

**North Coast County Water District**  
Minutes of the Regular Board of Directors Meeting  
November 18, 2009  
2400 Francisco Blvd.  
Pacifica, CA 94044  
7:00 P.M.

430

1) CALL TO ORDER:

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

2) ROLL CALL:

Present at Roll Call were Directors Brown, Piccolotti, Vetter, and Cosgrove and President DeJarnatt. 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 Bert Weiss.

4) PUBLIC COMMENT:

None.

5) APPROVAL OF ORDER OF AGENDA:

ON MOTION by Director Cosgrove, seconded by Director Piccolotti, 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 October, 2009
- C. Overview of District Investments
  - 1. October, 2009 Union Bank Statement – Bond
  - 2. October, 2009 CAMP Statement – Operating/Bond
  - 3. October, 2009 LAIF Statement
- D. Minutes of the October 21, 2009 Regular Meeting of the Board

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

7) GENERAL MANAGER'S REPORT:

A. New Business

1. Approve Claims Dated November 18, 2009:

Staff responded to questions and comments from the Board.

ON MOTION by Director Vetter, seconded by Director Cosgrove, the Board voted unanimously to approve the Claims dated November 18, 2009 in the amount of \$395,899.76. Motion passed 5-0.

2. Notice of Availability/Notice of Intent to Adopt an Initial Study/  
Mitigated Negative Declaration for the NCCWD Water  
Transmission Pipeline Project

General Manager Kevin O'Connell introduced this item regarding two pipelines the District is installing to support the Devil's Slide Tunnel. He briefly explained the CEQA process to the Board and stated the public comment period ends on December 3, 2009.

Mr. O'Connell discussed the need for an encroachment permit from the City of Pacifica due to work being performed in the City's right-of-way. He stated the project is scheduled to begin in April 2010. He indicated the Shamrock Ranch section will take approximately 3 to 4 months, and the Highway One portion will take approximately 5 to 6 months. Board discussion occurred.

3. Review Board Compensation Policy

General Manager Kevin O'Connell indicated the Board requested a review of the compensation and expense reimbursement policy. Director Brown indicated that although the current policy does allow for reimbursement for certain conferences attended, it does not automatically permit a Board member to attend certain conferences without first being agendaized and approved at a Board meeting. Director Brown indicated he would like a list developed of pre-approved conferences or seminars that a board member may attend.

Direction to Staff was to consult with the Board President and develop a list of pre-approved conferences or seminars for Board members.

Attorney Patrick Miyaki set the framework for amending the existing compensation reimbursement policy.

Director Brown initiated a discussion regarding the IRS-approved rates for meals and other expenses. Attorney Miyaki indicated he will obtain the latest IRS Publication 463 to determine the current expense limits.

4. Water Conservation Status Report

Assistant General Manager-Administration Cari Lemke distributed a Restaurant Usage chart that compares 2008 and 2009 water usage by various restaurants in Pacifica. General Manager Kevin O'Connell indicated the chart shows overall slightly less usage in 2009. There was discussion regarding the Public Records Act and whether or not one restaurant can know how much water other restaurants in town are using.

5. Authorize the General Manager to Execute the First Amendment to the Communications Site Lease Agreement between the District and Crown Castle at the Royce Tank Site

Assistant General Manager-Administration Cari Lemke provided background on this item and the reason for the amendment to the lease agreement. General Manager Kevin O'Connell praised Ms. Lemke for the negotiations with Crown Castle.

ON MOTION by Director Cosgrove, seconded by President DeJarnatt, the Board voted unanimously to Authorize the General Manager to execute the First Amendment to the Communications Site Lease Agreement between the North Coast County Water District and Crown Castle for the Royce Tank Site. Motion passed 5-0.

B. Continued Business

1. Capital Improvement Program and Bond Projects:

General Manager Kevin O'Connell distributed photos of November 2009 projects in process and discussed the projects depicted in the photos. President DeJarnatt requested an "after" picture of the diseased tree removal at the filter plant. Board discussion occurred.

A. Christen Hill Tank Project

Mr. O'Connell reported a meeting occurred with Daly City and Westborough last week as well as a meeting today with the structural engineer. He indicated the project is moving along well, and bids will be brought to the Board.

B. Pacifica Recycled Water Project

Mr. O'Connell reported a meeting was held with the SFPUC earlier this week. He stated the Sharp Park Golf Course issue is being discussed at the San Francisco Recreation & Parks Commission meeting tonight; he stated their staff is recommending the choice for 18 holes, with 2 holes moving to the east side of the freeway. The Recycled Water Project will most likely go before the full Board of Supervisors in January 2010.

C. San Pedro – Francisco Corp Yard CEQA

Mr. O'Connell reported receiving a large number of comments from the City of Pacifica and its attorney.

8) BAY AREA WATER SUPPLY AND CONSERVATION AGENCY ISSUES

Director Piccolotti reported that BAWSCA's attorney is retiring but will remain on a consulting basis for a while.

Director Piccolotti indicated several items to be discussed at tomorrow night's BAWSCA meeting. He stated he will report on said meeting at the December Board meeting.

Linda Corwin of Moana Way asked what legislation will be discussed at the November 19 BAWSCA meeting. Director Piccolotti indicated that the agenda does not specify.

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

Director Brown reported the Finance Committee met last week. They discussed if rates will be impacted by the Christen Hill project. This will be brought to the Board at a special meeting.

Director Brown stated the committee also looked into the tier rate structures, and the committee plans to amend this schedule by adding a tier. This will also be brought to the Board.

Director Vetter indicated the Finance Committee discussed proposed rate increases as a result of SFPUC rate increases.

Director Vetter requested Staff to provide additional information regarding the history of San Francisco's retrofit project.

Director Cosgrove reported that today's LAFCo meeting was canceled, and he discussed items discussed at the CSDA San Mateo Chapter meeting he attended.

Director Cosgrove reported on his attendance at the CSDA Conference and the various classes he attended at the conference. He stated the highlight of the conference was Kevin O'Connell receiving an award for General Manager of the Year.

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

Director Brown stated his wife mentioned the damaged wall at the tank site at Skyline. General Manager Kevin O'Connell stated the wall will be repaired tomorrow.

Director Piccolotti commented on the Terra Nova game this coming Friday.

Director Cosgrove discussed the H1N1 flue and cautioned that office staff who interact with the public should have protective equipment available.

11) CORRESPONDENCE:

None.

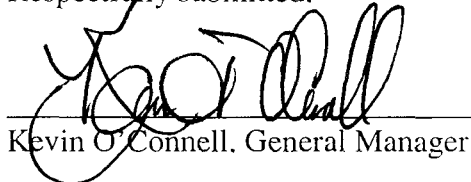
12) PUBLIC COMMENT:

None.

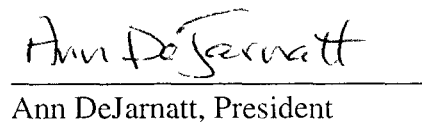
13) ADJOURN:

President DeJarnatt adjourned the meeting at 8:50 p.m. The next regularly schedule meeting of the Board of Directors will be held at 7:00 p.m. on Wednesday, December 16, 2009.

Respectfully submitted,

  
Kevin O'Connell, General Manager

Approved:

  
Ann DeJarnatt, President