

AGENDA

BOARD OF DIRECTORS MEETING

DELTA DIABLO
(a California Special District)

2500 Pittsburg-Antioch Highway | Antioch, CA 94509
(Note: There will be no in-person meeting at the District.)
WEDNESDAY, JANUARY 12, 2022
4:30 P.M.

In lieu of a public gathering, the Board of Directors meeting will be accessible via ZOOM to all members of the public as permitted by the Government Code Section 54953(e).

The Board of Directors Meeting on January 12, 2022 will not be physically open to the public and all Board Members will be teleconferencing into the meeting. Members of the public can observe the meeting by following the steps listed below to view and listen to the Board Meeting.

Persons who wish to address the Board during the Public Comment period or with respect to an item on the Agenda will be limited to two (2) minutes. The Secretary to the Board will call on members of the public at the beginning of the meeting to establish a speaking order. Please indicate whether you wish to speak during the Public Comment period or on a specific Agenda item at that time.

The Board Chair may reduce the amount of time allotted to provide comments at the beginning of each item or public comment period depending on the number of comments and the business of the day. Your patience is appreciated.

Presentations will be made available online at <https://www.deltadiablo.org/board-meetings> approximately one hour prior to the start of the Board meeting.

How to view, listen to, and provide a Public Comment during the meeting via ZOOM:

Using your computer, access the Zoom meeting at: <https://us02web.zoom.us/j/82237856650>

How to listen and provide a Public Comment during the meeting via ZOOM:

§ **Using your telephone, access the Zoom meeting by dialing (669) 900-6833**

§ **Meeting ID: 822 3785 6650**

The District will provide reasonable accommodations for persons with disabilities who plan to participate in Board (or committee) meetings by contacting the Secretary to the Board 24 hours prior to the scheduled meeting at (925) 756-1927. Disclosable public records related to an open session item on a regular meeting agenda and distributed by the District to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspection on the District website at www.deltadiablo.org

AGENDA

BOARD OF DIRECTORS MEETING

DELTA DIABLO

(a California Special District)

2500 Pittsburg-Antioch Highway | Antioch, CA 94509

(Note: There will be no in-person meeting at the District.)

WEDNESDAY, JANUARY 12, 2022

4:30 P.M.

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENTS

D. BOARD REORGANIZATION

Approve Reorganization of the Board for 2022 and Appoint Board Committee Members, Alternates, and Representatives (Vince De Lange)

E. RECOGNITION

- 1) **Adopt** Resolution Commending and Congratulating Cheryl Rhodes Alexander, Human Resources and Risk Manager, on Her Retirement from the District (Brian Thomas)
- 2) **Introduction** of Christopher O'Connor, Wastewater Treatment Plant Operator III, to the District (Joaquin Gonzalez)
- 3) **Introduction** of Kelly Ring, Chemist I, to the District (Dean Eckerson)
- 4) **Introduction** of Niger Edwards, Human Resources and Risk Manager, to the District (Brian Thomas)
- 5) **Congratulate** Doug Schreiner (Senior Operator), Taylor Schofield (WWTP Operator II), Nick Muchmore (WWTP Operator III), Trevor Simpson (Maintenance Supervisor), and Anthony Novero (WWTP Operator II) on Promotions (Dean Eckerson)

F. CONSENT CALENDAR

- 1) **Approve** Minutes of the Board of Directors Meeting, December 8, 2021 (Cecelia Nichols-Fritzler)
- 2) **Receive** Notes from Board of Directors Finance Committee Meeting, January 5, 2022 (Cecelia Nichols-Fritzler)
- 3) **Receive** District Monthly Check Register for November 2021 (Eka Ekanem)
- 4) **Adopt** Resolution Commending and Congratulating Carol Margetich, Business Services Director, on Her Retirement from the District (Vince De Lange)
- 5) **Adopt** Resolution Commending and Congratulating Jason Wong, Chemist II, on His Retirement from the District (Dean Eckerson)

