Two bids were timely received that day, one from Piazza Construction and one from Wildcat Engineering; the low bid was submitted by Piazza Construction. There is an item later on the agenda for the Board to consider the bids and award a contract.

As for the district's emergency project to abandon the water main on Queen Road due to nearby bluff erosion in this area posing a threat to the distribution system, staff said during a pre-project site meeting with the contractor it was noted that there was a similar threat posed to the section of the 6-inch A/C water main in Cherry Road (between the intersection with Queen to the end of the bluff at Ocean Parkway). Only one customer is served by the Cherry water main at this location, so the decision was made in the field to include the abandonment of that portion of the Cherry water main via the same approach (i.e., abandon the water main and install a new service inside the abandoned main to the single customer) for the same reason (bluff erosion endangering the distribution system). This project was installed during the last week of June.

Staff continues to work with FEMA to obtain funding to reimburse the BCPUD for overtime and equipment costs incurred during the January 2023 winter storms (approximately \$11,000), as well as to fund debris removal work. Later on the agenda is a resolution FEMA requires to approve the General Manager as the district's "authorized agent" to submit required documents for this purpose. The debris removal work approved for the pedestrian/bicycle path has been completed (i.e., the removal of large tree segments from across the surface of the path and leaner trees threatening the path), but the district awaits permission from the Point Reyes National Seashore to proceed with the debris removal (small trees and slip-outs) on the Arroyo Hondo access road. The Point Reyes National Seashore has provided written confirmation that the BCPUD is responsible for the maintenance of the road and also requested the BCPUD submit a special use permit application to do the work.

The operations crew continues to make good process on the district's Lead Service Line Inventory and Nick Marcotte, working as a temporary intern, has been very helpful.

- *Regional Water Quality Control Board Approval of BCPUD's Request to Add Six Connections on Canyon Road to the Sewer System; Update on Permit Transition Process and Related Regulatory Issues.*

The district has received official approval from the Regional Water Quality Control Board ("RWQCB") to add the requested six connections on Canyon Road to the sewer system, which is great news for those homeowners. The County of Marin's Environmental Health Services department has been very supportive of this project, as well. Staff said the next step will be to design and plan the project.

As staff has reported in recent months, RWQCB staff would like to transition the BCPUD's treatment plant to a new permit, which will require the district to find a solution for the fact that it falls out of compliance with the terms of its existing permit during years when the district receives 50 inches or more of rain. First, however, the RWQCB wants the district to enhance its groundwater monitoring in the disposal fields. After this, RWQCB staff wants the district to evaluate potential future upgrades to the treatment system, such as building additional storage, constructing some sort of "roof" over the ponds, and/or disinfecting prior to discharge, which would allow for year-round discharge. RWQCB staff also want the district to evaluate the potential for recycled water, as well as the impacts of climate change on the treatment system. Staff noted the district previously planned a recycled water project to irrigate the ballfields at Mesa Park, but ultimately abandoned that project due to unsustainable operations costs; that said, it will be interesting to reevaluate this option and potential opportunities. Staff said the groundwater monitoring and treatment evaluation tasks will

require about five years at an estimated cost of \$250,000 - \$300,000, and the engineering, design and installation of the identified treatment plant improvements will require another five years and the estimated cost is in the millions of dollars.

- *Hazard Assessment of Trees on BCPUD Lands (Urban Forestry Associates, Inc.).*

Staff said the assessment is not yet available but it is expected to be provided in the next one to two weeks. Assuming that it is, a meeting has been planned for July 31, 2023 with Matt Richmond of WRA, the consulting biologist engaged by both the BCPUD (on the Marin Water Salmon Habitat Restoration Project) and the Bolinas Eucalyptus Project (“BEP”) (on the Zone 5 tree removal project), and representatives of both the BCPUD and the BEP to ensure that resources are being deployed efficiently and that Matt has clear direction as to his scope of work. Staff asked if two directors could attend the meeting, noting that director Siedman plans to attend. Directors Alexander Green and McElroy both expressed interest and will follow-up with staff.

