

Bolinas Community Public Utility District  
A Regular Meeting of the Board of Directors  
April 17, 2024 7:30 p.m.

Video of Meeting available on YouTube at:  
<https://www.youtube.com/@bolinascommunitypublicutil7062>

1. Call to Order.

7:30 p.m.

2. Roll.

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

3. Community Expression.

Jennie Pfieffer asked for an update on the BCPUD building project at 270 Elm road. Director Siedman noted that an update will be made later in the meeting during the Ad Hoc committee reports.

4. Manager's Report and Project Updates **(2:21)**

Staff explained that there will likely be some changes to the structure of the agendas and the processes related to the meetings, such as the provision of materials to the board, for future board meetings. Staff alerted the board to a power point presentation that was created for the managers report.

- *Update on the Status of the BCPUD's Water Supply.* Staff noted that she would like to thank Rob Gailey, the district's consulting Hydrogeologist, for his help with the water data spreadsheet. The district has received 32.22 inches of rain since July 1, 2023, which is slightly above average for this time of year. The rainfall progression analysis predicts that we will have just over 35 inches of rain this year (July 1 – June 30).

Production totals for March averaged 57,006 gallons per day, which is slightly higher than last month's average of 53,655 gallons per day, however the water treatment plant was off for several days in February which attributed to the lower production numbers. The town consumed 58,482 gallons per day on average during the month of March. Both reservoirs are full and spilling, and the Arroyo Hondo creek has a robust flow.

- *Update on the BCPUD's Groundwater Wells Project.* Staff has been working on a response to the county planner regarding our coastal permit application. The county has responded to the district regarding completeness of the application and staff is addressing any incomplete items, with a submittal date of this Friday for the final application.

- *Operations Update.*  
*Proposal for Operations & Maintenance Services (Solar Technologies).* The district is still waiting to hear back from the company so there is nothing to report.

*Update on the Smart Water Meter Assessment Project.* Staff reported to the board information gathered related to replacing the current analog water meters with “smart” water meters that allow operators several ways of receiving customer water use information. The district has been presented with several types of water meters, known as AMR or AMI meters. Both systems have pros and cons and are expensive to purchase. Discussion ensued regarding the priority of funding new water meters with a request for staff to discuss with the operators the expected lifespan of the current water meters to help inform the timing on when the district might look at replacing the meters with newer “smart” versions. Staff will continue to research the topic and provide more information as it becomes available.

- *Report on ACWA/JPIA Risk Assessment and Commitment to Excellence program.* Staff attending a defensive driving course hosted by our insurance provider, ACWA/JPIA at the Bolinas Fire House. Stinson water district staff were also in attendance. The course was very informative. After the course, the instructor toured the district with our Chief Operator and provided some feedback regarding minor updates at the water treatment plant. In addition to his feedback, the insurance contact provided some information related to grant funds that might be available for projects that involve staff health and safety for our staff (such as Azolla removal).
- *Update on the BCPUD’s Pedestrian/Bicycle Path Project.* Staff is still waiting to meet with the County to discuss whether the project requires a coastal permit. Director Alexander Green asked if the community is currently accessing the bike path and staff noted that there are signs stating that the path is closed and whenever staff notices someone on the path, we inform them that it is closed to the public.
- *Alliance of Coastal Marin Villages.* Staff attending the quarterly ACVM meeting with Supervisor Rodoni. The group heard from Sarah Jones, director of Marin County’s Community Development Agency, discussing the need to ensure that community plans are being carefully considered in terms of permitting needs. Also discussed at the meeting was the issue of sea-level rise and specific impacts to coastal communities.

Jennie Pfeiffer asked if the ACVM meetings are open to the public and Georgia stated that they are not.

Staff updated the board on the district’s PFAS testing mandated by the US EPA. As reported at prior meetings, the district has non-detect for all PFAS chemicals except for Lithium, which occurs naturally and is not yet a monitored contaminant. At this time, the EPA has not established a non-regulatory drinking water Health Advisory or any regulatory standard for lithium in public drinking water supplies.

5. Limited Water Use Permit Application -- 1 Brighton Avenue, Bolinas (APN 193-075-13) -- *Calvary Presbyterian Church (1:07:17)*

Reverend Ellen Baxter and Anne Sands were present to discuss the remodel project planned for the Calvary Presbyterian Church at 1 Brighton Avenue. The Church plans to legalize an ADU that is currently located on the property and will continue to rent the property long-term.

Discussion ensued regarding the fact that, although the use at the property will essentially be the same, the structure was initially built illegally and therefore did not come before the BCPUD Board for a Limited Water Use Permit, which likely would have been issued at that time.

Director Siedman noted that the BCPUD has historically issued an unconditional permit (or no permit at all in recent years) if the project did not impact the water use at the property. As such, Director Siedman felt that this project should not be granted a Limited Water Use Permit as the legalizing of the current ADU will not increase water usage at the property.

After further discussion, the Board voted to grant the property a Limited Water Use Permit with a quarterly water use limit of 2700 cubic feet.

