

Meeting of the Board of Directors Minutes
DELTA DIABLO
December 13, 2023

The meeting was called to order by Chair Juan Banales at 4:31 pm, on Wednesday, December 13, 2023. Vice Chair Glover was absent. Present was Director Monica Wilson. Also present were Rebecca Hooley, District Counsel; Vince De Lange, General Manager; Brian Thomas, Deputy 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; Dustin Bloomfield, Maintenance Manager; Amanda Roa, Environmental Programs Manager (and Management Association bargaining unit representative); Joaquin Gonzalez, Operations Manager (and Management Association bargaining unit representative); Gabriel Duong, Laboratory Manager; Thanh Vo, Senior Engineer; Sean Williams, Associate Engineer; Mark Guadagni, Associate Engineer; Celia Kitchell, Assistant Engineer; Hasib Noori, Systems Administrator; and Trevor Simpson, Maintenance Supervisor.

PUBLIC COMMENTS – None.

RECOGNITION

Introduction of Hasib Noori, Systems Administrator, to the District

Mr. Sharma introduced Mr. Noori, who joined the District on October 30, 2023. Mr. Sharma noted that Mr. Noori gained significant expertise and experience in network administration, cybersecurity, and software applications during his 8-year career in the private sector and earned a B.S. Degree in Software Development, Southern New Hampshire University. Mr. Noori shared his enthusiasm for applying his background and experience at the District and thanked the Board for the opportunity. The Board welcomed Mr. Noori to the District.

Adopt Resolution to Fly District Flags at Half-Staff Commencing at Sunrise on December 14, 2023, for a Period of Seven Days, in Memory of Shawn Redmond, Maintenance Mechanic II, Who Passed Away on November 25, 2023

Mr. Eckerson presented a Resolution to the Board, requesting to fly the District flags at half-staff in memory of Mr. Shawn Redmond, Maintenance Mechanic II, who passed away on November 25, 2023. Mr. Eckerson highlighted Mr. Redmond's 22-years of dedicated service at the District, during which he was a well-respected team member with a positive, enthusiastic, supportive, and impactful presence. He noted Mr. Redmond's significant expertise in maintaining the District's Cogeneration System, which is critical to resource recovery efforts, as well as his excellent leadership, commitment to industry association engagement, and recognition as CWEA SF Bay Section "Mechanical Technologist of the Year" and CWEA "Mechanic of the Year" in 2006. Mr. Eckerson shared that Mr. Redmond will be greatly missed at the District and that the recommendation to fly the District flags at half-staff is a small gesture that acknowledges the positive impact he made while serving at the District.

Director Banales commented that Mr. Redmond's passing is a huge loss for the District, and it is fitting to lower the flag in his honor. Chair Banales and Director Wilson extended their condolences to the Redmond family and District staff.

Director Wilson called for a motion for approval, Chair Banales moved approval, and by voice vote (Ayes: *Banales and Wilson*; Noes: *None*, Absent: *Glover*, Abstain: *None*) the Board Adopted a Resolution to fly the District flags at half-staff commencing at sunrise on December 14, 2023, for a period of seven days in memory of Shawn Redmond, Maintenance Mechanic II, who passed away on November 25, 2023.

