

# BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT

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**DRAFT** - BCPUD Regular Meeting of the Board of Directors

Wednesday, March 19, 2025

Bolinas Fire Dept Meeting Room

100 Mesa Rd, Bolinas CA 94924

6:00PM

Link to Meeting Video: <https://www.youtube.com/watch?v=QR8vaKJsWVE>

Call meeting to order **(6:37)**

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

Community Expression **(7:05)** None

Letter of protest from Sandra Della Valle regarding Recology rate increase – To be included on next month's agenda when discussing the rate increase

Consider amending agenda item order **(8:41)** Decision to move up Resident Permit Parking Plan Committee update

*K. Walker/A. Alexander Green*

*All in favor to amend agenda item order.*

## **Resident Permit Parking Plan Committee Update (10:14)**

The Resident Permit Parking Plan is underway. Staff and committee members have been in contact with the County of Marin and the Marin County Sheriff's Office (MCSO) to coordinate the logistics of the program. Staff expects to send letters out to downtown residents within the designated parking zones by the end of the month. The County has confirmed that there are 91 permits available. The program will allow 2 permits per household – as needed – with any remaining permits going towards multi-family households if possible. *Please be considerate regarding YOUR number of permits necessary. If you do not need 2 permits for your residence, please allow us to provide the additional permit to households who have multiple members/tenants, with vehicles, living at the property.*

Next Steps: BCPUD staff and committee members will finalize language and related documents to be sent out to residents within the parking area. BCPUD is working on a fillable form for applications, in addition to the availability of returning applications via mail, email or by hand. BCPUD will order permit stickers incorporating requirements of MCSO and County. Once all of the applications are received, BCPUD will begin administering the permits.

County of Marin: Supervisor Rodoni is working with the MCSO to provide start-up funds for the program. The MOU between the County and the BCPUD is awaiting signature from the County. Signs will be posted by the County 2-3 weeks after BCPUD gives the go-ahead.

MCSO: The Sheriff's Office has shared their requirements for the permit stickers and how to provide information to them regarding who is in the program. The Sheriff's Office will be the enforcer of the program. The license plate number will be on the sticker, providing them the ability to check the sticker against the plate.

Stickers will be the same for Brighton & Wharf Rd residents. Stickers will be permanently fixed inside the windshield. Committee still needs to determine application deadline – when will permits be effective? Three ordinances were recently passed – permit restriction (cannot park without a permit between 2 and 5AM), no parking vehicle over 22 feet on Wharf Rd from museum to beach, and no parking vehicle over 22 feet on Brighton from 11PM to 5AM. There is no fee for the permit. Permits will be re-issued every two years. Potential applicants will receive a letter explaining the program and application process.

### **MANAGERS UPDATE (31:03)**

#### **STATUS OF BCPUD's WATER SUPPLY**

Manager Woods shared video of the Arroyo Hondo lower & upper impoundment; the upper impoundment is still filled with debris, lower impoundment still spilling. Both reservoirs are spilling, Azolla is creeping back. When Wells project gets online, need to decide if keeping up with Azolla removal is worth the expense. Would be helpful to have empirical data showing impact of Azolla on reservoir water quality. Need to make sure water is managed to serve emergency purposes – both drought relief and fire suppression. Could there be a use for the reservoir water to draw from it more regularly and prevent stagnation? Consultant was hired in 2019 that provided some water quality data but did not ultimately lead to a comprehensive water management plan. Current structure requires water to go through Woodrat 1 to get to the plant, may want to make longer-term engineering changes. Bill Niman uses a nano-bubbler to keep air circulating in his pond (BCPUD tried this in the past and it did not solve the problem).

Water usage trends **(44:57)** Production and consumption decreased in February. 14% increase in consumption per connection compared to February of last year.

### **MEETINGS ATTENDED (47:38)**

Marin County Planning Commission meeting on March 10 – discussing amendments to Local Coastal Plan (LCP) relating to environmental hazards. Next meeting will be March 24, Manager Woods feels it is important for BCPUD to be active in this process as the decisions made will potentially impact the District. For example, language about bulkhead upgrade and maintenance in Tomales but not on Wharf Rd.; could be easy for Bolinas to be overlooked in the plan amendments especially considering the lack of presence (Seadrift residents at meeting but no real representation of Bolinas community). Newly appointed Commissioner Leila Monroe – West Marin's representative on the Planning Commission – to meet with Manager Woods and discuss these issues. Manager Woods has been working with Department of Public Works (DPW) around structures that need to be updated (Surfer's Overlook, Wharf Rd. Upgrades) and brought to their attention that these amendments to the LCP would make these projects more difficult.