Turning to other matters, staff reported a site meeting was held on June 23, 2023 between the informal post office “committee” (Aenor Sawyer, Melinda Griffith and Steve Matson), staff, and representatives from the U.S. Postal Service to evaluate the Mesa Park parking lot as a proposed location for a temporary Bolinas Post office. The location was greenlighted, so work has turned to the mobile trailer unit and configuring it in a manner that would meet the USPS functional requirements; ongoing meetings have been held between the committee and USPS representatives for this purpose. This past Monday, the committee met with County senior planners (this meeting was facilitated by Supervisor Rodoni); the County planners decided coastal and use permits will be required to locate the temporary post office at Mesa Park and advised that the BCPUD should be the applicant. In response to questions from the Board, staff said the permit applications and lease negotiations are taking place on parallel paths so as to expedite the establishment of the temporary post office as soon as possible. Staff underscored that Congressman Huffman and Supervisor Rodoni have been exceedingly helpful and actively involved in this effort.

The County has launched a series of “Operational Area Partner Training and Coordination Meetings” with a focus on emergency management preparedness, planning, response, mitigation and recovery, and the district is invited to participate. Staff plans to attend the monthly meetings with the Chief Operator; the timing is perfect as staff has just begun work on an update of the district’s Emergency Response plan. The new meetings also dovetail well with the Local Hazard Mitigation Plan update process.

The Board reviewed correspondence sent and received since the last meeting, including but not limited to letters from ACWA/JPIA concerning upcoming premium increases for the liability and property programs, a copy of the backhoe purchase agreement, a copy of a contract the district issued for the cleaning of its solar panels, and a notice from the College of Marin about a ceremony this Friday at 9:30 a.m. to celebrate the upcoming groundbreaking of the new field station project.

- *Alliance of Coastal Marin Villages:*

Nothing to report.

6. BCPUD Right-of-Way Permit Application: *Proposal to Install Two (2) Schedule 40 2-Inch Diameter Effluent Delivery Pipelines in a Single Trench Across Oak Road South of the Intersection with Cherry Road to Serve Two Leach fields on a Commonly Owned Property (H. Dillon, G. Sternick).*

Director Siedman recused himself from participating on this agenda item due to professional relationships he has with both Howard Dillon and Greg Sternick.

Howard explained he and Greg jointly own a 100' by 100' vacant lot across Oak Road from their developed properties which is divided in half by a fence such that they each have a 50' by 100' section. They are in the BCLT Pilot Septic Program and in the process of upgrading their septic systems; however, they do not have sufficient room on their respective developed properties to locate the upgraded systems so they seek to locate their respective mound disposal fields on the vacant lot across Oak Road. Annie O'Connor explained the BCLT technically will be the permit-holder of record for these septic systems since the homeowners are in the Pilot Septic Program. In response to questions from the Board about the jointly-owned lot and any future disposition of their properties, Howard and Greg said they are in the process of working out agreements in that regard. Director Walker noted that the project is largely under the jurisdiction of the County as regulators of septic systems in unincorporated Marin County; director Godino concurred. Director Walker said the single question for the district appears to be the request Howard and Greg have submitted for permission to place the utility lines across the road.

Discussion turned to the construction drawings submitted by the septic system engineer for the trench across Oak Road and the placement of the two effluent pipelines (each sleeved inside another pipeline) below the district's 6-inch A/C water main, which is about 3-4 feet below grade. Staff said the property owners also will need to install electrical lines inside conduit piping in this trench so, to achieve the necessary separation between the effluent and electrical lines, the trench will need to be double wide. The exact size of the piping for the effluent lines has not yet been finalized; there is a possibility it will need to be a 3-inch diameter pipeline rather than 2-inch. Staff has reached out to the district's wastewater engineer for specifications the district should impose in terms of separation from the water main and other construction details.