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- 6) **Adopt** Resolution Commending and Congratulating Jayne Strommer, Government Affairs Manager, on Her Retirement from the District (Brian Thomas)
- 7) **Authorize** General Manager to Transfer Monies to Pump Station Facilities Repair Project From Wastewater Capital Asset Replacement Fund Reserves in an Amount of \$400,000, for a Total Project Budget of \$14,718,914; **Authorize** General Manager to Approve Contract Change Orders in an Amount Not to Exceed 13% of the Construction Contract Amount, for a New Total Authorization of \$11,155,360, W.M. Lyles, Co.; and **Authorize** General Manager to Execute Amendment No. 3 to Consulting Services Contract in the Amount of \$60,000, for a New Total Contract Amount of \$1,457,445, ICM Group, Inc., Construction Management and Inspections Services, Pump Station Facilities Repair, Project No. 80008 (Sean Williams)
- 8) **Approve** and **Authorize** General Manager to Execute Six-Month General Services Contract for a Total Amount Not to Exceed \$20,378, Including Annual Extensions Not to Exceed Four (4) Years, for a Total Contract Amount Not to Exceed \$183,402, from January 1, 2022 through June 30, 2026, New Image Landscape Company, Landscape Maintenance Services (Dean Eckerson)
- 9) **Approve** and **Authorize** General Manager to Execute Interagency Agreement for a Total Contract Amount Not to Exceed \$140,000, from November 17, 2021 through June 30, 2022, Contra Costa County, Department of Information Technology, Information Technology Services (Brian Thomas)

G. DELIBERATION ITEMS

Consider Adopting Resolution Authorizing the Board of Directors, in All Its Capacities, Including the Integrated Financing Corporation, and Its Subcommittees to Continue Teleconference Meetings Under Government Code Section 54953(e), **Make** Related Findings, and **Take** Related Actions (Cecelia Nichols-Fritzler)

H. PRESENTATIONS AND REPORTS

Receive Audited Annual Comprehensive Financial Report and Memorandum on Internal Control for Fiscal Year 2020/2021 (Anika Lyons)

I. MANAGER'S COMMENTS

J. DIRECTORS' COMMENTS

K. CORRESPONDENCE

Receive Monthly Lobbyist Report Dated December 2021, Key Advocates, Inc., Western Recycled Water Coalition, Project No. 90024 (Brian Thomas)

L. CLOSED SESSION

None.

M. ADJOURNMENT

The next Board of Directors meeting will be held on February 9, 2022 at 4:30 p.m.

The District will provide reasonable accommodations for persons with disabilities who plan to participate in Board (or committee) meetings by contacting the Secretary to the Board 24 hours prior to the scheduled meeting at (925) 756-1927. Disclosable public records related to an open session item on a regular meeting agenda and distributed by the District to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspection on the District website at www.deltadiablo.org

ITEM D

January 12, 2022

APPROVE REORGANIZATION OF THE BOARD FOR 2022 AND APPOINT BOARD COMMITTEE MEMBERS, ALTERNATES, AND REPRESENTATIVES

Recommendation

Approve reorganization of the Board for 2022 and appoint Board committee members, alternates, and representatives.

Background Information

In January each year, the Board of Directors is required to elect officers and make committee appointments for the calendar year. Traditionally, Board officer positions have rotated among the three Board members.

Analysis

The current Board officer positions and proposed rotation for 2022 are shown below.

Position	2021 Current Officers	2022 Proposed Officers
Chair	Federal Glover	Monica Wilson
Vice Chair	Monica Wilson	Juan Banales
Secretary	Juan Banales	Federal Glover

In addition, the current Board Chair proposes appointments to the Finance Committee, Personnel Committee, and East County Water Management Association (ECWMA) with appointments based on maximizing continuity with each Director serving as lead representative on one committee, as well as a committee alternate representative in case availability conflicts arise. The current and proposed Board committee appointments for 2022 are shown below.

