

**Minutes of the Regular Board of Directors Meeting**  
**DELTA DIABLO**  
**April 11, 2018**

The meeting was called to order by Chair Glover on Wednesday, April 11, 2018, at 4:40 p.m., in the Board Room, located at 2500 Pittsburg-Antioch Highway, Antioch. Directors Sean Wright, D. Pete Longmire, and Chair Federal Glover were present. Also present were Mary Ann Mason, District Counsel; Vince De Lange, General Manager; Denise Cappucini Jones, Office Manager/Secretary to the Board; Carol Margetich, Business Services Director; Dean Eckerson, Resource Recovery Services Director; Darrell Cain, Laboratory Manager; Thanh Vo, Acting Engineering Services Director; Joaquin Gonzalez, Operations Manager/Management Association Representative; Amanda Roa, Environmental Programs Manager; Cheryl Rhodes Alexander, Human Resources and Risk Manager; Steve Rodriguez, Operations Supervisor; Matt Gotshall, Computer Analyst/P&T Bargaining Unit Representative; Irene O'Sullivan, Associate Engineer; and Kathy Chang, Finance Manager.

**PUBLIC COMMENTS**

None

**RECOGNITION**

Introduction of Kathy Chang, Finance Manager

Ms. Margetich introduced Ms. Kathy Chang, the District's new Finance Manager, who joined the District on March 6, 2018, filling a position that had been vacant for over a year. Ms. Chang previously worked as a Finance Manager for Scotts Valley Water District and has over 20 years of experience in public finance.

On behalf of the Board of Directors, Chair Glover welcomed Ms. Chang to the District.

**CONSENT CALENDAR**

Director Wright moved approval, seconded by Director Longmire and by unanimous voice vote (*Ayes: Wright, Longmire and Glover; Noes: None; Absent: none*), the Board approved the following Consent Calendar according to staff recommendations: Receive Notes from Finance Committee Meeting, April 4, 2018; Approve District Monthly Check Register, February 2018; Receive Second Quarter Fiscal Year 2017/2018 District Investment Report; Adopt Resolution Commending and Congratulating Mike Bakaldin, Deputy General Manager, on his Retirement from the District; Accept as Complete and Authorize General Manager to File Notice of Completion, Steve P. Rados, Inc., Pittsburg Force Main Improvements, Project No. 14116; Authorize General Manager to Execute Consulting Services Contract in an Amount Not to Exceed \$300,000, Engineering Services, Treatment Plant Roadway Maintenance, Project No. 18115; Authorize General Manager to Execute Amendment No. 1 to Consulting Services Contract in the Amount of \$85,070, Engineering Services, NV5, Inc., Recycled Water Facility Emergency Backup Generator, Project No. 15126; Authorize General Manager to Execute Construction Services Contract in an Amount Not to Exceed \$207,920, Synagro-WWT, Inc.; and Authorize General Manager or his Designee to Approve Contract Change Orders in an Amount Not to Exceed 10% of Contract Amount, Digester No. 2 Cleaning, Project No. 18111; Receive Report on March 19, 2018 Sanitary Sewer Overflow, Bay Point; Approve Additional Appropriation of \$40,000 from Recycled Water Capital Asset Replacement Fund, Unanticipated Recycled Water Facility Replacement, Project No. 18104; and Adopt Resolution Repealing Resolution No. 9/97, Approval of Three Fiscal Year Budget Proposal.

**DELIBERATION****Approve Minutes of Regular Board of Directors Meeting, March 14, 2018**

The Minutes of the regular Board of Directors Meeting of March 14, 2018 were presented for approval. Director Longmire abstained from the vote because he was not present at the meeting. Director Wright moved approval, seconded by Chair Glover, and by voice vote (Ayes: *Wright* and *Glover* Noes: *None*; Absent: *none*; Abstain: *Longmire*) the Board approved the Minutes of the regular Board of Directors Meeting of March 14, 2018.