Wharf Rd Repair **(58:58)** Manager Woods and Director Walker met with engineers at DPW this week to discuss their planned repair of Wharf Road, will be meeting with our own engineer soon to discuss what, if anything, BCPUD should do to proactively protect our water and sewer infrastructure prior to the commencement of County's work - will continue to provide updates regarding this work, especially as the schedule and details solidify. Encourage County to invest in Wharf Rd., to understand the value these roads present to coastal visitors, Wharf Rd has the only public boat launch in Bolinas. Importance of adopting the rhetoric that appeals to the Coastal

Commission - emphasize the impact of these roads as critical visitor access points (Olema Bolinas, Wharf, Mesa, Brighton)

Marin County Sea Level Rise Adaptation Planning Meeting **(1:03:25)** Intent of meeting was to get stakeholder input from community members and agencies in Bolinas and Stinson, similar issues raised regarding Local Coastal Plan and the difficulties it poses for residents desiring to do construction as preventative measure against sea level rise. Not great representation by Bolinas, mostly Seadrift residents present at the meeting. Director Alexander Green will be attending a Sea Level Rise Steering Committee meeting next week.

Ocean Protection Council **(1:04:48)** BCPUD has been actively working with Stinson Water to help them revise their OPC grant proposal. The grant proposes a "regional feasibility study" that will evaluate and recommend potential upgrades to wastewater infrastructure and facilities in both Stinson and Bolinas in the face of sea level rise. On March 3, Stinson Water's OPC grant proposal was awarded an additional \$300K (totaling \$1.5M), in the coming weeks Manager Woods will be working with Stinson Water to draft our Request For Proposal (RFP).

#### **OPERATIONS UPDATES (1:06:11)**

**Leaks:** Large leak on the 500 block of Birch last week, operators were able to repair the leak that evening. No other notable leaks this month, which is good news.

**Storm Damage and Planned Repairs (1:14:00)** Damage to culverts at Arroyo Hondo have progressed, now we will be looking to repair two sections of the Arroyo Hondo Access Road: the culvert that split at the creek crossing closer to Mesa Road, and the culvert that split at the "Double Barrel" crossing. Manager Woods will be contacting an engineer to develop a solution and will continue to work with the National Park Service to get approval for this emergency work order. Until the road is repaired, we cannot drive on the road – only can access on foot. Not much experience with this type of problem, will require creek diversion. Discussion of who might be the best engineer to meet with. One Director mentions the need for a sign (in English and Spanish) notifying the public that the Arroyo Hondo Trail is currently not safe for pedestrians.

#### **Well Project Update (1:15:34)**

Well Projects are moving along through the construction phase. BCPUD continues to work on our easement agreement with BCLT that will be necessary for access to the well at 31 Wharf. Manager Woods will be meeting with the Grant Manager at DWR on Friday to formally request additional funds to cover our budget "shortfalls" (currently estimated ~\$190K). Large contributor to these shortfalls was the permitting/coastal development permits. In addition to increasing costs, permitting process created long delays so there are now increased construction material costs. BCPUD continues to communicate with Habitat for Humanity to coordinate our respective projects. Manager Woods had meetings with Weeks Drilling and project engineers for planning the installation of the pump at 31 Wharf. Resource Recovery Well is primarily designated as backup / emergency water source for BCPUD and is used to water the baseball field only if the water is not needed by BCPUD. 31 Wharf well water is all for BCPUD to use in a responsible manner; as it is a new source, BCPUD is planning to monitor and collect data stringently.

**Tank Site Pipeline Replacement Project (1:21:00)** There was a change order associated with electrical work. One day of work remains. After the work is finalized, Manager Woods will present a special report summarizing total costs and closing out the project.

## **MISCELLANEOUS UPDATES**

**PUBLIC HEARINGS, RECEIPTS & NOTICES (1:21:40)** None

**Decision to rearrange agenda items to move up discussion of BEP and BCLT matters (1:22:43)**

*K. McElroy/K. Walker*

*All in favor to amend agenda item order.*

**Bolinas Eucalyptus Project (BEP) and Bike Path Update (1:24:17)** Board to consider the formation of an Ad Hoc Committee for BEP, suggestion that Directors Siedman and McElroy participate in the committee. John Cozzi from BEP is present, welcomes this suggestion, and thanks the Board for their support throughout the years of this project. He summarizes recent events, notes that Manager Woods has taken over communication with the county on behalf of BEP and expresses his belief that the BEP project is equally as critical as Wharf Rd repair and other projects. The county wants the BEP scope to be scaled down; Mr. Cozzi does not feel that a reduced scope will ensure public safety. He summarizes his concerns about the project being limited by the county and suggests that a site visit with the county planner and coastal commission would be informative and possibly help BEPs case. Manager Woods points out that there is a lot of shifting ground, including a recent Governor's order allowing removal of trees in the coastal zone, and wants to be intentional about investigating the best path forward while continuing to partner with BEP volunteers.

**Motion to form an Ad Hoc Committee for BEP (1:33:58)**

*G. Godino/K. Walker*

*All in favor to form ad hoc committee.*

Manager Woods suggests absorbing the Bike Path ad hoc committee into the BEP committee as the work is redundant to the BEP ad hoc committee, at least for the time being.

