

North Coast County Water District
 Minutes of the Regular Board of Directors Meeting
 March 17, 2010
 2400 Francisco Blvd.
 Pacifica, CA 94044
 7:00 P.M.

1) CALL TO ORDER

President Piccolotti called the meeting to order at 7:00 p.m. at the District office.

2) ROLL CALL

Present at Roll Call were President Piccolotti and Directors DeJarnatt, Vetter, Cosgrove, and Brown. Also present were General Manager Kevin O'Connell, Assistant General Manager-Administration Cari Lemke, Assistant General Manager-Operations Bert Weiss, Attorney Patrick Miyaki, and Minutes Transcriber Jean Headley.

3) PLEDGE OF ALLEGIANCE

Led by President Tom Piccolotti.

4) PUBLIC COMMENT

Linda Corwin of Moana Way reported that her letter was published in the Pacifica Tribune announcing tonight's meeting. She also discussed the chloramines affiliate in Vermont contracting with an engineering company to find alternate ways to disinfect water without using chloramines. She indicated that they did find a couple of alternatives at a low cost to the customers.

5) APPROVAL OF ORDER OF AGENDA

ON MOTION by Director Vetter, seconded by Director DeJarnatt, the Board voted unanimously to approve the Order of Agenda as submitted. Motion passed 5-0.

6) BOARD COMMUNICATIONS

President Piccolotti acknowledged the presence in the audience of the District's Engineer John Rayner, and members of the Drought Tolerant Demonstration Garden, including former Mayor Ginny Jaquith.

7) CONSENT CALENDAR

- A. Report on Sale of District Property – None
- B. Leak Report
- C. Overview of District Investments
 - 1. February, 2010 Union Bank Statement – Bond
 - 2. February, 2010 CAMP Statement – Operating/Bond
 - 3. February, 2010 LAIF Statement
- D. Financial Statements for February, 2010
- E. Minutes of the February 24, 2010 Regular Meeting of the Board

Regarding Item B, Leak Report, Director Vetter asked how a water leak on private property is discovered. Assistant General Manager-Operations Bert Weiss responded that either the homeowner reports it or a District employee sees it and calls it in.

Staff pulled Item E from the Consent Calendar, the Minutes of the February 24, 2010 meeting.

ON MOTION by Director Cosgrove, seconded by Director Vetter, the Board voted unanimously to approve the Consent Calendar as amended, removing Item E. Motion carried 5-0.

8) GENERAL MANAGER'S REPORT:

A. New Business

1. Approve Claims Dated March 17, 1010:

Staff responded to questions and comments from the Board.

ON MOTION by Director Vetter, seconded by Director DeJarnatt, the Board voted unanimously to approve the Claims dated March 17, 2010 in the amount of \$310,654.58. Motion passed 5-0.

2. Drought Demonstration Garden at the Sanchez Art Center

General Manager Kevin O'Connell summarized the Staff Report and introduced Ginny Jaquith, Chair of the Rotary Plaza Project, and Wendy Santiago of W.E.S. Landscape Architecture.

Dr. Ginny Jaquith stated that the Rotary Club of Pacifica was founded in 1962, and the group decided to use the Rotary Plaza Project as the 50th anniversary project. Dr. Jaquith stated that the design team has been working on this project for about a year, and as Wendy Santiago of W.E.S. Landscape Architecture is a member of Rotary, she prepared the drawings for the project. Other partners in this project are the Sanchez Art Center, Pacifica Performances, Pacifica Credit Union, and Steven Johnson Photography. Rotary has also worked closely with the Parks, Beaches & Recreation Department of the City of Pacifica, and the North Coast County Water District.

Wendy Santiago thanked the Board for allowing them to bring this project to the District for consideration. She distributed a list of the plants proposed for the project and discussed the project drawings in more detail.

Dr. Jaquith stated that Rotary is selling memorial benches and tiles to help fund the project. She announced that there will be a groundbreaking ceremony and garden party on April 24 from 7:00 to 11:00 p.m. She indicated that following irrigation and electrical permits being obtained, gathering the volunteers needed to help build the project, and conducting fundraisers, construction will begin this summer.

Director Brown asked what the plan is for irrigation. Ms. Santiago stated it will be a simple drip irrigation system. There is an existing hose bib on the site which is currently in the City's name. There is also a 6-inch water main to the entire site, which is shown on the plans, and this water main will not be disturbed by this project.

Director Brown asked how the group plans to ensure maintenance of the plaza. Dr. Jaquith stated that Rotary has agreed to perform regular maintenance days throughout the year, and also that they have been working with two non-profit organizations that provide job training for young people to schedule regular maintenance activities. Sanchez Art Center will also provide some maintenance.

There was discussion regarding maintenance costs, which Dr. Jaquith indicated will be partly paid by the funds raised from the sale of memorial benches and tiles. Director Brown stated he wants an agreement clearly stated in the Memorandum of Understanding that NCCWD will not ever be required to contribute labor or funds towards maintenance.

Director Vetter stated that he originally donated the existing 4'x12' granite bench at the site, and he described the bench's history. Dr. Jaquith thanked Director Vetter for the bench, and indicated it will be integrated as part of the new project.

President Piccolotti expressed his support of this project and feels that it goes hand-in-hand with the District's conservation mission.

ON MOTION by Director Brown, seconded by Director Vetter, the Board voted unanimously to approve co-sponsorship with the Pacifica Rotary Club to construct a drought tolerant garden in Rotary Plaza at the Sanchez Art Center for an amount not to exceed \$2,500.00. In addition, the North Coast County Water District and Pacifica Rotary Club agree that the North Coast County Water District will at no time be required or obligated to contribute either materials, time, labor or money towards the ongoing maintenance or upkeep of the Plaza without specific approval by the North Coast County Water District Board of Directors. Motion passed 5-0.

