

North Coast County Water District
 Minutes of the Regular Board of Directors Meeting
 April 18, 2007
 2400 Francisco Blvd., Pacifica
 7:00 P.M.

1) CALL TO ORDER:

President Piccolotti called the meeting to order at 7:01 p.m. at the District Office.

2) ROLL CALL:

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

3) PLEDGE OF ALLEGIANCE:

Led by President Piccolotti.

4) PUBLIC COMMENT:

Linda Corwin of Moana Way informed the Board that when the Purissima Water District tested their water, they discovered they were out of compliance for lead and had to send a notice to their customers. Ms. Corwin updated the Board regarding AB559 and also spoke about the Vermont Legislature's problems with the chloramine issue. She informed the Board that research revealed that a total of eleven states won't use chloramine because of plumbing and health issues. She also discussed CCAC's website.

5) APPROVAL OF ORDER OF AGENDA:

Staff pulled Items 6D and 6E from the agenda, the March 21 and April 3 minutes.

ON MOTION by Director Cosgrove, seconded by Director DeJarnatt, the Board voted unanimously to approve the Order of Agenda as amended. Motion carried 5-0.

6) CONSENT CALENDAR:

- A. Report on Sale of District Property
- B. Financial Statements for March, 2007
- C. Overview of District Investments
 - 1. March, 2007 Union Bank Statement
 - 2. March, 2007 CAMP Statement - Operating/Bond

ON MOTION by Director Vetter, 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 Business

- 1. Approval of Claims Dated April 18, 2007: Staff responded to questions and comments from Director Brown.

ON MOTION by Director Vetter, seconded by Director DeJarnatt, the Board voted unanimously to approve the Claims dated April 18, 2007 in the amount of \$573,152.96. Motion carried 5-0.

- 2. Approve Director DeJarnatt's Attendance at the CSDA Special District Leadership Academy - Module 2 - Setting

Direction/Community Leadership on April 20, 2007 in Berkeley at a Cost Not to Exceed \$250:

ON MOTION by Director Brown, seconded by President Piccolotti, the Board voted unanimously to approve Director DeJarnatt's attendance at the CSDA Special District Leadership Academy - Module 2 - Setting Direction/Community Leadership on April 20, 2007 in Berkeley at a Cost Not to Exceed \$250. Motion carried 5-0.

3. Authorize the General Manager to Execute an Agreement with the Jefferson Union High School District for Pipe Relocation at Terra Nova High School: General Manager Kevin O'Connell summarized the Staff Report and recommended that the Board authorize him to sign a Water Services Agreement contingent on the final approval by the District's counsel. Extensive discussion occurred regarding the reasons for this project, the relocation of the new easement, and liability/safety issues.

ON MOTION by Director DeJarnatt, seconded by Director Vetter, the Board voted unanimously to authorize the General Manager to execute an agreement with the Jefferson Union High School District for pipe relocation at Terra Nova High School. Motion carried 5-0.

4. Accept the Pump "D" Replacement at Main Pump Station Project as Complete and Authorize the General Manager to File a Notice of Completion: General Manager Kevin O'Connell summarized the Staff Report and recommended that the Board accept the project as complete and authorize him to file a Notice of Completion with the County Recorder's office.

ON MOTION by Director Brown, seconded by Director DeJarnatt, the Board voted unanimously to accept the Pump "D" Replacement at Main Pump Station Project as complete and authorize the General Manager to file a Notice of Completion. Motion carried 5-0.

5. Authorize the General Manager to Execute an Agreement with Pump Repair for the Royce Pump in an Amount Not to Exceed \$82,520: General Manager Kevin O'Connell summarized the Staff Report and recommended that the Board waive the advertising requirement (due to the fact that this is a sole source contract) and authorize him to execute an agreement with Pump Repair Service for the Royce Pump Station Project in an amount not to exceed \$82,520.

ON MOTION by Director DeJarnatt, seconded by Director Vetter, the Board voted unanimously to waive the requirement to advertise the project and authorize the General Manager to execute an agreement with Pump Repair Service for the Royce Pump Station Project in an amount not to exceed \$82,520. Motion carried 5-0.

6. SFPUC Hydrology Report: General Manager Kevin O'Connell summarized the Staff Report and referred to the charts contained in the attached SFPUC report. He showed the Board pamphlets and packets regarding water conservation methods and also spoke about how the District's website addressed conservation. He told the Board about various other methods to increase public awareness regarding water conservation.

