

# BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT



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**DRAFT** BCPUD Special Meeting of the Board of Directors  
September 4, 2025  
270 Elm Rd, Bolinas CA 94924  
4:00PM

*Link to Meeting Video:* <https://youtu.be/8ODgsKjnUMQ>

*Link to Meeting Materials:* [Special Bike Path Meeting PDF](#)

Call meeting to order

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

Discussion topic: Project to Rehabilitate Bike Path – Approval for additional pre-construction costs, including support for preparation and submission of Coastal Development Permit

GM Woods shares a presentation reviewing the history of the bike path project **(1:57)**

GM Woods shares preliminary engineering drawings for bike path repair from February 2024 **(5:15)**

Construction estimates for complete repair of the entire bike path were more expensive than budgeted amount; conversation began about pursuing a phased approach. GM Woods shares Don Smith's drawing of proposed phased approach to the project. In the winter of 2024, BCPUD staff and engineers decided to pursue Phase I; in April 2024, BCPUD learned that the original repair and maintenance exemption associated with original 2007 permit would not be sufficient for the project, as portions of the path are situated within 50 feet of Environmentally Sensitive Habitat Areas (ESHAs); thus a new permit application needed to be submitted. **(7:16)**

Discussion of repair and maintenance exemption; ESHA boundary identification and limitations; possibility that multiple permits will be needed for each phase of the project **(7:35)**

GM Woods explains that because the permitting of the project would be more complex and expensive than originally envisioned, and BEP was actively pursuing their tree removal project (which dealt with some of the same environmental considerations), she decided to pause the Bike Path project. **(16:22)**

As BEP moved into environmental permitting, it became clear that the tree removal project would likely take years. Given that the State Park Grant stipulates that the Bike Path Repair Project needs to be open to the public by January 2028, GM Woods has picked back up the permitting of the Bike Path Repair project within the last couple of months.

WRA submitted a proposal to prepare and submit the Coastal Development Permit; total cost for environmental consulting services is \$23,840. **(17:19)**

Overview of pre-construction costs **(18:00)** GM Woods explains her calculations of pre-construction cost estimates.

Grant and budget considerations **(22:05)** GM Woods explains her calculations of remaining project costs, and asks is the Board is prepared to approve an additional \$21K toward this project? The Board previously approved \$45K; those funds have been expended.

Capacity for County of Marin Department of Public Works (DPW) to be involved with this project **(27:56)**

Supervisor Rodoni discusses County participation in Bike Path project **(30:12)** He suggests the County may be able to support financially to cover budget shortfalls, and is interested in working with GM Woods to determine if DPW can play a role.

Director Walker asks what are BCPUD's soft costs, as a percentage **(31:46)** GM Woods answers close to 40%. Discussion of the need to calculate and consider construction cost inflation, contingencies & escalation.

Community match repayment **(34:51)** \$9K has been spent which will need to be contributed back to the Community Match if the Board decides not to pursue the Bike Path project.

Director McElroy asks about 25% cap on grant money for soft costs **(36:33)** GM Woods explains that the grant is restrictive and does not allow flexibility.

Final questions **(37:32)** The project needs to be open to the public by January 1, 2028; we are still on target to meet this date.

Pre-construction costs are any of those that occur before there is "a shovel in the ground". Grant Manager suggested there may be strategies to incur some soft costs after shovels are in the ground to make the most of the grant funds. One possibility is for GM Woods to track her hours and get reimbursed for time spent on the project in the construction phase.

Board could modify the project but the \$54K already spent in "match contribution" would not count toward meeting the match for the new project; the \$47K may have to be returned to community match contributors.

Ultimately, modifying the project at this stage doesn't seem practical or realistic given the requirement for the \$71,180 "Match Contribution". However, if another Community Based "Park" project is contemplated/supported, \$71K can be raised AND the new project can be completed by January 1, 2028, then this is a possible alternative use of the ~\$350K grant funds.

Director McElroy asks about running the bike path in an alternate location on the other side of Mesa Road **(39:54)** Director McElroy suggests that this may simplify the ESHA considerations currently impacting the project. GM Woods recommends that the Board have a site visit with engineers/WRA; maybe DPW could participate as well to identify what exactly the options are for bike path location.

GM Woods restates original question: is the Board prepared to approve an additional \$21K toward this project? **(43:19)**

Director McElroy asks if BCPUD has an open contract with WRA **(43:44)** GM Woods asked WRA to pause the original contract for bike path project work and reissue the new proposal shared with the Board.

Directors share their thoughts on the project **(45:33)** Director McElroy expresses his desire to see the bike path project move forward; Director Alexander Green asks to hear from Don Smith; he is generally in support of the project moving forward but has concerns about specific sections of the path. He would love for DPW to be more involved. Director Walker expresses her concern about long term maintenance costs but supports the project moving forward.

President Siedman asks Don Smith to share his opinion **(48:29)** Mr Smith explains his hope that the entire path can be permitted at once and agrees that it would be ideal for DPW to move the path right next to the road.

Director Alexander Green asks if one flat portion of the path could be compacted gravel rather than asphalt **(50:56)** Mr Smith explains that the grass will intrude. Director Alexander Green suggests that DPW could possibly donate asphalt from other projects to alleviate costs.

Director McElroy mentions applying for Coastal Development Permit for the entire bike path while pursuing the work in phases **(52:54)** He asks if the Board approves the WRA proposal, does this imply applying for CDP for Phase I of work only? GM Woods explains no, she is seeking the Board's approval to continue pursuing the project, it is not clear yet how it will unfold exactly. WRA's proposal includes seeking a CDP for the entire path; there may be several different permits depending on the final route and different portions of the path. GM Woods explains that the Board is approving her ability to pursue the bike path project; costs may change depending on her availability and level of involvement.

Motion to approve \$22,000 for pre-construction costs and to approve the WRA RFP **(59:51)**  
*A. Alexander Green / K. McElroy All in favor to approve costs and proposal*

Final comments **(1:00:37)** Ken Masterton and Supervisor Rodoni express their gratitude.

Meeting adjourned – 5:00 PM