

North Coast County Water District
 Minutes of the Special Board of Directors Meeting
 May 24, 2017
 2400 Francisco Blvd.
 Pacifica, CA 94044

1) CALL TO ORDER

President Burgett 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 De Jarnatt, Director Ash, Director Cosgrove, Vice President Piccolotti and President Burgett. Also present were General Manager Cari Lemke, Superintendent Scott Dalton, Attorney Patrick Miyaki and Management Analyst II Stephanie Dalton.

A. Location of Emergency Exits

President Burgett announced the location of the emergency exits.

3) PLEDGE OF ALLEGIANCE

President Burgett asked Attorney Patrick Miyaki to lead the Pledge of Allegiance.

4) PUBLIC COMMENT

Debbie Little, a fifth grade teacher at Sunset Ridge Elementary School, stated that she, along with the other teachers at her school, greatly appreciates the Water-Wise Program provided by the North Coast County Water District each year. She stated that the program has provided approximately 1,200 Water-Wise kits to Sunset Ridge students over the past 10 years.

5) APPROVAL OF ORDER OF AGENDA

Vice-President Piccolotti requested to move Agenda Item #7 "Special Order of Business" above Agenda Item #6 "Board Communications."

ON MOTION by Vice President Piccolotti, seconded by Director Ash, the Board voted unanimously to approve the Order of Agenda as amended. Motion passed 5-0.

7) PRESENTATION OF POSTER CONTEST AWARD WINNERS

President Burgett thanked the students, parents and teachers for attending the meeting.

President Burgett announced the following 1st, 2nd, and 3rd place winners for each grade while Director DeJarnatt, Director Ash and Director Cosgrove distributed framed awards and art gifts to the following students:

Grades K-1 Category:

- 3rd Place: Patrick Da Silva, Grade 1, Sunset Ridge
- 2nd Place: Angelina Vigil, Grade 1, Vallemar School
- 1st Place: Jia Worobec, Kindergarten, Vallemar School

Grade 2 Category:

- 3rd Place: Addison Loreda, Grade 2, Vallemar School
- 2nd Place: Dane Grochowski, Grade 2, Vallemar School
- 1st Place: Bodhi Veilleux, Grade 2, Vallemar School

Grades 3-4 Category:3rd Place: Ailee Fujiki, Grade 4, Vallemar School2nd Place: Julian Zamora, Grade 3, Vallemar School1st Place: Gabrielle May, Grade 4, Vallemar School

After all prizes had been awarded, and the winners congratulated and applauded, a group photo was taken with the Board, students and Drippy, the District's mascot.

The Board took a recess at 7:22 p.m. and reconvened at 7:34 p.m.

6) BOARD COMMUNICATIONS

Vice President Piccolotti reported on the Earth Day Ecofest event that took place on April 22, 2017. Director De Jarnatt stated that the District's booth was well attended and well received. President Burgett concurred.

President Burgett directed a question to Attorney Miyaki in regards to the Little Hoover Commission. Attorney Miyaki summarized the new information made available in a report released after the District's April Board Meeting. He stated that he expected more information to be made available at a Little Hoover Commission meeting schedule for June, 2017.

8) CONSENT CALENDAR

- A. Overview of District Investments
- B. Financial Statements for April, 2017
- C. Minutes of the April 19, 2017 Regular Meeting of the Board
- D. Report on Sale of District Property

ON MOTION by Vice President Piccolotti, seconded by Director De Jarnatt, the Board voted unanimously to approve the Consent Calendar as submitted. Motion passed 5-0.

9) GENERAL MANAGER'S REPORT

A. New Business1. Approval of Claims Dated May 24, 2017

Staff responded to questions and comments from the Board.

ON MOTION by Director De Jarnatt, seconded by Director Cosgrove, the Board voted unanimously to approve the Claims dated May 24, 2017 in the amount of \$604,431.06. Motion passed 5-0.

2. April, 2017 Leak Report

General Manager Lemke and Superintendent Dalton responded to questions and comments from the Board.

3. April, 2017 Fluoride Monitoring Report

General Manager Lemke summarized the content of the report.

4. Update RE: July 1, 2017 Rate Adjustment

General Manager Lemke stated that due to the decrease in wholesale water rates, the next rate adjustment that will go into

effect on July 1, 2017, will be decreased by twenty-seven cents (\$0.27) per unit because the wholesale water rate is less than projected. General Manager Lemke referred to the modified rates detailed in the staff report, which will be similar to the notification District customers and property owners will receive by June 1, 2017. General Manager Lemke responded to questions and comments from the Board.

