North Coast County Water District

Minutes of the Regular Board of Directors Meeting
June 17, 2026 at 7:00 P.M.
North Coast County Water District
Multipurpose Room
2400 Francisco Blvd.
Pacifica, CA 94044

1) CALL TO ORDER

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

2) ROLL CALL

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

3) PLEDGE OF ALLEGIANCE

Led by Director Ash.

4) PUBLIC COMMENT

None.

5) APPROVAL OF ORDER OF AGENDA

ON MOTION by Vice President DeJarnatt, seconded by Director Cosgrove, the Board voted unanimously to approve the order of agenda as presented. Motion passed 5-0.

6) SPECIAL ORDER OF BUSINESS

A. Public Hearing on 2025 Urban Water Management Plan and Water Shortage Contingency Plan

President Hauser opened the Public Hearing at 7:05 p.m.

Jean Hirayama from EKI Environment & Water and District Engineer John Sutter were in attendance. Mr. Sutter led the presentation on the Urban Water Management Plan and Water Shortage Contingency Plan.

President Hauser opened the floor for Public Comment.

Councilmember Wright asked how the City of Pacifica can support the District during dry years and suggested policy and project ideas. General Manager Carr responded that the City and District maintain a strong working relationship, particularly with Public Works and Planning staff and the City Manager’s office, and that ongoing collaboration on recycled water, landscape ordinances, and other projects is helpful.

General Manager Carr and District Engineer Sutter responded to questions from the Board.

President Hauser closed the Public Hearing at 7:30 p.m.

B. Consider Adoption of Resolution No. 1189 Adopting the Updated Water Shortage Contingency Plan

General Manager Carr discussed the requirements set forth in the California

Water Code, stating that the District must prepare and adopt a Water Shortage Contingency Plan as part of its 2025 Urban Water Management Plan.

ON MOTION by Director Cosgrove, seconded by Vice President DeJarnatt, by the following Roll Call Vote, the Board unanimously voted to Adopt Resolution No. 1189 Adopting the Updated Water Shortage Contingency Plan:

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

C. Consider Adoption of Resolution No. 1190 Adopting the 2025 Urban Water Management Plan

General Manager Carr summarized the resolution presented for adoption, stating that the Urban Water Management Plan must be submitted to the Department of Water Resources by July 1, 2026.

ON MOTION by Director Cosgrove, seconded by Director Vallero, by the following Roll Call Vote, the Board unanimously voted to Adopt Resolution No. 1190 Adopting the 2025 Urban Water Management Plan:

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

7) BAY AREA WATER SUPPLY AND CONSERVATION AGENCY ISSUES

BAWSCA Board Member Piccolotti provided a summary of the May BAWSCA Board of Directors meeting that he attended.

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 May 2026
D. Minutes of the May 20, 2026 Regular Meeting of the Board
E. Report on Sale of District Property
F. May 2026 Leak Report
G. May 2026 Water Quality Report
H. May 2026 Legislative Update
I. May 2026 Hydrological Report

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

10) GENERAL MANAGER'S REPORT

A. New Business

1. Approval of Claims Dated June 17, 2026

General Manager Carr responded to questions from the Board.

ON MOTION by Director Cosgrove, seconded by Vice President DeJarnatt , the Board voted unanimously to approve the Claims List dated June 17, 2026, in the amount of $891,999.52 Motion passed 5-0.

2. Adopt Resolution No. 1191 Adopting Fiscal Year 2026-2027 Salary Schedule

General Manager Carr provided a summary of the Staff Report. She stated that CalPERS requires Board approval for any modifications to the District's salary schedule, and that the District's Personnel Manual requires an annual review of the salary schedule to determine whether a cost-of-living adjustment (COLA) should be granted. Due to current economic conditions, specifically rising fuel prices, the year-over-year CPI increased 3.3% in April, while the March CPI increased only 1.7%. Staff presented this information to the Finance Committee, which recommended that the FY 2026-27 Salary Schedule use the April CPI increase of 3.3% because it more accurately reflects current economic conditions and rising costs. Using the April CPI instead of the March CPI would be considered a "unique circumstance" as described in the Personnel Manual.

