

**Bolinas Community Public Utility District**  
**A Regular Meeting Of The Board Of Directors**  
**November 15, 2023 270 Elm Road, Bolinas**

**DRAFT**

**1. Call to Order.**

7:30 p.m.

**2. Roll.**

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

**3. Community Expression.**

Rob Gailey referenced the County's upcoming wetlands restoration project at the Bolinas Wye (which includes the elimination of the crossover road to Highway 1) and said while he strongly supports the ecological objectives of the project, he continues to have concerns about its traffic safety implications. He said he wrote a detailed letter to the County outlining his concerns and he knows the BCPUD submitted a letter, as well; unfortunately, it seems the County nonetheless concluded its project complies with all applicable requirements and is not planning any revisions to improve traffic safety. Director Godino thanked Rob, saying she read his letter to the County carefully, and she agrees the community's traffic safety concerns have not been addressed by the County in any substantive way. Director McElroy said if he recalls correctly, CalTrans is the ultimate authority over Highway 1, not the County and he asked Rob if he has contacted CalTrans. Rob replied that he has not, but said he had detailed conversations with the County planner for the project, Veronica Pearson; she evidently spoke with CalTrans about the traffic safety concerns and CalTrans confirmed the project as designed is within their guidelines. Rob said a follow-up letter from the BCPUD on this topic likely will have more impact than another letter from him. Discussion ensued, and Rob noted coordination between a number of entities ultimately will be needed here, with CalTrans, the County and the National Park Service all involved re potential signage, the installation of a flashing light, creation of a left-hand turn lane, etc. Lyndon Comstock said the BCPUD Board has raised concerns about the re-configured intersection envisioned for this project for many years now. Director Siedman suggested the BCPUD send an additional letter to the County and to the district's state representatives and he asked staff to include an item on the agenda of the Board's regular meeting in December for this purpose.

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

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

Staff reported that as of November 13, 2023 the district has received 2.71 inches of rain so far this rain year (which began on July 1<sup>st</sup>), which is less than the average rainfall for this time of year. A rainfall progress analysis indicates there are 11 years in the BCPUD's rain records when the district received 2.71 inches or less of rain through the end of November; during those 11 years, the district subsequently received a minimum annual rainfall of 14.49 inches, a maximum annual rainfall of 34.49 inches, an average annual rainfall of 23.6 inches, and a "best fit" of 24.8 inches. Staff cautioned that it is very early in the rain year and there is a lot of "scatter" in the data; staff said there is considerable potential for more annual rainfall this rain year, as many forecasts are suggesting.

Staff said that between October 17, 2023 and November 13, 2023, water production in the district averaged 70,307 gallons per day (GPD), which is a slight drop as compared to the last reporting period, which was 73,314 GPD. Water consumption during this same timeframe averaged 68,392 GPD (approximately 117 GPD per connection), which also is a drop as compared to the last reporting period, when consumption averaged 73,314 GPD (approximately 126 GPD per connection). As for water in storage, the Woodrat 1 Reservoir is close to full and Woodrat 2 contains more stored water than at this point last year (roughly 6.9 million gallons as compared to 6.4 million gallons in November 2022).

The Arroyo Hondo Creek flows continue to be much higher than in recent prior (drought) years as a result of the above-average annual rainfall received last year. The creek has been flowing over the impoundment structure all year, which is in stark contrast to the recent drought years when the creek stopped spilling by mid to late spring. The district continues to meet demand with the Arroyo Hondo Creek and has not had to divert from either of the Woodrat Reservoirs.

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

Staff reported the district's consultants are finalizing the coastal development permit applications for this project. Staff attended a site meeting earlier this month with Rob Gailey, consulting hydrogeologist, and Allan Richards, civil engineer, to assess the 31 Wharf property now that the BCLT has staked out the building footprint. It became clear during this visit that changes to the location of the district's water storage tank and treatment unit (in a shed) should be made to relocate them to the west side of the property rather than directly behind the back building. Staff believes this will be preferable to the BCLT; in response to a question from director Alexander Green, staff said the district will update the neighboring property owner, as well.

- *Update on the BCPUD's Tank Site Pipeline Replacement Project.*

Staff reminded the Board the contract for this project has been awarded; however, due to the current forecast for a wet winter and potential impacts on the project site (which is at the base of a hill), the district and contractor mutually agreed to postpone the installation of the project until the spring.