Committee	Current	2022 Proposed Appointments	2022 Proposed Alternates
Finance	Juan Banales	Juan Banales	Monica Wilson
Personnel	Federal Glover	Federal Glover	Juan Banales
ECWMA	Monica Wilson	Monica Wilson	Federal Glover

The current Board Chair is requested to conduct an election by seeking Board approval of the proposed Board officer and committee assignments, which would become effective on February 1, 2022.

Financial Impact

None.

Reviewed by:



Vince De Lange
General Manager



January 12, 2022

ADOPT RESOLUTION COMMENDING AND CONGRATULATING CHERYL RHODES ALEXANDER, HUMAN RESOURCES AND RISK MANAGER, ON HER RETIREMENT FROM THE DISTRICT

Recommendation

Adopt Resolution commending and congratulating Ms. Cheryl Rhodes Alexander, Human Resources and Risk Manager, on her retirement from the District.

Background Information

Ms. Rhodes Alexander began her career with the District as a Human Resources and Risk Manager in August 2006 and retired on December 17, 2021, following over 15 years of service at the District.

Analysis

During her tenure, Ms. Rhodes Alexander effectively managed a broad range of critical human resources and risk management functions to support District operations, including labor relations, recruitment and selection processes, employee benefits administration, training and development, performance management, policy development, workers' compensation administration, and insurance coverage. In particular, she was instrumental in the District's efforts to identify, adapt, and implement protective measures and processes to protect employee health and safety in the workplace during the COVID-19 pandemic. In her role, Ms. Rhodes Alexander consistently engaged with peer agencies to share knowledge and develop effective and adaptive approaches to challenging, emerging issues at the District.

Ms. Rhodes Alexander pursued educational and training opportunities to support professional development, including earning a Master's Degree in Career/College Student Services from Saint Mary's College and earning multiple Human Resources Professional certifications. In fulfilling her critical role and responsibility at the District, Ms. Rhodes Alexander consistently demonstrated her dedicated commitment to public service, a high degree of professionalism, active engagement, and effective issue resolution in her work approach. The District wishes her well in her future endeavors.

Attachment

Resolution Commending and Congratulating Cheryl Rhodes Alexander, Human Resources and Risk Manager, on Her Retirement

Reviewed by:



Brian Thomas
Acting Business Services Director

cc: Ms. Cheryl Rhodes Alexander
District File HR.01-PEF-416



**BEFORE THE BOARD OF DIRECTORS
OF DELTA DIABLO**

**Re: Commending and Congratulating)
Cheryl Rhodes Alexander, Human Resources)
and Risk Manager, on Her Retirement)**

RESOLUTION NO. 01/2022

THE BOARD OF DIRECTORS OF DELTA DIABLO HAS DETERMINED THAT:

WHEREAS, Ms. Cheryl Rhodes Alexander began her career with the District as a Human Resources and Risk Manager in August 2006 and retired on December 17, 2021, following over 15 years of service at the District; and

WHEREAS, she effectively managed a broad range of critical human resources and risk management functions to support District operations, including labor relations, recruitment and selection processes, employee benefits administration, training and development, performance management, policy development, workers' compensation administration, and insurance coverage; and

WHEREAS, she was instrumental in the District's efforts to identify, adapt, and implement protective measures and processes to protect employee health and safety in the workplace during the COVID-19 pandemic; and

WHEREAS, she consistently engaged with peer agencies to share knowledge and develop effective and adaptive approaches to challenging, emerging issues at the District; and

WHEREAS, she pursued educational opportunities during her career including earning a Master's degree in Career/College Student Services from Saint Mary's College and holding multiple Human Resources Professional certifications, which demonstrated her commitment to further her expertise in human resources and risk management; and

WHEREAS, Ms. Rhodes Alexander consistently demonstrated her dedicated commitment to public service, a high degree of professionalism, active engagement, and effective issue resolution in her work approach and will be greatly missed at the District.

