

BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT

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MEMORANDUM

TO:	Board of BCPUD Directors
FROM:	Georgia Woods, General Manager
RE:	<i>Review & Amend Resolution No. 553 (Leak Relief)</i>
TO:	November 19, 2025

Purpose

This memo provides context for Agenda Item 09, which proposes minor revisions to **Leak Relief Resolution No. 553** (attached), as requested by the Board during its October meeting.

Background

At the October meeting, the Board discussed several potential changes to the leak relief policy, including:

- Placing a **cap on the number of times** each customer can be approved for leak relief.
- Establishing a **minimum threshold** for leak relief eligibility.
- **Incentivizing customer purchase** of Flume or similar water monitoring devices.

Current Recommendation

At this time, staff recommends implementing the following revisions:

- **Institute a \$150 cap** on the amount of leak relief granted per occurrence (reflecting the administrative costs to implement leak relief policy).
- **Place a cap on the number of times** a customer may receive leak relief (specific limit to be finalized in discussion—currently language is mirrored off of Marin Water District which allows for a maximum of 1 “adjustment” every 36 months/customer).

We recommend **deferring any incentive program for Flume or similar devices** until further research is completed on automated meter technology and its integration with our system.

Next Steps

- Board discussion and approval of proposed revisions to Resolution No. 553.
 - Staff to return with additional recommendations regarding water monitoring incentives after completing research on automated meters.
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Attachment: Proposed Revisions to Leak Relief Resolution No. 553