Director DeJarnatt suggested some kind of public display showing the amount of water which has been conserved, She also suggested some sort of incentive plan for to award conservation efforts.

Director Cosgrove stated he would like to see some tracking of the results to determine if water conservation is being effective.

Director Brown referred to the 1991 drought period and spoke regarding conservation methods at that time. He discussed perhaps forming a

customer citizens committee to address the conservation issue. He suggested having a booth at the upcoming Alma Heights Flea Market.

President Piccolotti suggested having a booth at the new Farmer's Market in Rockaway Beach.

ON MOTION by Director DeJarnatt, seconded by Director Vetter, the Board voted unanimously that the Board support a plan for Staff to request that our customers voluntarily reduce water consumption by ten percent. Motion carried 5-0.

7. District Newsletter: Assistant Manager-Administration Cari Lemke distributed a draft of a District newsletter proposed to be sent out to the public. The newsletter will be one page, two-sided, tri-folded, and inserted with customer bills. Direction to Staff was to proceed.

B. Continued Business:

1. District Issuance of "Will Serve" Letters: Director Vetter excused himself due to a potential conflict of interest and left the room.

General Manager Kevin O'Connell summarized the Staff Report and recommended that the Board adopt a policy for issuing letters stating that the District has the current capacity to serve a proposed development.

President Piccolotti opened the item to public comment.

Dan Murphy of Urban Green Development acknowledged Staff for their efforts in connection with issuing "Will Serve" letters that are conditioned on the developer signing off on a service agreement. He stated that as long as the service agreement is reasonable, that should not be a problem.

Board direction to Staff was to prepare a draft policy and Resolution for the Board to consider at an upcoming meeting as soon as practically possible.

Director Vetter rejoined the meeting at 8:24 p.m.

President Piccolotti left the meeting at 8:24 p.m. due to personal reasons, and Vice President Cosgrove took over the meeting.

2. Capital Improvement Program and Bond Projects: General Manager Kevin O'Connell referred to the April 18, 2007 CIP & Bond Projects Status Report. He reviewed the photos in the report and updated the Board on the status of the projects.

A. Gypsy Hill Tank and Royce Tank Project: General Manager Kevin O'Connell reported that the project is moving along very well. He discussed the photos on page 9 of the Status Report.

B. Christen Hill Tank: General Manager Kevin O'Connell reported they finally received the encroachment permit from CalTrans last week. He stated that trenching begins on April 30 and will take about a week, and the mapping process will then begin. Boring will take place the third week in May. Mr. O'Connell stated that there was a meeting a couple of weeks ago to go over the status of the hydraulic model. The model has been constructed, and testing will be conducted to make sure the model works the way the pipes work in the field.

C. Pacifica Recycled Water Project Issues:

1. Tank - Location and Environmental Process: General Manager Kevin O'Connell reported that Staff received a bid from TRA for a little under \$24,000 to study both sites. As this amount is within the General Manager's spending authority, Mr. O'Connell stated that he had TRA start the study right away. TRA is preparing an initial study with mitigated negative declarations for the tank site at Gypsy Hill as well as at the Calera Creek Treatment Plant. Additional discussion occurred.

2. Agreements - MOU and SFPUC: General Manager Kevin O'Connell provided an update on the agreement process.

3. Funding: General Manager Kevin O'Connell reported that the District has received an extension to September 15, 2007 in order to perform the environmental process on the project.

8) BAY AREA WATER SUPPLY AND CONSERVATION AGENCY ISSUES:

There was no BAWSCA meeting on which to report.

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

Director Cosgrove reported his attendance at the LAFCo meeting and stated it was a very interesting meeting. He read the items on the agenda and briefly discussed some of the issues.

10) DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

Director Cosgrove thanked Staff for the baby gifts he received for his new child, and he congratulated Scott and Stephanie Durkin on the birth of their baby.

11) CORRESPONDENCE:

None.

12) PUBLIC COMMENT:

None.

13) ADJOURN:

Vice President Cosgrove adjourned the meeting at 8:49.m. The next regularly scheduled meeting of the Board of Directors will be held on Wednesday, May 16, 2007.

Respectfully submitted,

Approved:

Kevin O'Connell, General Manager

Tom Piccolotti, President