

# BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT

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

Monday, February 10, 2025

BCPUD Office

270 Elm Rd, Bolinas CA 94924

6:00PM

Link to Meeting Video: [https://www.youtube.com/watch?v=Q\\_J9i9S6ska](https://www.youtube.com/watch?v=Q_J9i9S6ska)

Call meeting to order **(0:55)**

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

Community Expression **(1:11)** None

Consider amending agenda item order **(1:44)** Decision to move up Recology detailed rate review  
*K. McElroy/G. Godino* *All in favor to amend agenda item order.*

Decision to move up request for financial relief **(2:52)**  
*G. Godino/A. Alexander Green* *All in favor to amend agenda item order.*

## **Recology Detailed Rate Review Committee (4:13)**

Prop 218 requires sending a notice of rate increase for solid waste disposal services, 45 days prior to public hearing for public protest/comment. Notice will be sent out February 28; draft contract needs to be approved by the Board at the April meeting (assuming there is less than 50% public protest). Notice will be sent to all Recology customers (which includes non-water customers).

Recology representative Andy Fulton is present to answer K. Walker's question about walk-in service rates; these will also increase along with regular rates.

Approval of Prop 218 notice **(13:11)**

Edit for Exhibit A – change language to specify monthly fee in table.

Vote on Prop 218 notice **(15:09)**

*K. McElroy/A. Alexander Green* *All in favor to approve Prop 218 notice.*

Request for financial relief – Stephanie Martling at 410 Yucca **(15:50)**

Leak in November, was addressed promptly but there was a lot of water loss. Bill was about \$1,000, 10 times higher than previous bills over the last ten years. Leak was in a pipe underground in the front yard (referred to as a blind leak); was not discovered until water pooled. K. McElroy calculated total water loss at approximately 50,000 gallons above average consumption; Stephanie explains she doesn't live at the house full time so the leak may have been unnoticed for a couple of days. Board discusses possibility of requiring leak detection device installment as a condition of granting leak relief. Decision to add to future agenda for further discussion. Historically, the Board has given up to 90% relief for blind leaks (90% of amount over typical usage).

Discussion of desire for formal documentation – plumber's bill, photo evidence, BCPUD staff confirmation, etc. Discussion of changing amount from 90% going forward. Discussion of possible changes to policy to be continued at next board meeting.

Approval of leak relief for 410 Yucca **(31:54)**

G. Godino/A. Alexander Green

*All in favor to approve leak relief.*

### **MANAGERS UPDATE (33:14)**

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

Manager Woods shared video of the Arroyo Hondo lower & upper impoundment; the upper impoundment has been filled with debris, so we have lowered the radial gate and are now drawing from the lower dam (as of 2/7/25). Azolla removal completed at Woodrat 1, YTD cost of removal totals \$12,900. Plan to set up contract with Azolla removal company to not exceed set cost amount yearly. Discussion of possibility to sell Azolla as fertilizer. Desire to set a line item in the budget for Azolla removal. Consideration of using emergency water source more regularly to improve water quality, Manager Woods mentioned BCPUD's work with Rural Community Assistance Corps (RCAC) and put a grant project on the list for a feasibility study to identify how to improve reservoir water quality (also construction projects to replace piping). Discussion of possible alternate uses of reservoir water; fire department may need in an emergency.

Water usage trends **(44:11)** Production increased in January, difference between production and consumption numbers due to tank being filled following pipeline replacement. Consumption numbers have increased 20% compared to this quarter last year.

### **MEETINGS ATTENDED (50:34)**

Marin County's Sea Level Rise Adaptation planning meeting - This work is being conducted by AECOM (consulting firm hired by the County of Marin to help a County-wide effort to address Sea Level Rise); purpose of meeting was to get stakeholder input from the heads of Special Utility Districts in West Marin (Muir Beach, Inverness, North Bay, Point Reyes, Stinson, Dillon Beach). Director Alexander-Green was also in attendance. Sea level rise will have greater impact on sewer systems than water systems. Similarly, towns like Bolinas/Stinson that are oceanfront will be impacted differently than bayside locations. Might not make sense to try to take a county-wide approach to this issue as different areas will have different concerns. Ocean Protection Council (OPC) grant funds are intended to address wastewater issues related to sea level rise. Director Green observed that the West Marin contingent of this group felt cohesive/collaborative, potential to work together on these projects going forward. San Rafael's Canal District, Corte Madera have completed or almost completed their sea level rise plans – could they share them for other towns to use as starting point for their own resiliency plans?