**Motion to merge Bike Path and BEP Ad Hoc Committees (1:38:30)**

*G. Godino/K. Walker*

*All in favor to combine ad hoc committees.*

**BCLT Request to Amend Limited Water Use Permits (LWUPs) Associated with 130 Mesa Road and 31 Wharf Road, Transferring a Portion of the Allocated Water Limit from 130 Mesa Road to 31 Wharf Road (1:39:35)**

Jeff Clapp from the BCLT met with BCPUD staff to discuss the BCLT's meter history. On October 4, 2023, BCPUD Board approved BCLT's request to temporarily reallocate 17,950 cubic feet per quarter to 130 Mesa. Jeff is now requesting to transfer/allocate 6,000 cubic feet per quarter from 130 Mesa to 31 Wharf. Discussion of intention of original reallocation as temporary.

**Motion to allow BCLT to reallocate 6,000 cubic ft/quarter from 130 Mesa Rd to 31 Wharf (1:45:50)**

*G. Godino/K. McElroy*

*All in favor to allow reallocation.*

## **SPECIAL REPORTS OR UPDATES**

### **COMMITTEE UPDATES**

#### **VOLUNTEER COMMITTEE UPDATES**

Resource Recovery Project Committee (1:47:04) RRP has been functioning smoothly; there has been a steady inflow of material dropped off and three grinds so far this fiscal year. Joe is managing the site and working hard to maintain the status quo, Greg is available a few hours a week and during grinds to assist with the loader. Days and times have officially changed – now closed Tuesday and Sunday, discussion in progress regarding open hours shifting from 40 to 32 hours per week. Tipping fees increased to \$30/yard beginning March 1, Joe reports minimal pushback on the raised rates. BCPUD is budgeting employee time for the FY 25-26 budget to provide additional manhours at the site. Manager Woods notes that RRP has been running at a deficit for a number of years; it was originally conceived as a partnership between BCPUD, Bolinas fire department, Stinson water, and Stinson fire department so there is consideration of wanting community members to continue reducing their fire fuel loads while also needing the project to support itself financially. Ideally increasing the rates will address the deficit- will need to wait and see, possibly call on fire department or other entities if needed to provide additional support for this program. Suggestion to have an annual review of RRP to look at financials more proactively, need better accounting of expenditures and more transparency around site management. Original name was “Bolinas-Stinson Resource Recovery,” Director McElroy asks if Stinson residents are using RRP, would be interested in collecting this information. Manager Woods expresses that it’s easier to have BCPUD solely responsible for RRP operations but could use more financial support from other entities. Discussion of benefits RRP provides to the community, in addition to fire fuel reduction, other environmental considerations; possibility to advertise these benefits or build awareness of the services RRP provides.

## **ACTION ITEMS**

**SPECIAL REPORTS OR UPDATES**—Already discussed

### **BUDGETARY/FINANCIAL RESOLUTIONS & APPROVALS (2:08:15)**

Board Approval of Draft Financial Report of the Bolinas Community Public Utility District for the Fiscal Year Ending June 30, 2024 (O’Connor & Company)

Motion to approve the draft management report from O’Connor & Company.

*G. Godino/A. Alexander Green*

*All in favor to approve report.*

Motion to approve the draft annual financial report from O’Connor & Company.

*G. Godino/A. Alexander Green*

*All in favor to approve report.*

## **LEGISLATIVE & GOVERNANCE RESOLUTIONS & APPROVALS**

Board to Consider an Increase to the Directors’ Monthly Stipend for FY 2025-2026 (2:16:19)

Discussion of practices at other water districts in West Marin, discussion of paying per meeting vs flat rate. Recommendation to increase amount yearly to account for rising cost of living.

Consideration of payment when Board members attend formal meetings (for ex. JPIA) as BCPUD

representatives; paying Directors more might attract a more diverse group of community member applicants to Board membership; different committees have different amount of time demanded of Directors – should they not be compensated more for their time? Proposal for meetings that qualify for payment:

- Over 45 minutes long
- Can be Zoom or in-person
- Limited number of paid meetings per month
- \$200 / meeting (to increase annually)
- Director must communicate with General Manager prior to meeting

Manager Woods to consider further – will add to next month’s meeting agenda.

Amendments to Leak Relief Policies and Procedures (Resolution No. 553:  
Establishing Criteria for Requests by District Customers for Relief from Quarterly  
Metered Water Delivery Charges in the Event of a Leak or other Water Loss) **(2:42:18)**

Manager Woods suggests a two-part conversation at the April and May Board meetings to address leak relief policy concerns (for ex: how many times can a resident be awarded leak relief?; should there be a minimum required payment amount?; should residents be encouraged to purchase a flume?)

#### **APPROVAL OF MINUTES (2:50:50)**

February 10—Regular Board Meeting

*Deferred to next month’s meeting*

February 14—Finance Committee Meeting

*K. Walker/A. Alexander Green approve the minutes.*

#### **APPROVAL OF WARRANTS (2:54:04)**

February 1 – February 28 - Warrants

Questions on JDS compressor repair, Marin county election, tank site replacement project costs.

*K. McElroy/A. Alexander Green*

*All in favor to approve the warrants.*

#### **MEETING CLOSING (2:55:46)**

- Materials to be signed by Board Members
- Next meeting date – 4/16
- Adjournment – 8:59PM