General Manager Carr reported that the General Manager's position is included in the salary schedule, and the updated salary range reflects an annual 4% adjustment per the General Manager's Employment Agreement. She also reported the salary ranges for the General Manager and the Assistant General Manager of Operations: General Manager: $128.91-$161.14, and Assistant General Manager – Operations: $90.22-$115.15

General Manager Carr responded to questions from the Board.

Director Ash stated that the topic was discussed at the Personnel Committee Meeting.

President Hauser discussed the Finance Committee's review of the salary schedule, and how it more accurately reflects inflation.

Director Cosgrove concurred with President Hauser's remarks.

ON MOTION by Director Ash, seconded by Director Vallero, by the following Roll Call Vote, the Board unanimously voted to Adopt Resolution No. 1191 Adopting Fiscal Year 2026-2027 Salary Schedule:

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

3. Adopt Fiscal Year 2026-2027 Operating Budget

General Manager Carr presented the FY 2026/2027 Operating Budget and highlighted key points. She reported that the Finance Committee convened on June 11 to review the proposed budget. She stated that the FY 2026-27 budget projects $18.2 million in revenues and $16.1 million in expenses. She stated that the operating revenues are anticipated to grow by 8.1%, due to the water rate increase and informed projections. She highlighted that expenses include the SFPUC's 7.4% wholesale water rate increase, staffing costs, and regulatory fees, among others.

General Manager Carr responded to questions from the Board.

ON MOTION by Vice President DeJarnatt, seconded by Director Ash, the Board voted unanimously to Adopt Fiscal Year 2026-2027 Operating Budget. Motion passed 5-0.

4. Adopt Fiscal Year 2026-2027 Capital Improvement Program Budget

General Manager Carr presented the FY 2026/2027 Capital Improvement Program Budget. She reported that the proposed FY 2026-27 budget aligns with the 2026 Water Rate and Cost of Service Study. She stated that the CIP Committee also reviewed and provided input on June 10, and the Finance Committee reviewed the proposed budget on June 11. She stated that there was adequate revenue from the Operating Budget that should be sufficient to fund the projects included in the Fiscal Year 2026-2027 CIP budget.
General Manager Carr responded to questions from the Board.

ON MOTION by Vice President DeJarnatt, seconded by Director Cosgrove, the Board voted unanimously to Adopt Fiscal Year 2026-2027 Operating Budget. Motion passed 5-0.

5. Adopt Resolution No. 1192 Amending the District's Labor Rates to be Charged for District Services

General Manager Carr presented the proposed labor rates for billing District services for adoption. She stated that the Labor Rates were last updated in June 2025. District practice has been to set labor rates for meter installation, plan reviews, and construction services at 150% of the top step on the District's salary schedule. The Labor Rates presented were based on the most recently adopted salary schedule for Fiscal Year 2026-2027.

ON MOTION by Vice President DeJarnatt, seconded by President Hauser, by the following Roll Call Vote, the Board unanimously voted to Adopt Resolution No. 1192 Amending the District's Labor Rates to be Charged for District Services:

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

6. Approval of EKI Environment & Water, Inc Task Order 26-02 in the Amount Not-to-Exceed $93,500 for Continuing Capital Improvement Program Support and As-Needed Engineering Services

General Manager Carr summarized the Staff Report, noting that EKI has been providing Capital Improvement Program (CIP) project services to the District since February 2020. She presented Task Order 26-02 for approval, which would include support for CIP planning and pipeline project prioritization, updates to standard details and specifications, engineering assistance for the Sheila and Fassler Tank Replacement Projects, as-needed GIS and hydraulic modeling, and various engineering services for Fiscal Year 2026-2027. The total cost for CIP support under this task order is $93,500.

General Manager Carr responded to the Board.

