

**North Coast County Water District**  
Minutes of the Regular Board of Directors Meeting  
August 20, 2025 at 7:00 P.M.  
Sharp Park Restaurant Banquet Room  
2600 Francisco Blvd.  
Pacifica, CA 94044

## 1) CALL TO ORDER

President Ash called the Board Meeting to order at 7:01 p.m.

## 2) ROLL CALL

Present at Roll Call at the Board Room were President Ron Ash, Director Joshua Cosgrove, Director Anne DeJarnatt, Director John Vallero, General Manager Adrienne Carr, Assistant General Manager Scott Dalton, Management Analyst Stephanie Dalton, Attorney Patrick Miyaki, BAWSCA Board Member Thomas Piccolotti, and District Engineer Jonathan Sutter.

Vice President William Hauser was absent.

## 3) PLEDGE OF ALLEGIANCE

Led by Director Cosgrove.

## 4) PUBLIC COMMENT

None.

## 5) APPROVAL OF ORDER OF AGENDA

ON MOTION by Director Cosgrove, seconded by Director DeJarnatt, the Board voted unanimously to approve the order of agenda as presented. Motion passed 4-0.

## 6) SPECIAL ORDER OF BUSINESS

A. Presentation on the Free Fog Collector Program in Pacifica, by Peter Weiss, Faculty Researcher, Department of Microbiology and Environmental Toxicology University of California Santa Cruz

General Manager Carr introduced Peter Weiss, a Faculty Researcher from the Department of Microbiology and Environmental Toxicology at the University of California, Santa Cruz (UCSC), who presented on the Free Fog Collector Program in Pacifica.

He reported on observations at the Milagra Ridge site, where the District is partnering with other researchers. There have been high fog deposition rates at Milagra Ridge, with a June and July total of 350 liters at the Main site, averaging 5.7 liters per square meter per day. Scaling this up, a 120 square meter collector could collect 43,000 liters or 11,400 gallons over six months at approximately 2 liters per square meter per day.

He stated that the Free Fog Collector program is funded by the UCSC Office of Research - Business Innovation. Future steps include seeking funding to maintain and expand the program, maintaining relationships with participants until October 2026, arranging for participants to keep or return the collectors, and continuing to collect general observations for research and publications.

Anja Ulfeldt, an Artist in Residence at UCSC, shared slides of educational fog collector projects that are artistically represented and expressed interest in partnering with the District on this type of project.

Mr. Weiss stated that he, along with students of UCSC, will staff the District's booth at the Fog Fest to educate the public on the program.

President Ash opened the floor for public comment.

Director Cosgrove expressed his support for continuing the fog research program and collaborating with the researchers.

President Ash was very pleased with the results of the research results.

Director DeJarnatt suggested that the garden clubs of Pacifica might be interested in incorporating fog collector sites to their tours to popularize the idea of fog research.

7) BAY AREA WATER SUPPLY AND CONSERVATION AGENCY ISSUES

Director Cosgrove reported on topics from the previous BAWSCA Board of Directors meeting.

8) BOARD COMMUNICATIONS

None.

9) CONSENT CALENDAR

- A. Overview of District Investments
- B. Statement for 2021 Water System Financing Project Fund
- C. Financial Statements for July 2025
- D. Minutes of the July 16, 2025 Regular Meeting of the Board
- E. Report on Sale of District Property
- F. July 2025 Leak Report
- G. July 2025 Water Quality Report
- H. July 2025 Legislative Update
- I. July 2025 Hydrological Report

ON MOTION by Director DeJarnatt, seconded by President Ash, the Board voted unanimously to approve the Consent Calendar as presented. Motion passed 4-0.

10) GENERAL MANAGER'S REPORT

A. New Business

- 1. Approval of Claims Dated August 20, 2025  
General Manager Carr responded to questions from the Board.

