

DIRECTORS

WILLIAM HAUSER, *President*
ANNE DE JARNATT, *Vice-President*
RON ASH, *Director*
JOSHUA COSGROVE, *Director*
JOHN VALLERO, *Director*

2400 Francisco Blvd.
P.O. Box 1039
Pacifica, CA 94044
www.nccwd.com



STAFF

ADRIANNE CARR, Ph.D.
GENERAL MANAGER

SCOTT DALTON
ASSISTANT GENERAL MANAGER
– OPERATIONS

Phone (650) 355-3462
Fax (650) 355-0735

AGENDA NORTH COAST COUNTY WATER DISTRICT BOARD OF DIRECTORS

Regular Meeting August 19, 2026, 7:00 PM

AMENDED AUGUST 18, 2026

This agenda and all accompanying materials can be viewed on the
North Coast County Water District website at: nccwd.com

This meeting will be conducted both in person and by Zoom Meeting. Members of the public may attend this meeting in person at the District's Headquarters located at 2400 Francisco Boulevard, Pacifica. Members of the public may participate remotely as follows:

REMOTE PARTICIPATION ACCESS VIA ZOOM

Online: <https://us06web.zoom.us/j/83663288684?pwd=QZrDOhRJzbtZ9BloYxbbiWmlYkFro2.1>

Webinar ID: 836 6328 8684 Passcode: 709781

By Phone: (669) 444-9171

Members of the public participating online may use "Raise Hand" function to request to speak.
Those participating by phone, press *9 to request to speak and *6 to mute or unmute.

1. Call to Order
2. Roll Call
 - A. Location of Emergency Exits

3. Pledge of Allegiance

4. Public Comment

Members of the public are invited to participate during the public comment period(s) or when a particular item is introduced. Members of the public are encouraged to participate remotely by submitting comments to info@nccwd.com at least one hour prior to the scheduled start time of the meeting. For comments submitted prior to the meeting, please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Although public comments are generally limited to three minutes per person per comment, the Board President shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

5. Approval of Order of Agenda

ACTION

- | | | |
|-----|---|-------------|
| 6. | Bay Area Water Supply and Conservation Agency (BAWSCA) Issues | INFORMATION |
| 7. | Board Communications | |
| 8. | Consent Calendar | ACTION |
| | All matters listed hereunder constitute a Consent Calendar, are considered as routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item | |
| | A. Overview of District Investments – Attached | |
| | B. Financial Statements for July 2026 – Attached | |
| | C. Statement for 2021 Water System Financing Project Fund – Attached | |
| | D. Minutes of the July 15, 2026 Regular Board Meeting – Attached | |
| | E. Report on Sale of District Property – Attached | |
| | F. July 2026 Leak Report – Attached | |
| | G. July 2026 Water Quality Report – Attached | |
| | H. July 2026 Legislative Update – Attached | |
| | I. July 2026 Hydrological Report – Attached | |
| 9. | General Manager’s Report | |
| | A. <u>New Business</u> | |
| | 1. Approval of Claims Dated August 19, 2026 – Attached (AMENDED 8/18) | ACTION |
| | 2. Adopt Resolution No. Amendment of Guidelines for Inspection of Public Records – Attached (AMENDED 8/18) | ACTION |
| | 3. Accept Sheila Tank Replacement and PRV Improvements Project as Complete, Authorize the Release of the Retention, and Authorize Filing a Notice of Completion – Attached | ACTION |
| | 4. Annual Review of District Reserve Fund Policy - Attached | INFORMATION |
| | 5. District Headquarters Upgrade Project Update | INFORMATION |
| | 6. District Engineer’s Report – Attached | INFORMATION |
| | • Fassler Tank Project Update | |
| | 7. General Manager’s Update – Attached | INFORMATION |
| | • Introduction to District’s Efforts on Compliance with AB 1572 Ban on Non-Functional Turf on Public and Commercial Properties | |
| | 8. <u>Continued Business - Attached</u> | |
| | 1. Capital Improvement Program and Bond Projects | INFORMATION |
| 10. | Committee and/or Directors’ Reports on Meetings Attended | |
| | A. City of Pacifica City Council Meeting (DeJarnatt) – August 5 | |
| | B. City of Pacifica Planning Commission (Hauser) – July 20, August 3 | |
| | C. Building/Cell Site/Headquarters Committee – August 18 (ADDED 8/18) | |
| 11. | Directors’ Comments and/or Agenda Requests | |
| 12. | Correspondence | |

13. Public Comment

14. Adjournment

Accessible Public Meetings - Upon request, the North Coast County Water District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least three (3) days before the meeting. Requests should be sent to: North Coast County Water District, Attn: Alternative Agenda Request, PO Box 1039, Pacifica, CA 94044-6039 or info@nccwd.com.