ON MOTION by Director Cosgrove, seconded by Vice President DeJarnatt, the Board voted unanimously to approve EKI Environment & Water, Inc Task Order 26-02 in the Amount Not-to-Exceed $93,500 for Continuing Capital Improvement Program Support and As-Needed Engineering Services. Motion passed 5-0.

7. Authorize the General Manager to Enter into a Professional Services Agreement with Voler Strategic Advisers for External Communications Support in an Amount Not to Exceed $72,000

General Manager Carr summarized the projects completed with Voler Strategic Consultants over the past year, including developing public awareness videos, content for the new District website, documenting projects and properties via video, covering District events such as Headquarters and Earth Day, creating outreach videos, and providing regular legislative updates and strategic advice. She stated that future projects involve producing an AMI Project Video to inform the public about new meter technology and how to use the customer portal, and a Backflow and Cross-Connection Video to educate about the new cross-connection ordinance and requirements. She requested approval for a one-year contract with Voler Strategic Advisors for External Communication Services, with a budget not to exceed $72,000.

General Manager Carr responded to the Board.

Director Cosgrove suggested using Voler's legislative connections to support the regulatory process and advance the work at San Pedro Creek.

Councilmember Sue Beckmeyer provided public comment on the District's online video content produced by Voler, stating she was impressed by their work and agreed with Director Cosgrove to use Voler for the San Pedro Creek project.

ON MOTION by Vice President DeJarnatt, seconded by Director Cosgrove, the Board voted unanimously to Authorize the General Manager to Enter into a Professional Services Agreement with Voler Strategic Advisers for External Communications Support in an Amount Not to Exceed $72,000. Motion passed 5-0.

8. Authorize Board President to Enter into a Professional Services Agreement with Thomas Piccolotti, LLC for Strategic Counseling Services in an Amount Not to Exceed $75,000

General Manager Carr summarized the staff report, highlighting that Mr. Piccolotti had previously served on the Board for 28 years and has been offering strategic counsel since 2023. She stated that his services include assisting with organizational, political, and communication challenges facing the District, recommending strategies to address these issues, and advising on their implementation.

Director Cosgrove thanked Mr. Piccolotti for the value and services he provides.

Director Vallero expressed his appreciation for the help he receives from Mr. Piccolotti as a new Board member while he learns his role.

President Hauser stated that Mr. Piccolotti's institutional knowledge was a valuable resource.

ON MOTION by Director Cosgrove, seconded by Vice President DeJarnatt, the Board voted unanimously to Authorize Board President to Enter into a Professional Services Agreement with Thomas Piccolotti, LLC for Strategic Counseling Services in an Amount Not to Exceed $75,000. Motion passed 5-0.

9. District Engineer's Report

District Engineer Sutter provided an update on the status of the Fassler Tank Project and the District's Risk and Resilience Assessment.

10. General Manager's Update

General Manager Carr discussed the District's progress on updating the 2026 Multijurisdictional Local Hazard Mitigation Plan (LHMP), a partnership with San Mateo County to reduce risks from natural hazards.

B. Continued Business

1. Capital Improvement Program and Bond Projects

There was no discussion.

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

A. City of Pacifica Planning Commission Meeting

President Hauser provided a brief summary of the meetings attended.

B. City of Pacifica City Council Meeting

Vice President DeJarnatt provided highlights from the City Council meetings attended.

C. Finance Committee Meeting

The committee members stated that all items were previously discussed in the meeting.

D. CIP Committee Meeting

The committee members stated that all items were previously discussed in the meeting.

12) DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS

Director Cosgrove provided remarks regarding the damage to the Pacifica Pier, stated that he hopes there will be a resolution soon, and offered support from the District.

13) CORRESPONDENCE

None.

14) PUBLIC COMMENT

None.

15) ADJOURNMENT

President Hauser adjourned the meeting at 8:33 p.m.

Respectfully submitted, Approved:

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General Manager Adrianne Carr William Hauser, President