- *Operations Update.*

Staff reported the water treatment plant is running well. Staff has installed a rental generator while the district's generator is undergoing regularly scheduled maintenance off-site. Staff said the district experienced a surprising reoccurrence of azolla on the surface of the Woodrat 1 reservoir; the azolla typically appears in late spring when the water warms and days are longer. Staff installed a screen at the top of the overflow pipe to prevent the azolla from flowing through the overflow pipe and off district property. Staff also purchased a new pump to help with manual removal of the accumulated azolla, which the staff plans to do as soon as possible because the azolla grows and spreads very quickly.

The district experienced a leak on the water main in Olema Bolinas Road today near the Peace Barn; the staff used the new backhoe and successfully replaced a section of 4-inch steel pipe in the distribution system. Staff also followed up with Anna Gade on her water use following last month's public hearing relating to her permit violation; specifically, staff met with Anna and her gardener and conferred about the irrigation system. The gardener then adjusted the irrigation system and water use since then as averaged under 80 gallons per day, well below the permit limit.

On the sewer side of operations, staff reported spray disposal season for the sewer system ended today. The district is seeing worrisome indications of tidal influence again this year on sewer flows along Wharf Road, so a video inspection is planned for November 27<sup>th</sup> during predicted high tides. Staff attended a webinar on November 1<sup>st</sup> regarding the new sanitary sewer order that went into effect on June 1<sup>st</sup> and applies to all collection systems in the state; staff noted the new order imposes a number of new

and extensive requirements on the district, including an updated Sewer System Management Plan, GIS mapping of facilities, and other tasks likely to require the assistance and expertise of an outside consultant. With regard to the district's transition to a new sewer treatment permit and the implementation of the associated groundwater monitoring plan, staff heard back informally from staff at the Regional Water Quality Control Board ("Regional Board") that the district's proposed ten-year plan likely is acceptable and a formal letter will be forthcoming. Finally, staff reported a meeting is planned for next week with the Canyon Road homeowners regarding their lateral connections to sewer main in Terrace Avenue. Staff said the Board's Operations Committee met with Mark Wilson of Nute Engineering last week to discuss specific design and engineering aspects of the project.

Staff reported the district's solar arrays at 400 Mesa Road and 101 Mesa Road recently were cleaned, including heavy lichen removal; given the fast-growing nature of the lichen (and its impact on the operational productivity of the arrays), the district will implement a bi-annual cleaning cycle. Unfortunately, it appears one of the inverters at the Woodrat Treatment Plant is not working. The district's former solar maintenance company, Day Electric, no longer services systems in Marin and, as it turns out, several of the local solar maintenance companies staff has contacted for assistance will not provide maintenance services for commercial systems they did not install. Staff will continue to explore options and report back when a company has been secured. In response to questions from the Board, staff said the ten year warranty applicable to the panels and inverters expired in 2019.

Staff attended the County's monthly Office of Emergency Management meeting this morning; staff reminded the Board that these are recurring monthly meetings organized for all cities, towns and special districts to discuss and/or train on issues relating to Countywide emergency planning. Today's meeting encompassed an overview of a new web-based platform the County is launching in order to facilitate coordination during emergencies/disasters. The County plans to provide training on the platform in the near future.

Staff said the Marin County Multi-Jurisdictional Local Hazard Mitigation Plan update is in the home stretch after a considerable amount of work and many months of meetings. Staff reminded the Board it is important for the BCPUD to be included in this plan as a participating jurisdiction in order for the district to be eligible for hazard mitigation funding. Staff commended the County and its consultant, Paul Bockrath with Preparative Consulting, for their leadership on the plan update.

Staff said that Toxic Away Day has been rescheduled for January 13<sup>th</sup>, 2024.

- *Proposal for Engineering Consulting Services – Radial Gate Condition Assessment (Gannett Fleming).*

Staff recommends the district obtain a condition assessment of the district's radial gate, or "lower dam" on the Arroyo Hondo Creek and has solicited a proposal for such an assessment from Gannett Fleming for the Board's consideration. Staff noted Gannett Fleming has an engineer on staff with many decades of experience with radial gates from a prior career with the Bureau of Land Management. Staff said in addition to the gate itself and its associate components (cables, trunnions, etc.), the concrete abutment also will need to be evaluated. Gannett Fleming's proposal includes a field inspection, a post-inspection debrief and a technical memorandum summarizing the condition assessment (which would provide the basis for plans and technical specifications for needed repairs) at a cost of \$26,928.75.

