

BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT



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DRAFT BCPUD Regular Meeting of the Board of Directors

Wednesday, December 17, 2025

BCPUD Office

270 Elm Rd, Bolinas CA 94924

6:00PM

Link to Meeting Video: <https://www.youtube.com/watch?v=V8sXyaTfSg>

- Call meeting to order
- Roll (present: A. Alexander Green, G. Godino, K. Walker, J. Siedman; virtual: K. McElroy)
- Community expression: Janine Aroyan wishes to make a comment about garbage at the end of Wharf and Brighton. Janine reminds the Board of the Bolinas Beach Committee in 2008 that dealt with banning camping and fires, as well as trash. Prior General Manager Blackman told the committee that the Coastal Commission would require the Pinkus family to make a large allowance towards improvements at the Brighton Beach sea wall, including garbage collection. Janine has spoken with Randy at the Bolinas Community Center about the BCC being a pass-through for the funding and working together to continue beach entrance improvements and public awareness. GM Woods explains that this subject was discussed at the November Board meeting; BCPUD is working with the sea wall improvement project planners and the BCC on trash at Brighton and Wharf beach entrances. Wendy Botwin adds that Recology is also supposed to be getting involved.

(5:00) Jennie Pfeiffer encourages everyone to support the nurses' union.

- Consider amending order of agenda items **(6:15)** No changes

ACTION ITEMS

PUBLIC HEARINGS, RECEIPTS & NOTICES

1. None

SPECIAL REPORTS OR UPDATES—Action Requested

2. **Resident Permit Parking Plan Committee—Final Update—Sherry Hirsch (6:42)** Sherry Hirsch shares a [Resident Permit Parking Plan Committee report](#). Loose ends for the committee include placement of signage on Wharf and Brighton, enforcement, permit issuance. Members of the committee agreed to form a community group that will meet quarterly, with Director Walker to participate and bring relevant issues to the BCPUD Board. Wendy Botwin comments that the parking permits haven't been enforced and requests that anyone with a short-term rental please inform their guests about the parking restrictions.
3. **Formation of a Downtown Citizens Group—Proposal for Citizens Group to Provide Quarterly Updates to the BCPUD Board of Directors—Sherry Hirsch & Director Walker (14:57)** [GM Woods shares a memo regarding the Citizens Group](#). The group will update the

BCPUD Board on issues impacting the downtown corridor. Discussion of permit parking enforcement and parking difficulties on Wharf, discussion of Director Walker's role in the Downtown Citizens Group.

4. **BCPUD & BFPD Hazard Tree Report (21:52)** GM Woods shares the draft [Hazard Tree Report](#) prepared jointly by BCPUD staff and the Bolinas Fire Protection District (BFPD) to meet the declaration of emergency from the Governor's office. The report outlines hazardous tree mitigation priorities and strategies for Zone 5 and related areas. GM Woods expresses the amount of time and energy invested in this report and her gratitude to the BFPD for their partnership.

CONTRACTED WORK, RELATED RESOLUTIONS & APPROVALS

5. **Board to Consider Approval of Proposal to Review and Update Legal Opinion on Bolinas Mesa Rights of Way—Somach, Simmons and Dunne (23:35)** GM Woods explains that Ordinance 30 needs to be revised. The estimated cost for Somach, Simmons and Dunne to review the 2007 legal opinion, clarify District rights and responsibilities, prepare a revised ordinance is \$18,040. GM Woods recommends the Board consider budgeting for this work in the next fiscal year. Discussion of whether delaying work will significantly increase cost. GM Woods reviews [details of proposal](#) and discusses the need to bring material previously shared in closed sessions into the public.

Motion to approve proposal (34:52)

K. Walker / G. Godino

All in favor to approve proposal.

6. **Board to Consider Approval of Proposal to Prepare CEQA Initial Study for Bolinas Eucalyptus Project (BEP)—County of Marin's Environmental Planning & Grassetti Environmental Consultant (GECo) (37:47)** The County of Marin has reviewed and accepted Grassetti Environmental Consulting's proposal to prepare an Initial Study under CEQA for the BEP. The Initial Study will determine whether a Mitigated Negative Declaration or a focused Environmental Impact Report (EIR) is required. The total estimated cost for this work is \$85,914, which includes consultant fees and County administration/overhead. GM Woods recommends that BCPUD does not pursue moving the project forward through CEQA, and instead continues with the partnership with BFPD. Discussion of rationale for pursuing partnership with BFPD including difficulty of pursuing both paths in parallel, possibility of resuming BEP project at a later time, BFPD's access to funding. GM Woods offers clarification: If the Board does not approve the proposal, BCPUD Staff recommends that the Board direct the Staff to rescind the BEP's CDP application from County of Marin, and that the Board resubmit a revised Tree Removal proposal, in the future, once the BCPUD & BFPD project has been executed. Board members express hesitation to rescind application without first receiving approval from BEP. Discussion of BCPUD not being able to afford the work.

