

**DIRECTORS**  
JACK J. BURGETT, *President*  
JOSHUA COSGROVE, *Vice-President*  
ANNE DE JARNATT, *Director*  
RON ASH, *Director*  
WILLIAM HAUSER, *Director*  
RUSSELL CONROY,  
*Director Emeritus*

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 January 17, 2024, 7:00 PM**

**This agenda and all accompanying materials can be viewed on the North Coast County Water District website at: [nccwd.com](http://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 Sharp Park Restaurant at 2600 Francisco Boulevard, Pacifica.**

**Members of the public may participate remotely as follows:**

**REMOTE PARTICIPATION ACCESS VIA ZOOM**

**Online:** <https://us06web.zoom.us/j/82348453273?pwd=ue7taxCSAN6qmTavm3poFyR1KhXws8.1>

**Webinar ID:** 823 4845 3273 **Passcode:** 744277

**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 Led by Director Hauser
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](mailto: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. Special Order of Business:
  - A. Review of Board Committees and Board President’s Committee Appointments and Appointments for Representatives to Other Groups and Organizations – Attached ACTION
  - B. Presentation by Nigro & Nigro, PC of Districts FY 2022-2023 Audit – Attached Board Only INFORMATION
  - C. Accept District’s FY 2022-2023 Audit ACTION
8. Board Communications
9. 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. Statement for 2021 Water System Financing Project Fund – Attached
  - C. Financial Statements for December 2023 – Attached
  - D. Minutes of the December 13, 2023 Special Meeting of the Board – Attached
  - E. Minutes of the January 5, 2024 Special Meeting of the Board – Attached
  - F. Minutes of the January 9, 2024 Special Meeting of the Board – Attached
  - G. Report on Sale of District Property – None
  - H. December 2023 Leak Report – Attached
  - I. December 2023 Water Quality Report – Attached
  - J. December 2023 Legislative Update – None
  - K. November and December 2023 Hydrological Reports – Attached
10. General Manager’s Report
  - A. New Business
    1. Approval of Claims Dated January 17, 2024 – Attached ACTION
    2. Authorize Board President to Execute an Agreement with Thomas J. Piccolotti for Strategic Counsel Services at a Cost Not-to-Exceed \$75,000 – Attached ACTION
    3. Authorize the General Manager to Exercise the Option to Extend the Professional Services Agreement with EKI Environment and Water for District Engineering Services for a Second One-Year Term for an Amount Not-to-Exceed \$60,000 – Attached ACTION
    4. Authorize the General Manager to Enter into Task Order #24-01 with EKI Environment & Water for Construction Management and Engineering Services During Construction for the Loop at Everglades Drive Pipeline – Phase 1 Project in an Amount Not-to-Exceed \$274,800– Attached ACTION
    5. Find the Loop at Everglades Drive Pipeline Project Exempt from the California Environmental Quality Act (CEQA) – Attached ACTION
    6. Ratify President Burgett’s Attendance at a Meeting with City Council Leadership and Authorize Compensation for One Day of Service– Attached ACTION
    7. Update Regarding the District Headquarters Upgrade Project and Related Permits INFORMATION
    8. Update Regarding BAWSCA Tier 2 Plan Negotiations INFORMATION
    9. District Engineer’s Report – Attached INFORMATION
      - Sheila Tank Replacement Project
      - Loop at Everglades Drive Project
    10. General Manager’s Update – Attached INFORMATION

10. B. Continued Business - Attached
  1. Capital Improvement Program and Bond Projects INFORMATION
  
11. Committee and/or Directors' Reports on Meetings Attended
  - A. CSDA San Mateo Chapter Meeting – December 14 (Burgett)
  - B. Building Committee – December 27 (Burgett/Cosgrove)
  - C. Cell Site Committee – December 29 (Burgett/Cosgrove)
  - D. City of Pacifica Planning Commission – January 4, January 16 (Burgett)
  - E. Meeting of Board President with Pacifica's Mayor and Mayor pro Tem – January 7 (Burgett)
  - F. City of Pacifica City Council – January 8 (Burgett)
  - G. CSDA San Mateo Chapter Meeting – January 16 (Hauser/De Jarnatt)
  
12. Directors' Comments and/or Agenda Requests
  - A. Board President's Thought for the Month: Keep smiling because life is a beautiful thing and there is so much to smile about.
  
13. Correspondence
  
14. Public Comment
  
15. 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.