NOW THEREFORE, the Board of Directors of Delta Diablo DOES HEREBY RESOLVE AND ORDER as follows:

Ms. Cheryl Rhodes Alexander is hereby commended and thanked for over 15 years of outstanding service and dedication to the District. The Board of Directors and staff wish her well in all her future endeavors.

PASSED AND ADOPTED on January 12, 2022, by the following vote:

AYES:
NOES:

ABSENT:
ABSTAIN:

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution adopted by the Board of Directors of Delta Diablo on January 12, 2022.

ATTEST: Juan Banales
Board Secretary

By: _____

January 12, 2022

INTRODUCTION OF CHRISTOPHER O’CONNOR, WASTEWATER TREATMENT PLANT OPERATOR III, TO THE DISTRICT

Recommendation

Welcome Mr. Christopher O’Connor, Wastewater Treatment Plant Operator III, to the District.

Background Information

The District previously completed a recruitment effort to establish an eligibility list to fill vacant Wastewater Treatment Plant (WWTP) Operator positions. The comprehensive and competitive selection process included an initial oral interview to establish candidate rankings, as well as a second interview. Based on the results of the interviews, Mr. O’Connor was selected as the most qualified candidate for the WWTP III Operator position. Reference checks were performed, which confirmed his ability to be a valuable team member. Mr. O’Connor began his employment with the District on December 6, 2021.

Analysis

Mr. O’Connor has over five years of experience in the wastewater industry. Prior to joining the District, he was employed as an Operator Technician 3 for the Fairfield-Suisun Sewer District. Mr. O’Connor has achieved Wastewater Operator Grade III certification from the State Water Resources Control Board and earned an Associate in Science Degree in Wastewater and Wastewater Technology from Solano Community College. He possesses a variety of operational and technical skills that will directly support organizational improvement, the District’s core mission of protecting public health and the environment, and the Environmental Stewardship goal in the District’s Strategic Plan (dated August 2021).

In addition, Mr. O’Connor enjoys spending time with his family, including his young son, and appreciates outdoor activities, including dirt bike riding, camping, and snowboarding.

Financial Impact

Sufficient funding for the WWTP Operator III position is included in the adopted Fiscal Year 2021/2022 Budget.

Attachments

None.

Prepared by:  _____

Dean Eckerson
Resource Recovery Services Director

cc: Mr. Christopher O’Connor, WWTP Operator III
District File No. HR.01



January 12, 2022

INTRODUCTION OF KELLY RING, CHEMIST I, TO THE DISTRICT

Recommendation

Welcome Ms. Kelly Ring, Chemist I, to the District.

Background Information

The District previously completed a recruitment process to establish an eligibility list to fill vacant Chemist positions. Based on the results of a comprehensive and competitive selection process, Ms. Ring was selected as the most highly qualified candidate for this position.

Analysis


Ms. Ring began her employment with the District on December 27, 2021. She has over ten years of experience working in private contract laboratories and public water/wastewater utility laboratories. She earned a Bachelor of Science Degree in Chemistry from University of California, Davis. Prior to joining the District, Ms. Ring was employed as a Chemist at the City of Pinole and as an Aquatic Ecotoxicologist at McCampbell Analytical, Inc. She is very familiar with wastewater analysis and bioassay toxicity studies and will utilize her knowledge and skills to support the Environmental Stewardship goal in the District's Strategic Plan (dated August 2021).

Financial Impact

Sufficient funding for the Chemist I position is included in the adopted Fiscal Year 2021/2022 Budget.

Attachments

None.

Reviewed by: 

Dean Eckerson
Resource Recovery Services Director

cc: Ms. Kelly Ring, Chemist I
District File No. HR.01



January 12, 2022

INTRODUCTION OF NIGER EDWARDS, HUMAN RESOURCES AND RISK MANAGER,
TO THE DISTRICT

Recommendation

Welcome Ms. Niger Edwards, Human Resources and Risk Manager, to the District.

