

## 5/25/17 DM Report - Water, Roads, Infrastructure, and Finance

### Water:

Water manager Position – helping to coordinate and monitor the current Water Management Team trial period that started 4/21 with evaluation to follow-up 5/24/17. Will update 5/25/17.

Water Permit Modification – working with Misha Anderson from the SWQCB to meet the requirements for a permit modification. We have hired a civil engineer Jon Terry to add 4-log virus inactivation to the permit and engineered plans for the Banducci extension. Engineer is just finishing with the Banducci extension contact times and we are working with the NPS to provide a sample monitoring program.

MBCSD Stream Monitoring system – working with NPS Aquatic Ecologist Darren Fong to set-up a volunteer stream monitoring plan that will coordinate with new stream monitoring system from In-situ, Inc. Muir Beach Internet Technician, Leighton Hills, is working with In-situ technician on test prototype that can run over MB LAN to meet our Adaptive Management Plan/ Water Permit requirements. In-situ demo equipment arrived 4/29/17. Leighton coordinating with Technician to be able to set up on micro-cell system. I will meet with Darren in June to walk creek. We are also looking into “critter cams”.

The summer ‘monitoring and stream walking program’ will need to be developed with the participation of community volunteers to make it work but could create a lot of community goodwill in the process.

Water System – submitted our request for full panel water testing (required every 3 years) and submitted Annual Water Report to State that was due by April 30, 2017. Working on Confidence report due in June.

Water committee – working with the Water Committee to outline water challenges and how better to conserve water, stabilize revenues, and improve leak detection and to begin researching solutions, using both current pricing and storage strategies, along with alternative future methods. Investigating the possibility of a test pilot project for real-time water metering and leak detection. Committee met on 5/1/17 to discuss water rates and is unanimous that a current rate increase is necessary immediately, but should still keep working on alternative pricing strategies such as Aquashares to build in more stable revenues and water conservation measures by using a cap ‘n’ trade type system for individuals to buy and sell their excess water.

### Roads:

Highway 1 – North – is currently closed due to emergency work - CalTrans Quick Map as of 4/28/17 says it does not expect to open until October 20, 2017.

Highway 1 – South – is OPEN – halleluia!

Frank Valley Road – We are now exploring re-routing about 200’ of waterline to the other side of the road and the County DPW will help expedite the permits. We have met with Bruce Linscott and asked for a quote to submit for Cal OES Storm Grant for funds/reimbursement. As of 4/28, I am still waiting for estimate but have already filled with Cal/OES FEMA as a listed project in progress.

Sunset Way Project – have been coordinating with ILS, LTD Engineering, and Sunset Way committee, along with neighborhood stakeholders, to modify and scale back the current plans to be ready to go out to bid. Still need to designate two work staging areas to keep the bid price down as well. (Pump house? /NPS worksite/Pelican Inn Parking CSD lot?) MBCSD Board approved ILS Revision proposal on 4/13 and it was submitted to ILS on 4/18, so will now take an estimated 6 weeks and 2 more onsite visits to complete along previews of concept designs before putting into CAD. ILS is about half way through design process according to progress billing and we should have a walk-through with ‘Concept designs’ soon. Will follow-up.

Pacific Way Bridge – PWB water line re-route is complete. Currently sending over all invoice statements pertaining to project to Cal OES for Storm grant reimbursement.

## **Infrastructure:**

Cove Lane Culvert – Gary Miksis did video scoping and analysis of condition of culvert to be able to have a Dynaliner. Gary is currently preparing quote. I have requested an additional quote from Linscott for cleaning, installing self-leveling grout to fill voids, and add new extension before Dynaliner can be installed. Now have current estimate from Miksis, but still waiting for Linscott, and am meeting with FEMA onsite project coordinator on 5/26 to see what other possible solutions they may suggest.

MBCSD District properties – continuing to gather information, photos, maps and other data to create a page on the new website to be dedicated to district land management and tree policy.