NORTH COAST COUNTY WATER DISTRICT

CLAIMS LIST - REVISED

AUGUST 19, 2026

	PAYEE	A/C NO.	DESCRIPTION	TOTAL
1	ACWA JPIA	5730-120	Workers Compensation and Cyber Liability Insurance	3,508.23
2	Advanced Chemical Transport	5670-120	Pipe Disposal	1,454.78
3	Airgas NCN	5730-120	Monthly Propane Cylinder Rental	114.52
4	Anderson Pacific	1117-135	Sheila Tank Replacement Project Construction through 06/30/26	108,587.85
5	AT&T	Various	Internet and Phone Service for Plant and District Headquarters	1,081.72
6	AVS	1118-112B	Headquarters Security Cameras, Access Control, and Programming	7,135.90
7	BAWSCA	5687-130	April - June 2026 Droplet Technologies License, Annual Meter Testing, and Annual Water Loss Management Program Fees	503.00
		5725-130	Annual Processing Fees for Lawn Be Gone and Rain Barrel Programs	220.00
8	Bay Area Integration	1118-112B	Computer and Telecommunications Equipment for Headquarters	2,661.43
		1118-172B	Computer and Telecommunications Equipment for SCADA	635.15
		5650-130	IT Software Fees for July	1,565.00
		Various	IT Services for July	3,960.00
9	County of San Mateo	5730-130	Filing Fees for Notice of Exemption for NCCWD Water Rate Adjustment	50.00
10	Dataprose	Various	Utility Bill Mailing, Postage Deposit, and Postage for July 2026	5,141.53
11	Dea, Steven	5730-120	Reimbursement for DOT Medical Exam Fee	90.00
		5732-130	Reimbursement for DMV Class A Drivers License Written Exam Fee	100.00
12	Diesel Direct	5632-110	Fuel Delivery	6,442.24
13	Durkin, Patrick	5730-130	Parking Fees for Regional AMI User Group Meeting	16.00
14	EKI	1116-610A	San Pedro Creek Surveying and Permitting Strategy	28,809.27
		1117-135	Sheila Tank Project Closeout Support for July	689.75
		1117-137	Fassler Tank Replacement Project Support for July	560.00
		1118-135	Advanced Metering Infrastructure Project Implementation for July	1,914.00
		5680-130	District Engineering, Urban Water Management Plan, Prioritization of Pipeline CIPs, GIS Support, and General Engineering Services for July	22,016.16
		5683-130	Risk and Resilience Assessment and Emergency Response Plan Services for July	568.75
15	Environmental Science Associates	1117-137	Fassler Tank Replacement Project CEQA Services 12/01/25 - 06/30/26	22,512.92
16	Ferguson Waterworks	1118-135	Advanced Metering Infrastructure Project through June	44,109.69
17	Fog Fest Organizing Group	5685-130	Fog Fest 2026 Sponsorship	5,000.00
18	Graniterock	5670-120	Concrete	1,495.12
19	Hanson Bridgett LLP	5681-130	Legal Fees for July 2026	9,436.00
20	IDEXX	5312-110	Lab Supplies	3,220.47
21	Jean Pierre Gardening	5624-130	Gardening Services for 171 Clarendon and Linda Mar Median	1,305.00
22	KBA	5655-130	Copier Overage Charges from 06/30/26 to 07/29/26	6.46
23	LCC Engineering & Surveying	1118-112B	Surveying Services for Clarendon Lot	2,344.00
24	Maidcity Cleaning Services	5624-130	Janitorial Services from June to August 2026	5,940.00
25	North Coast County Water District	5622-130	Bimonthly Water Bill for 171-173 Clarendon Road	130.60
26	Pacifica Tires & Service Center	5629-110	Tire Replacement for Truck Nos. 8 and 27	2,095.65
27	PG&E	Various	Monthly Gas & Electric Costs for Plant, Administration, & Distribution	83,386.18
28	Powerplan	5629-110	Parts for Tractor	802.36
29	Quadient	5655-130	Lease for Postage Machine	256.08
30	Recology of the Coast	5623-130	Garbage Service for Clarendon Rd and Francisco Blvd 08/01/26 - 08/31/26	659.44
31	Reliable Automation Controls LLC	1118-172B	SCADA Programing Services	4,086.00
32	Schmidt, Nicholas Patrick	5730-130	Reimbursement for DOT Medical Exam	90.00
33	SFPUC	5130-110	Water Purchased & Service Charges from 07/10/26 to 08/10/26	764,794.95
		5312-110	Lab Tests	3,255.00
34	The EDCCO Group, Inc.	1117-135	Sheila Tank Control Panel Parts and Installation	19,893.07
35	Thomas J Piccolotti LLC	5683-130	Strategic Counsel Services for 05/30/26 to 07/15/26	5,250.00
36	Underground Republic Water Works	5420-120	Inventory Supplies	605.41
37	Underground Service Alert	5314-110	2026 Membership Fee and California Regulatory Costs	5,868.28
38	U.S. Bank	Various	See Details Attached	20,189.28
39	Verdant Commercial Capital	5655-130	Copier Machine Lease for August 2026	670.39
40	Verizon Wireless	Various	Monthly Service for Cell Phones and Tablets from 6/24/26 to 7/23/26	1,087.18
41	Voler Strategic Advisors	5683-130	External Communications Support Services for August 2026	6,000.00

NORTH COAST COUNTY WATER DISTRICT
CLAIMS LIST - REVISED
AUGUST 19, 2026

	PAYEE	A/C NO.	DESCRIPTION	TOTAL
42	Water Works Engineers	1117-137	Fassler Tank Replacement Project Design Services	981.86
				\$ 1,213,296.67

NORTH COAST COUNTY WATER DISTRICT
CLAIMS LIST
AUGUST 19, 2026

U.S. BANK NATIONAL ASSOCIATION
Business Card Company Statement
Expenses Breakdown
Billing Date: 07/22/2026