K.McElroy/K.Walker                      3 in favor, director Siedman votes no, director Godino abstains  
to grant a limited water use permit with a quarterly water use of 2700 cubic feet per quarter.

6. Xerces Society Western Monarch Count: Thanksgiving 2023 and New Year's 2023-24 (Bolinas results) – *Presentation by Mia Monroe (1:33:12)*

Mia Monroe provided a report on the recent Monarch counts in Bolinas. Mia explained that for the past few years the counts have been quite low in Bolinas, however during the winter of 2023 and into the beginning of 2024, the number of Monarch butterflies increased significantly. Mia was pleased to report that there were more clusters of Monarchs than have been seen in years and it was encouraging to see that a significant number of Monarchs stayed into the new year.

7. Draft FY 2024-25 District Budget and Draft Updated Five-Year Capital Improvement Plan – 2025-2029; *Draft Proposition 218 Notice re: Proposed Increases to Annual Water and Sewer Service Charges (1:47:52)*

The board reviewed the draft Proposition 218 Notice proposing an increase in the annual water and sewer service charges. Staff explained that the finance committee met and are making a recommendation of an overall increase of 10% to the annual water and sewer service charges. The water service charge would increase by \$170.00 and the sewer service charge would increase by \$168.00.

Director McElroy thanked the committee for their logical and rational approach to the increase and stated that he approves of the requested 10%, however he wondered if the committee has considered an increase to the Quarterly Metered Water Delivery Charges? Staff relayed that the committee did have brief discussion about these rates, however they ultimately chose to wait until

the next budgeting cycle to discuss raising the metered water delivery charges as the current budget has been created and is ready to go out to the public.

Lastly, staff explained that the annual service charges are included on the customer's County of Marin Property Tax bill. The County charges a nominal fee of \$2.00 per parcel to administer the charges and that amount is passed onto the customer on that bill. The County pointed out that the district should be including that charge on our Prop 218 notice, so staff informed the Board that we will be adding a sentence to the notice prior to mailing. After a brief discussion of where to place that information, the Board approved the mailing with the additional text related to the service charge fees.

K.Walker/A. Alexander Green all in favor to approve the draft Proposition 218 notice with edits explaining to the County of Marin service charges.

8. BCPUD Resolution 722: Proposing An Election Be Held In Its Jurisdiction on November 5, 2024; Requesting The Board Of Supervisors To Consolidate With Any Other Election Conducted On Said Date; And Requesting Election Services By The Marin County Elections Department **(2:07:33)**

After a brief discussion, this item was deferred to the May meeting.

9. Update from the Ad Hoc Committee re: BCPUD Building at 270 Elm Road, Bolinas **(2:11:58)**

Staff noted that there is no update on the building project at this time.

Jennie Pfeiffer asked if the district had any information on timing of the building project, especially in terms of the Bolinas Hearsay News space and the need for them to find another space to work out of. Directors noted that the building at 270 Elm is in disrepair and that the BCPUD staff will likely move out in the near future, with the possibility of that move being as soon as June 2024.

Staff stated that there will be more information forthcoming once the building committee meets.

10. Volunteer Committee Reports **(2:17:55)** :

- Resident Permit Parking Plan Committee: Nothing to report
- Resource Recovery: Nothing to report
- Land Stewardship Committee: Nothing to report

11. Other Business **(2:19:48)**

a. Board Committee Reports:

- Finance: *Minutes of the February 26, 2024 Committee meeting; Minutes of the March 25, 2024 Committee meeting*; Directors stated that the minutes of the February 26 and March 25 meetings have already been approved by the Finance Committee.

*Minutes of the April 1, 2024 Finance Committee meeting.*

K.Walker/K.McElroy all in favor to approve the minutes of the April 1, 2024 finance committee meeting.

-- Legal: Nothing to report

-- Mesa Septic, Flood Control and Roads: Director Walker noted that a meeting is scheduled for May 3, 2024.

Director Godino pointed out areas within the gridded mesa that have a lot of standing water and might need attention.

-- Operations: *Minutes of the April 4, 2024 Committee meeting.*

Staff is looking into the minutes of this meeting and will follow-up at a future meeting.

The operations committee members noted that they met with Mark Wilson of Nute Engineering to discuss the Canyon Road project **(2:26:00)**

-- Personnel: Nothing to report.

b. Minutes of the February 28, 2024 Regular Board meeting; Minutes of the March 20, 2024 Regular Board meeting

K.McElroy/K.Walker all in favor to approve the minutes of the February 28, 2024 regular board meeting.

The March 20, 2024 minutes were deferred as they are still in progress.

c. Warrants.

K.Walker/A. Alexander Green all in favor to approve the Warrants

Director McElroy noted that the Recology Rate Increase ad hoc committee met to discuss the proposed rate increase proposed by Recology Sonoma-Marin. After some discussion, the board noted that the committee will report back at a future meeting **(2:28:15)**

d. Scheduling of Next Meeting(s).

May 15, 2024

12. Adjournment. **10:06 PM**