In response to questions from director McElroy, staff said the district has another dam upstream of the radial gate that is a fixed concrete structure and not at the same risk of potential mechanical or metal failure. Discussion ensued about potential timing of the condition assessment and staff explained it would need to occur during low creek flows; as such, unless the assessment is scheduled within the next few weeks, it likely is a project for late summer 2024. Director Alexander Green said the Gannett Fleming proposal seems very expensive and he questioned whether it would be possible to revise the

scope and reduce costs; director McElroy concurred. Staff suggested the Operations Committee hold a meeting to discuss questions and concerns with the proposing engineer; the directors agreed and asked staff to schedule the meeting.

- *Wharf Road Lift Station Study (Nute Engineering).*

Staff reminded the Board the district asked Mark Wilson with Nute Engineering to perform this study to better understand why the district experienced the failure of both sewer pumps at the Wharf Road Lift Station within 5 years of installation. The pump manufacturer suspected the pumps failed due to rags and/or wipes in the wastewater and recommended the district install a grinder. However, Mark Wilson has concluded it is more likely that sand and grit in the wastewater caused the pump failures. Staff confirmed past video inspections of the sewer main on Wharf Road documented sand in the main which the district removed; however, as a beach town, this is a recurrent problem the sewer system needs to be able to handle. Staff said the district can confirm this via a pilot test in the final manhole as Mark Wilson recommends in the study; if confirmed, the district can reconfigure the wet well as part of the planned wet well rehabilitation project, whereby the lower portion of the wet well will be used as a sand/rock pocket area to trap the sand/rock and prevent it from entering the sewer pumps. (The wet well also would be sandblasted and recoated with a protective coating.) The study estimates that the wet well rehabilitation project as revised to address the sand and grit will cost \$153,900; staff noted the district currently has \$175,000 in reserves for this project.

Staff said the Lift Station study also evaluated the dry well and found it to be in good shape, with no short-term repairs identified. In the long-term, however, Mark Wilson recommends the district consider converting the dry well into a submersible pump station; he estimates this would cost approximately \$750,000, with about a third of that cost required for a new motor control center. Staff said the project could be phased and added to the district's capital improvement plan if the Board would like to pursue it. As for the district's force main, there are ambiguities in the as-built drawings as to the type of pipe (i.e., ductile iron or A/C), so the staff plans a video inspection to identify the type of piping. The long term recommendation in the study is to replace the force main with PVC or HDPE piping. Finally, the study notes a number of electrical equipment upgrades recommended, both short-term and long-term.

A brief discussion ensued during which the Board asked clarifying questions about the study, after which the Board concurred that the district should proceed with the wet well rehabilitation project with the modifications recommended in the study to trap the sand and grit. Staff will request an engineering and design proposal from Nute Engineering. Staff said the best time of year for the project likely will be during the lowest flow time of year, likely in September, after the summer season.

- *Proposed Projects to Remove Cypress and/or Eucalyptus Trees and/or Limbs of Such Trees on BCPUD Properties per Urban Forestry Associates' Tree Failure Analysis and Risk Assessment Report; Removal of Cypress Trees Adjacent to Elm Road near intersection with Jute Road.*

Staff reported the district is waiting for an answer from the County as to whether a coastal permit is required for the district to directionally fell the cypress trees at 270 Elm Road. Staff met recently with Pacific Slope regarding an estimate for the work recommended in the Urban Forestry Report at 290 Mesa Road (the district's water tank site). Finally, staff has a follow-up meeting next week with PG&E regarding the trees along Mesa and Olema-Bolinas roads.

- *Alliance of Coastal Marin Villages:*

Nothing to report.

## **5. Presentation by the BCPUD's Resident Permit Parking Plan Committee re: Marin County's Implementation of a Residential Permit Parking Program and Parking Restrictions along**

**Brighton Avenue and Wharf Road; Marin County Deputy Zoning Administrator Hearing on the Marin County's Department of Public Works' Coastal Permit Application to Implement the Program is Scheduled for November 16, 2023 at 10:00 a.m.**