A/C No.	Vendor	Description	Amount
1117-165	Lowe's	Supplies for Easement Brush Removal	71.37
1118-112B	Amazon.com	Pump Nozzle for Recycled Water Fill Station	93.38
1118-112B	Adam-Hill Company	Hose Protector for Recycled Water Fill Station	22.73
5350-110	Amazon.com	Batteries	10.98
5350-110	Grainger	Batteries	395.89
5350-110	Hassett Hardware	Pole Pruner, Small Tools, Paint, and Adhesive	875.40
5350-110	Home Depot	Batteries	328.53
5350-120	Hassett Hardware	Aerator Removal Keys	10.01
5350-120	Home Depot	Small Tools	308.69
5412-110	SRS Building Products	Parts for Vallemar Tank	92.24
5412-110	Hassett Hardware	Supplies for Vallemar Tank and Chainsaw	66.59
5412-110	Lowe's	Supplies for Filter Plant	142.75
5412-110	Pacific Manor Hardware	Supplies for Hickey Tank	18.11
5420-120	Amazon.com	Rust Spray	113.76
5620-130	San Mateo Daily Journal	Legal Notice for CEQA Notice of Intent - Fassler Tank Replacement Project	1,483.20
5621-130	Amazon.com	Office and Janitorial Supplies	138.14
5621-130	Bundlebands	Map Storage Clips	76.99
5621-130	Staples	Office Supplies	119.73
5621-130	Uline	Janitorial Supplies	436.54
5623-130	Comcast	Internet & Phone Service for Offices	2,246.03
5627-130	US Postal Service	Postage	1.42
5629-110	Adam-Hill Company	Parts for Truck No. 6	107.19
5629-110	Bay Metals	Parts for Truck No. 23	120.57
5629-110	Hassett Hardware	Fasteners for Truck No. 23	21.10
5629-110	James Ford, Inc.	Spark Plugs and Oil for Truck No. 24	74.15
5629-110	J & O's Commercial Tire Center	Tires & Service for Truck No. 6	2,050.14
5629-110	Napa Auto Parts	Parts for Truck Nos. 2, 24, 27 and Excavator	469.23
5629-110	O'Reilly Auto Parts	Parts for Truck No. 19 and Excavators	305.69
5635-130	A1 Truck Driving School Inc	Class A Driver's License Training for S. Dea	2,500.00
5650-130	Apple.com	Cellular Phone Data Storage	0.99
5650-130	Intermedia	Monthly Email Screening, Microsoft Software License Fees, Phone Service	1,109.76
5661-110	Carhartt Company Gear	District Uniforms	161.27
5661-120	Carhartt Company Gear	District Uniforms	942.84
5661-130	Carhartt Company Gear	District Uniforms	384.57
5661-110	Hassett Hardware	Safety for Chainsaw	177.44
5661-110	Grainger	Fire Extinguisher for Truck No. 10	108.29

NORTH COAST COUNTY WATER DISTRICT**CLAIMS LIST****AUGUST 19, 2026**

5661-110	Threadfellows	District Uniforms	225.68
5661-120	Threadfellows	District Uniforms	603.33
5661-130	Threadfellows	District Uniforms	878.91
5661-110	Vestis	District Uniforms	439.34
5661-120	Vestis	District Uniforms	263.47
5661-130	Vestis	District Uniforms	718.41
5661-120	Red Wing Shoes	Safety Boots (1 Pair)	285.66
5670-110	GMC Electrical	Handhole Covers	1,098.93
5733-130	Safeway	Refreshments for Board of Directors Meeting	39.84
5734-130	Fastrak	Tolls for Employee Training - Class A Drivers License Course	50.00
		Total:	20,189.28



Corporate Account Summary		Payment Information	
Previous Balance	\$20,695.37	Amount Due	\$29,298.91
Purchases and Other Charges	\$20,315.81	Payment due in accordance with your agreement with U.S. Bank.	
Cash Advances	\$0.00	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696	
Cash Advance Fees	\$0.00	To overnight or courier a payment, please send to:	
Late Payment Charges	\$10.06	Corporate Payment Systems	
Credits	\$126.53 CR	3180 Rider Trail S, Department 790428	
Payments	\$11,595.80 PY	Earth City, MO 63045-1518	
New Balance	\$29,298.91		
Disputed Amount	\$0.00		

Account Messages	
Your account is past due \$8,963.13. Past due amount is included in the amount due. Please remit immediately.	

Corporate Account Activity	
NORTH COAST COUNTY WATER	Total Corporate Activity \$11,585.74 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-29	06-24	74798266180000000000117	PAYMENT - THANK YOU 00000 C	11,595.80 PY
07-22	07-22		LATE PAYMENT CHARGE	10.06

New Activity			
Purchases	\$2,500.99	Total Activity	\$2,500.99
Cash Advances	\$0.00		
Cash Advances Fees	\$0.00		
Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-06	07-04	24692166185401850564955	APPLE.COM/BILL 866-712-7753 CA	0.99
(transactions continued on next page)				

✂ Payment may be made electronically or by check made payable to Corporate Payment Systems.

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

Account Number:
Unique ID:
Amount Due:

Amount Enclosed \$

If paying by check, include coupon with payment to address below.

00000002713 000638216622060 P 2

I
NORTH COAST COUNTY WATER
PO BOX 1039
PACIFICA CA 94044-6039

CORPORATE PAYMENT SYSTEMS
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

Statement Date : 07-22-2026

New Activity cont				
07-10	07-09	24692166190406784917735	SQ *A1 TRUCK DRIVING SCHO HAYWARD CA	2,500.00
		Purchases	\$2,335.80	Total Activity \$2,335.80
		Cash Advances	\$0.00	
		Cash Advances Fees	\$0.00	
		Credits	\$0.00 CR	
Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-13	07-11	24692166192408137565409	REDWINGBRANDSOFAMERICA 844-314-6246 MN	285.66
07-20	07-17	24221086198900010600018	J OS COMMERCIAL TIRE OAKLAND CA	2,050.14
		Purchases	\$4,950.79	Total Activity \$4,950.79
		Cash Advances	\$0.00	
		Cash Advances Fees	\$0.00	
		Credits	\$0.00 CR	
Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-02	07-01	24137466183001453930212	USPS PO 0557380185 PACIFICA CA	1.42
07-06	07-01	24431066185461496081580	STAPLES.COM 0900 800-333-3330 MA	119.73
07-06	07-03	24692166184401323980714	VESTIS SERVICES LLCDS 800-888-2900 MA	1,180.60
07-10	07-09	24493986190233860015206	SAN MATEO DAILY JOURNAL 650-344-5200 CA	1,483.20
07-13	07-11	24692166192408871229600	VESTIS SERVICES LLCDS 800-888-2900 MA	240.62
07-16	07-15	24692166196402033326889	CARHARTT COMPANY GEAR 800-833-3111 MI	1,488.68
07-22	07-22	24692166203408501319927	ULINE *SHIP SUPPLIES 800-295-5510 WI	436.54
		Purchases	\$116.83	Total Activity \$116.83
		Cash Advances	\$0.00	
		Cash Advances Fees	\$0.00	
		Credits	\$0.00 CR	
Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-17	07-15	24231686197824183926578	SAFEWAY #0304 PACIFICA CA	39.84
07-20	07-17	24011346199100063801305	BUNDLEBANDS.COM WWW.BUNDLEBAN CO	76.99

