

BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT



BCPUD BOX 390 270 ELM ROAD BOLINAS CALIFORNIA 94924 415 868 1224

BCPUD Regular Meeting of the Board of Directors

DRAFT

Wednesday, May 15, 2024
270 Elm Road, Bolinas, CA 94924
7:30PM

Call meeting to order
Roll
Community Expression - None
Approval of Open Session Agenda

MANAGERS UPDATE

UPDATE ON WATER SUPPLY (05:16)

The district has received 33.75 inches of rain as of April 30, 2024. Projection models estimate that the district will receive 35 inches of rain by the end of the 2023-24 rain year (June 30, 2024).

The average water production in April was 65,120 gallons per day and consumption was 61,740 gallons per day. Production and consumption are both up since March, which average 57,000 gallons in production and 58,482 gallons in consumption.

The Reservoirs are still spilling slightly and the Arroyo Hondo creek flows are continuing to meet demands.

MEETINGS/WEBINARS ATTENDED (13:40)

Fire House PG&E Grant for Fuel Reduction (13:47)

The district met with Chief Krakauer and Isaac Taylor of the Bolinas Fire Protection District to discuss a grant received by the Fire District to remove fuel loads from the understory in the Eucalyptus grove on the BCPUD property bordering Mesa Road.

Marin Water Managers Quarterly Meeting (15:08)

Staff attended the quarterly meeting. The general topic of discussion was Sea-level rise and that the committee will ensure that the coastal communities voices are heard when decisions are being made. In addition, the County representatives discussed the One Water Initiative enacted by the Marin County Department of Public Works department. The initiative will encourage collaboration among all water agencies and ensure that the entire county is compliant around state, county and local regulations.

Stinson Water (23:51)

Staff met with Kent Nelson and Marc Matheson at Stinson Water to discuss their administrative structure, as well as a brief discussion about possible future collaborative projects.

ACWA JPIA's Spring Summit (26:16)

Staff attended the annual ACWA/JPIA conference in Sacramento. The conference was very informative and illustrated the need for district staff to continue to attend ongoing trainings and classes, which are available online and periodically in person.

OPERATIONS UPDATE

Well Project Update (29:10)

Staff is communicating with the County of Marin regarding the resubmission of the planning documents.

Azolla in Woodrat 1 Reservoir (30:15)

Staff explained that Woodrat 1 Reservoir continues to have a problem with Azolla growth. The district plans to reach out to pond management contractors to get estimates on the cost of the removal.

MISCELLANEOUS UPDATES

IT Services (32:17)

The district's long-time IT consultant, Kris Backenstose, is paring back his consulting and will no longer be able to consult for the district. Staff is currently searching for a replacement consultant.

Repair of the Bike Path (33:45)

Staff is hoping to meet with the County of Marin planners this month to discuss the need for a Coastal Development Permit.

COMMITTEE UPDATES

Resident Permit Parking Plan Committee (36:52)

Due to technical difficulties the committee members were unable to join the meeting. Director Siedman summarized the document that the committee provided to the board.

Building Committee (39:30)

The building committee met recently to assess the condition of the various district buildings. The committee plans to gather feedback from the staff in relation to facility use and needs.

Mesa Septic, Flood Control and Roads Committee (42:27)

The committee members met with staff to discuss the current drainage processes and procedures and how to best support the district in implementing drainage projects.

SPECIAL REPORTS

Bolinas Eucalyptus Project – Request for BCPUD to be a Co-Applicant on the County Permit Application (44:38)

Members of the Bolinas Eucalyptus Project (BEP) were in attendance to formally request

that the BCPUD be a co-applicant on the County of Marin permit application. After an update of where the project stands currently, the committee members made their request to the board. The board members stated that, while they are in favor of the project, they need to see a draft version of the application before they can agree to be a co-applicant.

The BEP group agreed to provide a draft version at a future meeting.

Overview of the Appropriations Limit & Schedule & Mandate Reporting (1:00:19)

Staff updated the board on the calculation of the annual Appropriations Limit and the related processes.

Possible modification to Regular Board Meetings, including meeting location and time (1:07:11)

The board discussed changing the day and time of our regularly scheduled board meetings. After further discussion, the board would like to change the meeting day to the third Tuesday of each month, change the meeting time to 6:30PM, and change the location to either the Bolinas Fire House meeting room or the Bolinas School Library. Staff agreed to reach out to the Bolinas Fire Department and the School to see if the rooms are available on those days/times and report back.

In addition, staff discussed changes to the meeting agendas going forward and the type of materials that will be provided at the meetings, as well as the difference between a standing committee and an ad-hoc committee.

COMMITTEE RECOMMENDATIONS

Personnel Committee – Administrative Structure and appointment of Assistant General Manager (2:07:36)

Item to be discussed later on agenda.

RESOLUTIONS AND LEGISLATIVE APPROVALS

Notice of Determination of Appropriations Limit for Fiscal Year 2024-25 (2:08:45)

K. McElroy/K. Walker All in favor to approve the Notice of Determination of Appropriations Limit for Fiscal Year 2024-25

Resolution 722 – Director Godino Permission to be Absent (2:09:27)

A. Alexander Green/K. Walker All in favor to approve Resolution 722

OPERATIONAL APPROVALS

Olema-Bolinas Road and Terrace Ave. PRVs (2:12:38)

Staff explained that the pressure reducing valves along Olema-Bolinas Road need to be serviced.

K. McElroy/A. Alexander Green All in favor to approve a contract to service the PRV's along Olema-Bolinas Road and Terrace Avenue.

EMPLOYMENT APPROVALS

Blake Miller Resignation of Employment (2:14:54)

A. Alexander Green/G. Godino All in favor to approve the resignation
of Blake Miller effective June 14, 2024

Promotion of Belle Wood to Assistant General Manager (2:15:27)

G. Godino/A. Alexander Green All in favor to approve the promotion of
Belle Wood to Assistant General Manager

Job Posting and Announcement for Part-Time Administrative Assistant (2:15:59)

K. Walker/A. Alexander Green All in favor to approve the job posting
for a Part-Time Administrative Assistant

MINUTES

March 20, 2024 Regular Board Meeting (2:17:39)

Director McElroy had some minor edits to the minutes.

K. McElroy/ G. Godino All in favor to approve the minutes of the
March 20, 2024 meeting, as amended.

April 4, 2024 Operations Committee Meeting (2:19:43)

Deferred

April 15, 2024 Finance Committee Meeting (2:20:06)

The minutes of this meeting were previously approved by the committee

April 17, 2024 Regular Board Meeting (2:20:41)

Staff explained that the April 17 minutes are a shorter version of minutes. Discussion
ensued related to the length of time it takes to create the minutes and how to best prepare
minutes utilizing technological applications to help streamline the process.

Directors McElroy and Godino both provided edits to the April 17, 2024 minutes.

K. McElroy/A. Alexander Green All in favor to approve the minutes of
the April 17, 2024 meeting, as amended.

WARRANTS

Warrants dated April 12, 2024 to May 10, 2024 (2:30:26)

Director McElroy asked for details related to the warrants.

G. Godino/ K. McElroy All in favor to approve the warrants.

SCHEDULING OF NEXT MEETING

June 19, 2024, 7:30PM at 270 Elm Road

MEETING CLOSING

Adjournment 10:20PM