DISTRICT ISSUED PERMIT & APPROVALS

7. None

BUDGETARY/FINANCIAL RESOLUTIONS & APPROVALS

8. None

LEGISLATIVE & GOVERNANCE RESOLUTIONS & APPROVALS

9. **Review Proposed Amendments to Ordinance No. 28 (Cross-Connection Control) (1:26:30)**

Motion to approve amendments to Ordinance 28

A. Alexander Green / K. Walker *All in favor to approve amendments.*

Discussion of the need to create a fee schedule when revising this and other ordinances in the future.

10. **Review & Approve Submission of Cross-Connection Control Plan to State Water Resources Control Board (1:30:19)**

Motion to approve the cross-connection control plan and submit to SWRCB

A. Alexander Green / K. Walker *All in favor to approve CCCP.*

11. **Review Brown Act Compliance for Existing Committees (1:34:46)** GM Woods reminds the Board of a [memo](#) shared at the November meeting that reviews current BCPUD Committees and the California Brown Act; it provides recommendations to the Board for updating existing Committees with consideration of their intended function and public transparency.

12. **Board to Consider Dissolution of Volunteer Resource Recovery Committee (1:36:13)**

Motion to dissolve Volunteer Resource Recovery Committee

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

13. **Board to Consider Dissolution of Volunteer Permit Parking Plan Committee (1:37:47)**

Motion to dissolve Volunteer Permit Parking Plan Committee

K. Walker / A. Alexander Green *All in favor to approve dissolution.*

14. **Board to Consider Dissolution of the Building-Ad Hoc Committee (1:38:21)** Board decides to keep Building-Ad Hoc Committee in place.

15. **Board to Consider Dissolution of the Canyon Road-Ad Hoc Committee (1:38:51)** Discussion of difference between standing committee and ad hoc committee. Suggestion to have “working groups” to keep activities at Resource Recovery, Canyon Rd., etc. on the Board’s radar and to keep the community reassured that the projects are not being forgotten. Board decides to keep Canyon Road-Ad Hoc Committee in place.

16. **Board to Consider Dissolution of the Bike Path-Ad Hoc Committee (1:56:19)** Board decides to keep Bike Path-Ad Hoc Committee in place.

17. Board to Consider Dissolution of the Standing Operations Committee (1:56:57)

Motion to dissolve Standing Operations Committee

A. Alexander Green / G. Godino

All in favor to approve dissolution.

EMPLOYMENT & RELATED APPROVALS

18. None.

DISCUSSION ITEMS

19. MANAGER'S UPDATE (2:03:29)

STATUS OF BCPUD's WATER SUPPLIES

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

MEETINGS/WEBINARS ATTENDED

- a. None

OPERATIONS UPDATE

- a. Dam at radial gate
- b. Leaks – have been nominal over the last month
- c. Well Project Update
- d. Ocean Protection Council (OPC) Grant – West Yost has begun assessment of BCPUD's treatment system; assessment of collection system is scheduled
- e. Gridded Mesa Road Repairs

GOVERNANCE UPDATES

- a. Director Pay Resolution – GM Woods plans to bring forward a resolution to the January meeting for formal Board approval

MISCELLANEOUS UPDATES

- a. Resource Recovery Unexpected Closures
- b. Lead Inventory Outgoing Letters
- c. IT Upgrades
- d. Online Billing Enrollee Numbers (68 participants)
- e. County of Marin's Project to Repair Sea Wall at 95 Wharf Road
- f. Garbage at Wharf & Brighton Beach Entrances
- g. Other

SPECIAL REPORTS OR UPDATES—No Action Requested

20. None

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

VOLUNTEER COMMITTEE UPDATES

21. Resource Recovery Committee
22. Resident Permit Parking Plan Committee

AD-HOC COMMITTEE UPDATES

23. Building Ad-Hoc Committee
24. Canyon Road Ad-Hoc Committee
25. BEP/Bike Path Ad-Hoc Committee

STANDING COMMITTEE UPDATES

26. Personnel Committee
27. Finance Committee
28. Operations Committee
29. Legal Committee
30. Mesa Septic, Flood Control and Roads Committee

MEETING CLOSING

APPROVAL OF MINUTES

31. Regular Meeting – November 19, 2025 (2:29:36)

Motion to approve minutes

K. Walker / G. Godino

All in favor to approve minutes.

32. Finance Committee Meeting – December 12, 2025 (2:29:50)

Motion to approve minutes

A. Alexander Green / K. Walker

All in favor to approve minutes.

APPROVAL OF WARRANTS

33. November 1 – November 30, 2025 (2:30:43)

Motion to approve warrants

A. Alexander Green / K. Walker

All in favor to approve warrants.

- Materials to be signed by Board Members
- Future Agenda Items – BEP application to county; Director pay resolution
- Next Meeting Date – January 21, 2026
- Adjournment – 8:33 PM