(transactions continued on next page)



Statement Date : 07-22-2026

New Activity cont

Purchases	\$318.70	Total Activity	\$318.70
Cash Advances	\$0.00		
Cash Advances Fees	\$0.00		
Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-26	06-24	24692166176405516421352	THE HOME DEPOT 6655 COLMA CA	269.03
07-09	07-07	24943016189010202031546	THE HOME DEPOT #0639 COLMA CA	39.66
07-10	07-09	24765016190816206525545	HASSETT ACE HARDWARE PACIFICA CA	10.01

NORTH COAST CWD	Purchases	\$10,092.70	Total Activity	\$9,966.17
	Cash Advances	\$0.00		
	Cash Advances Fees	\$0.00		
	Credits	\$126.53 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-26	06-25	24765016176799705548424	HASSETT ACE HARDWARE PACIFICA CA	177.44
06-26	06-25	24765016176799891987865	POWERED BY HASSETT HALF MOON BAY CA	574.49
06-29	06-27	24011346178100104508401	SP THREADFELLOWS THREADFELLOWS WI	1,707.92
06-29	06-26	24692166177406779372075	LOWES #01019* SAN BRUNO CA	71.37
06-29	06-28	24692166179408627665211	AMAZON MKTPL*VX7U02RR3 AMZN.COM/BILL WA	62.61
06-29	06-26	24765016178802165535283	HASSETT ACE HARDWARE PACIFICA CA	45.03
06-30	06-29	24431056181329097323427	O'REILLY 3562 PACIFICA CA	40.64
06-30	06-26	24643726180030011330042	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	73.01
06-30	06-29	24765016180804423494259	HASSETT ACE HARDWARE PACIFICA CA	27.05
06-30	06-29	24765016180804423494713	HASSETT ACE HARDWARE PACIFICA CA	68.08
07-01	06-29	24643726181027010483680	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	221.74
07-01	06-30	24692166181401103626407	IN *GMC ELECTRICAL, INC. 909-9476016 CA	1,098.93
07-02	07-01	74765016182806799544925	HASSETT ACE HARDWARE PACIFICA CA	5.04 CR
07-02	07-01	24431056183329939403351	O'REILLY 3562 PACIFICA CA	175.78
07-02	06-30	24692166182401744692452	THE HOME DEPOT 6655 COLMA CA	328.53
07-02	07-01	24692166182401950733495	LOWES #01019* SAN BRUNO CA	142.75
07-02	06-30	24755426182171825563334	GRAINGER BURLINGAME CA	108.29
07-02	06-30	24755426182171825563342	GRAINGER BURLINGAME CA	395.89
07-02	07-01	24765016182806799544912	HASSETT ACE HARDWARE PACIFICA CA	97.32
07-03	07-02	24493986184231987044727	INTERMEDIA.NET INC 800-379-7729 WA	1,109.76
07-03	07-02	24692166183400245575975	AMAZON.COM*OE6UZ9G53 AMZN.COM/BILL WA	113.76
07-03	07-02	24692166183402467918768	COMCAST BUSINESS 844-963-0200 PA	873.44
07-06	07-02	24643726184030011630140	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	131.85
07-08	07-08	24692166189405172074490	AMAZON MKTPL*CG0ED7KN3 AMZN.COM/BILL WA	10.98
07-10	07-09	24692166190406779410464	COMCAST BUSINESS 844-963-0200 PA	873.44
07-13	07-11	24692166192408449667489	COMCAST / XFINITY 800-266-2278 CA	499.15
07-13	07-10	24765016191817424570825	HASSETT ACE HARDWARE PACIFICA CA	21.96
07-14	07-13	24055226194820896153741	PACIFIC MANOR HARDWARE GREENBRAE CA	18.11
07-14	07-13	24765016194820898461692	HASSETT ACE HARDWARE PACIFICA CA	21.10
07-14	07-13	24801976194821075092509	BAY METALS SAN FRANCISCO CA	120.57
07-15	07-13	24394696195017022737124	ADAM-HILL COMPANY 650-589-9655 CA	107.19
07-16	07-15	74431056197335454244673	O'REILLY 3562 PACIFICA CA	44.52 CR
07-16	07-15	24055226196823126505357	JAMES FORD INC HALF MOON BAY CA	151.12
07-16	07-14	24269796196500725869566	0360 - ROOFLINE SPLY S SAN FRAN CA	92.24
07-16	07-15	24431056197335454244686	O'REILLY 3562 PACIFICA CA	54.95
07-16	07-15	24431056197335454244694	O'REILLY 3562 PACIFICA CA	78.84
07-16	07-15	24765016196823260517420	HASSETT ACE HARDWARE PACIFICA CA	39.54
07-17	07-16	74055226197824347330967	JAMES FORD INC HALF MOON BAY CA	76.97 CR

(transactions continued on next page)

Statement Date : 07-22-2026

New Activity cont				
07-20	07-18	24431066199469937203972	FASTRAK CSC 415-486-8655 CA	25.00
07-20	07-16	24643726198030011459791	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	36.25
07-21	07-17	24394696201017030392021	ADAM-HILL COMPANY 650-589-9655 CA	22.73
07-21	07-20	24692166201406997399314	AMAZON MKTPL*728RH0OS3 AMZN.COM/BILL WA	146.07
07-21	07-20	24692166201407026884128	AMAZON.COM*SB2R209Y3 AMZN.COM/BILL WA	22.84
07-21	07-20	24765016201829173471814	HASSETT ACE HARDWARE PACIFICA CA	73.56
07-22	07-21	24431066202471850023812	FASTRAK CSC 415-486-8655 CA	25.00
07-22	07-20	24643726202030011179591	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	6.38
			Department: 00000	Total: \$20,189.28
			Division: 00000	Total: \$20,189.28