Staff said the property owners currently are in the permit process with the County to install the septic systems, which ordinarily would not involve the BCPUD at all, but does so in this case due to the need to install pipelines in the right-of-way regulated by the district. As staff understands it, the County is holding the issuance of the construction permits pending approval by the BCPUD to install the pipelines in the Oak Road right-of-way. Later, when the property owners apply to the County for permits to operate their septic systems, they will need to come back to the BCPUD for septic system limited water use permits pursuant to Resolution 681.

Discussion turned to past district approvals of projects to install private utility lines in the rights-of-way on the Bolinas Mesa, with director Alexander Green expressing concern about the establishment of precedent and unforeseen consequences. Staff said the Board has approved the installation of underground power and fiber-optic lines in the rights-of-way on the Bolinas Mesa in recent years. David Moritz commented the County years ago (via the Questa project) contemplated the installation of numerous septic lines across public rights-of-way. Janine Aroyan said she shares director Alexander Green's concerns about future unintended consequences of approving these permit applications. In response to questions from director McElroy, staff confirmed that all right-of-way permits approved by the Board pursuant to Ordinance 30 are subject to the district's standard terms and conditions, which include indemnification obligations in the event of any damage to district facilities, and the specific permits before the Board also would be conditioned on any requirements recommended by the district's wastewater engineer.

Caitlyn Bryhn Lacey said she appreciates the BCLT's work on the Pilot Septic Program from an environmental point of view; that said, she recalls from the discussion at a Board meeting earlier this year that while the County will merge contiguous properties separated only by a right-of-way, title to both properties must be held by the same owner. Caitlyn asked whether the jointly-owned vacant lot has been merged into one or both of the applicants' other properties across the street. Staff said the County does not appear to be requiring a merger of lots to approve this septic system installation. In response to questions from Jennie Pfeiffer, director Alexander Green said the homeowners will be responsible for all maintenance of the utility lines to be installed in the right-of-way and that it does

not appear the County would allow an ADU to be subsequently installed on the vacant lot as it is not merged.

K. McElroy/K. Walker three in favor, director Siedman recused and director Godino absent to approve the right-of-way permit applications to install two effluent pipelines and two electrical conduits in a single trench across the Oak Road right-of-way to serve two leach fields on a commonly-owned vacant lot across the street from two developed properties, subject to the applicants' acceptance of joint responsibility for the maintenance of the pipelines and conduit, as well as the district's standard terms and conditions and all requirements recommended by the district's wastewater engineer.

On a separate topic, Annie O'Connor said she would like to let the Board know the BCLT is exploring the possibility of partnering with Habitat for Humanity Greater San Francisco to complete the 31 Wharf Road project. The BCLT would retain ownership of the land and transfer the development entitlements and funding raised to-date to Habitat for Humanity, which would then later sell the improvements to the homeowners through mortgages. Annie said the reason the BCLT is retaining ownership of the land is so that it retains ownership of the well in order to be able to license it to the BCPUD. Annie said the BCLT is committed to protecting that asset for the community's benefit and honoring its agreement with the district to partner on this project; she said the BCLT's investment of approximately \$100,000 to develop the well is considered to be a contribution to the community. In response to questions from director Siedman, Annie confirmed that the housing at 31 Wharf Road will be completed for low and moderate income buyers and likely will be more affordable because Habitat for Humanity mortgages are zero-down and based on the income of the home buyer (with no more than 30% of income allowed to go toward the mortgage payments).

7. Request from the Bolinas Civic Group ("BCG") for a Letter from the Bolinas Community Public Utility District to the Marin County Office of Equity in Support of the BCG's Bridging Bolinas Initiative.

Will Bartlett said he is battling a case of pneumonia and apologized for his demeanor and compromised voice. He said the Bolinas Civic Group ("BCG")'s Bridging Bolinas Initiative ("BBI") is a project focused on fostering community unity and encouraging open dialogue. The BCG submitted an application to the Marin County Office of Equity for a Participatory Budgeting grant and he would like to request a letter of support for the BBI from the BCPUD; he provided explanatory materials about the BBI prior to the meeting and would be happy to answer questions.