ON MOTION by Director Cosgrove, seconded by Director DeJarnatt, the Board voted unanimously to approve the Claims List dated August 20, 2025, in the amount of \$3,035,660.36. Motion passed 4-0.

- 2. Authorize the General Manager to Enter into Task Order 25-07 with EKI Environment and Water in an Amount Not to Exceed \$64,700 for Development of a 2025 Urban Water Management Plan Update and 2026 Annual Water Supply and Demand Assessment

General Manager Carr summarized the Staff Report stating that an Urban Water Management Plan (UWMP) is required every five years from urban water suppliers in California for long-term resource planning, with the 2025 UWMP due to the Department of Water Resources (DWR) by July 1, 2026, and requiring Board adoption prior to submission. She also discussed a second report, the Annual Water Supply and Demand Assessment (AWSDA) also required annually by July 1, which details anticipated shortages, response actions, compliance, and communication

as per the Water Shortage Contingency Plan. General Manager Carr stated that EKI Environment and Water has previously prepared NCCWD's 2020 UWMP and its annual AWSDA since 2021. The estimated cost for these services is \$55,200 for the 2025 UWMP (Task 1) and \$9,500 for the 2026 AWSDA (Task 2), for a total estimated cost of \$64,700.

Board discussion occurred, and the General Manager responded to questions from the Board regarding the City of Pacifica Housing Element, including housing density and proposed developments, as it relates to these documents.

ON MOTION by President Ash, seconded by Director DeJarnatt, the Board voted unanimously to Authorize the General Manager to Enter into Task Order 25-07 with EKI Environment and Water in an Amount Not to Exceed \$64,700 for Development of a 2025 Urban Water Management Plan Update and 2026 Annual Water Supply and Demand Assessment.

Motion passed 4-0.

3. Authorize the General Manager to Execute Change Orders for the Sheila Tank Replacement and Pressure Regulating Valves Improvement Project for an Amount Not-to-Exceed \$120,000

General Manager Carr provided an update on the Sheila Tank Replacement and Pressure Regulating Valves Improvement Project, which is nearing completion. She stated that additional funding is required for several items before the project close-out, including minor changes to installed fencing and gate, additional paving of Alvarado Avenue, changes to the driveway concrete finish, addition of expansion joints for the concrete walkway behind the tank, and permanent erosion control for regraded slopes, as well as other miscellaneous items. General Manager Carr requested advance authorization for additional change orders up to \$120,000 to prevent project delays. She explained that a detailed breakdown of costs would be reported at the next Board Meeting. This authorization would increase the total project contract amount to \$6,672,453.

Board discussion occurred and the General Manager responded to questions from the Board.

ON MOTION by Director DeJarnatt, seconded by Director Cosgrove, the Board voted unanimously to Authorize the General Manager to Execute Change Orders for the Sheila Tank Replacement and Pressure Regulating Valves Improvement Project for an Amount Not-to-Exceed \$120,000.

Motion passed 4-0.

4. Waive the Formal Bid Process and Authorize the General Manager to Purchase a Dump Truck Replacement in an Amount Not to Exceed \$184,000

General Manager Carr summarized the Staff Report stating that the current dump truck was purchased in 2002, and a replacement was budgeted in the FY 25/26 Capital Improvement Program Budget. She explained that due to the scarcity of this type of vehicle, which could be due to new air quality regulations, dealerships are unable to competitively bid, facing high demand and low stock. Resolution No. 995 typically requires soliciting bids through newspaper advertisement for vehicle procurements exceeding \$30,000, but this requirement can be waived by the Board. She stated that a quote for \$183,790 was received from TEC of California, Inc. and met the standards that the District was seeking. An additional quote is currently under review. General Manager Carr requested authorization to purchase the replacement dump truck up to the cost of the verified quote.

General Manager Carr responded to questions from the Board.