Statement Date : 07-22-2026

Page 1 of 2

Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$2,500.99
Purchases and Other Charges	\$2,500.99		
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00		
Late Payment Charges	\$0.00	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696	
Credits	\$0.00 CR		
Payments	\$0.00 PY		

Total Activity **\$2,500.99**

Disputed Amount \$0.00

Account Messages

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder _____ Date _____ Approver _____ Date _____

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-06	07-04	24692166185401850564955	APPLE.COM/BILL 866-712-7753 CA	5650-130 0.99
07-10	07-09	24692166190406784917735	SQ *A1 TRUCK DRIVING SCHO HAYWARD CA	5635-130 2,500.00

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

NORTH COAST COUNTY WATER DIST

Account Number:
Unique ID:
Amount Due: \$0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

00000000252 000638216619599 P



NCCWD
PO BOX 1039
2400 FRANCISCO BLVD
PACIFICA CA 94044-6039

Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$2,335.80
Purchases and Other Charges	\$2,335.80		
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00		
Late Payment Charges	\$0.00	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696	
Credits	\$0.00 CR		
Payments	\$0.00 PY		
Total Activity	\$2,335.80		
Disputed Amount	\$0.00		

Account Messages			
We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.			
Cardholder	Date	Approver	Date

New Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-13	07-11	24692166192408137565409	REDWINGBRANDSOFAMERICA 844-314-6246 MN	285.66
07-20	07-17	24221086198900010600018	J OS COMMERCIAL TIRE OAKLAND CA	2,050.14

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

NORTH COAST COUNTY WATER DIST

Account Number:
Unique ID:
Amount Due: \$0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

00000001061 000638216620408 P



NCCWD
PO BOX 1039
2400 FRANCISCO BLVD
PACIFICA CA 94044-6039

Statement Date : 07-22-2026



Page 1 of 2

Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$4,950.79
Purchases and Other Charges	\$4,950.79		
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00		
Late Payment Charges	\$0.00	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696	
Credits	\$0.00 CR		
Payments	\$0.00 PY		

Total Activity **\$4,950.79**

Disputed Amount \$0.00

Account Messages

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder Date Approver Date

New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-02	07-01	24137466183001453930212	USPS PO 0557380185 PACIFICA CA	5627-130 1.42
07-06	07-01	24431066185461496081580	STAPLES.COM 0900 800-333-3330 MA	5621-130 119.73
07-06	07-03	24692166184401323980714	VESTIS SERVICES LLCDS 800-888-2900 MA	5661-110, -120, -130 1,180.60
07-10	07-09	24493986190233860015206	SAN MATEO DAILY JOURNAL 650-344-5200 CA	5620-130 1,483.20
07-13	07-11	24692166192408871229600	VESTIS SERVICES LLCDS 800-888-2900 MA	5661-110 240.62
07-16	07-15	24692166196402033326889	CARHARTT COMPANY GEAR 800-833-3111 MI	5661-110, -120, -130 488.68
07-22	07-22	24692166203408501319927	ULINE *SHIP SUPPLIES 800-295-5510 WI	5621-130 436.54

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

NORTH COAST COUNTY WATER DIST

Account Number:

Unique ID:

Amount Due:

\$0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

00000004612 000638216623959 P



NCCWD
2400 FRANCISCO BLVD.
PACIFICA CA 94044-2300



Statement Date : 07-22-2026

Page 1 of 2

Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$116.83
Purchases and Other Charges	\$116.83	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696	
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00		
Late Payment Charges	\$0.00		
Credits	\$0.00 CR		
Payments	\$0.00 PY		
Total Activity		\$116.83	
Disputed Amount	\$0.00		

Account Messages

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder	Date	Approver	Date
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New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-17	07-15	24231686197824183926578	SAFEWAY #0304 PACIFICA CA	39.84 5733-130
07-20	07-17	24011346199100063801305	BUNDLEBANDS.COM WWW.BUNDLEBAN CO	76.99 5621-130

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

NORTH COAST COUNTY WATER DIST

Account Number:
Unique ID:
Amount Due: \$0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

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NCCWD
P.O. BOX 1039
2400 FRANCISCO BLVD.
PACIFICA CA 94044-6039

Statement Date : 07-22-2026



Page 1 of 2

Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$318.70
Purchases and Other Charges	\$318.70		
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00		
Late Payment Charges	\$0.00	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE 1-800-344-5696	
Credits	\$0.00 CR		
Payments	\$0.00 PY		
Total Activity		\$318.70	
Disputed Amount	\$0.00		

Account Messages			
We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.			
Cardholder	Date	Approver	Date

New Activity					
Post Date	Tran Date	Reference Number	Transaction Description		Amount
06-26	06-24	24692166176405516421352	THE HOME DEPOT 6655 COLMA CA	5350-120	269.03
07-09	07-07	24943016189010202031546	THE HOME DEPOT #0639 COLMA CA	↓	39.66
07-10	07-09	24765016190816206525545	HASSETT ACE HARDWARE PACIFICA CA		10.01

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

NORTH COAST COUNTY WATER DIST

Account Number:
Unique ID:
Amount Due: \$0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

00000017768 000638216637115 P



NCCWD
P.O. BOX 1039
2400 FRANCISCO BLVD.
PACIFICA CA 94044-6039



Account Summary		General Information	
Previous Balance	\$0.00	Total Activity	\$9,966.17
Purchases and Other Charges	\$10,092.70		
Cash Advances	\$0.00		
Cash Advance Fees	\$0.00	QUESTIONS OR TO REPORT A LOST OR STOLEN CARD, CALL CUSTOMER SERVICE1-800-344-5696	
Late Payment Charges	\$0.00		
Credits	\$126.53 CR		
Payments	\$0.00 PY		
Total Activity		\$9,966.17	
Disputed Amount	\$0.00		

Account Messages

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only.
Payment is authorized.

