

1393

North Coast County Water District
 Minutes of the Regular Board of Directors Meeting
 May 15, 2024 at 7:00 P.M.
 Sharp Park Restaurant Banquet Room
 2600 Francisco Blvd.
 Pacifica, CA 94044

1) CALL TO ORDER

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

2) ROLL CALL

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

3) PLEDGE OF ALLEGIANCE

Led by Director Hauser

4) PUBLIC COMMENT

None.

5) APPROVAL OF ORDER OF AGENDA

President Cosgrove requested that Item #11A6 of General Manager's Report be moved up before Item #8.

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

6) SPECIAL PRESENTATION: WATER AWARENESS POSTER CONTEST AWARDS

Water Awareness Poster Contest Awards

President Cosgrove welcomed the students, teachers and parents in attendance for the awards ceremony, and thanked everyone for their participation in the contest. Directors took turns presenting awards during the slideshow of the winning posters. The 1st, 2nd, and 3rd place winners in each division are as follows:

Kindergarten – 1st Grade Division:

3rd Place: Amelia Joyce, Vallemar School

2nd Place: Brenna Browatzki, Vallemar School

1st Place: Ella Staffin, Vallemar School

2nd & 3rd Grade Division:

3rd Place: Everly Joyce, Vallemar School
2nd Place: Esther Bond, Vallemar School
1st Place: Oliver Woods-Smith, Vallemar School

4th & 5th Grade Division:

3rd Place: Chloe Jane Aguião, Good Shepherd School
2nd Place: Mila Durkee, Sunset Ridge School
1st Place: Jesse Heckerman, Cabrillo School

The Board took a brief recess and reconvened at 7:27 p.m.

7) BAY AREA WATER SUPPLY AND CONSERVATION AGENCY ISSUES

BAWSCA Board member Piccolotti summarized the agenda for the upcoming BAWSCA Board of Directors Meeting.

8) UPDATE ON THE CITY OF PACIFICA LOCAL COASTAL LAND USE PLAN

General Manager Carr summarized the staff report and provided a brief history of the City of Pacifica's Local Coastal Land Use Plan (LCLUP), which was adopted in 1980 and is currently in the process of being updated. General Manager Carr discussed the proposed Special Resiliency Areas (SRAs) and existing armoring of the coastline that protects structures near the coast. The California Coastal Commission (CCC) discourages armoring and shoreline protections, however, protections are allowed for structures built pre-1977, prior to implementation of the Coastal Act. General Manager Carr identified areas of concern for the District, calling attention to the locations of District infrastructure and property that are within the coastal zone where shoreline protections are needed. The Board liaison to the City Council has been following the meetings that have taken place thus far.

President Cosgrove asked if anyone from the public would like to speak on this issue.

Mr. Mark Stechbart addressed the Board and shared his concerns regarding the absence of shoreline protections and the impact proposed changes will have on structures in coastal neighborhoods built or modified after 1977, which includes the District's infrastructure.

Board discussion occurred.

President Cosgrove suggested that the Board write a letter to City Council to address the LCLUP and the District's concerns and to indicate District's support for existing shoreline protections. The Board stated that they supported writing a letter.

9) SPECIAL ORDER OF BUSINESS

A. Review of Board Committees and Board President's Committee Appointments and Appointments for Representatives to Other Groups and Organizations

President Cosgrove reviewed the list of Committees and made the following updates to the existing Committees below:

CIP Committee

Ash, Chair

Vallero

Building/Cell Site/Headquarters Committee

Cosgrove, Chair

Vallero

Following Board discussion, President Cosgrove created the following advisory committee to review the Local Coastal Land Use Plan and to work with the General Manager to submit a letter to City Council.

Infrastructure Vulnerability Committee

Cosgrove, Chair

DeJarnatt

ON MOTION by President Cosgrove, seconded by Vice President Ash, the Board voted unanimously to Authorize the Infrastructure Vulnerability Committee to prepare a letter to the City of Pacifica City Council concerning District infrastructure and the Local Coastal Land Use Plan and Authorized the Board President to sign and send the letter. Motion passed 5-0.

10) BOARD COMMUNICATIONS

There were no communications to report.

11) CONSENT CALENDAR

- A. Overview of District Investments
- B. Statement for 2021 Water System Financing Project Fund
- C. Financial Statements for April 2024
- D. Minutes of the April 17, 2024 Regular Meeting of the Board
- E. Report on Sale of District Property
- F. April 2024 Leak Report
- G. April 2024 Water Quality Report
- H. April 2024 Legislative Update
- I. April 2024 Hydrological Report

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

12) GENERAL MANAGER'S REPORT

A. New Business

- 1. Approval of Claims Dated May 15, 2024
General Manager Carr responded to questions from the Board.

ON MOTION by Director De Jarnatt, seconded by Vice President Ash, the Board voted unanimously to approve the Claims List dated May 15, 2024 in the amount of \$1,009,124.05. Motion passed 5-0.

2. Notification of Water Rate Adjustment and SFPUC Wholesale Water Rate Increase Pass-Through effective July 1, 2024, as Previously Approved by Resolution No. 1133

General Manager Carr summarized the Staff Report and detailed the upcoming rate adjustment notice for rates effective July 1, 2024. She provided a brief background of the 2021 rate study and the multi-year rate adjustment adopted in 2022. She explained how unanticipated increases to the San Francisco Public Utilities Commission (SFPUC) wholesale rate are passed through to Districts customers, which this year are resulting in an increase from the initially adopted rates.

