

Board of Directors Meeting Minutes  
DELTA DIABLO  
March 13, 2024

The meeting was called to order by Chair Monica Wilson at 4:30 pm, on Wednesday, March 13, 2024. Present was Vice Chair Federal Glover. Director Juan Banales was absent. Also present were Rebecca Hooley, District Counsel; Vince De Lange, General Manager; Dean Eckerson, Resource Recovery Services Director; Nitish Sharma, Business Services Director; Murat Bozkurt, Engineering Services Director/District Engineer; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; Anika Lyons, Finance Manager; Amanda Roa, Environmental Programs Manager (and Management Association bargaining unit representative); Joaquin Gonzalez, Operations Manager (and Management Association bargaining unit representative); Jason Piper, Information Technology Manager; Thanh Vo, Senior Engineer; Sean Williams, Associate Engineer; and Alonso Rodriguez, Construction Inspector.

PUBLIC COMMENTS – None.

RECOGNITION

Congratulate Alonso Rodriguez on His Promotion to Construction Inspector

Mr. Vo recognized Mr. Rodriguez for his promotion at the District, highlighting that he was hired on September 28, 2015 as a Collection System Worker II and has over 13 years of experience in collections, maintenance, and inspection activities in the water/wastewater sector. Mr. Rodriguez thanked the Board, which congratulated Mr. Rodriguez on his promotion.

CONSENT CALENDAR

Vice Chair Glover moved approval of the Consent Calendar, seconded by Chair Wilson and by roll call vote (*Ayes: Glover and Wilson; Noes: None; Absent: Banales, Abstain: None*), the following Consent Calendar items were approved: Approve Minutes of Special Board of Directors Meeting, February 21, 2024; Receive District Monthly Check Register for February 2024; and Approve Amended Debt Management and Continuing Disclosure (Policy No. 3075).

DELIBERATION ITEMS – None.

PRESENTATIONS AND REPORTS

Receive Report on Major Factors Impacting 5-Year Capital Improvement Program Development and Financial Assumptions

Mr. Thomas provided an overview of three major capital projects that have significantly impacted development of the proposed 5-year capital improvement program (CIP) totaling \$192.8 million, which represents a \$53.7 million increase from the current CIP. In particular, he noted that the cost estimate for the Secondary Process Improvements Phase 1 Project has increased from \$60 million to \$110 million based on revised scope and cost assumptions to support future nutrient removal efforts. In addition, Mr. Thomas highlighted that staff is incorporating an additional \$100 million in long-term financial planning assumptions for the Secondary Process Improvements Phase 2 Project to

meet future nutrient removal regulations. He noted that staff has increased the cost estimates for the Cogeneration System Improvements Project (+\$6.5 million) and Antioch Pump Station and Conveyance System Improvements Project (+\$3.5 million).

Mr. Thomas summarized the current nutrient management regulatory framework, and key drivers, costs, funding assumptions, and implementation timelines for both phases of the Secondary Process Improvements Project. In addition, he reviewed major impacts to key financial planning assumptions, including planned funding sources for the Secondary Process Improvements Phase 1 Project, use of the Water Infrastructure Finance and Innovation Act (WIFIA) loan program, and the preliminary impact on projected FY24/25 Sewer Services Charges (SSCs). In closing, Mr. Thomas reviewed the upcoming Board Meeting schedule for review and approval of the proposed 5-year CIP, and FY24/25 SSCs and Budget, including review of proposed FY24/25 SSCs at the Finance Committee Meeting on March 27, 2024.

The Board thanked Mr. Thomas for the report.

#### Receive Update on Information Technology Roadmap Implementation

Mr. Piper provided an overview of the Organizational Change goal in the District's Strategic Plan, which includes multiple objectives related to use of information technology (IT). He highlighted the use of an internal IT Steering Committee to identify, prioritize, and implement key initiatives and address critical IT issues in five key IT program focus areas. In addition, Mr. Piper highlighted key achievements to date, emerging IT technologies, planned initiatives and activities, and next steps, which includes proposed addition of a Software Develop position at the District in FY24/25.

Vice Chair Glover asked a clarifying question regarding the proposed new IT position. Chair Wilson thanked Mr. Piper for the presentation.

GENERAL MANAGER COMMENTS – None.

BOARD MEMBER COMMENTS – None.

#### CORRESPONDENCE


Receive Monthly Lobbyist Report dated February 2024, Key Advocates, Inc., Western Recycled Water Coalition

The Board received and filed the correspondence.

CLOSED SESSION – None.

#### ADJOURNMENT

Chair Wilson adjourned the meeting at 5:16 pm and noted the next regular Board of Directors Meeting is scheduled for 4:30 pm on April 10, 2024.

  
Juan Banales  
Board Secretary

(Recording Secretary: Cecelia Nichols-Fritzler)

cc: District File No. BRD.01-MINS