

1149

**North Coast County Water District**  
 Minutes of the Special Board of Directors Meeting  
 June 23, 2021 at 7:00 p.m.  
 2400 Francisco Blvd.  
 Pacifica, CA 94044

**DUE TO THE COVID-19 AND IN ACCORDANCE WITH THE GOVERNOR'S EXECUTIVE ORDERS THAT SUSPEND PORTIONS OF THE BROWN ACT, THE MEETING WAS CONDUCTED ENTIRELY VIA TELECONFERENCE CALL. MEMBERS OF THE PUBLIC WERE NOT PERMITTED TO ATTEND THE MEETING IN PERSON AND COULD ONLY PARTICIPATE VIA REMOTE PARTICIPATION ACCESS BY FOLLOWING THE INSTRUCTIONS GIVEN ON THE AGENDA. EACH VOTE WAS TAKEN BY ROLL CALL VOTE.**

1) CALL TO ORDER

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

2) ROLL CALL

Present at Roll Call in the District Office were Vice President Burgett, Director Anne DeJarnatt, General Manager Adrienne Carr.

Also present at Roll Call via teleconference call from their individual remote locations were President Tom Piccolotti, Director Joshua Cosgrove, Director Ron Ash and Attorney Patrick Miyaki.

3) PLEDGE OF ALLEGIANCE

Led by Director Ash.

4) PUBLIC COMMENT

None.

5) APPROVAL OF ORDER OF AGENDA

ON MOTION by Vice President Burgett, seconded by Director De Jarnatt, by the following Roll Call Vote, the Board unanimously voted to approve the Order of Agenda as submitted:

Director Ash	Aye
Director DeJarnatt	Aye
Director Cosgrove	Aye
Vice President Burgett	Aye
President Piccolotti	Aye

Motion passed 5-0.

6) Adopt Fiscal Year 2021-2022 Capital Improvement Program Budget

General Manager Carr presented slides on the FY 2021-2022 CIP Budget. She stated that the first draft of the CIP Budget had been presented at the May Board of Directors Meeting, and was subsequently modified and reviewed at the CIP Committee Meeting on June 18, 2021. General Manager Carr discussed the highlights and most significant budgeted amounts including the design of District headquarters, construction of Sheila Tank, design and implementation of pipeline

replacement projects, design of Fassler Tank, PRV and fire hydrant upgrades, alternate water source studies, and an Automated Metering Infrastructure (AMI) study.

President Piccolotti, on behalf of the CIP Committee, stated that the projects were well organized with much to be accomplished this next fiscal year.

General Manager Carr responded to questions from the Board.

ON MOTION by Vice President Burgett, seconded by Director DeJarnatt, by the following Roll Call Vote, the Board voted to approve the Fiscal Year 2021-2022 Capital Improvement Program Budget as submitted:

Director Ash	Aye
Director DeJarnatt	Aye
Director Cosgrove	Aye
Vice President Burgett	Aye
President Piccolotti	Aye

Motion passed 5-0.

7) Review the Balance of the District’s Reserve Funds for Fiscal Year 2021-2022

General Manager Carr explained that the Board of Directors and the General Manager must review the District’s Reserve Fund Policy annually as required by the Reserve Fund Policy adopted in 2014. The restricted and designated reserves were provided and summarized by the General Manager. Discussion occurred. The Board and General Manager concurred that no changes were necessary at this time.

8) Consider Approval of an Amendment to the EKI Environment and Water Agreement in an Amount Not to Exceed \$55,000 for As-Needed Engineering Services for CIP Project Implementation Services

General Manager Carr introduced the agenda item and gave a brief summary of the engineering services and project support the District has received from EKI Consultants thus far. She recommended that the District amend the current agreement with EKI to allow for continued work and as-needed support on CIP projects.

Director Ash commented that he was pleased to see the Everglades Loop project planned for the FY 2021-2022 CIP.

Director Cosgrove stated he supported the recommendation by the General Manager and added he would like the District to engage in a review process for the consideration of engineering firms before the next fiscal year.

ON MOTION by Director Cosgrove, seconded by Director DeJarnatt, by the following Roll Call Vote, the Board voted to approve the Amendment to the EKI Environment and Water Agreement in an Amount Not to Exceed \$55,000 for As-Needed Engineering Services for CIP Project Implementation Services:

Director Ash	Aye
Director DeJarnatt	Aye
Director Cosgrove	Aye
Vice President Burgett	Aye
President Piccolotti	Aye

Motion passed 5-0.

9) Review Proposed Mural Design

General Manager Carr presented a mural concept drafted by a local student volunteer group interested in painting the District's pump house located on San Pedro Rd. in Pedro Point. The Board gave staff direction to work with the Public Outreach Committee on the design.

10) Discussion on Return to In-Person Board Meetings

General Manager Adrienne Carr presented the agenda item and deferred to Attorney Miyaki to clarify the legal requirements of returning to in-person meetings.

Attorney Miyaki discussed the details of Executive Order N-08-21 issued by Governor Newsom on June 11, 2021, which sets the expiration dates for many of the Executive Orders issued by the Governor during the Covid pandemic. Mr. Miyaki stated that the Executive Order suspending the teleconferencing requirements of the Brown Act will remain in effect through September 30, 2021, and therefore effective October 1, 2021, the District must transition back to public meetings held in full compliance with the Brown Act. Board discussion occurred. The Board gave direction to staff to proceed with a hybrid meeting for the July regular Board meeting with the Board and staff attending in person and the public continuing to participate remotely.

11) CLOSED SESSION

Attorney Miyaki adjourned the Board into Closed Session at 7:48 p.m.

Pursuant to California Government Code Section 54957  
Threat to Public Services or Facilities  
Consultation with District Counsel

12) REPORT ON ACTION TAKEN IN CLOSED SESSION

The Board came back into Open Session at 8:10 p.m., and Attorney Patrick Miyaki reported that no action was taken.

13) PUBLIC COMMENT

None.

14) ADJOURNMENT

President Piccolotti adjourned the meeting at 8:11 p.m.

Respectfully submitted,

Approved:

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General Manager Adrienne Carr

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Tom Piccolotti, President