

**North Coast County Water District**  
Minutes of the Special Board of Directors Meeting  
May 29, 2019  
2400 Francisco Blvd.  
Pacifica, CA 94044

1) CALL TO ORDER

President Cosgrove called the Special Board Meeting to order at 7:00 p.m. at the District office.

2) ROLL CALL

Present at Roll Call were Director Ron Ash, Director Jack Burgett, Director Tom Piccolotti, Vice President Anne DeJarnatt and President Joshua Cosgrove. Also present was General Manager Cari Lemke, Attorney Patrick Miyaki, and Superintendent Scott Dalton.

3) PLEDGE OF ALLEGIANCE

Led by General Manager Lemke.

4) PUBLIC COMMENT

Bob Lange, resident of Pacifica and employee of the North Coast County Water District, commended General Manager Cari Lemke on her 24 years of service to the District, and wished her well in her retirement.

President Cosgrove adjourned the Board into Closed Session at 7:03 p.m.

5) CLOSED SESSION –

Pursuant to California Government Code Section 54957  
Public Employee Appointment  
Title: Interim General Manager

The Board returned to Open Session at 8:02 p.m.

6) REPORT ON ACTION TAKEN IN CLOSED SESSION

President Cosgrove reported that no action was taken in the closed session.

7) POTENTIAL APPOINTMENT OF ASSISTANT GENERAL MANAGER-FIELD OPERATIONS AS ACTING GENERAL MANAGER

General Manager Lemke stated that Superintendent Scott Dalton had been promoted to Assistant General Manager - Field Operations and his promotion would take effect June 1, 2019. General Manager Lemke also stated that her official retirement date is June 7, however, she will be out of the office from June 1 to June 7. She recommended that during the period of recruitment of the Interim General Manager, Mr. Dalton serve as the Acting General Manager.

Attorney Miyaki discussed the details of the appointment, and clarified that up until the date of General Manager Lemke's retirement on June 7 that she has the authority to appoint the Assistant General Manager – Field Operations to Acting General Manager, and that after General Manager Lemke retires, then the Board must take action to appoint the Assistant General Manager – Field Operations to Acting General Manager because at that time he will report directly to the Board of Directors. Attorney Miyaki also stated that because of the spousal relationship between the Management Analyst II and the Assistant General Manager – Field

Operations, Management Analyst II, Stephanie Dalton, would report to the President of the Board, Joshua Cosgrove, during the entire time period that the Assistant General Manager – Field Operations is serving as the Acting General Manager.

Attorney Miyaki responded to questions and comments from the Board.

General Manager Lemke stated that she will appoint Assistant General Manager – Field Operations Dalton to serve as Acting General Manager from June 1 to June 7, 2019.

ON MOTION By Director Piccolotti Seconded By Director De Jarnatt to Appoint Assistant General Manager - Field Operations, Scott Dalton, to serve as Acting General Manager Effective June 7, 2019 until an Interim General Manager is Engaged by the Board and directed President Cosgrove to inform Assistant General Manager – Field Operations Dalton and Management Analyst II Dalton that Management Analyst II Dalton will report directly to Board President Cosgrove when Assistant General Manager – Field Operations Dalton is serving as Acting General Manager. Motion Passed 5-0.

8) DISCUSSION REGARDING AGREEMENT WITH MANAGEMENT PARTNERS, INC., FOR MANAGEMENT AND ANALYTICAL SERVICES

President Cosgrove discussed the proposal from Management Partners, Inc. The Board discussed the scope of services in the Management Partners, Inc. proposal, and determined that this scope of services meets the needs of the District. The Board suggested that the General Manager Recruitment Advisory Committee work with Attorney Miyaki to finalize details of the Agreement with Management Partners, Inc. so that this item could be considered at the June 19, 2019 Board Meeting.

9) ADJOURNMENT

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

Respectfully submitted,

Approved:

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Scott Dalton, Acting General Manager

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Joshua Cosgrove, President