

BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT

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DRAFT - BCPUD Regular Meeting of the Board of Directors

Wednesday, April 16, 2025

Bolinas Fire Dept Meeting Room

100 Mesa Rd, Bolinas CA 94924

6:00PM

Link to Meeting Video: https://www.youtube.com/watch?v=MAFbQ_KLsuE&t=3625s

Call meeting to order **(0:16)**

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

Community Expression **(0:58)** Simon Dunne is present to inform the Board about ongoing discussions concerning a community swimming pool; he proposes adding an agenda item for the next meeting to discuss associated water use with the Board. Jack Siedman explains that historically the issue with community pool proposals has been maintenance and operational costs; building a covered pool that is filled during the winter when water is plentiful can address water supply issues. Manager Woods suggests discussing water-related issues at the May meeting.

Consider amending agenda item order **(12:02)** Decision to move up Resident Permit Parking Plan Committee update, Recology public hearing and LWUP application for 105 Terrace.

Resident Permit Parking Plan Committee Update (16:53) Parking permit program has been rolled out to eligible downtown residents; 14 people have responded, 25 permits requested at this time. Deadline is May 1st for application submission. Concerns have been raised about displacing people living in their vehicles; Belle explains that there are still unrestricted locations for parking vehicles under 22 feet long, and Sherry reiterates that there is a restriction throughout unincorporated areas of Marin county on 72-hour parking that went into effect in April.

MANAGERS UPDATE (24:33)

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 continues to spread. Water usage trends: production and consumption increased slightly in March; 15% increase in consumption per connection compared to March of last year.

OPERATIONS UPDATES (28:05)

Leaks: Small leak on Brighton, repaired same day in-house. Leak on booster line that is difficult to repair; TBD if we will need to call in Piazza, for now we have put on a clamp. Replacement of the booster line is on the 5-year CIP list.

Storm Damage and Planned Repairs (30: 44) Damage to access road from February storms; site visit meeting tomorrow with Point Reyes National Seashore (PRNS) Park Service and consulting engineer to plan for road repair and culvert replacement. Manager Woods will discuss placement of "Danger" sign at the trail entrance during tomorrow's meeting with PRNS (as it is park property).

Well Project Update (32:53) Wells Projects are moving along through construction phase. We have submitted a formal request for funding increase (~\$190K) to DWR. BCPUD is in final stages of easement negotiations with BCPUD needed to allow us to use and access the well at 31 Wharf. Once the easement is signed, Weeks Drilling will install the pump. Manager Woods will be meeting with Habitat for Humanity on April 21 to coordinate respective projects.

Tank Site Pipeline Replacement Project (36:03) The change order has been negotiated for the final day of electrical work needed to complete this project (additional \$2000).

“Emergency” Purchase of 4WD Truck (36:43) Selling older, out of commission trucks “as-is”; still operating two newer trucks (2017) but one needed repair this week (\$2500) so we’re down to a single working truck. Staff is having to drive personal vehicles. Plan was to purchase a new truck next year but we need to do this now; borrowing from the LAIF to purchase and will repay the LAIF when revenue comes in.

MISCELLANEOUS UPDATES (38:45) County Beach Warning Signs – BCPUD staff advised the county on beach access points for displaying contaminated water signs; otherwise BCPUD was not involved in the decision to put up signs. Discussion of the County’s decision to post these signs considering that the water was ultimately deemed safe; some Board members feel these signs counteract the lifting of the beach closure. Questions raised – what is the fallout for local businesses? Are these signs posted throughout the county or only in Bolinas? Will signs come down based on additional test results? K. Walker and J. Siedman to work with Manager Woods drafting a response from the Board to the County regarding the signs.

Stinson Water’s Ocean Protection Council Grant **(51:14)** Manager Woods continues to work closely with Stinson Water on their OPC grant; the Request for Proposal (RFP) will be shared with the Board and the public once it is advertised in mid-May.

PUBLIC HEARINGS, RECEIPTS & NOTICES (56:42) Public Hearing: Proposal to Increase Solid Waste, Recycling and Green Waste Collection Rates in the Bolinas Community Public Utility District. One letter of protest received from Sandra Della Valle regarding Recology rate increase; otherwise no public protest. Recology representative are present to answer any questions; J. Siedman asks why does the proposed increase span five years rather than one year at a time? Recology rep explains that the five-year plan ensures stability of rate increases for customers rather than basing the rate changes on economy or CPI, which may fluctuate more over time.

Motion to approve the amended Recology contract.

K. McElroy/A. Alexander Green

All in favor to approve contract.

Limited Water Use Permit (LWUP) Application – 105 Terrace Avenue, Lowell Strauss **(1:05:15)** Discussion of whether this project needs an LWUP or not; new septic system will be installed – question raised of if the expanded septic is a choice by the homeowner vs a county requirement? Historically the board does not recall requiring an LWUP for new septic as it doesn’t change the amount of water being used. Director Alexander Green explains that new septic systems are more efficient and can accommodate more wastewater per day than BCPUD LWUPs allow. President Siedman suggests an LWUP based on average household usage (2700), which should be more than

sufficient for their water needs. Manager Woods mentions annual septic system testing requirements may require increased water use and suggests the Board consider this when making LWUP decisions related to septic system construction. She also notes that if people will be moving off of septic systems and connecting to BCPUD's wastewater system, this will require LWUPs as well, because of capacity issues related to the BCPUD sewer ponds. Manager Woods also references the need for LWUP policy surrounding property merges as this may allow increased water use for irrigation.