ON MOTION by President Ash, seconded by Director DeJarnatt, the Board voted unanimously to Waive the Formal Bid Process and Authorize the General Manager to Purchase a Dump Truck Replacement in an Amount Not to Exceed \$184,000. Motion passed 4-0.

5. Authorize the General Manager to Purchase One 2026 Ford F250 XL 4x4 Regular Cab through the Statewide Contract for Fleet Vehicles in an Amount Not to Exceed \$52,892.30

General Manager Carr summarized the Staff Report and stated that the District is seeking to purchase a new 2026 Ford F250 XL 4x4 Regular Cab. This procurement was budgeted in the FY 25/26 Capital Improvement Program Budget. She stated that the purchase will be made through the California Statewide Contract for Fleet Vehicles, which utilizes prices obtained through a state-level competitive bidding process. The total quoted price, including sales tax, electronic filing fee, and a doc fee, is \$52,892.30.

General Manager Carr responded to questions from the Board.

ON MOTION by Director DeJarnatt, seconded by Director Cosgrove, the Board voted unanimously to Authorize the General Manager to Purchase One 2026 Ford F250 XL 4x4 Regular Cab through the Statewide Contract for Fleet Vehicles in an Amount Not to Exceed \$52,892.30.

Motion passed 4-0.

6. Review District's Statement of Purpose and Mission of District

General Manager Carr stated that at the July Board of Directors Meeting, it was requested that the Board have another opportunity to review and discuss the Statement of Purpose and Mission of District.

The Board discussed the matter and no changes were recommended.

7. Update Regarding the District Headquarters Upgrade Project

General Manager provided an update on the Headquarters Upgrade Project progress. She stated that planning is underway for the Headquarters dedication ceremony, scheduled for September 18, 2025, which will be an invitation-only event as the building will be in its final phase of work. A separate Headquarters Grand Opening will be planned to welcome the community.

General Manager Carr reported that Phase 2 of the furniture order is being finalized and expected to be placed by the end of the week, and a copy of the full order to be included in the September board packet.

General Manager Carr responded to questions from the Board.

8. District Engineer's Report

District Engineer Sutter provided status updates on the Advanced Metering Infrastructure (AMI) Project and the Fassler Tank Project. He reported that the Loop at Everglades Pipeline Drive Phase 2 is complete, and more information will be brought to the Board of Directors next month.

General Manager Carr stated that information regarding the new meter system, including a health and safety fact sheet on cellular endpoint technology, is available on the District's website.

Director Cosgrove spoke about the importance of data privacy and customer protections.

9. General Manager's Update

General Manager Carr reported that the District is sponsoring the Pacific Coast Fog Fest on September 27-28, with a \$5,000 contribution to the Fog Fest Organizing Group, which covers advertisement, booth rental, and parade participation.

General Manager Carr reported that the District hired a new mechanic, who will be introduced at a future board meeting.

General Manager Carr stated that she attended the San Mateo County Tsunami Tabletop Exercise on August 19, 2025, led by the County of San Mateo Office of Emergency Services.

B. Continued Business

1. Capital Improvement Program and Bond Projects

There was no discussion.

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

A. Infrastructure Vulnerability Committee Meeting

Director Cosgrove and President Ash reported that the Committee reviewed updated tsunami maps from the City of Pacifica.

B. City of Pacifica City Council Meeting

Director DeJarnatt provided the highlights of the meeting she attended.

C. Planning Commission Meeting

No report was given as Vice President Hauser was absent.

12) DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS

None.

13) CORRESPONDENCE

None.

14) PUBLIC COMMENT

Councilmember Wright stated that the City of Pacifica is working on updating their on-demand recordings of City Council Meetings to include segments for easier navigation.

Mayor Beckmeyer provided an update from the City Council meeting, stating that the Sanchez Art Center was removed from the rezoning list.

15) ADJOURNMENT

President Ash adjourned the meeting at 8:15 p.m.

Respectfully submitted,

Approved:

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General Manager Adrienne Carr

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Ron Ash, President