**Receive Presentation on Proposed Fiscal Year 2018/2019 through 2022/2023 Capital Improvement Program and Set Public Hearing for June 13, 2018 to Consider Approval of Five-Year Capital Improvement Program**

Mr. Vo reported on the proposed Fiscal Year 2018/2019 through 2022/2023 (FY18/19-FY22/23) Capital Improvement Program (CIP). He outlined the goals, development process, and highlights of the CIP, which includes \$83 million in proposed projects, over \$22 million funded by State Revolving Fund (SRF) and IBank loans, and 13 new projects totaling \$10.8 million. The required FY18/19 CIP budget appropriation is \$22 million with most of the projects focused on addressing aging infrastructure and system reliability. Mr. Vo showed a pie chart breakdown of the proposed projects. Mr. De Lange clarified that although the East County Bioenergy Project represents 25% of the proposed capital spending over the next five years, it does not impact the rate-setting process because it is assumed to be rate neutral and funded from tipping fees and electricity sales.

Mr. Vo discussed the Treatment Plant Electrical Switchgear Replacement, Headworks Improvements, District Office Building Improvements, and the Facility Condition Assessment. Next steps include initiation of the 40-day public review period and a public hearing on June 13, 2018 to review any comments received.

Director Wright noted that the Board is aware of the District's aging infrastructure needs and asked if those needs will be addressed with the proposed projects. Mr. Vo responded affirmatively and noted that staff has worked in close coordination to identify and assess the treatment plant and pump station needs and incorporate projects and associated funding to include them in the CIP. Director Longmire concurred that he reviewed the draft CIP at the April 4, 2018 Finance Committee Meeting and feels confident that staff has prepared a CIP that will address aging infrastructure needs.

Director Longmire moved approval, seconded by Director Wright, and by voice vote (Ayes: *Wright*, *Longmire* and *Glover* Noes: *None*; Absent: *None*) the Board received the Report and set the public hearing for the June 13, 2018 Board Meeting.

**PRESENTATIONS AND REPORT****Receive Report on National Pollutant Discharge Elimination System Compliance Inspection**

Mr. Gonzalez reported on the District's recent National Pollutant Discharge Elimination System (NPDES) Permit Compliance Evaluation Inspection (CEI) results. The District's self-monitoring program is managed by the San Francisco Bay Regional Water Quality Control Board (RWQCB) and requires periodic inspection and audit of compliance with regulations and permit conditions, accuracy of submitted information, and sampling and monitoring adequacy. The CEI was conducted on February 14, 2018 by Mr. Vince Christian, a Water Resource Control Engineer with RWQCB. Chain of custody, quality control, and equipment calibration records were reviewed and a facilities tour was provided. No deficiencies were noted in the final inspection results. Mr. Christian complimented staff on the facilities and the District's stellar compliance record. Based on its 14-year compliance record without a permit exceedance, the District

is in the top 1% of all wastewater agencies nationwide. Mr. Gonzalez noted that, although it is challenging at times to maintain this record, staff always strives to learn from each challenge.

The Board congratulated Mr. Gonzalez and staff on the successful inspection results.

### **MANAGER'S COMMENTS**

Mr. De Lange reported that he will be presenting on the District's groundbreaking East County Bioenergy Project at the California Water Environment Association (CWEA) Annual Conference next week in Sacramento, which will provide a good opportunity for two-way exchange with industry peers.

### **DIRECTORS COMMENTS:**

Following an unexpected loss within the local community, Director Wright reminded everyone to maintain a balanced life, make sure to take vacation time, and enjoy family.

Chair Glover reported that his office has relocated to downtown Pittsburg at 190 E. 4<sup>th</sup> Street.

### **CORRESPONDENCE**

Receive Monthly Federal Report dated March 2018, Key Advocates, Inc., Western Recycled Water Coalition, Project No. 90024

The Board received and filed the report.

Receive Letter dated March 15, 2018, California Sanitation Risk Management Authority, Pooled Liability Program Twenty-Sixth Dividend Declaration

The Board received and filed the report.

### **CLOSED SESSION**

None

### **ADJOURNMENT**

Chair Glover adjourned the meeting at 5:06 p.m. The next regular meeting of the Board of Directors will be on Wednesday, May 9, 2018, at 5:30 p.m.

*FOR*   
\_\_\_\_\_  
D. Pete Longmire  
Secretary

(Recording Secretary:

Denise Cappucini Jones)