

BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT



BCPUD BOX 390 270 ELM ROAD BOLINAS CALIFORNIA 94924 415 868 1224

DRAFT BCPUD Finance Committee Meeting

Friday December 12, 2025

270 Elm Rd Bolinas CA 94924

1:00PM

Link to Meeting Video: <https://youtu.be/GF0pMqdgP7w?si=kjPftshwelRojpuf&t=405>

Link to Slide Deck: [BCPUD CIP Deck FY2025-2030.pptx](#)

Call meeting to order

Roll (present: G. Woods, B. Wood, K. Walker, A. Alexander Green)

Community Expression - None

Meeting Purpose (7:04)

Review District needs and specific projects; consider project prioritization:

- Rehabilitate/replace old or failing infrastructure
- Augment/improve infrastructure
- Implement new technologies

Six Categories of Comprehensive Infrastructure Plan

District's Utility Systems

- (1) Water (funded by water revenue)
- (2) Sewer (funded by sewer revenue)
- (3) Septic/Drainage (funded by S/D revenue)

Shared Assets Across Utility Systems

- (4) Vehicles/Mobile Equipment (funded by W, S and/or S/D)
- (5) Facilities/Buildings (funded by W, S and/or S/D)
- (6) Community Benefit Projects (funded by W)

Discussion of which customers pay for community projects; possibility of Mesa Park and/or Fire Department being more appropriate entities as they have larger District boundaries than BCPUD

Project Prioritization and Funding (16:59)

GM Woods explains current organization with three tiers of project urgency:

- Tier 0 - Expenditures are anticipated in the fiscal year, and/or project is on-going
- Tier 1 - Project is planned in the 5-year CIP, funding may have been set aside in a reserve
- Tier 2 - "Wish List" projects (lower priority)

GM Woods suggests modification to create four tiers of project urgency:

- Tier 0-A – Active / Committed
- Tier 0-B – Closeout / Reserve Replenishment
- Tier 1 – Planned / Reserve Building
- Tier 2 – Under Assessment
- Tier 3 – Conceptual / Wish List

Review of 5-year CIP Plan – Water (29:29)

- Repair of Arroyo Hondo access road can be removed from next year's CIP
- Repair of booster line is already underway due to emergency situation
- Assessment of radial gate needs to be done when creek flows are low – GM Woods explains the need to engage support from different engineers for water projects
- **Discussion of tracking project costs (32:54)** GM Woods explains the difficulty of accurately budgeting from engineering through construction; Director Walker suggests incorporating design contingencies into project budgets.
- Assessment of co-ag wall **(40:08)** GM Woods suggests expanding this project to include assessing all WRTP upgrades; discussion of the urgent nature of these improvements
- Wharf/Brighton/Gridded Mesa distribution system **(45:27)** Wharf project most urgent to ensure coordination with the County's planned Wharf Rd seawall project
- Wells Project **(48:28)** Ongoing, dependent on DWR funding and BCLT housing project
- Pilot study on Kale **(51:07)** May be Walnut rather than Kale; still needs to be assessed

Water Projects Discussed at Staff "Mega Meeting" (53:04)

- GM Woods shares that BCPUD staff held a "mega meeting" to discuss 5-year CIP; projects not currently on the CIP that came up included automated meter readings, widening and shoring AH access road; protecting exposed raw water lines from AH; reservoir water quality improvement; plant upgrades
- Additional projects to consider: GIS Mapping/Modernization of the "Water-System Bible"; Assessment and Redesign of Dead-ends and Distribution system on the Gridded Mesa; Coordination with BFPD to Assess and Optimize Fire Suppression Hydrants and Lines Across the District; Replacement of Public Service Lines as Part of EPA's Lead/Copper Rule Improvements

Review of 5-year CIP Plan – Sewer (1:07:58)

- Installation of Ground Water Monitoring Wells is complete
- Many assessment timelines have been impacted by the West Yost Stinson/Bolinas Wastewater Feasibility Study, including Emergency Drain Valve Repair; Canyon Road Sewer Hook-ups; Inspection of Force Main, Manhole Rehab, wet-well Rehab, and Lift Station Motor Control
- BCPUD will continue to adhere to the existing 5-Year CIP and collect revenue from Sewer Customers according to this plan

Sewer Projects Discussed at Staff "Mega Meeting" (1:14:13)

- Emergency Drain Valve Repair – not high priority but should be assessed
- GIS of Sewer System Infrastructure – happening within scope of OPC Feasibility Study
- Improved Specifications and Mandates for Private Sewer Lateral Management – establishing formal process and policy around sewer lateral upkeep
- Upgrade and Revamp Operational Manuals for Sewer System – creating a detailed guide for daily operations and maintenance of treatment facility

Review of 5-year CIP Plan – Vehicles and Mobile Equipment (1:19:09)

- GM Woods plans to continue with the existing CIP for vehicles and mobile equipment
- Additionally, she suggests developing an Enterprise Asset Management (EAS) system for shared mobile equipment, which may ultimately be considered a capital improvement project

Review of 5-year CIP Plan – District-Wide Building/ Shared Facilities Projects (1:22:59)

Projects to add to 5-year CIP:

- Lab Building Rehab – high-priority project that does not have funding to carry out the CIP
- Rehab of yard buildings - also high priority and should be included in 5-Year CIP
- Demolition of 270 Elm/or Community-Led Renovation does not need to appear on the 5-Year CIP yet, but should be kept in mind; once BCPUD Staff has vacated the building, BCPUD should re-engage community members about what BCPUD customers feel should be done with the building and grounds

Review of 5-year CIP Plan – Community Projects (1:29:02)

- Bolinas Beach Groin rehab - need to re-engage a new engineer to perform assessment; discussion of project permitting complications and lack of funding; suggestions of alternative entities that may be more appropriate to take on this project
- Rehab of Pedestrian/Bike Path - ongoing
- Tree Removal Project in Zone 5 **(1:43:03)** - being pursued with BFPD; if project is approved, there should be some funding over the next 5 years for tree removal
- Additional community project raised by BFPD - Emergency Road in Sewer Pond Property; no plans to put on 5-year CIP

Funding Strategy / Next Steps (1:46:13)

- Immediate and short-term: Update CIP; engage engineers to perform assessments; develop preliminary engineering reports for major projects; research funding options/opportunities
- Mid-Term: Bundle related projects for cost-efficiency; secure external funding
- Far-term (Over 12 months): Launch construction; continue to set aside Tier-1 funds; monitor reserves

Meeting Wrap-Up

- GM Woods asks Finance Committee members to share any specific requests; Director Alexander Green asks for accurate pricing on replacing meters with automated meters; Director Walker asks which projects could be offloaded; discussion of community projects that are not directly related to District operations, Resource Recovery project

Adjournment – 3:01PM