

Board of Directors Meeting Minutes
DELTA DIABLO
May 14, 2025

The meeting was called to order by Chair Juan Banales at 4:33 pm, on Wednesday, May 14, 2025. Present was Vice Chair Scales-Preston. Director Monica Wilson was absent. Also present were Rebecca Hooley, District Counsel; Vince De Lange, General Manager; Brian Thomas, Deputy General Manager; Nitish Sharma, Business Services Director; Murat Bozkurt, Engineering Services Director/District Engineer; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; Thanh Vo, Senior Engineer; Jungjoon Park, Laboratory Manager; Joaquin Gonzalez, Operations Manager; Jamie Lyn Alfonso, Human Resources and Risk Manager; Jason Piper, IT Manager (MA bargaining unit representative [BU rep]); Todd Ravazza, Safety Manager (MA BU rep); Jeffrey Beckham, Purchasing Supervisor; Cindy Kirk, Administrative Assistant III; Jennifer Moniz, Accounting Technician; Steve Baptista, Warehouse Technician II (O&M BU rep); Alex Nepomuceno, Accounting Technician; Sean Williams, Associate Engineer; Nayeli Basulto, Junior Engineer; Jose Martinez, Operator III; Eka Ekanem, Senior Accountant; Anthony Novero, Operator III; Joe Gois, Maintenance Mechanic II; Will Martinez, E/I Technician II; Jason Booe, Maintenance Mechanic I; Eric Wise, Maintenance Mechanic III (O&M BU rep); Anthony Dejesus, CSW III; Ben Huffman, Warehouse Technician I; Brian Padilla, Operator II; Chris Phillips, Senior Operator; Doug Schreiner, Senior Operator (O&M BU rep); Juan Arevalo, Senior Operator; Mike McKinney, Maintenance Mechanic II; Samuel Gonzalez, Operator II; Cody Haight, Maintenance Mechanic II; Taylor Schofield, Operator III; Ron Crowell, Operator I; Winston Ingram, PEU Local One President; and Aimee Pratali, AFSCME Council 57.

PUBLIC COMMENTS – None.

PUBLIC HEARING

Conduct Public Hearing on District Position Vacancies and Recruitment and Retention Efforts under Government Code Section 3502.3 (Assembly Bill 2561)

Chair Banales opened the public hearing. Ms. Alfonso provided an overview of AB 2561, a breakdown of District positions by bargaining unit, average monthly vacancy rates in 2024, and a breakdown of vacancies created by category, while noting the high vacancy reporting threshold (i.e., >20%) was not exceeded for any bargaining unit. She reviewed the District's recruitment and hiring process and closed with a summary of hiring challenges and potential improvements.

Ms. Pratali expressed concerns regarding organizational culture, management style, and employee turnover.

Mr. Piper commented on unfunded MA positions and associated workforce impacts.

Vice Chair Scales-Preston noted the extended average recruitment period and asked whether the District coordinates with other agencies to follow best practices. Ms. Alfonso noted the District works with peer agencies and continues to focus on shortening recruitment periods.

Chair Banales and Vice Chair Scales-Preston thanked the bargaining unit representatives for sharing their important perspectives.

Chair Banales invited the presenters to provide closing remarks. Ms. Alfonso acknowledged the Bargaining Units' concerns, noting that as part of the Workforce Development Goal, the

District will look for opportunities to strengthen the recruitment process, while continuing to build an engaged, skilled workforce. Mr. Piper noted he is looking forward to working with the District to address issues associated with vacancies.

Chair Banales called for public comments. Ms. Nichols-Fritzler noted five speaker cards were received.

Ms. Schofield expressed concerns regarding regulatory compliance, organizational transparency, and equity.

Mr. Crowell expressed concerns regarding communication, teamwork, and institutional knowledge with high employee turnover.

Mr. Martinez expressed concerns regarding accountability and ownership, a disconnect with senior management, capital project impacts on operations, and recruitment and retention challenges.

Mr. Phillips expressed concerns regarding staff training, professional development, organizational culture, work environment, transparency, and retention.

Mr. Ingram stated that employees do not feel appreciated and fear retaliation for voicing concerns regarding District leadership.

Chair Banales closed the public hearing at 5:03 pm.

Vice Chair Scales-Preston emphasized the importance of a good work culture, acknowledged the Bargaining Unit representatives and public speakers, noted the Board heard their concerns, and stated she would like the Board to evaluate opportunities to improve the organizational culture and work environment

Chair Banales thanked everyone for attending the meeting and speaking, and noted the Board would support assessing the issues and make improvements.

RECOGNITION

Introduction of Jeffrey Beckham, Purchasing Supervisor, to the District

The Board welcomed Mr. Beckham to the District.

Congratulate Samuel Gonzalez on His Promotion to WWTP Operator II

The Board congratulated Mr. Gonzalez on his promotion.

