

BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT



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DRAFT - BCPUD Regular Meeting of the Board of Directors

Wednesday, January 15, 2025

Bolinas Fire Dept Meeting Room

100 Mesa Rd, Bolinas CA 94924

6:00PM

Link to Meeting Video: <https://youtu.be/rUhRnoo4myA?si=Wa4UddbqN8EJ1xKg>

Call meeting to order **(1:04)**

Roll (present: K. Walker, J. Siedman, A. Alexander Green, G. Godino; absent: K. McElroy)

Community Expression **(1:31)** None

Consider amending agenda item order **(2:04)** Decision to move up parking committee update

K. Walker/G. Godino

All in favor to amend agenda/move parking comm. update.

Resident Permit Parking Plan Committee (3:30) Update from Sherry Hirsch & Bruce Bowser:

Marin County Board of Supervisors adopted traffic resolution and traffic layout map showing locations for permit and vehicle length restrictions for Brighton Ave and part of Wharf Rd. ([Link](#)) The Committee has offered to work with BCPUD staff on implementation; Department of Public Works will be waiting for BCPUD to put together the permit program administration. Committee would like to write up a short summary of what people can expect and post it on BCPUD's website. Hopefully committee/BCPUD staff will have a "game plan" ready to share at the next BCPUD Board meeting.

Community Expression revisited **(9:17)** Lloyd Kahn expressed concern about recent effluent/septic-related issues reminding him of the "Questa Plan" proposed in the 80s - \$5 million sewage plan for community leach fields to serve the Mesa, prompted by the discovery of E. coli (unconfirmed to be human-caused); Lloyd and other community members worked together for a year to stall the Questa Plan until the money for the project was no longer available. Lloyd warns that this could happen again, considering effluent discovery/beach closure, but notes that in his research for writing The Septic System Owner's Manual, Lloyd could find no examples of health problems caused by septic leakage. Discussion of Lloyd's paperwork/records from fighting the Questa Plan and if these belong with the BCPUD; decision is made for Lloyd to donate his paperwork to BCPUD. Discussion of importance of regular septic tank pumping and need for community members to be informed. Discussion of the possibility for BCPUD to disseminate information to new property owners regarding septic system care and/or put on BCPUD website, Nextdoor, in the Hearsay, etc.

Recology Detailed Rate Review Committee **(26:22)** BCPUD received a draft amendment to Recology contract, will need to agendize for February's meeting.

MANAGERS REPORT (28:45)

STATUS OF BCPUD's WATER SUPPLY

Manager Woods shared video of the Arroyo Hondo lower & upper impoundment; water is flowing as expected for this time of year. Photos of the reservoirs (Woodrat 1 and 2) show unchanged levels since last month. Azolla removal taking place at Woodrat 1. December water usage **(31:07)** followed expected downward trend; as compared to the past two years **(31:34)**, consumption per connection has increased. Large leaks undoubtedly contributed to increased consumption numbers. Consumption numbers from water meter reads show similar use compared to this quarter last year **(33:21)**.

OPERATIONS UPDATES (33:44) Leaks: Piazza came out to pave emergency leaks on county roads (two on Wharf Road, one on Brighton Ave, one on Mesa Rd). Unfortunately, the downtown repair is leaking again and will require re-pave after re-repair. Leaks at the plant **(34:19)** present further evidence that we need to rebuild and redesign the circuitous co-ag piping on the wall.

Well Project Update (35:08) Well projects are moving along. Preparation has begun at Mesa Park work site for installation of the Conex box and small water treatment facility for the Resource Recovery Well; the engineer updated the project schedule; we will still be looking to request additional funds from DWR (grant funder) of >\$100K to cover construction shortfall.

Tank Site Pipeline Replacement Project (36:40) Still on hold due to weather, holidays, leaks, and paving. Hopefully project will be complete by end of January.

Radial Gate Repair (37:08) No update from National Park Service regarding BCPUD's application for a Special Use Permit submitted in early December; Manager Woods suggests project be delayed until next Fall when creek flows are low, permit is approved, and assessment can be performed easily.

