

BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT



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94924

DRAFT BCPUD Regular Meeting of the Board of Directors

Wednesday, November 19, 2025
BCPUD Office
270 Elm Rd, Bolinas CA 94924
6:00PM

Link to Meeting Video: https://youtu.be/oYGvGtK4_zw

Link to Meeting Transcript: [Regular Meeting 11-19-25 Recording.transcript.pdf](#)

Call meeting to order **(2:09)**

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

Consider amending order of agenda items **(3:29)**

Decision to move Item 5 up to earlier in the meeting.

ACTION ITEMS

PUBLIC HEARINGS, RECEIPTS & NOTICES

1. None

Item 5. Limited Water Use Permit Application — 6 Crescente Ave., Bolinas (APN 193-081-37) -- Jake Glavis of Pacific Ridge Construction, on behalf of Samantha and Mark Keene (4:29)

Mr. Glavis explains that the existing residence will be remodeled to add a bedroom and bathroom.

Motion to grant a 2700 cubic feet LWUP for 6 Crescente

G. Godino / K. Walker *All in favor to approve LWUP.*

SPECIAL REPORTS OR UPDATES—Action Requested

2. **Board Consideration of Approval for District to be a Signatory on the Alliance of Coastal Marin Villages' Letter to County Executive Office Regarding Sea Level Rise Planning (12:09)** GM Woods explains the letter is asking for delegated county representation to focus on sea level rise issues in West Marin; Director McElroy suggests revising the letter to include additional state and federal agencies that will be involved, emphasizing the complexity of the project.

Motion to approve BCPUD to be a signatory with noted revisions

K. Walker / K. McElroy *All in favor to approve BCPUD as a signatory.*

3. **Update on Eucalyptus Removal Project in Coordination with Bolinas Fire Protection District, Utilizing Governor Newsom's State of Emergency Executive Order for Hazardous Tree Removal (22:16)** GM Woods shares a [memo](#) with updates on hazardous tree removal and clarifies the distinction between the hazardous tree removal project and the bike path project. BCPUD continues to work with Bolinas Fire Protection District (BFPD) to address hazardous trees in Zone 5; this project leverages Governor Newsom's emergency declaration, which suspends full Coastal Commission and CEQA reviews. BCPUD also plans to proactively manage smaller-diameter saplings (≤ 6 inches) through routine grove maintenance. This work will proceed independently of the emergency project. Updates will be provided to the Board and the public as this effort progresses.

Status of Bolinas Eucalyptus Project (BEP) (25:12) The BEP application remains under review by the County Environmental Permitting division. We are currently awaiting a formal cost estimate for CEQA-related reports from the County and their environmental consultants. Although the County Development Agency (CDA) marked the BEP application as "Complete," both CDA and the Coastal Commission had identified incompleteness items that BEP/BCPUD were still addressing when CDA issued its "complete" status. Environmental planners and CDA later advised that these items should have been resolved during CDA's review to facilitate the CEQA process. For additional background, please refer to the [May memo](#) explaining why the Board paused the BEP project and chose instead to pursue hazardous tree removal under the Executive Order in partnership with the Fire District and MWPA.

Bike Path Project (27:13) The bike path rehabilitation project is separate from the hazardous tree removal effort.

- Scope: Rehabilitation only; no tree removal is included in this project.
- Funding: BCPUD currently has approximately \$400,000 allocated for bike path rehabilitation and is actively pursuing additional funding to complete full restoration of the entire path.
- Interplay of Bike Path Project with Hazardous Tree Removal Project: Hazardous trees near the trail will be addressed through the Executive Order tree removal project; the Bike Path project will not delay or interfere with hazardous tree removal efforts.

GM Woods reviews May Memo regarding BEP/Bike Path/BFPD (28:57) The May memo outlined recent milestones of BEP/Bike Path Repair Project and made recommendations to the Board on how to move forward.

GM Woods summarizes current strategy for hazardous tree removal (40:58) BCPUD continues to work toward the goal of hazardous tree removal while implementing guidance received from County and Coastal Commission: targeted removal of the highest risk trees to reduce existing hazards in a phased approach. This strategy allows BCPUD to use MWPA funding to reduce immediate public safety risk without imposing significant costs on customers or delaying action for years.

Discussion is open to the public (42:31) Members of BEP and other community members ask questions about the Bike Path project and hazardous tree removal project; GM Woods explains reasoning for rebuilding a new bike path in the footprint of the existing path – to use the existing permit from 2007 for the work and to maintain grade. GM Woods reiterates the importance of coordinating tree removal with PGE and DPW; BCPUD's desire to perform more proactive management of smaller growth within Zone 5; BCPUD's hope to eventually remove all hazardous trees.