Director McElroy said that he is a fan of the BCG and attends the monthly meetings whenever he can; he thanked Will for his work in that regard. With regard to the materials submitted, he said he has some questions about the BBI budget; he noted several jobs are listed and he inquired whether those positions have been filled, or if the BCG is hiring, and if they are local or remote positions. Will said there are a number of people in the community who are interested in working with him and the BCG, specifically on the BBI; the requested funding for human resources is to encourage this engagement locally and from within the community.

Discussion ensued about the sample letter of support provided by the BCG. Director McElroy said the letter should be customized by staff to be specific to the BCPUD. Director Alexander Green said he is in favor of writing a general letter of support without getting into details about the positions to be hired or how the budget is being structured; he said he has heard a lot of positive feedback about the BCG and it's been great for the town. Director McElroy concurred that having another forum for public discussion in the community is welcome and likely takes some work off the BCPUD's plate, which is healthy for the BCPUD as an organization as well. Director Walker said she also supports providing a letter for support.

A. Alexander Green/K. McElroy four in favor, director Godino absent
to submit a letter from the BCPUD to the Marin County Office of Equity in support of the BCG's

Bridging Bolinas Initiative.

8. 2022-23 Marin County Civil Grand Jury Report: *Build More ADU's – An Rx for Increasing Marin's Housing Supply. (Responses Required from the BCPUD to Findings No. 7 and Recommendations No. 4).*

At the request of Director Siedman, staff explained the Grand Jury Report is focused on obstacles that may be inhibiting the development of Accessory Dwelling Units, a potential form of affordable housing, such as impact and connection fees. In particular, the BCPUD has been asked by the Grand Jury to respond to Finding 7 which states, “[i]mpact, connection and capacity fees vary considerably throughout the county, and such fees can be a disincentive to homeowners considering ADU development” and Recommendation 4, which states, “[b]y December 1, 2023, begin a feasibility assessment of waiving or significantly lowering impact and connection fees for units smaller than 750 square feet.” Staff said that since the district does not impose any impact or connection fees for ADU's, this can be explained in the district's response to the Grand Jury report and the recommendation therefore is not warranted. After a brief discussion, staff was directed to prepare a formal response to the Grand Jury's report for the Board's consideration at the regular meeting in August.

9. BCPUD Resolution 710: Approving Form of Contract Documents for the Water Tank Site Pipeline Replacement Project and Awarding a Contract for the Project to the Lowest Responsible Qualified Bidder, Subject to Certain Conditions.

Staff reported the district received two timely bids for the Tank Site Pipeline Replacement Project: a bid from Piazza Construction in the amount of \$318,850 and a bid from Wildcat Engineering in the amount of \$344,700. Staff recommended the Board award a contract for the project to Piazza Construction as the lowest responsible qualified bidder and enact Resolution 710, which includes a finding that the project is categorically exempt from the provision of CEQA as a repair and maintenance project that does not involve any expansion of use, and approve the form of contract documents. Staff noted the amount of the bid exceeds the amount the district had budgeted for the work (\$150,000) as well as the engineer's estimate (\$244,000) and recommended that some of the funds already collected for the rehabilitation of the West Tank (\$450,000) be dedicated to cover the additional costs. Staff reminded the Board the district discovered during the East Tank Rehabilitation Project that the valves and piping connecting the two tanks are not in good working order so it is necessary to remove and replace the existing piping and valves in advance of the West Tank Rehabilitation Project. Staff said there is a chance the district can get hazard mitigation funding for the West Tank project due to the seismic retrofit component of the job.

K. McElroy/A. Alexander Green four in favor, director Godino absent to approve BCPUD Resolution 710 and award a contract for the Tank Site Pipeline Replacement Project to Piazza Construction in the amount of \$318,850.