Trees – trying to locate trees that may become hazardous. Greg Kidd, a property owner adjacent to the CSD property next to where the Lower Water Tank and where one remaining Cypress that didn’t fall in the winter storms, has been granted permission from the CSD to remove the Cypress tree and mill it along with the already fallen tree on CSD property. He will need to provide a Certificate of Liability and planned safety measures while conducting the operation for downing the standing tree and milling both trees on the CSD property. Project has not been completed as of 5/22.

Trails – CSD staff are busy trying to weed whack extensive growth on trails due to rainy winter. Trail Committee requested an Annual Trail budget. \$1500 is included in the budget for this year.

Community Center – working with Facilities Com. and Vanessa to prioritize necessary repairs and discuss long-term funding possibilities and dedicated revenue to ensure Community Center improvements in the future. Vanessa has updated the Community center rental site and there was a Facilities Committee meeting on 5/15 to discuss rental fee increases and enhancements. A new price/ policy schedule has been completed for outside rentals and MB resident rental rates/ policies will be discussed in the near future.

## **Finance:**

Measure A Funding – have submitted the MBCSD Measure A Work Plan for 17/18. It continues to dedicate the funds to replenish the Playground project expenditures’. Spoke with Marin County Fund Administrator, Kevin Wright, to discuss what projects we can put the funds towards. Next year will require a new proposal. Funds can be used for Community Center, trails, parks and open space.

Audits – monitoring progress between Sharry and R.J. Ricciarardi, Inc. auditor, Michael O’Connor, as required information is being transmitted for now year 2014 and keeping the progress moving forward so that they can finish year 2014 by May 2017. It seems to be taking about two months per year, so I have budgeted for 2015 and 2016 in FY17/18.

Budget 17/18 – have Revised Draft Budget for July 5, 2017 meeting (other important Board and community issues have preempted 5/24 budget approval).

Strategic Planning – starting to create multi-path approach for short-term and long-term analysis and goals. (MBCSD Board and Personnel Committee working on facilitating strategic planning as well.)

MBCSD Insurance – researching current Glatfelter policy and have contacted another insurance agent at MOC who specializes in commercial and district packages for additional competitive quotes or management strategies in advance of July 1, 2017 policy renewal date. Water Policy has already renewed as of April 1, 2017, Worker’s Comp renewed 5/12/17, and the VFIS policy questionnaire has been submitted in advance of July renewal.

Insurance Claims – Geico accepted the CSD claim as submitted and is sending claim check for \$4,359.24 for waterline damage and repair after a car hit the waterline going into the creek at Pacific Way Bridge.

Cal OES – have filed for State Storm Relief Grant for reimbursement for Pacific Way Bridge Waterline Re-route project, Cove Lane Storm Drain repair project, and Frank Valley Road Waterline re-route project – occurring for both January 8-12 and February 1 – 23 storm events. Have now met with CalOES and FEMA disaster coordinators on 5/17 and have submitted the MBCSD List of Projects for imbursement and project funding. Will meet with onsite project coordinator 5/26.

District Business – processing all District mail, working with Sharry to make sure employee payroll timesheets, routine/event reimbursements, Credit Card expenditures, incoming payments and outgoing checks are all processed and expedited between agencies, employees, and other persons promptly.

County ADA Grant – has now been extended to 12/31/17 to be able to complete projects. Projects under consideration are an ADA toilet and eliminating door thresholds in MBCC.

## **General:**

Board Elections – preparing and submitting forms for November election and will submit for change of election years from odd to even to comply with AB 2550. Currently we have 3 Directors (Lynda Grose, Peter Lambert, and Paul Jeschke) terms expiring and the CSD will need to know if they will be sitting for election along with any other candidates for this November. The Directors elected in November will have 5 year terms verses 4 year terms and current members with terms expiring in 2019 will now be extended to serve for another 3 years until 2020 - due to election year change.