5. Authorize the General Manager to Surplus the 2007 John Deere 450J Bulldozer and Authorize the Sale of the Bulldozer to the City of Pacifica for \$25,000

General Manager Lemke gave an overview of the staff report and responded to questions and comments from the Board. Discussion occurred regarding the District's current fleet of heavy equipment, the frequency of use, and how and where they are stored. Vice-President Piccolotti stated that the Bulldozer is being sold in "as-is condition" and should be stated as such in the receipt of sale. Director Cosgrove stated that the sale price should be no less than \$25,000.

ON MOTION by Director Cosgrove, seconded by Director De Jarnatt, the Board unanimously voted to Authorize the General Manager to Surplus the 2007 John Deere 450J Bulldozer and Authorize the Sale of the Bulldozer to the City of Pacifica in "As-is Condition" in an Amount No Less than \$25,000. Motion passed 5-0.

6. Review/Approve 2017/2018 Operating Budget

General Manager Lemke summarized the proposed Fiscal Year 2017/2018 Operating Budget and explained the revenues, expenditures and reserve balances.

Vice-President Piccolotti stated that the Finance Committee had reviewed the proposed budget and performed a thorough analysis.

ON MOTION by Vice President Piccolotti, seconded by Director De Jarnatt, the Board unanimously voted to approve the Fiscal Year 2017/2018 Operating Budget as submitted. Motion passed 5-0.

7. Review/Approve 2014/2015 CIP Budget

General Manager Lemke summarized the proposed Fiscal Year 2017/2018 CIP Budget and explained major capital expenditures such as the Sheila Tank Project.

Board discussion occurred.

President Burgett thanked General Manager Lemke for a job well done in preparing the budget, and for her commitment to being fiscally responsible. Director Cosgrove and Vice President Piccolotti echoed these remarks.

ON MOTION by Director Cosgrove, seconded by Director De Jarnatt, the Board voted unanimously to approve the Fiscal Year 2017/2018 Capital Improvement Program Budget as submitted in the amount of \$1,960,600. Motion passed 5-0.

B. Continued Business

1. Capital Improvement Program and Bond Projects

General Manager Lemke and Superintendent Dalton responded to questions from the Board.

10) BAY AREA WATER SUPPLY AND CONSERVATION AGENCY ISSUES

Vice President Piccolotti reported on the May, 2017 BAWSCA meeting and discussed the various agenda items including: adoption of the FY 2017-18 Work Plan, approval of the FY 2017-18 Operating Budget, and the development of a Regional Water System and Supply Modeling Tool. Board discussion occurred and Vice-President Piccolotti responded to questions and comments.

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

A. Personnel Committee Meeting

Director Cosgrove stated that the meeting had been canceled and rescheduled.

B. CSDA Legislative Days

Director Cosgrove reported his attendance at the CSDA Legislative Days in Sacramento earlier in the month.

C. CIP Committee Meeting

Director Cosgrove indicated that the CIP Committee met regarding the CIP Budget, which had been previously discussed during Agenda Item #9A6.

D. ACWA Spring Conference & Exhibition

President Burgett reported that he attended the ACWA Spring Conference & Exhibition in Monterey, and felt it was worthwhile. He distributed various handouts and information to members of the Board and Staff. He discussed highlights including: leadership courses for staff, energy storage news, security and safety of drone usage and emergency public notification.

E. Finance Committee Meeting

Vice-President Piccolotti indicated that he previously reported on the Committee meeting under Agenda Item #9A5.

F. CSDA San Mateo Chapter Meeting

Director Cosgrove reported on the activities of the CSDA San Mateo Chapter, and how they are looking to become an affiliated chapter of the CSDA and will discuss it at their next meeting in August.

12) DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS

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President Burgett discussed the idea of a ride on lawnmower to clear District easements. While it was decided not to purchase one at this time, President Burgett clarified that it would be within the General Manager's spending authority if it is needed in the future.

President Burgett read a passage from Enhanced Interrogation by James E. Mitchell, a book that was gifted to him from Vice President Piccolotti.

Director Ash stated that the "Touch -a- Truck" event at Ingrid B. Lacy would be a great public outreach event for the District to participate in next year.

13) CORRESPONDENCE

Director De Jarnatt shared an article from the East Bay Times regarding the Twin Tunnels and its impact on the Sacramento-San Joaquin Delta.

14) PUBLIC COMMENT

None.

15) ADJOURNMENT

President Burgett adjourned the meeting at 8:56 p.m.

Respectfully submitted,

Approved:

Cari Lemke, General Manager

Jack Burgett, President