

Special Meeting of the Board of Directors Minutes
DELTA DIABLO
August 17, 2023

The meeting was called to order by Chair Juan Banales at 4:33 p.m., on Thursday, August 17, 2023. Present were Vice Chair Federal Glover and Director Monica Wilson. Also present were Rebecca Hooley, District Counsel; Vince De Lange, General Manager; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; Brian Thomas, Deputy General Manager/District Engineer; Dean Eckerson, Resource Recovery Services Director; Thanh Vo, Acting Engineering Services Director; Niger Edwards, Human Resources and Risk Manager; Anika Lyons, Finance Manager; Jason Piper, Information Technology Manager; Joaquin Gonzalez, Operations Manager (and Management Association bargaining unit representative); Todd Ravazza, Safety Manager; Steve Rodriguez, Operations Supervisor; and Nick Steiner, Recycled Water Coordinator (and Professional & Technical bargaining unit representative).

PUBLIC COMMENTS - None.

RECOGNITION

Receive Silver Peak Performance Award from National Association of Clean Water Agencies

Mr. Gonzalez presented the Board with the 2022 NACWA Silver Peak Performance Award for complete and consistent regulatory compliance achievement. He noted the award is presented to agencies that achieve NPDES permit compliance with no more than five violations in a calendar year. Mr. Gonzalez highlighted that the District has been recognized by NACWA for 19 consecutive years, which directly results from the dedication, expertise, and problem-solving approach of each team member.

Chair Banales thanked Mr. Gonzales and congratulated staff on this achievement. Vice Chair Glover and Director Wilson commended staff on receiving this award.

CONSENT CALENDAR

Vice Chair Glover moved approval of the Consent Calendar, seconded by Director Wilson and by roll call vote (*Ayes: Banales, Glover, and Wilson; Noes: None; Absent: None; Abstain: None*) the following Consent Calendar items were approved: Approve Minutes of Board of Directors Meeting, July 12, 2023; Receive District Monthly Check Register for June 2023; Authorize General Manager to Execute Amendment No. 2 to Consulting Services Contract in the Amount of \$148,790, for a New Total Contract Amount Not to Exceed \$903,305, Lee & Ro, Inc., Engineering Services, Treatment Plant Electrical Switchgear Replacement, Project No. 17120; Authorize General Manager to Execute Amendment No. 2 to General Services Contract in the Amount of \$25,303, for a New Total Contract Amount Not to Exceed \$108,503, Schneider Electric Buildings, Inc., HVAC Services; Receive Fourth Quarter FY22/23 District Investment Report; Authorize General Manager to Establish a New FY23/24 Project in the Wastewater Capital Asset Replacement Fund and Transfer Monies to this Project from Wastewater Capital Asset Replacement Fund Reserves in the Amount of \$250,000, for

a Total Project Budget of \$250,000, Tower Trickling Filter Rehabilitation, Project No. 24116; and Authorize General Manager to Execute General Services Contract with Clean Harbors Environmental Services, Inc., with Modified Indemnification Language, in the Amount of \$25,000, for Marine Flare Collection and Disposal Services During Period from August 17, 2023 through June 30, 2024.

DELIBERATION ITEMS

Review and Comment on Preliminary Financial Analysis for Proposed Recycled Water Service Charges and Surcharges and Set Public Hearing for September 13, 2023 at 4:30 p.m. to Consider Adopting Ordinance Establishing Recycled Water Service Charges

Mr. Thomas provided an overview of the District's Recycled Water Facility (RWF), including production rates, end uses, and customer service agreements. He highlighted key drivers requiring RWSC adjustment, including chemical and utilities costs, and discussed the District's long-term financial planning model, key assumptions, and user-specific surcharges. Mr. Thomas stated the District needs to increase annual RWSC revenue by 7.5% and that staff would be presenting a more detailed review of RWSC development at the Finance Committee Meeting on August 24, 2023. In addition, he noted that staff would be initiating development of an update to the Recycled Water Master Plan to fulfill key terms in the recycled water service agreement with Calpine. In closing, Mr. Thomas reviewed the recommended actions and next steps.