CONSENT CALENDAR

Vice Chair Scales-Preston moved approval of the Consent Calendar, seconded by Chair Banales and by roll call vote (*Ayes: Banales and Scales-Preston; Noes: None; Absent: Wilson; Abstain: None*), the following Consent Calendar items were approved: Approve Minutes of Board of Directors Special Meeting, April 23, 2025; Receive Notes of Board of Directors Finance Committee Meeting, May 7, 2025; Receive District Monthly Check Register for April 2025; Adopt Resolution Approving Updated Sewer System Management Plan as Mandated by State Water Resources Control Board; Receive Third Quarter FY24/25 District Investment Report; Authorize General Manager to Execute Consulting Services Contract in an Amount Not to Exceed \$392,111, Brown and Caldwell, Engineering Services, Digester Nos. 1 and 3 Rehabilitation, Project No. 25116; and Authorize General Manager to Execute Consulting Services Contract in an Amount Not to Exceed \$405,576, Carollo Engineers, Inc., Engineering Services, SCADA Master Plan Update, Project No. 25114.

DELIBERATION ITEMS

Review Proposed FY25/26-FY29/30 Capital Improvement Program (CIP) and Set Public Hearing for June 26, 2025, to Consider Approval of 5-Year CIP (Murat Bozkurt)

Mr. Bozkurt provided an overview of the 5-year capital improvement program (CIP) development, which includes focusing on investing in aging infrastructure, complying with a new regulatory mandate for nutrient removal, and ensuring fiscal responsibility by maximizing cash funding and providing the lowest overall cost of capital for customers. He noted the significant increase in the proposed CIP—\$238.1 million, which represents a \$51 million increase from the current \$187.1 million CIP. Mr. Bozkurt reviewed the major cost impact drivers, noting that six critical, high-priority capital projects comprise 85% of the proposed 5-year CIP. He reviewed planned CIP expenditures by major infrastructure area and by fiscal year through FY34/35. In closing, Mr. Bozkurt highlighted the capital budget appropriation request for FY25/26 and FY26/27 and reviewed the CIP development and approval schedule and recommendations.

Ms. Nichols-Fritzler stated no public comments were received.

Vice Chair Scales-Preston moved approval, seconded by Chair Banales and by roll call vote (*Ayes: Banales and Scales-Preston; Noes: None; Absent: Wilson; Abstain: None*), the Board Set the Public Hearing for June 26, 2025, to Consider Approval of the 5-Year CIP.

Approve FY25/26 Classification Control Plan

Mr. Thomas reviewed the proposed FY25/26 CCP, which consolidates Board-approved classifications, maximum staffing levels, and position funding plans in a concise summary document. Mr. Thomas commented that the CCP directly supports the Workforce Development goal in the Strategic Plan and effective internal communications by highlighting promotional opportunities, flexibly staffed positions, career paths, and succession planning efforts. He provided an overview of staffing levels, summarized engagement with the District's three bargaining units, and noted their concerns regarding recruitment and retention impacts associated with maximum staffing limits. In closing, he noted that sufficient funding is included in the proposed FY25/26 Budget. Ms. Nichols-Fritzler stated that no public comments were received. Vice Chair Scales-Preston moved approval, seconded by Chair Banales and by roll call vote (*Ayes: Banales and Scales-Preston; Noes: None; Absent: Wilson; Abstain: None*), the Board approved the FY25/26 Classification Control Plan.

Receive Report on Proposed FY25/26 Strategic Initiatives to Support District Strategic Plan

Mr. Thomas reviewed nine proposed Strategic Initiatives for the upcoming fiscal year that directly support the six goal areas in the District's Strategic Plan. Ms. Nichols-Fritzler stated that no public comments were received.

Mr. De Lange noted the employee engagement and workforce development related initiative would be modified to reflect a focus on improving organizational culture.

Receive Report on Key Assumptions for Proposed FY25/26-FY26/27 Operating Budget Development

Ms. Lyons provided an overview of the proposed FY25/26-FY26/27 Operating Budget, including a review of revenue sources and significant budget increase drivers. She reviewed historical budget increases, highlighting an annualized average increase of 3.4% over the last six years as a positive outcome despite significant inflationary pressure and cost increase drivers. Ms. Lyons reviewed a breakdown of expenses with detailed information by major category, including salaries, benefits, chemicals, utilities, office/operating and other, and outside services. In closing, she reviewed the planned budget development and approval process schedule, which includes consideration of a biennial budget approval on June 26, 2025. Ms. Nichols-Fritzler stated no public comments were received.

PRESENTATIONS AND REPORTS – None.

GENERAL MANAGER COMMENTS – None.

BOARD MEMBER COMMENTS – None.

CORRESPONDENCE – None.

CLOSED SESSION – None.

ADJOURNMENT

Chair Banales adjourned the meeting at 6:02 pm and noted the next Board of Directors Meeting will be held at 4:30 pm on June 11, 2025.



Monica Wilson
Board Secretary

(Recording Secretary: Cecelia Nichols-Fritzler)