General Manager Carr responded to questions from the Board.

3. Cancel the June 19, 2024 Regular Meeting and Schedule a Special Meeting for June 20, 2024

General Manager Carr stated that as discussed at the April 17, 2024 Board Meeting, the District's regularly scheduled June Board Meeting is set to take place on the federal holiday of Juneteenth on June 19, 2024. This action would move the Board meeting to the following day.

ON MOTION by President Cosgrove, seconded by Director DeJarnatt, the Board voted unanimously to Cancel the June 19, 2024 Regular Meeting and Schedule a Special Meeting for June 20, 2024. Motion passed 5-0.

4. Authorize General Manager to Enter into Agreement with Water Works Engineers LLC for Engineering Design Services for the Fassler Tank Replacement Project For a Cost Not-to-Exceed \$522,102

General Manager Carr summarized the Staff Report, stating that hydraulic modeling analysis done in 2021 resulted in a recommendation to upsize the storage volume of the 500,000-gallon Fassler Tank to 1.2 million gallons. A predesign study was completed in September 2023 and was reviewed by the CIP Committee. A Request for Proposals (RFP) for design of the new Fassler Tank was issued on March 22, 2024 and three responses were received on the due date of April 22, 2024. The evaluation team followed the evaluation process as outlined in the RFP and recommended awarding the contract to Water Works Engineers, LLC.

Board discussion occurred.

Director DeJarnatt requested that the District look into vegetation options for the new tank.

ON MOTION by President Cosgrove, seconded by Director DeJarnatt, the Board voted unanimously to Authorize the General Manager to Enter into Agreement with Water Works Engineers LLC for Engineering Design Services for the Fassler Tank Replacement Project For a Cost Not-to-Exceed \$522,102. Motion passed 5-0.

5. Authorize the General Manager to Enter into Task Order #24-05 with EKI Environment & Water for Engineering Services for the Park Pacifica Tank Rehabilitation and Pump Station Modifications Pre-Design Study for an Amount Not-to-Exceed \$66,600

General Manager Carr stated that this item is directly related to the previous item, as the Park Pacifica Tank and Pump Station will be critical for operations during construction of the new Fassler Tank. She stated that the improvements to the Park Pacifica Pump Station are needed to ensure service to customers served by Fassler Tank during its replacement. EKI's proposal includes not only looking at needed improvements to the pump station, but will evaluate needed improvements to the Park Pacifica Tank. When the study is completed, a summary will be provided including recommendations for improvements to the tank and the pump station

General Manager Carr responded to questions from the Board.

ON MOTION by Director DeJarnatt, seconded by Director Hauser, the Board voted unanimously to Authorize the General Manager to Enter into Task Order #24-05 with EKI Environment & Water for Engineering Services for the Park Pacifica Tank Rehabilitation and Pump Station Modifications Pre-Design Study for an Amount Not-to-Exceed \$66,600. Motion passed 5-0.

6. Update Regarding District Headquarters Project
General Manager Carr announced that demolition began at the District Headquarters today, and she shared photos from the work site.

General Manager Carr discussed the Groundbreaking Ceremony held on May 3, 2024, and she stated that the District was presented with two Certificates of Recognition, one from Assemblymember Berman and one from Senator Josh Becker. General Manager Carr shared photos of the ceremony.

Board discussion occurred.

7. District Engineer's Report

District Engineer Sutter provided an update on Sheila Tank Project and stated that the project is still delayed.

District Engineer Sutter stated that the Loop at Everglades Drive Pipeline Project is scheduled to begin early June.

General Manager Carr provided details on the notification to residents, stating that over 800 residents will receive a notice with a projected schedule and map of the project.

8. General Manager's Update

General Manager Carr shared photos of the District's booth at the Earth Day WhaleFest celebration on April 20, 2024 and stated that the District's booth and trivia activity was well received by event attendees.

B. Continued Business

1. Capital Improvement Program and Bond Projects

There was no discussion.

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

A. City of Pacifica City Council Meetings

Director DeJarnatt provided the highlights from the meetings she attended.

B. Conservation/Alternate Supply Committee Meeting

Director Hauser reported on the meeting in which the Committee discussed the District's fog harvesting program.

C. ACWA JPIA Membership Summit and ACWA Spring Conference

Director De Jarnatt stated that the conference was interesting and she enjoyed it.

General Manager Carr stated that former Board President Jack Burgett was recognized during the ACWA JPIA Board Meeting, and that the JPIA Board President spoke kindly in Jack's memory.

14) DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS

President Cosgrove read aloud the President's Thought for the Month.

President Cosgrove requested that the LCLUP be agendaized for the June Board Meeting. President Cosgrove stated that there will be a LAFCO meeting on May 22, 2024.

15) CORRESPONDENCE

None.

16) PUBLIC COMMENT

None.

17) ADJOURNMENT

President Cosgrove adjourned the meeting at 9:00 p.m.

Respectfully submitted,

Approved:

General Manager Adrienne Carr

Joshua Cosgrove, President