Cardholder	Date	Approver	Date
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New Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06-26	06-25	24765016176799705548424	HASSETT ACE HARDWARE PACIFICA CA	5661-110 177.44
06-26	06-25	24765016176799891987865	POWERED BY HASSETT HALF MOON BAY CA	5350-110 574.49
06-29	06-27	24011346178100104508401	SP THREADFELLOWS THREADFELLOWS WI	5661-110, 120-130 1,707.92
06-29	06-26	24692166177406779372075	LOWES #01019* SAN BRUNO CA	1117-165 71.37
06-29	06-28	24692166179408627665211	✓ AMAZON MKTPL*VX7U02RR3 AMZN.COM/BILL WA	5621-130 62.61✓
06-29	06-26	24765016178802165535283	HASSETT ACE HARDWARE PACIFICA CA	5350-110 45.03
06-30	06-29	24431056181329097323427	O'REILLY 3562 PACIFICA CA	5629-110 40.64
06-30	06-26	24643726180030011330042	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5412-110 73.01
06-30	06-29	24765016180804423494259	HASSETT ACE HARDWARE PACIFICA CA	5350-110 27.05
06-30	06-29	24765016180804423494713	HASSETT ACE HARDWARE PACIFICA CA	5350-110 68.08
07-01	06-29	24643726181027010483680	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5639-110 221.74
07-01	06-30	24692166181401103626407	IN *GMC ELECTRICAL, INC. 909-9476016 CA	5670-110 1,098.93

(New Activity continued on next page)

CORPORATE PAYMENT SYSTEMS
P.O. BOX 6343
FARGO, ND 58125-6343

NORTH COAST COUNTY WATER DIST

Account Number:
Unique ID:
Amount Due: \$0.00

****MEMO STATEMENT ONLY****
DO NOT REMIT PAYMENT

00000019045 000638216638392 P

NORTH COAST CWD
2400 FRANCISCO BLVD
PACIFICA CA 94044-2300

New Activity - Continued

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-02	07-01	74765016182806799544925	HASSETT ACE HARDWARE PACIFICA CA	5350-110 5.04 CR
07-02	07-01	24431056183329939403351	O'REILLY 3562 PACIFICA CA	5629-110 175.78
07-02	06-30	24692166182401744692452	THE HOME DEPOT 6655 COLMA CA	5350-110 328.53
07-02	07-01	24692166182401950733495	LOWES #01019* SAN BRUNO CA	5412-110 142.75
07-02	06-30	24755426182171825563334	GRAINGER BURLINGAME CA	5669-110 108.29
07-02	06-30	24755426182171825563342	GRAINGER BURLINGAME CA	5350-110 395.89
07-02	07-01	24765016182806799544912	HASSETT ACE HARDWARE PACIFICA CA	5350-110 97.32
07-03	07-02	24493986184231987044727	INTERMEDIA.NET INC 800-379-7729 WA	5650-130 1,109.76
07-03	07-02	24692166183400245575975	AMAZON.COM*OE6UJ29G53 AMZN.COM/BILL WA	5420-120 113.76 ✓
07-03	07-02	24692166183402467918768	COMCAST BUSINESS 844-963-0200 PA	5623-130 873.44
07-06	07-02	24643726184030011630140	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5629-110 131.85
07-08	07-08	24692166189405172074490	AMAZON MKTPL*CG0ED7KN3 AMZN.COM/BILL WA	5350-110 10.98 ✓
07-10	07-09	24692166190406779410464	COMCAST BUSINESS 844-963-0200 PA	5623-130 873.44
07-13	07-11	24692166192408449667489	COMCAST / XFINITY 800-266-2278 CA	↓ 499.15
07-13	07-10	24765016191817424570825	HASSETT ACE HARDWARE PACIFICA CA	5350-110 21.96
07-14	07-13	24055226194820896153741	PACIFIC MANOR HARDWARE GREENBRAE CA	5412-110 18.11
07-14	07-13	24765016194820898461692	HASSETT ACE HARDWARE PACIFICA CA	5629-110 21.10
07-14	07-13	24801976194821075092509	BAY METALS SAN FRANCISCO CA	↓ 120.57
07-15	07-13	24394696195017022737124	ADAM-HILL COMPANY 650-589-9655 CA	↓ 107.19
07-16	07-15	74431056197335454244673	O'REILLY 3562 PACIFICA CA	↓ 44.52 CR
07-16	07-15	24055226196823126505357	JAMES FORD INC HALF MOON BAY CA	↓ 151.12
07-16	07-14	24269796196500725869566	0360 - ROOFLINE SPLY S SAN FRAN CA	5412-110 92.24
07-16	07-15	24431056197335454244686	O'REILLY 3562 PACIFICA CA	5629-110 54.95
07-16	07-15	24431056197335454244694	O'REILLY 3562 PACIFICA CA	↓ 78.84
07-16	07-15	24765016196823260517420	HASSETT ACE HARDWARE PACIFICA CA	5412-110 39.54
07-17	07-16	74055226197824347330967	JAMES FORD INC HALF MOON BAY CA	5629-110 76.97 CR
07-20	07-18	24431066199469937203972	FASTRAK CSC 415-486-8655 CA	5734-130 25.00
07-20	07-16	24643726198030011459791	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5629-110 36.25
07-21	07-17	24394696201017030392021	ADAM-HILL COMPANY 650-589-9655 CA	5750-120 22.73
07-21	07-20	24692166201406997399314	AMAZON MKTPL*728RH00S3 AMZN.COM/BILL WA	5621-130 146.07 ✓
07-21	07-20	24692166201407026884128	AMAZON.COM*SB2R209Y3 AMZN.COM/BILL WA	5750-120 22.84 ✓
07-21	07-20	24765016201829173471814	HASSETT ACE HARDWARE PACIFICA CA	5621-130 73.56

(New Activity continued on next page)