10. BCPUD Resolution 711: Approving the 2023-24 District Budget.

Director Siedman said that the district informed the public about the proposed budget via the Proposition 218 notice that was mailed to all customers in early May and the Board held a public hearing on the proposed budget during the regular meeting in June; now, it is time for the Board to officially approve the fiscal year 2023-24 district budget. In response to a question from director Walker, staff confirmed that the projects identified in the district's Capital Improvement Plan are included in the capital expenditures section of the budget.

A. Alexander Green/K. McElroy four in favor, director Godino absent
to approve BCPUD Resolution 711.

Director Walker said she would like to have more discussion of the capital projects section of the budget at the Finance Committee level and director Siedman expressed support for that to occur during the next series of the committee's budget meetings.

11. BCPUD Resolution 712: Replaces Resolution No. 703, Stating the Current Rates and Charges for District Services and Authorizing Placement of Charges on the Marin County Property Tax Bill Where Appropriate.

K. McElroy/A. Alexander Green four in favor to approve BCPUD Resolution 712.

12. BCPUD Resolution 713: Designation of Applicant's Agent Resolution for Non-State Agencies (required for purposes of obtaining federal financial assistance for any existing or future grant programs).

Staff said the resolution designates the General Manager as the district's agent for purposes of existing and future federal grant programs. Staff said one change to the draft resolution is needed and that is to remove director Godino's name (since she is absent) and include director Alexander Green's name in its place. Staff said the form of draft resolution requires that three directors be named, so it will include directors Siedman, Walker and Alexander Green (in order of seniority).

K. Walker/A. Alexander Green four in favor to approve BCPUD Resolution 713 with the modifications specified by staff.

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

Staff reported the geotechnical engineers at Miller Pacific have obtained permits from the Marin County Environmental Health Services department to drill the borings needed for the geotechnical investigation work, but the work has not yet been scheduled.

14. Volunteer Committee Reports:

-- *Resident Permit Parking Plan Committee*: Staff said Supervisor Rodoni has advised the committee an update should be coming soon from the County's Community Development Agency about the status of the coastal permit to implement the resident permit parking plan.

-- *Resource Recovery*: Nothing to report.

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

15. Other Business.

a. Board Committee Reports.

- *Finance*: Nothing further to report.

- *Legal*: Nothing to report.

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

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

- *Personnel: General Manager Hiring Announcement; Hiring Schedule.*

Staff said a revised draft hiring announcement is in the Board binders, which includes the input and feedback provided by the directors thus far, along with a short hiring statement to run in the local media (referencing the detailed announcement to be posted on the district's website) as soon as the announcement is finalized. Applications are due by September 22, 2023; the Board of Directors will screen the applications and select candidates to interview. Director Siedman said the interviews therefore most likely will be in October and the rest of the Board concurred.

Director McElroy said he has comments on the hiring announcement; first, he noted a typographical error on page 3 and he suggested a link to the Five-Year Capital Improvement Plan be added to the announcement where it is referenced. He said he had asked staff to include, under the Ideal Candidate section, the following phrase: "a history and personal connection with the town will be highly valued", but asked the other Board members whether they agree it should be included. Director McElroy said while he believes these attributes are valuable, he does not want to discourage someone from out of town from applying for the position because having more candidates to consider will be better than fewer. Discussion ensued and the directors ultimately resolved to delete the suggested phrase. Further discussion ensued about whether directors can or should reach out to potential candidates and encourage them to apply; ultimately it was agreed that while directors can talk in a general manner with people who approach them about the position, such as directing them how to apply, directors should not solicit applicants as the Board is the ultimate hiring entity and must remain fair and objective.

b. Minutes of the May 17, 2023 Regular Board meeting; Minutes of the May 31, 2023 Special Board meeting; Minutes of the June 21, 2023 Regular Board Meeting.

Deferred to the next regular meeting.

c. Warrants.

K. Walker/A. Alexander Green four in favor/G. Godino absent to approve the
warrant list.

c. Scheduling of Next Meeting(s):

Special Board meeting: July 27, 2023, time to be determined.

Regular Board meeting: August 16, 2023 at 7:30 p.m.

16. Adjournment.

10:39 p.m.