MISCELLANEOUS UPDATES

Bolinas Eucalyptus Project (BEP) (38:09) BEP submitted a Coastal Development Permit application to allow the removal of trees (primarily within BCPUD property, below the Sewer Ponds); they are in the process of addressing "incompleteness items" called out by the Community Development Agency (CDA) planner reviewing their application. BCPUD has begun working more closely with BEP to coordinate our message, as BCPUD is a co-applicant on this project. BEP is meeting with Rodoni and CDA on Tuesday, January 30th, to help move this project forward. Manager Woods would like the status of the BEP to be resolved before resuming the Bike Path Rehab project, as the BEP may impact which trees are involved in the path rehab project.

PUBLIC HEARINGS, RECEIPTS & NOTICES None

SPECIAL REPORTS OR UPDATES

BCPUD's support of Stinson Water's SB-1 Ocean Protection Grant (40:45) Stinson submitted a grant proposal to the Ocean Protection Council (OPC) for a feasibility study to look at moving Stinson residents off septic systems onto a community wastewater sewer system; Stinson was awarded \$1.2 million in April 2024. BCPUD learned that the grant is intended to address a regional approach; considering this, BCPUD communicated with Stinson and the OPC, expanded the scope to include Bolinas, and resubmitted the grant, requesting \$1.5 million total. This proposal will come before the OPC in March. BCPUD also added a letter of support (missing from the original grant).

BCPUD’s comments on proposed amendments to the County of Marin’s Local Coastal Program (LCP) (45:11) Marin County Community Development Agency (CDA) asked BCPUD to review and comment on the proposed amendments to the county’s LCP to address environmental hazards; BCPUD formed an ad hoc committee to review and provide comments by December 31.

COMMITTEE UPDATES

VOLUNTEER COMMITTEE UPDATES

Resource Recovery Project Committee – Nothing to report
Resident Permit Parking Plan Committee – Addressed earlier
Land Stewardship Committee – Nothing to report

AD-HOC COMMITTEE UPDATES

Bike-path Committee – Nothing to report
Building Committee – Nothing to report
Canyon Road Committee – Nothing to report

STANDING COMMITTEE UPDATES

Personnel Committee – Nothing to report
Finance Committee - Nothing to report
Operations Committee – Nothing to report
Legal Committee – Nothing to report
Mesa Septic, Flood Control and Roads Committee – Nothing to report

SPECIAL REPORTS OR UPDATES—Action Requested

Question about building committee update (48:36) Jennie Pfeiffer asked for more information about the building committee; discussion about the status of the BCPUD office renovation/relocation (no updates at this time)

BUDGETARY/FINANCIAL RESOLUTIONS & APPROVALS – Approval of the Budget Schedule

(50:45) The Board reviewed the proposed schedule for the BCPUD’s FY 2025-26 budget. Finance Committee meetings have not been scheduled yet; budget schedule will be updated as needed to reflect these meeting dates. Discussion of potentially adopting the budget schedule at the same meeting as approval of Prop 218 mailing. Discussion of scheduling Finance Committee meetings and legality of holding meetings over Zoom (rather than in-person).

LEGISLATIVE & GOVERNANCE RESOLUTIONS & APPROVALS (57:19)

Assignment of BCPUD Office Holders & Committee Memberships – Discussion of committee activities and current members. BCPUD intends to bolster funding for Mesa Septic, Flood Control, and Roads Committee, working with the Fire Department to ensure maintenance of emergency access roads, ensuring maintenance of appropriate drainage to ensure septic system function; Manager Woods mentioned the previously instated fee on gridded Mesa residents, the rate was decreased at one point but she is considering returning it to the original amount in support of Mesa

Septic, Flood Control, and Roads Committee projects. J. Siedman will now serve on the Mesa Septic Committee with G. Godino as alternate; K. Walker will be on the Personnel Committee.
G. Godino/A. Alexander Green All in favor to approve Board officers and committee assignments as amended.

Resolution 735 of The Bolinas Public Utility District Declaring the District a Sanctuary District
(1:14:44) The Board reviewed and discussed draft Resolution 735 (based on the Bolinas Stinson Unified School District (BSUSD) resolution of the same purpose).