### **OPERATIONS UPDATES (1:04:02)**

**Leaks:** Hopefully getting to Burnt Park leak re-repair next week after this week's forecasted rains. We are planning to get Piazza, will also be using this repair as a test case to see if we can strategize ways to bring down our paving costs. Director Walker asks if these types of repairs can be delayed or can a steel plate be left on? No - the county requires them to be fixed and paved in a timely

manner. Manager Woods heard from other managers in the county meeting that we are not the only District facing costly paving repairs. Discussion of need to anticipate repairs, stockpile appropriate emergency materials to have on hand rather than relying on whatever is available at the time (not always the best quality materials). **(1:11:35)** Director McElroy asks if Piazza is required for paving repairs? No – planning to use the Burnt Park repair as a test case to see if we can strategize ways to lower paving costs/use a different paving company. Because Piazza came and repaired/repaved this location once, we can easily compare costs. Director Walker suggests that BCPUD can ask Piazza for a discount on the re-repair.

**Storm Damage and Planned Repairs (1:14:00)** Storm caused slides and damage to culverts at Arroyo Hondo, BCPUD is working with National Parks Service to get approval for emergency work order to repair damages (estimated costs \$6000).

**Well Project Update (1:20:49)** Well Projects are moving along; Conex storage box was delivered to Mesa Park for the Resource Recovery Well. Staff did a walk through for electrical work with Mesa Electric for both Well projects (Mesa Park and 31 Wharf); still need to prepare a revised budget and request additional funds from DWR (grant funder) of >\$100K to cover our construction shortfall. Ideally Resource Recovery Well will be online by summer 2025.

**Tank Site Pipeline Replacement Project (1:24:31)** Piazza is almost done, there is about 1 more day of electrical work. After the work is finalized, Manager Woods will present a special report summarizing total costs and closing out the project.

**Governance Update (1:25:23)** Deadline for nominating BCPUD Directors to serve as a Local Agency Formation Commission (LAFCO) representative is Tuesday, February 11. LAFCO oversees the formation and organization of local government agencies. LAFCO aims to encourage orderly formation and development of local governmental agencies; preserve agricultural and open-space lands; and discourage urban sprawl. Each of California's 58 counties has its own LAFCO, which reviews proposals for the creation, expansion, or reorganization of cities and special districts to ensure efficient and logical service delivery.

## **MISCELLANEOUS UPDATES**

**County's Public Works Projects in Bolinas (1:28:17)** Manager Woods will be meeting with Principal Civil Engineer, Robin Bartlett (BCPUD's contact at DPW), at the County this Thursday to discuss status updates on two projects: Wharf Road general repair & Sea Wall, and Surfer's Overlook, as well as an issue raised in BCPUD's letter to CDA regarding proposed amendments to the Local Coastal Program regarding maintenance and repair of Wharf Rd and the sea wall.

**PUBLIC HEARINGS, RECEIPTS & NOTICES (1:31:13)** None

## **SPECIAL REPORTS OR UPDATES**

**Update on the Bolinas Eucalyptus Project and Repair of Bike Path (1:31:47)** BEP submitted a Coastal Development Permit application to allow the removal of 1139 trees (primarily within BCPUD property, below the Sewer Ponds). BEP had a meeting with Rodoni and CDA on January 30th to discuss the project. Despite CDA identifying incompleteness items in the original application, last week we received a reply from the CDA that the application was "complete". The project now will need to go through CEQA (California Environmental Quality Act) review because it is not exempt

