

**North Coast County Water District**  
 Minutes of the Regular Board of Directors Meeting  
 October 15, 2008  
 2400 Francisco Blvd.  
 Pacifica, CA 94044  
 7:00 P.M.

## 1) CALL TO ORDER:

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

## 2) ROLL CALL:

Present at Roll Call were Director Mason Brown, Director Anne DeJarnatt, Director Bob Vetter, Director Tom Piccolotti, and President Joshua Cosgrove. Also present were General Manager Kevin O'Connell, Assistant General Manager-Administration Cari Lemke, Attorney David Gehrig, and Minutes Transcriber Jean Headley.

## 3) PLEDGE OF ALLEGIANCE:

Led by General Manager Kevin O'Connell.

## 4) PUBLIC COMMENT:

None.

## 5) APPROVAL OF ORDER OF AGENDA:

ON MOTION by Director Piccolotti, seconded by Director Vetter, the Board voted unanimously to approve the order of agenda as submitted. Motion passed 5-0.

## 6) CONSENT CALENDAR:

- A. Report on Sale of District Property – None
- B. Financial Statements for September, 2008
- C. Overview of District Investments
  - 1. September, 2008 Union Bank Statement – Bond
  - 2. September, 2008 CAMP Statement – Operating/Bond
  - 3. September, 2008 LAIF Statement
- D. Minutes of the September 17, 2008 Regular Meeting of the Board

Director Brown requested to correct the category for storage space rental expense.

Assistant General Manager-Administration Cari Lemke responded to Director Brown's question regarding CAMP/LAIF. She made minor corrections to the September 17, 2008 Minutes.

ON MOTION BY Director Piccolotti, seconded by Director DeJarnatt, the Board voted unanimously to approve the Consent Calendar as amended. Motion carried 5-0.

## 7) GENERAL MANAGER'S REPORT

A. New Business1. Approve Claims Dated October 15, 2008:

Staff responded to questions and comments from the Board.

ON MOTION by Director Piccolotti, seconded by Director Vetter, the Board voted unanimously to approve Claims dated October 15, 2008 in the amount of \$705,603.56.

Motion carried 5-0.

2. Status of District Billing Software and Outsourcing the Mailing of District Utility Bills:

Assistant General Manager-Administration Cari Lemke updated the Board on this item. She stated three bids have been received and Staff is preparing a spreadsheet to analyze the bids. This will be brought before the Finance Committee soon and should be on the agenda for the next Board meeting.

3. Information Re: Water/Meter Charges for Fire Stand-by Meters and Fire Hydrants

Assistant General Manager-Administration Lemke summarized the Staff Report. Discussion occurred regarding whether or not to charge for water going through Fire Protection Service connections.

B. Continued Business

1. Capital Improvement Program and Bond Projects:

General Manager Kevin O'Connell summarized the October 15, 2008 CIP and Bond Projects Status Report. He responded to Board questions and comments throughout his discussion.

A. Vallemar Pipeline Project

Mr. O'Connell reported that all phases are proceeding well.

B. Pacifica Recycled Water Project Issues

Mr. O'Connell reported that San Francisco has indicated the agreement will be on their October 28th agenda. He stated that all required documentation has been submitted to the Coastal Commission and Fish & Wildlife. He assured the Board that funding is still available, and stated that construction must be completed by March 31, 2010.

C. Devil's Slide Tunnel Project

Mr. O'Connell stated that the tunnel is approximately 1,600 feet in from the south end, and drilling from the north end will begin soon following a recent delay. He indicated that Disney was fined \$1,000 per day for the delay.

8) BAY AREA WATER SUPPLY AND CONSERVATION AGENCY ISSUES:

Director Piccolotti stated he would report on the last BAWSCA meeting at the next Board meeting.

9) COMMITTEE AND/OR DIRECTORS' REPORTS ON MEETINGS ATTENDED:

President Cosgrove reported on his attendance at the CSDA Conference as well as Ethics Training.

## 10) DIRECTOR'S COMMENTS AND/OR AGENDA REQUESTS:

Director Brown asked if the District conducts pre-employment drug testing on all positions. Staff responded that according to a new law, they are only permitted to drug test applicants who will be operating vehicles.

## 11) CORRESPONDENCE:

None.

## 12) PUBLIC COMMENT:

None.

## 13) ADJOURN:

President Cosgrove adjourned the meeting at 8:10 p.m. The next regularly schedule meeting of the Board of Directors will be held at 7:00 p.m. on Wednesday, November 19, 2008.

Respectfully submitted,

Approved:

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Kevin O'Connell, General Manager

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Joshua Cosgrove, President