Sherry Hirsch and Bruce Bowser provided an update about the County's planned implementation of a residential permit parking program and associated parking restrictions on Brighton Avenue and Wharf Road. Sherry noted that the County Deputy Zoning Administrator will hold a hearing on the County's coastal permit application to implement the program tomorrow at 10 am, and the Committee has made every effort it can to get the word out and let the community know about the hearing. Sherry said the Committee was able to clarify with the Department of Public Works and Supervisor Rodoni some of the details related to the parking permits and restrictions proposed for Wharf Road and there will be some flexibility of implementation. She reminded the Board the current "Measure X" parking ordinance will sunset this month and it will be replaced with the more targeted program for specific portions of the streets. Sherry explained there will be three new parking ordinances: a residential permit parking ordinance for the residential side of Brighton Avenue and sections of Wharf road (prohibiting parking other than by residents with permits between 2 am and 5 am); a separate ordinance prohibiting vehicles greater than 22 feet in length from parking on the non-residential side of Brighton Avenue between 11 p.m. and 5 a.m.; and a third ordinance prohibiting any vehicles greater than 22 feet in length from parking at any time within designated areas of Wharf Road.

Sherry said it has taken more than four years to get to this point, noting the Committee was appointed in 2019, with many meetings and presentations along the way to keep the community updated. Sherry said the options to regulate parking in Bolinas are very limited due to regulatory requirements imposed by the California Coastal Commission and due to the Sheriff's Office concern about enforceability. As such, the Committee focused its objectives on increasing parking turnover and supporting access to the public beach, balanced against the need for residents to access their homes. Sherry reminded the Board that Supervisor Rodoni and Lt. Rock attended a Board meeting at the beginning of the year, at which time it was agreed the BCPUD will issue the residential parking permits to residents with properties adjacent to the affected sections of Brighton and Wharf -- approximately 38 eligible households. Each household will be able to apply for 2 permits, which must be permanently affixed to the vehicle; Sherry said there may be some flexibility in terms of the number of permits per household depending on how many applications are received relative to the total number of available parking spaces downtown.

In response to questions from director Siedman, Sherry said the BCPUD will issue the parking permits in coordination with the Sheriff's office. She said the Sheriff's Office will provide assistance on how to establish objective standards for the permit program and the BCPUD will verify resident eligibility. Bruce Bowser told the Board the Supervisor Rodoni recently said the County intends to revise the 72-hour parking rule to require a vehicle to move at least 500 feet after 72 hours in the same place, which Bruce described as a "game changer" in his neighborhood. Director Godino asked if the green zones will stay as-is and Sherry said she believes they will as they were established via different ordinances. In response to questions from director McElroy, Sherry said the local fisherman generally do not park their vehicles with attached boat trailers on Wharf (which would exceed the 22 foot length limitation) and the Sheriff's Office will provide a design for the resident parking permit. Director McElroy asked if the Committee considered recommending that Brighton Avenue be one-way between the intersections with Terrace and Park given the bottlenecks that can occur in that stretch; Sherry said yes, the County Department of Public Works ("DPW") raised this idea, but she does not believe the local residents would like it. She said DPW is very open to safety-related parking and traffic suggestions, as long as they have strong community support, and she said such suggestions likely would be welcome; that said, the Committee's focus for the last four years has been on resident permit parking.

Director Alexander Green asked if the Resident Permit Parking Committee members are happy with the County's ultimate resident permit parking plan proposal. Sherry and Bruce said they believe it is the best that can be done given all of the regulatory restrictions and they are very grateful to the County for the staff time and resources dedicated to develop the plan. Directors Alexander Green and Siedman

thanked the Committee, complimented them on their hard work, and wished them the best of luck at the Deputy Zoning Administrator hearing.

**6. Public Hearing to Consider Termination of Water Service and/or Revocation of Permit – Violation of Maximum Water Use Allowed Under Limited Water Use Permit # 07-04 (F. Viotor – 270 Laurel Road, Bolinas).**

Director Siedman opened the hearing and explained the matter is before the Board due to a violation of the maximum water use allowed under the terms of Ms. Viotor’s limited water use permit. Staff reported Ms. Viotor was able to reduce her water use and come into compliance with the terms of her permit during the 30-day enforcement period. Ms. Viotor apologized for the high water use and said she feels very badly about it; she explained it took her some time to identify and correct the problem, which was on her irrigation system. She thanked the BCPUD staff for advice and assistance. In response to questions from director McElroy about past high water use, Ms. Viotor said that she had a hot tub leak in the past (due to rats eating through the plumbing line) and, on another occasion, an automatic irrigation timer had broken, both of which resulted in high water losses. Director Siedman asked if she still uses an automatic irrigation system; Ms. Viotor stated she does, but it currently is off due to the expectation that winter rains will provide the necessary water for her garden.