A. Alexander Green/K. Walker All in favor to approve Resolution 735 as amended.

OPERATIONAL RESOLUTIONS & APPROVALS

CONTRACTED WORK, RELATED RESOLUTIONS & APPROVALS – None

DISTRICT ISSUED PERMIT APPROVALS (1:24:32)

Approval of Drainage Ditch on Walking Path on Laurel and Ocean Parkway; Requested by DJ and Renée O’Neil - DJ O’Neil explained that for the past 10 years or so, he has dug out a mini trench/ditch to allow water to run alongside the end of Laurel Rd where it becomes a walking path. This year, Hilary Winslow raised an objection to the ditch. Hilary Winslow has lived on the corner of Cherry and Laurel since 1997. She explained that Laurel used to be a road all the way over to Maple and that she still considers Laurel to be a road, not a walking path, although it has gotten narrower over the years. Hilary believes that the O’Neils putting in a fence along Laurel has led to the illusion that it’s no longer a road. She feels that it’s important for the road to be useable as a road, especially as an emergency egress. Hilary is concerned that the ditch presents a hazard for a car driving on Laurel. DJ responds: there’s the question of egress/whether Laurel-Ocean Pkwy is a road, and there’s the question of the ditch. DJ states that he and Hilary are aligned on not wanting the cliff to erode and that Laurel is no longer considered a road by the county. DJ reports that BCPUD staff have looked at the trench and see no problem with it. He wants Hilary and others to be comfortable knowing that in an emergency, it is possible to drive through (the ditch does not prevent egress).
(1:41:05) Jack Siedman shares institutional knowledge that long ago, BCPUD took responsibility for “dominion and control” over the roads, settling disputes between neighbors regarding drainage (thus the creation of BCPUD’s Drainage Plan). BCPUD is responsible for roads that are not “county roads”; however, BCPUD does not get involved in roadwork unless there is danger to infrastructure/threat to water lines. Residents are responsible for road maintenance/improvements otherwise; BCPUD is not responsible for resolving drainage issues. Jack suggests that DJ and Hilary meet at the location with the BCPUD Roads Committee and George (from Fire Dept), come up with a solution, and recommend it to the Board. **(1:45:38)** Discussion of trench location and size; question of if this issue is even worth spending the Roads Committee’s time. Hilary relays that George is not concerned with this issue and does not need to be involved. Kirsten asks who owns roads such as this, that once were county-maintained and now are not? Answer: BCPUD doesn’t own these roads but takes responsibility for controlling them and has authority over public rights of way. **(1:53:53)** Andrew Alexander Green mentions consideration of permitting and setback requirements on or near the bluff as motivation to protect the road and prevent as much erosion as possible. **(1:56:59)** Review of photos and videos from DJ showing water pooling on the road (all materials viewed during Board meetings can be accessed on the BCPUD website). Road

Committee meeting will be scheduled when Kevin McElroy returns. Andrew Spalding will be included.

Approval for mowing to be conducted along various roadsides within the Gridded Mesa to improve emergency access for Bolinas Fire **(2:01:51)** Fire Chief Krakauer asks for permission to have mowing done across the Gridded Mesa to preserve emergency access.

G. Godino/K. Walker All in favor to approve mowing.

Discussion of the need for a budgeted line item (for both BCPUD and Fire Dept to contribute to) dedicated to maintaining critical roads, ditches, clearance, etc. Will need to work with Fire Dept to establish which roads qualify.

EMPLOYMENT & RELATED APPROVALS - None

APPROVAL OF MINUTES

December 11—Regular Board Meeting

A. Alexander Green/K. Walker All in favor to approve the minutes.

APPROVAL OF WARRANTS (2:06:52)

Warrants will now be approved by month rather than by meeting date interval. Question about the possibility of linking warrants for Board members to view electronically; discussion of the warrant process - gathering receipts for BCPUD purchases; processing invoices; writing checks; etc.

Process is currently being developed/modified to transition from paper-based to digital. Discussion of getting Board members access to BCPUD electronic filing system.

December 7 – December 31 - Warrants

A. Alexander Green/G. Godino All in favor to approve the warrants.

MEETING CLOSING

- Materials to be signed by Board Members
- **(2:20:00)** Kirsten and Jack are going to meet with downtown business owners to discuss the impact of the County beach closure with the intent of hopefully receiving compensation for their losses
- Future Agenda Items **(2:21:19)** Road issue; Resolution 733 for providing water data to the Directors of the Board
- Next meeting date – 2/19/25
- Adjournment – 8:24PM