CONSENT CALENDAR

Director Wilson moved approval of the Consent Calendar, noting the correction to Item F/11, seconded by Chair Glover and by roll call vote (Ayes: *Banales and Wilson*; Noes: *None*; Absent: *Glover*; Abstain: *None*), the following Consent Calendar items were approved: Approve Minutes of the Board of Directors Meeting, November 8, 2023; Approve Delta Diablo Board of Directors Meeting Schedule for 2024; Approve Reappropriation of Capital Improvement Program (CIP) Budget Carried Forward from FY22/23 to FY23/24, and Adjustment and/or Closing of CIP Projects in FY22/23; Receive Annual Report on Collection of Capital Facilities Capacity Charges for FY22/23; Receive District Monthly Check Register for October 2023; Authorize General Manager to Transfer Monies to Onsite Fueling Station Replacement Project from Wastewater Capital Asset Replacement Fund Reserves in the Amount of \$350,000, for a New Total Project Budget of \$1,400,000, Onsite Fueling Station Replacement, Project No. 19112; Accept Project as Complete and Authorize General Manager to File Notice of Completion, Con-Quest Contractors, Inc., Bridgehead Pipeline Replacement, Project No. 21123; Authorize General Manager to Execute Amendment No. 2 to General Services Contract, Extending Term for One Year, January 1, 2024, through December 31, 2024, and Authorize Payment in the Amount of \$164,000, for a New Total Contract Amount Not to Exceed \$440,000, Northpoint Security Services, Inc., Site Security Services; Authorize General Manager to Execute General Services Contract with Modified Indemnification Language and Issue Purchase Order in the Amount of \$80,000, Unifirst Corporation, Uniform Rental and Laundering Services; Authorize General Manager to File California Environmental Quality Act Notice of Exemption with Contra Costa County and State Clearinghouse, Cogeneration System Improvements, Project No. 22114; and Authorize General Manager to Executive Amendment No. 5 to General Services Contract in the Amount of \$28,000, for a New Total Contract Amount Not to Exceed \$151,300, Boucher Law, Recruitment Services.

DELIBERATION ITEMS

Consider Award and Authorize General Manager to Execute Consulting Services Contract in an Amount Not to Exceed \$474,944, Woodard & Curran, Inc., Engineering Services; and Authorize General Manager to Transfer Monies to Recycled Water Master Plan and RWF Condition Assessment Project from Recycled Water Capital Asset Fund (\$125,000) Reserves and Advanced Treatment Fund (\$125,000) Reserves in the Amount of \$250,000, for a New Total Project Budget of \$550,000, Recycled Water Master Plan and RWF Condition Assessment, Project No. 24113

Mr. Vo provided an overview of the District's resource recovery efforts, and highlighted the overall and specific project goals, including conducting an RWF condition assessment to meet Calpine agreement obligations, evaluating recycled water (RW) expansion opportunities, identifying RW quality capital improvements, evaluating RW opportunities with nutrient management benefits, identifying funding opportunities, and ensuring internal and external stakeholder engagement. Mr. Vo reviewed the consultant selection process, scope of services and associated cost breakdown, current project schedule, budget considerations, and next steps. In response to a question from Director Wilson. Mr. Vo clarified that Calpine's use of carbon capture technology at its LMEC facility and future plans to implement this technology at its DEC facility.

There were no public comments. The Board thanked Mr. Vo for the presentation. Director Wilson moved approval of the recommended actions, seconded by Chair Banales and by voice vote (*Ayes: Banales and Wilson; Noes: None; Absent: Glover; Abstain: None*), the Board considered award and authorized the General Manager to execute consulting services contract in an amount not to exceed \$474,944, Woodard & Curran, Inc., engineering services, and authorized General Manager to transfer monies to Recycled Water Master Plan and RWF Condition Assessment Project from Recycled Water Capital Asset Fund (\$125,000) Reserves and Advanced Treatment Fund (\$125,000) Reserves in the amount of \$250,000, for a new total project budget of \$550,000, Recycled Water Master Plan and RWF Condition Assessment, Project No. 24113.

PRESENTATIONS AND REPORTS – None.

GENERAL MANAGER COMMENTS

Mr. De Lange commented he met with Congressman DeSaulnier's office on December 12, 2023, to discuss the District's priority focus areas for the 2024 Water Resources Development Act (WRDA), which will also be included for discussion when he attends the upcoming CASA DC conference in February 2024.

BOARD MEMBER COMMENTS – None.

CORRESPONDENCE

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

The Board received and filed the report.

CLOSED SESSION

Chair Banales convened to Closed Session at 5:01 pm.

ADJOURNMENT

Chair Banales reconvened to Regular Session at 5:28 pm. Ms. Hooley announced there was nothing to report out of Closed Session. Chair Banales adjourned the meeting at 5:28 pm. and noted the next regular Board of Directors Meeting is scheduled for 4:30 pm on January 10, 2024.



Monica Wilson
Board Secretary

(Recording Secretary: Cecelia Nichols-Fritzler)

cc: District File No. BRD.01-MINS