In response to a question from Vice Chair Glover, Mr. Thomas confirmed the District is not carrying any outstanding debt related to construction of the RWF. The Board thanked Mr. Thomas for the presentation.

Vice Chair Glover moved approval to Set the Public Hearing for September 13, 2023 at 4:30 p.m. to Consider Adopting Ordinance Establishing Recycled Water Service Charges, seconded by Director Wilson and by roll call vote (Ayes: *Banales, Glover, and Wilson*; Noes: *None*; Absent: *None*; Abstain: *None*) the item was approved.

Rescind Administrative Policy No. 1081, "Mandatory COVID-19 Vaccination for All District Employees"

Mr. Thomas provided a timeline for approval of the original policy in October 2021, as well as a policy revision in November 2022. In support of a recommendation to rescind the policy, he cited the County rescinded its emergency order in May 2023 and a similar mandatory vaccination policy in July 2023. Mr. Thomas stated that Cal/OSHA does not consider vaccination status when determining workplace response actions to COVID-19 cases. In addition, he noted that this action would follow the District's practice of aligning management actions with federal, state, and local COVID-19 guidelines.

Vice Chair Glover commented that the District needs to continue its diligence in providing information regarding COVID conditions to employees. Mr. Thomas advised that the District continues to maintain a task force to stay abreast of current issues.

Vice Chair Glover moved approval to Rescind Administrative Policy No. 1081, "Mandatory COVID-19 Vaccination for All District Employees," seconded by Director

Wilson and by roll call vote (Ayes: *Banales, Glover, and Wilson*; Noes: *None*; Absent: *None*; Abstain: *None*) the item was approved.

PRESENTATIONS AND REPORTS

Receive Update on FY22/23 Strategic Initiatives to Support District Strategic Plan Implementation and District FY22/23 Annual Performance Report

Mr. Eckerson provided an overview of the District's strategic planning activities, including a review of the six goals included in the District's Strategic Plan (dated August 2021). In providing an update on the eight FY22/23 Strategic Initiatives, he noted that staff has completed six of these initiatives with the two outstanding items to be included as part of the upcoming FY23/24 Strategic Initiatives.

In addition, Mr. Eckerson reviewed the District's FY22/23 Annual Performance Report and key outcomes in the Resource Recovery, Regulatory Compliance/Safety, Infrastructure Investment, Workforce Development, Industry Association Awards, Fiscal Responsibility, Strategic Planning, and Sustaining Long-term Organizational Excellence categories. In closing, reviewed next steps and noted staff intends to present the proposed FY23/24 Strategic Initiatives at the September 2023 Board Meeting.

Vice Chair Glover thanked Dean for the report and noted the quality and content of the performance report. Chair Banales complimented staff for the well written document and shared his intent to share it with staff at the City of Pittsburg. In addition, he requested inclusion of safety program performance metrics in future annual reports.

GENERAL MANAGER COMMENTS

Mr. De Lange commented that since staff provided an update on nutrient management in San Francisco Bay in July, algal blooms have recurred in the Bay with water discoloration (but no fish mortality impacts), which continues to drive regulatory pressure on future nutrient removal requirements. He noted the District's near-term focus on cost-effectively maintaining the reliability of the existing tower trickling filters, including creation of a new \$250,000 project to address corrosion issues, despite these filters not factoring into the District's long-term nutrient management strategy.

BOARD MEMBER COMMENTS

Director Wilson commented that she attended the CASA Annual Summer Conference along with Mr. De Lange and Mr. Thomas and focused on identifying potential funding sources to support the District's needs.

Vice Chair Glover announced that his office is hosting an Annual Youth Summit in September 2023 and encouraged volunteers from the District.

CORRESPONDENCE

Receive Monthly Lobbyist Report Dated July 2023 Key Advocates, Inc., Western Recycled Water Coalition

The Board received and filed the report.

CLOSED SESSION – None.

ADJOURNMENT

Chair Banales adjourned the meeting at 5:31 pm and noted the next regular Board of Directors Meeting will be held at 4:30 p.m. on September 13, 2023.



Monica Wilson
Board Secretary

(Recording Secretary: Cecelia Nichols-Fritzler)

cc: District File No. BRD.01-MINS