Statement Date : 07-22-2026

New Activity - Continued

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-22	07-21	24431066202471850023812	FASTRAK CSC 415-486-8655 CA	5734-130 25.00
07-22	07-20	24643726202030011179591	NAPA AUTO PARTS- SAN BRUN SAN BRUNO CA	5629-110 6.38

DIRECTORS

WILLIAM HAUSER, *President*
ANNE DEJARNATT, *Vice-President*
RON ASH, *Director*
JOSHUA COSGROVE, *Director*
JOHN VALLERO, *Director*

2400 Francisco Blvd.
P.O. Box 1039
Pacifica, CA 94044
www.nccwd.com

**STAFF**

ADRIANNE CARR, Ph.D.
GENERAL MANAGER

SCOTT DALTON
ASSISTANT GENERAL MANAGER
– OPERATIONS

Phone (650) 355-3462
Fax (650) 355-0735

STAFF REPORT

AMENDED 8/18/2026

DATE: August 19, 2026
TO: Board of Directors
FROM: Adrienne Carr, General Manager
RE: Adopt Resolution No. Amendment of Guidelines for Inspection of Public Records

BACKGROUND

In 1976, the Board of Directors adopted Resolution No. 676, titled "Adoption of Guidelines for Inspection of Public Records." This policy, included here as Attachment A, set forth the procedures of the North Coast County Water District (District) for processing requests to inspect and/or duplicate public records. The policy was established in compliance with Government Code section 6250.

With the enactment of Government Code section 7920, the District must amend the existing guidelines of Resolution No. 676 to incorporate additional provisions, update request options, and establish more precise procedures. The proposed policy is included here as Attachment B.

Reviewing and amending this policy also fulfills requirements for renewal of the District's Special District Leadership Foundation (SDLF) Transparency Certificate of Excellence.

RECOMMENDATION

Staff recommends that the Board of Directors adopt Resolution No. ____ Amendment of Guidelines for Inspection of Public Records.

ATTACHMENTS

- A. Resolution No. 676 Guidelines for Inspection of Public Records
- B. Resolution No. Amendment of Guidelines for Inspection of Public Records

ATTACHMENT A

RESOLUTION NO. 676

NORTH COAST COUNTY WATER DISTRICT

ADOPTION OF GUIDELINES FOR INSPECTION OF PUBLIC RECORDS

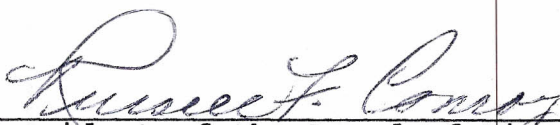
WHEREAS, Section 6250, as amended, of the California Government Code requires every public agency in the State of California to adopt guidelines for inspection of public records; and

WHEREAS, in light of recent statutory amendments to these provisions, the General Manager and the Attorney have presented such guidelines for consideration and adoption by the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the NORTH COAST COUNTY WATER DISTRICT that those certain Guidelines for Inspection of Public Records of the North Coast County Water District, a copy of which is attached hereto as Exhibit "A" and incorporated herein by this reference, be and the same hereby are adopted.

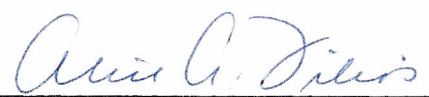
PASSED AND ADOPTED this 19th day of January, 1976, by the following vote:

AYES : *Directors Houg, Minshew, Murray, Barkey and Conroy*
NOES : *none*
ABSENT: *none*



President of the Board of Directors
NORTH COAST COUNTY WATER DISTRICT

ATTEST:



Secretary of said District

GUIDELINES FOR INSPECTION OF PUBLIC RECORDS

I. DEFINITIONS

- A. "Public records" constitute those items that are deemed open to public inspection pursuant to the terms of the California Public Records Act (Government Code §6250 et seq.)
- B. "District" means the North Coast County Water District.
- C. "Secretary" means the Secretary of the North Coast County Water District.

II. PROCEDURE FOR INSPECTING AND OBTAINING COPIES OF PUBLIC RECORDS

A. Requests

Requests to inspect and/or copy public records of the District should be made to the Secretary of the District, 2400 Francisco Boulevard, Pacifica, California. All requests shall be submitted in writing.

Persons desiring to inspect and/or copy public records of the District must allow sufficient time for the records to be assembled and reviewed for the purpose of determining if they are public records available for inspection under the terms of the California Public Records Act, or whether they, instead, fall within the

EXHIBIT "A"

exclusions contained therein or otherwise should be withheld by reason of an overriding public interest.

B. Time for Inspection of Public Records

All records subject to public inspection may be examined by members of the public at any time during the regular business hours of the District (8:00 a.m. until 5:00 p.m. Monday through Friday, excluding holidays) at 2400 Francisco Boulevard, Pacifica, California. No public records shall be removed from the District's premises except by permission of the District's Secretary.

C. Fees for Copies of Public Records

Upon the submission of a written request, copies of records subject to public inspection shall be made available by the District.

The District shall charge and collect the following fees for said records:

- 1) For copies of records not required to be certified or authenticated - 10 cents per sheet.
- 2) For certified, authenticated or true copy records - 10 cents per sheet, plus \$1.00 for every certificate with seal affixed thereto.

ATTACHMENT B

RESOLUTION NO.

AMENDMENT OF GUIDELINES FOR INSPECTION OF PUBLIC RECORDS

NORTH COAST COUNTY WATER DISTRICT

WHEREAS, pursuant to Government Code Section 7920.000 et seq., the Board of Directors of the North Coast County Water District adopted Guidelines for Inspection of Public Records by Resolution No. 676 on January 19, 1976; and

WHEREAS, the Board of Directors desires to revise the Guidelines for Inspection of Public Records to update the policy; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the North Coast County Water District hereby updates, restates, and adopts the policies and procedures set forth below for the inspection and copy of public records.