3. Authorize Kennedy/Jenks Rate Adjustment

General Manager Kevin O'Connell summarized the Staff Report and recommended that the Board approve the requested rate increase. He stated that much of the work performed by Kennedy/Jenks is reimbursable by developers and contractors, such as Devil's Slide and Recycled Water Project.

Mr. John Rayner stated that Kennedy/Jenks values the District as a very important client, and they hope to continue providing services to the District. He indicated that hourly rates of senior engineers have actually been reduced. Discussion occurred between the Board and Staff.

Linda Corwin of Moana Way cautioned the Board that in view of the recent rate increase, this may not be the best time to give a rate increase to the District's engineer. Director DeJarnatt reminded Ms. Corwin that 84% of Kennedy/Jenks billings are reimbursed by developers, contractors, or other agencies. President Piccolotti stated that Kennedy/Jenks is one of the top engineering firms in the country and the District is fortunate to have them working with us.

ON MOTION by President Piccolotti, seconded by Director DeJarnatt, the Board voted unanimously to authorize the General Manager to amend the Kennedy/Jenks Agreement to increase this year's rates per the attached rate sheet and to increase future rates based on the annual CPI that is reviewed at the same time and using the same formula as the District uses for its employees with the caveat that an increase not exceed 4% per year. Motion passed 5-0.

4. Identify Theft Prevention Program

Assistant General Manager-Administration Cari Lemke introduced the Resolution and explained the reason for this Resolution. She stated the Resolution was written by the District's attorneys and she recommended adoption of the Resolution.

Director Brown initiated a discussion about the legality of asking customers for their social security numbers. Attorney Patrick Miyaki stated that he believes it is legal to request social security numbers, but he will research to see if it is legal to require it. Security of the District's computer system was also discussed. The matter was tabled at this time to allow Attorney Miyaki to research the social security issue.

5. Approve a Time Change for the May 19, 2010 Regular Meeting of the Board from 7:00 p.m. to 6:00 p.m.

Director Vetter explained why he requests the time change on May 19, 2010.

ON MOTION by Director Brown, seconded by President Piccolotti, the Board voted that the regular Board meeting of May 19, 2010 be rescheduled from 7:00 p.m. to 6:00 p.m. Motion passed 4-0-1, with Director Vetter abstaining.

6. District Earthquake Preparedness

Director Vetter provided background as to why he requested this Staff Report. He indicated he would like some kind of a brochure be prepared and included in customers' bills showing what the District is doing to prepare for a major earthquake. He also feels people should know where the emergency shelters will be after an earthquake. Board discussion occurred.

Director Vetter asked Attorney Miyaki to provide the Board with information regarding who has the power to maintain order in the event of unruly people during a public meeting.

General Manager Kevin O'Connell showed the Board a colored "shake map" depicting areas most susceptible to damage during a major earthquake. Board discussion occurred.

President Piccolotti indicated that the Public Outreach Committee could perhaps arrange an article in the Pacifica Tribune regarding earthquake preparedness. Director DeJarnatt suggested a multi-week series, covering a different aspect each week. She indicated the Public Outreach Committee will discuss this and come back to the Board.

7. Approve General Manager Kevin O'Connell's attendance at the AWWA Annual Conference in Los Angeles for an amount not to exceed \$800.00 plus expenses

ON MOTION by Director Brown, seconded by Director DeJarnatt, the Board voted unanimously to approve General Manager Kevin O'Connell's attendance at the AWWA Annual Conference in Los Angeles for an amount not to exceed \$800.00 plus expenses. Motion passed 5-0.

B. Continued Business

1. Capital Improvement Program and Bond Projects:

General Manager Kevin O'Connell distributed photos of projects in process in March 2010, and he discussed the various projects.

A. Christen Hill Tank Project

General Manager Kevin O'Connell stated the project is moving ahead. He discussed the photos of this project depicting the crew installing a new valve. He also stated the crew has extended the fence area for the construction zone. The plans from Kennedy/Jenks are expected next week, and the project will go out to bid the following week.

B. Reina Del Mar

Referring to the photos he had distributed to the Board, Mr. O'Connell stated the crew has finished the work on the new high pressure line on the south side of Naomi Avenue.

C. Lower Rockaway Gate

Mr. O'Connell referred to the photos of this project that show the new gate being installed. The gate has been painted yellow.

9) BAY AREA WATER SUPPLY AND CONSERVATION AGENCY ISSUES

President Piccolotti stated the next meeting is tomorrow in Foster City. He briefly discussed the items on the agenda and said he will report at the next meeting.

General Manager Kevin O'Connell discussed an SFPUC/BAWSCA study that estimates water shortages by 2035 and which proposes ways to deal with the anticipated shortages. Board discussion occurred.

10) COMMITTEE AND/OR DIRECTORS' REPORTS ON MEETINGS ATTENDED

Director Cosgrove reported the LAFCo meeting was apparently canceled because the doors were locked when he went to attend the meeting.

Director Vetter stated he posted a comment on the Fix Pacifica website.

11) DIRECTOR'S COMMENTS AND/OR AGENDA REQUESTS

Director Cosgrove discussed the grading of state pension systems and CalPERS' rating. Board discussion occurred.

Director Cosgrove stated he appreciates Staff and apologized for not being able to attend the employee recognition dinner.

12) CORRESPONDENCE

None.

13) PUBLIC COMMENT

None.

14) ADJOURN

President Piccolotti adjourned the meeting at 8:47 p.m. The next regularly scheduled meeting of the Board of Directors will be held at 7:00 p.m. on Wednesday, April 21, 2010.

Respectfully submitted,

Approved:

Kevin O'Connell, General Manager

Tom Piccolotti, President