Discussion of establishing consistent policy for public attendance and agenda item order – historically people have had their item moved up in the meeting; BCPUD staff needs to be able to convey to community members at what point in the meeting their item will come up. Decision to revisit this LWUP at May meeting when Lowell can attend and participate in conversation.

SPECIAL REPORTS OR UPDATES — None

COMMITTEE UPDATES

AD-HOC COMMITTEE UPDATES (1:24:00)

Recology Detailed Rate Review Committee - Can be removed from future agendas

Bike-path Committee - Merged with BEP

Canyon Road Committee - Continues to work on this project; Manager Woods has met with Supervisor Rodoni and the county planners, committee has gathered more information on how these projects have been handled historically; will be meeting with engineer to discuss next week

BEP / Bike Path Committee **(1:25:42)** - Zoom meeting scheduled with HT Harvey (environmental consultants)

STANDING COMMITTEE UPDATES - None

ACTION ITEMS

SPECIAL REPORTS OR UPDATES—None

BUDGETARY/FINANCIAL RESOLUTIONS & APPROVALS (1:28:09)

Draft FY 2025-26 District Budget and Draft Updated Five-Year Capital Improvement Plan – 2025-2029; Draft Proposition 218 Notice re: Proposed Increases to Annual Water, Sewer and Septic/Drainage Service Charges - There was a special board meeting on Monday, April 14th, to review financial/budgetary matters, Board to approve Prop 218 Notice that will go out to customers regarding proposed service charge increases. Discussion of text revisions to Prop 218 Notice; discussion of proposed \$5 service fee – Manager Woods proposes delaying this for a year to consider the decision more thoroughly, borrowing from the LAIF to pay back with water customer revenue. Question raised of implicit vs explicit costs; is it better to have an added service fee or to continue incorporating billing expenses into general operations costs? Maybe paperless billing would alleviate some of these expenses as well. Director Walker calculates that a \$5 service fee is insufficient for fully account for billing expenses (should be more like \$8-10 per customer) and suggests that the Board should not delay.

Discussion of supplemental service charge for meter reads requiring operators to enter a customer's yard **(1:46:45)** Continued discussion about whether or not to include a service charge fee in the Prop 218 Notice.

Motion to approve the Draft Prop 218 Notice with modification to remove mention of service fee
K. McElroy/A. Alexander Green *All in favor to approve Prop 218.*

LEGISLATIVE & GOVERNANCE RESOLUTIONS & APPROVALS

General discussion regarding encroachments and obstructions in the Gridded Mesa Right-of-Way
(2:07:19) Manager Woods expressed concerns about residents adding mailboxes in light of her desire to reinvigorate the septic drainage program; shared photos of mailboxes currently posted on Mesa Rd. Could people use mailbox clusters rather than mounting new mailbox (in right-of-way) outside their home? President Siedman references existing ordinance that specifically address BCPUD access to water meters. Director Godino asks what messaging might the post office be giving to community members regarding mailboxes – there may be a conflict of interest between mail delivery and rights of way. Manager Woods suggests amending Ordinance 30 to specifically include mailboxes. Director Walker asks if an item can be added to May’s meeting agenda to discuss the status of the Bolinas post office/mail delivery. Discussion of Ordinance 30 enforcement. Could a notice regarding new mailboxes and rights of way be included with the Prop 218 Notice? Director McElroy notes that property owners may not necessarily be aware of where their property line and/or the right of way is located. Director Godino will review messaging to be shared with the public regarding this issue before it is broadcast. BCPUD staff to look into information from the post office regarding new mailbox instructions.

OPERATIONAL RESOLUTIONS & APPROVALS

CONTRACTED WORK, RELATED RESOLUTIONS & APPROVALS

Mountain View Services – Proposal to replace filter components **(2:46:17)**

Much needed upgrades to filter components; purchase will upgrade and allow BCPUD to continue to maintain treatment plant

Motion to approve Mountain View Services contract
A. Alexander Green/G. Godino

All in favor to approve the contract.

APPROVAL OF MINUTES (2:55:33)

March 17—Finance Committee Meeting

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

March 19—Regular Board Meeting

Discussion of removal of “temporary” regarding BCLT water reallocation

K. McElroy/A. Alexander Green

All in favor to approve revised minutes.

February 10—Regular Board Meeting

Deferred to next month’s meeting

APPROVAL OF WARRANTS (2:59:02)

March 1 – March 31 - Warrants

Questions on PGE costs; Wells fencing; other costs associated with Wells projects.

G. Godino/K. Walker

All in favor to approve the warrants.

MEETING CLOSING

- Materials to be signed by Board Members
- Next meeting date – May 21
- Adjournment – 9:08PM