North Coast County Water District

Minutes of the Regular Board of Directors Meeting
November 19, 2025 at 7:00 P.M.
North Coast County Water District
Multipurpose Room
2400 Francisco Blvd.
Pacifica, CA 94044

1) CALL TO ORDER

President Ash called Board Meeting to order at 7:00 p.m.

President Ash welcomed everyone to the first inaugural Board of Directors meeting in the District's Multipurpose Room at the Jack Burgett Headquarters at 2400 Francisco Blvd.

2) ROLL CALL

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

3) PLEDGE OF ALLEGIANCE

Led by BAWSCA Board Member Piccolotti.

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 5-0.

6) BAY AREA WATER SUPPLY AND CONSERVATION AGENCY ISSUES

BAWSCA Board Member Thomas Piccolotti discussed some of the items that were on the upcoming BAWSCA Board of Directors meeting agenda.

7) BOARD COMMUNICATIONS

None.

8) CONSENT CALENDAR

A. Overview of District Investments
B. Statement for 2021 Water System Financing Project Fund
C. Financial Statements for October 2025
D. Minutes of the October 15, 2025 Regular Meeting of the Board
E. Report on Sale of District Property
F. October 2025 Leak Report
G. October 2025 Water Quality Report
H. October 2025 Legislative Update
I. October 2025 Hydrological Report

ON MOTION by Director DeJarnatt, seconded by Director Cosgrove, the Board voted unanimously to approve the Consent Calendar as presented. Motion passed 5-0.

9) GENERAL MANAGER'S REPORT

A. New Business

1. Approval of Claims Dated November 19, 2025

General Manager Carr stated that a revised claims list was posted online on the District's website and distributed to all in attendance. The revised claims corrected an error on page three of the claims. 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 Revised Claims List dated November 19, 2025, in the amount of $2,595,499.71. Motion passed 5-0.

2. Adopt Resolution No. 1182 Declaring Property Over Pipeline off of Sheila Lane to Be Exempt Surplus Land

General Manager Carr introduced the agenda item and provided a summary of the resolution. She explained that the District has determined that a small parcel of land it owns, located off Sheila Lane, is no longer needed for its operations. This parcel measures approximately 10 feet wide and 260 feet long and is entirely surrounded by private property. Since the parcel is less than half an acre and is not adjacent to land designated for open space or low-income housing, it meets the criteria to be classified as "Exempt Surplus Land" under Government Code § 54221(f)(1)(B). District staff recommends that the Board adopt the attached resolution, which will allow staff to dispose of the property consistent with the Surplus Land Act.

General Manager Carr responded to questions from the Board.

ON MOTION by Director Cosgrove, seconded by Director DeJarnatt, by the following Roll Call Vote, the Board unanimously voted to Adopt Resolution No. 1182 Declaring Property Over Pipeline off of Sheila Lane to Be Exempt Surplus Land

President Ash Aye
Director Cosgrove Aye
Director DeJarnatt Aye
Vice President Hauser Aye
Director Vallero Aye

Motion passed 5-0.

3. Update Regarding Senate Bill No. 707 Brown Act Amendments and Other Legislative Updates

Attorney Miyaki presented a slideshow on the latest amendments to the Brown Act and other legislative updates. The presentation detailed how Senate Bill 707 clarifies the rules for traditional teleconferencing, stating that each remote location must be public and accessible. It also expands the guidelines for alternative teleconferencing, allowing Board members to participate remotely for "just cause" reasons. The update also included information on Senate Bill 827, which requires local agency officials to complete two hours of fiscal and financial training, and Senate Bill 852 which mandates that officials managing public investments to electronically file their Statement of Economic Interests (Form 700) with the Fair Political Practices Commission (FPPC).

4. Update Regarding the District Headquarters Upgrade Project

General Manager Carr provided an update on the Headquarters Upgrade Project progress, tile selection, and summarized items on the contractor's punch list.

She reported that the District's Grand Opening and Ribbon Cutting would be held on November 20, 2025 and provided an update on the agenda for the event.

General Manager Carr responded to questions from the Board.

5. District Engineer's Report

District Engineer Sutter provided status updates on the Sheila Tank Replacement Project, the Advanced Metering Infrastructure (AMI) Project, and the Park Pacifica Tank and Christen Hill Rehabilitation Projects.

6. General Manager's Update

General Manager Carr shared a slide illustrating statewide reservoir levels.

B. Continued Business

1. Capital Improvement Program and Bond Projects

There was no discussion.

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

A. City of Pacifica City Council Meeting

Director DeJarnatt provided highlights of the meetings she attended.

B. Planning Commission Meeting

Vice President Hauser provided a report from the meetings attended.

C. Building/Cell Site/Headquarters Committee Meeting

President Ash reported that the content had been previously covered in the meeting. President Ash thanked staff for their work in preparing for the event tomorrow.

11) DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS

Director Cosgrove requested to agendize a discussion of the start time of Regular Board Meetings.

12) CORRESPONDENCE

None.

13) PUBLIC COMMENT

Mr. Leonard Zylstra shared kind sentiments regarding the first board meeting in the new Multipurpose Room.

14. CLOSED SESSION – One Item

Pursuant to California Government Code Section 54956.9(d)(2)
Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation
One Potential Case

The Board convened into closed session at 8:08 p.m.

15. REPORT ON ACTION TAKEN IN CLOSED SESSION

At 9:17 p.m. the Board returned from Closed Session. Attorney Miyaki reported that in closed session, no action was taken.

16. ADJOURNMENT

President Ash adjourned the meeting at 9:17 p.m.

Respectfully submitted,

General Manager Adrianne Carr

Approved:

Ron Ash, President