and we will need to work with the CDA's Environmental Planning Division. In addressing CEQA requirements, BCPUD/BEP will need to address many of the issues that were identified as "incomplete". Manager Woods recommends that BCPUD take the lead on this project as BEP's volunteer community members have done more than their fair share of work. Additionally, as the formal agency that owns the property in question, it will be easier for BCPUD to take the lead at this point. In her opinion, the success of this project will depend on the commitment of the BCPUD Board to support this project. Manager Woods will be meeting with Environmental Planners in the near future and will share concrete "Action Steps", further recommendations and requests with the Board at that time. Director Godino suggests a volunteer dinner for Permit Parking Committee members, BEP, and others to show appreciation. **(1:43:16)** Bike Path – need to submit Coastal Development Permit, makes sense to wait and see what happens with BEP permitting before moving forward with bike path. Broad schedule for bike path: target date May 2026 for obtaining necessary bike path permits with tree removal to take place summer 2026, advertise bid for bike path repair September 2026, repair the path June – August 2027. Grant deadlines: submit grant package December 2027 to March 2028 with construction to be complete March 2028, liquidation of funds by June 2028. **(1:46:50)** Discussion of funding for bike path project, requirement for BCPUD to contribute "matching" funds in order to access CA state park grant funding. Looking at BCPUD total bike path expenditures to date, difficult to extricate costs for WRA (biological assessment) as there were multiple projects being funded simultaneously. May need a closer look to get accurate amounts. **(1:52:40)** Importance of relaying hazards of current situation/need to improve and reopen bike path to permitting agencies – pedestrian path is currently closed, Mesa Rd is not safe and leads people/students through precarious tree zone. Manager Woods would like to gather more letters of support to solidify this argument from Safe Routes to School, the school, the firehouse, to the permitting agencies. Director Godino asks that Path Closed signs be put up in Spanish as well as English.

#### **COMMITTEE UPDATES (1:55:15)**

##### **VOLUNTEER COMMITTEE UPDATES**

Resource Recovery Project Committee – Message sent out to the community that RRP is raising tipping fees beginning March 1<sup>st</sup> from \$20 to \$30/cubic yard. New schedule: RRP is officially closed on Tuesdays (as well as Sundays). BCPUD staff to begin helping Joe on a weekly basis to lighten his workload, driving the loader.

Resident Permit Parking Plan Committee **(1:57:09)** – Belle, Sherry and Bruce have been working together to move the process along, hoping to get an application letter out to residents in the next couple of weeks. Hoping to have permits implemented by this spring. Discussion of appearance of permits, possibly getting StuArt involved in design.

Land Stewardship Committee – Nothing to report

##### **AD-HOC COMMITTEE UPDATES**

Bike-path Committee – Already discussed

Building Committee – Nothing to report

Canyon Road Committee – Nothing to report

##### **STANDING COMMITTEE UPDATES**

Personnel Committee – Nothing to report

Finance Committee **(2:00:46)** - Suggestion that minutes from committee meetings are used to share updates with the Board

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**

**BUDGETARY/FINANCIAL RESOLUTIONS & APPROVALS** – Nothing to report

**LEGISLATIVE & GOVERNANCE RESOLUTIONS & APPROVALS (2:01:16)**

Resolution 733 of the Bolinas Community Public Utility District (BCPUD) Permitting the BCPUD Board of Directors' Access to and Dissemination of Customer Water Use Data for Use Related to Oversight of District Operations

*K. McElroy/K. Walker*

*All in favor to approve Resolution 733.*

**OPERATIONAL RESOLUTIONS & APPROVALS**

**CONTRACTED WORK, RELATED RESOLUTIONS & APPROVALS (2:03:40)**

Resolution 736 of the Bolinas Community Public Utility District (BCPUD) Authorizing Contracting with Weeks Drilling & Pump Co. for Pump Installation and Ancillary Work for the Wharf Road Well Project, Project 2665-003

*A. Alexander Green/G. Godino*

*All in favor to approve Resolution 736.*

Contract Approval: Weeks Drilling & Pump Co. for work to install pump in Well located at 31 Wharf Road **(2:06:56 - 2:14:35)**

*G. Godino/K. McElroy*

*All in favor to approve contract with Weeks.*

**DISTRICT ISSUED PERMIT APPROVALS** – Already discussed

**EMPLOYMENT & RELATED APPROVALS** - None

**APPROVAL OF MINUTES (2:14:51)**

January 15—Regular Board Meeting

*A. Alexander Green/K. Walker*

*Four in favor to approve the minutes, one abstention.*

February 3—Finance Committee Meeting **(2:15:28)**

Discussion of Brown Act requirements for committee meetings vs Board meetings, desire for all Board members to be filled in on Finance Committee meeting decisions and activities

**(2:23:17)** *K. Walker/A. Alexander Green approve the minutes.*

**APPROVAL OF WARRANTS (2:24:06)**

January 1 – January 31 - Warrants

Questions on cell phone reimbursements, Piazza paving and leak repair costs, purchase of drone.

*A. Alexander Green/G. Godino*

*All in favor to approve the warrants.*

**MEETING CLOSING**

- Materials to be signed by Board Members **(2:27:43)**
- Future Agenda Items - Leak relief policy review
- Next meeting date – Special Meeting 2/19, Regular Meeting 3/19
- Adjournment – 8:31PM