BE IT FURTHER RESOLVED that Resolution No. 676 adopted on February 19, 1976, hereby is rescinded.

PASSED AND ADOPTED this 19th day of August, 2026, by the following vote:

AYES:

NOES:

ABSENT:

President, Board of Directors
North Coast County Water District

ATTEST:

Secretary of the Board

PUBLIC RECORDS ACT POLICY

1) Purpose

To establish the North Coast County Water District ("District") policy concerning accessibility and processing of District public records.

2) Definitions

Section 7922.530 of the Government Code provides that every person has a right to inspect any public record except those specifically exempted or privileged by law.

The term "public record" includes any writing containing information relating to the conduct of District business prepared, owned, used, or retained by the District regardless of physical form or characteristics.

The term "writing" means handwriting, typewriting, printing, photo-stating, photographing, photocopying, electronic mail, facsimile, and every other means of recording upon any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combination thereof, and any record thereby created, regardless of the manner in which the record has been stored.

3) Policy

District records are open to inspection and copy at all times during normal office hours at the District office, 2400 Francisco Boulevard, Pacifica, California 94044.

4) Procedure

- a) All requests to view or photocopy District records other than typical billing and account information shall be forwarded to the Administrative Services Manager for processing.
- b) When a member of the public requests inspection or a copy of public records, the Administrative Services Manager will, to the extent reasonable, assist the individual in identifying records that are responsive, non-exempt, and not privileged, describe the information technology in which the records exist, and provide suggestions for overcoming any practical basis for denying access to the records.
- c) Non-exempt, non-privileged, responsive records that exist in electronic format will be made available to the public in electronic format as long as the production will not jeopardize or compromise the security or integrity of the original record or of any proprietary software in which it is maintained.
- d) The person requesting the information shall bear the cost of duplicating the record, including, if necessary, the cost of programming and computer service to produce a copy of an electronic record that is produced only at otherwise regularly scheduled intervals, or the cost to produce a record that requires data compilation, extraction, or programming.
- e) The District's Public Records Request form is available on the District website, and District staff shall reasonably assist the individual in completing the form, if so

requested.

- f) The District may extend the 10-day initial response period for advising the requester of whether the District has responsive records in its possession, as provided by law, because of the need:
 - (1) To search for and collect the requested records from field facilities or other establishments separate from the office processing the request.
 - (2) To search for, collect, and appropriately examine a voluminous amount of separate and distinct records demanded in a single request.
 - (3) To consult with another agency or contractor/consultant having substantial interest in the request, or among two or more components of the local agency with substantial interest in the request.
 - (4) In the case of electronic records, to compile data, write programming language or a computer program, or to construct a computer report to extract the data.
- g) After receiving a Public Records Act request, the District will, when appropriate and within a reasonable period of time as dictated by law:
 - (1) Provide electronic copies of records, if available.
 - (2) Indicate the place where inspection of records may be made and the time limitation, if any, for the return of the documents.
 - (3) Supervise and assist the requestor in reviewing the records.
 - (4) Provide links to the records if such records are available on the District's website.
 - (5) Provide copies of records upon request and after payment of the appropriate fees.

5) **Fee**

A request for a copy of an identifiable public record or for a certified copy of such a record must be accompanied by payment of the appropriate fee as determined by District staff based on the cost to the District. Any fee established may be modified from time to time by District staff to reflect actual chargeable costs, and any fee schedule, if developed, shall be made available by the District's Office Supervisor.

The District shall charge and collect the following fees for said records:

- a) For copies of public records not required to be certified or authenticated: \$0.25 per page for black and white, \$0.35 per page for color.
- b) For certified, authenticated or true copies of public records: \$0.25 per page for

black and white, \$0.35 per page for color, plus \$1.00 for every certificate with seal affixed thereto.

- c) Electronic storage devices: actual cost.
- d) Cost of duplication of an electronic record and/or programming and computer services necessary to produce a copy of the record: to be determined by District.

6) Records Not Open for Inspection

The following is a representative, but not exhaustive, list of records that are generally not subject to disclosure under the Public Records Act:

- a) Preliminary drafts, notes, or interagency or intra-agency memoranda, which are not retained by the District in the ordinary course of business.
- b) Memoranda, correspondence, and writings submitted to the District or its Board of Directors by the District's legal counsel pursuant to the attorney-client privilege, and any other documents that would fall within the attorney-client privilege and/or the attorney work product protection.
- c) Records pertaining to pending litigation to which the District is a party, or to claims made pursuant to Division 3.6 (commencing with Section 810) of Title 1 of the Government Code, until such litigation or claim has been finally adjudicated or otherwise settled.
- d) Confidential, closed session minute book.
- e) Personnel, medical, or similar files, the disclosure of which would constitute an unwarranted invasion of personal privacy.
- f) Records pertaining to a utility customer, except to an agent or authorized family member of the customer in question, governmental or law enforcement agencies when appropriate, or unless disclosure is specifically required by law.
- g) Test questions, scoring keys, and other examination data used to administer a licensing examination, examination for employment, or academic examination.
- h) The contents of real estate appraisal or engineering or feasibility estimates and evaluations made for or by the District relative to the acquisition of property, or to prospective public supply and construction contracts, until all of the property has been acquired or when agreement on all terms of the contract have been obtained.
- i) Records the disclosure of which are exempted or prohibited pursuant to provisions of federal or state law, including, but not limited to, provisions of the Evidence Code related to privilege.
- j) Records constituting "trade secrets," which may include, but are not limited to, any formula, plan, pattern, process, tool, mechanism, compound, procedure, production,

data, or compilation of information which is not patented, which is known only to certain individuals within a commercial concern who are using it to fabricate, procedure, or compound an article of trade or a service having commercial value and which gives its user an opportunity to obtain a business advantage over competitors who do not know or use it.

- k) Records in which the public interest served by not making the record public clearly outweighs the public interest served by disclosure, or where an applicable exemption under the Public Records Act exists, or where the production of such documents would be contrary to law.