Director Alexander Green expressed concern about what appears to an ongoing pattern of irrigation leaks and non-compliance with the terms of the limited water use permit. Discussion ensued and Ms. Viotor said she now better understands her irrigation system and the pattern will not be repeated. She said she has a rainwater catchment system and uses that water regularly on her garden. Director Godino suggested Ms. Viotor regularly read her water meter to get a better idea of how much water is being used; Rob Gailey said he installed a Flume device for this purpose -- it is very helpful and has alerted him to higher than normal water use. Ms. Viotor said she appreciates both suggestions and will look into implementing them as she does not want the water overuse to occur again. A brief discussion ensued about the district’s enforcement process and Board members expressed interest in amending its applicable resolution to better address a “repeat offender” situation (short of termination of water service).

**7. BCPUD Letter of Support for County-wide Lighting Ordinance per Guidelines set forth by the International Dark Sky Association.**

Director Alexander Green offered a correction to the draft letter prepared by staff (based on a template from Don Jolley and per the discussion at last month’s Board meeting) to correctly identify Sara Jones as the director of the Community Development Agency (not of the Department of Public Works).

K. McElroy/ A. Alexander Green           four in favor, director Walker absent           to approve the BCPUD letter of support for a County-wide lighting ordinance per the guidelines set forth by the International Dark Sky Association.

**8. Request for Increase to Solid Waste Disposal Service Rates by the Percentage Increase in the Consumer Price Index – San Francisco Region for the Previous Year (4.4%) per Section 3 of the Franchise Agreement between Recology Sonoma Marin and the BCPUD, as amended, and Request to Increase the Freon Disposal Pass Through Charge to \$52.00 per Item.**

Staff reminded the Board an Ad-Hoc Committee has been established to evaluate the extraordinary one-time rate increase requested by Recology Sonoma Marin, which likely will take months to resolve. In the meantime, the requested rate increase currently before the Board is based on the percentage increase in the Consumer Price Index for the San Francisco Bay Area (“CPI”) and is consistent with the existing franchise agreement; staff noted Recology also seeks approval of a pass-through cost for the disposal of freon. Staff said a quick review suggests the applicable CPI increase may be 3.4%, not 4.4%, staff did not have time prior to the meeting to definitively research this but will follow-up with Nikki Burke at Recology following the meeting. Staff therefore recommended the Board approve the requested

rate increase, subject to staff confirmation of the 4.4% CPI for the period specified in the franchise agreement.

G. Godino/A. Alexander Green four in favor, director Walker absent to grant Recology's requested rate increases, subject to staff's confirmation of the 4.4% CPI for the period specified in the franchise agreement.

**9. BCPUD Resolution 717: Authorizing on its Behalf the Submittal of a Grant Application by a Lead Agency for Which the Bolinas Community Public Utility District is Eligible; BCPUD Letter of Authorization – Regional Application - SB 1383 Local Assistance Grant Program.**

Staff reported the district has been working on a collaborative SB 1383 compliance and enforcement effort with other special districts in Marin County who have their own franchise agreements for solid waste disposal. In consultation with ZeroWasteMarin, the districts agreed to submit a regional application to the CalRecycle SB 1383 Local Assistance Grant Program to secure funds for SB 1383 related expenses, including but not limited to enforcement expenses; each district is eligible to receive \$75,000 under this program. A brief discussion ensued and, in response to a question from director McElroy, staff agreed to confirm whether this is a two-year grant program like the prior CalRecycle grant.

K. McElroy/G. Godino four in favor, director Walker absent to approve BCPUD Resolution 717.

A. Alexander Green/ G. Godino four in favor, director Walker absent to approve the letter of authorization for the Regional Application to the SB 1383 Local Assistance Grant Program.

**10. BCPUD Resolution 718: Granting Director McElroy Permission to be Absent.**

Director McElroy explained he will be away from the district from December 11, 2023 to January 28, 2024, so he will miss two regular meetings of the Board (i.e., December and January).

G. Godino/ A. Alexander Green three in favor, director McElroy abstains, director Walker absent to approve Resolution 718.

**11. BCPUD Resolution 719: Conditionally Appointing Georgia Woods as BCPUD General Manager/Executive Secretary.**

Staff said BCPUD Resolution 719 memorializes the Board's decision to appoint Georgia Woods to the position of General Manager/Executive Secretary of the district effective March 1, 2024. Staff noted Georgia will start employment with the district on January 8, 2024 to begin a transitional/training period with the outgoing General Manager.