CONTRACTED WORK, RELATED RESOLUTIONS & APPROVALS

4. None

DISTRICT ISSUED PERMIT & APPROVALS

5. **Limited Water Use Permit Application — 6 Crescente Ave., Bolinas (APN 193-081-37) -- Jake Glavis of Pacific Ridge Construction, on behalf of Samantha and Mark Keene** (already addressed)

BUDGETARY/FINANCIAL RESOLUTIONS & APPROVALS

6. None

LEGISLATIVE & GOVERNANCE RESOLUTIONS & APPROVALS

7. **Discussion on District Policy for Approving Speed Bump Installations in the Public Rights-of-Way on the Gridded Mesa (1:44:32)** GM Woods shares a [memo](#) to provide context regarding the installation of speed bumps on the Gridded Mesa. BCPUD and BFPD have undertaken more road repairs and have received increased inquiries from residents about slowing traffic on newly improved roads. GM Woods reviews existing Ordinances that govern public right-of-way on the Gridded Mesa and explains that under current ordinance language, installation of speed bumps does not require an encroachment permit, as long as the speed bumps conform to the specifications outlined (4 inches height, 10 feet long). GM Woods recommends the Board consider allowing residents to install speed bumps in front of their property without Board review or office approval. Discussion of the need for more specificity regarding speed bump size and location. GM Woods explains the goal of streamlining the process so a single permit can apply to various encroachments in the right-of-way (mailboxes, fences, speed bumps, etc.). Discussion of the BCPUD endorsing community member efforts to get the county to install speed bumps on their roads (Overlook/Elm/Grove).
8. **Review & Proposed Amendments to Ordinance No. 28 (Cross-Connection Control) (2:03:45)** GM Woods shares a [memo](#) explaining that there are new statutory mandates associated with improving/augmenting BCPUD's cross connection control program, which prevents backflow from customer connections (hot tub, swimming pool, certain fire suppression systems, etc.) into the public water system. New plan has to be approved in December and will include performing an extensive survey to determine which customers need a backflow device.
9. **Review & Amend Resolution No. 553 (Leak Relief) (2:16:29)** GM Woods shares a [memo](#) proposing revisions to Leak Relief Resolution No. 553, as requested by the Board during its October meeting. Discussion of existing leak relief process and how the proposed revisions would impact this process. Decision to delay leak relief resolution modification to December meeting.
10. **Review Brown Act Compliance for Existing Committees (2:50:26)** Decision to delay discussion of existing committees until a future meeting.

11. **Proposal to Rename “BEP/Bike Path Committee” to “Bike Path Committee”**
(3:02:48) Decision to add item to December’s agenda regarding the need for a Bike Path Committee.

Motion to rename committee to “Bike Path Committee”

A. Alexander Green / K. McElroy *All in favor to approve committee name change.*

Question from Director Walker about county work on Wharf Rd **(3:08:08)** GM Woods to reach out to DPW for an update.

EMPLOYMENT & RELATED APPROVALS

12. **Establish a Formal Process for the Board of Directors to Conduct the General Manager’s Annual Performance Evaluation (3:09:30)** Future agenda item – procedure for evaluations

DISCUSSION ITEMS

13. **MANAGER’S UPDATE (3:22:40)**

STATUS OF BCPUD’s WATER SUPPLIES

- a. Arroyo Hondo – flowing over the lip
- b. Reservoirs - full

MEETINGS/WEBINARS ATTENDED

- a. None

OPERATIONS UPDATE

- a. Leaks - capped an old/abandoned line near the new booster line; leak in front of Smileys; several leaks in the plant including the coagulation wall; leak near the Coast Guard service line; leaks on Walnut
- b. Well Project Update
- c. Arroyo Hondo Road Repair – repair went well and has held up through rains
- d. Stinson Water/BCPUD Wastewater Feasibility Study – waiting for CTV crew imaging

GOVERNANCE UPDATES

- a. None

MISCELLANEOUS UPDATES

- a. Online Billing Enrollee Numbers (53!)
- b. Garbage Enclosures at the End of Wharf and Brighton – May be possible to install a dumpster at Brighton Beach entrance; this is an ongoing effort involving BCPUD, BCC, Mesa Park and DPW, GM Woods will continue to update the Board and the public as plans progress
- c. Toxic Away Day – waiting to hear new date
- d. Phil Buchanan’s Tree – Two saplings sprouted and Evan has been tending to them
- e. Other – Roads: BCPUD and BFPD contracted Don Murch to lay asphalt on priority fire access roads

SPECIAL REPORTS OR UPDATES—No Action Requested

14. Feedback from Customers Regarding Online Billing (3:39:15)

POTENTIAL FOR COMMITTEE UPDATES (non-bolded items not up for discussion)

VOLUNTEER COMMITTEE UPDATES

15. Resource Recovery Committee
16. Resident Permit Parking Plan Committee

AD-HOC COMMITTEE UPDATES

17. Building Ad-Hoc Committee
18. Canyon Road Ad-Hoc Committee
- 19. BEP/Bike Path Ad-Hoc Committee (see items 3 and 11)**

STANDING COMMITTEE UPDATES

20. Personnel Committee
21. Finance Committee
22. Operations Committee
23. Legal Committee
24. Mesa Septic, Flood Control and Roads Committee

MEETING CLOSING

APPROVAL OF MINUTES

25. Regular Meeting – October 22, 2025 (3:40:38)

Motion to approve minutes

K. McElroy / A. Alexander Green

All in favor to approve minutes.

APPROVAL OF WARRANTS

26. October 1 – October 31, 2025

Motion to approve warrants

A. Alexander Green / G. Godino

All in favor to approve warrants.

- Materials to be signed by Board Members
- Future Agenda Items – Cross-connection control plan; leak relief resolution modification; performance evaluation procedures; CIP discussion
- Next Meeting Date – December 17, 2025
- Adjournment – 9:45 PM