K. McElroy/ A. Alexander Green four in favor, director Walker absent to approve BCPUD Resolution 719.

Staff said Georgia had planned to attending tonight's meeting and express her appreciation to the Board, but something came up at the last minute and she was unable to attend.

**12. Update from the Ad Hoc Committee re: BCPUD Building at 270 Elm Road, Bolinas: Geotechnical Investigation Report (Miller Pacific Engineering Group).**

Staff said the geotechnical investigation report is part of the district's site assessment work and is an important component of the project as it will be used to guide the structural engineering work; director Alexander Green concurred, noting the report also will be helpful to the eventual septic engineer, but primarily this report will provide critical information for the design of the new building foundation.

Director Alexander Green said he and director Walker would like to advance the idea of a temporary portable office for the staff in light of the poor condition of the existing building. Staff has begun pulling together costs for such a unit and has conferred with the Bolinas Fire Protection District about holding the regular Board meetings at the Firehouse Public Meeting room. Staff will provide an update on costs at the next regular Board meeting. Discussion ensued about potential funding sources for the building project, include USDA and FEMA programs; staff said that grant funding eligibility will depend on the planned uses of the building in addition to district office space (i.e., potential disaster center, post office location, County offices, housing, etc.). Director Alexander Green suggested the district also research the costs of digitizing district records via an outside vendor (which will help reduce office space requirements). Genie McNaughton said it also might be useful for the district to confer with various entity representatives working on other community building/use projects in town, such as 22 Brighton and 31 Wharf, to share information.

### 13. Volunteer Committee Reports:

- *Resident Permit Parking Plan Committee*: Nothing further to report.
- *Resource Recovery*: Staff reported the Resource Recovery Committee plans to meet in January.
- *Land Stewardship Committee*: Nothing to report

### 14. Other Business.

#### a. Board Committee Reports.

- *Finance*: Staff is working with the district's outside auditors on the fiscal year 2022-23 audit of financial statements and beginning to plan for the development of the fiscal year 2024-25 budget.
- *Legal*: Nothing to report.
- *Mesa Septic, Flood Control and Roads*: Nothing to report.
- *Water and Sewer Operations*: Nothing further to report.
- *Personnel*: Nothing further to report.

b. Minutes of the August 16, 2023 Regular Board meeting; Minutes of the September 20, 2023 Regular Meeting; Minutes of the October 4, 2023 Special Board meeting; Minutes of the October 18, 2023 Regular Board Meeting; Minutes of the October 25, 2023 Special Board meeting; Minutes of the October 31, 2023 Special Board meeting.

Staff said the minutes of the regular meetings in August and September are ready for Board approval, but the minutes of the October 4, 2023 special Board meeting, the October 18, 2023 regular Board meeting, the October 25, 2023 special Board meeting and the October 31, 2023 special Board meeting will be provided at a future meeting. Staff is in the process of transitioning the preparation of the minutes to staff other than the General Manager. Noting how burdensome it can be on staff to prepare numerous sets of meeting minutes, director Alexander Green asked if ChatGBT can be used to create them. Director McElroy suggested a transcription service, which staff confirmed the district already uses. Discussion ensued, and director McElroy said he deeply appreciates the detailed historical record in the minutes, but questions whether it is worth the staff time to prepare such detailed minutes. Staff deferred to the Board for a decision as to how the directors would like the minutes to be prepared. Director Siedman said this topic can be addressed with the incoming General Manager and whomever will be preparing the minutes. Director Godino said it may be possible to outsource the preparation of the meeting minutes.



A. Alexander Green/ K. McElroy            four in favor, director Walker absent            to approve the minutes of the August 16, 2023 regular Board meeting.

Director McElroy noted there is a typo on page 9 of the draft minutes.

A. Alexander Green /G. Godino            four in favor, director Walker absent            to approve the minutes of the September 20, 2023 regular Board meeting, as corrected.

c. Warrants.

Directors McElroy and Alexander Green asked for clarification on specific payments made for mowing and for hydrologic consulting services. Staff explained that the sewer pond disposal fields require regular mowing and that the hydrologic consulting relates to the monthly water supply update and associated graphs/models presented in that report, as well as the district's groundwater well project (a supplementary hydro-geologic letter was needed in support of the district's coastal permit applications).

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

d. Scheduling of Next Meeting(s):

December 20, 2023 at 7:30 p.m.

**15. Adjournment.**

9:46 p.m.