Background Information

The District recently completed a recruitment and selection process to fill the Human Resources and Risk Manager position. Based on the results of a comprehensive and highly competitive recruitment process, Ms. Edwards was selected as the most qualified candidate for this position and joined the District on December 20, 2021.

Analysis

Ms. Edwards has a Bachelor of Science Degree in Business Administration and over 15 years of human resources experience in the public sector with progressively increasing levels of responsibility. Prior to joining the District, she served as Manager of Employee Relations at East Bay Municipal Utility District after working at the City and County of San Francisco and Alameda County. Ms. Edwards has extensive experience with employee relations, performance evaluation, recruitments, training, classification and compensation studies, supervisory techniques, and implementation of strategic and organizational improvement initiatives. Ms. Edwards will apply her extensive knowledge and experience to directly manage key organizational improvement focus areas, including revamping the employee planning and appraisal process, fostering employee engagement and recognition, enhancing professional development and training, effective onboarding of new employees, and updating District policies and procedures, in support of the Workforce Development goal in the District's Strategic Plan.

Financial Impact

Sufficient funding for the Human Resources and Risk Manager position is included in the adopted Fiscal Year 2021/2022 Budget.

Attachments

None.

Reviewed by: _____



Brian Thomas
Acting Business Services Director

cc: Ms. Niger Edwards, Human Resources and Risk Manager
District File No. HR.01



January 12, 2022

CONGRATULATE DOUG SCHREINER (SENIOR OPERATOR), TAYLOR SCHOFIELD (WWTP OPERATOR II), NICK MUCHMORE (WWTP OPERATOR III), TREVOR SIMPSON (MAINTENANCE SUPERVISOR), AND ANTHONY NOVERO (WWTP OPERATOR II) ON PROMOTIONS

Recommendation

Congratulate Doug Schreiner (Senior Operator), Taylor Schofield (WWTP Operator II), Nick Muchmore (WWTP Operator III), Trevor Simpson (Maintenance Supervisor), and Anthony Novero (WWTP Operator II) on recent promotions at the District.

Background Information

In recognition of significant career progression achievements, the District would like to recognize multiple employees who have recently earned job promotions as a result of their commitment to professional development through advancing training, certification, and experience levels. These achievements directly support implementation of the District's Strategic Plan (dated August 2021); in particular, Strategy No. 2, "Promote employee professional development and training to ensure readiness and adaptability to meet future workforce challenges and needs" under the Workforce Development goal area, which also includes the following key objective:

- § Strategic Plan – Key Objective (under Workforce Development Goal, Strategy No. 2): Encourage staff to acquire certifications, licenses, and training, and demonstrate personal commitment to professional development through use of tuition reimbursement programs, and participation in management/supervisory training and/or industry association training, seminars/webinars, and conferences

Analysis

The District would like to recognize and congratulate the following employees on their promotional achievements in filling critical roles within the Resource Recovery Services Department:

- § Doug Schreiner (Senior Operator): Effective August 8, 2021, Mr. Schreiner was promoted from WWTP Operator III to Senior Operator following 10.5 years of experience at the District, during which he gained significant plant operational experience and demonstrated excellent leadership skills.
- § Taylor Schofield (WWTP Operator II): Effective August 8, 2021, Ms. Schofield was promoted from WWTP Operator I to WWTP Operator II following 4.5 years of experience at the District, during which she gained valuable knowledge and experience and confirmed her commitment to career development and advancement.
- § Nick Muchmore (WWTP Operator III): Effective August 16, 2021, Mr. Muchmore was promoted from WWTP Operator II to WWTP Operator III (Lead Operator) following 6.75 years of service at the District, which reflects his commitment to professional development in filling a critical leadership position with recent staffing challenges.
- § Trevor Simpson (Maintenance Supervisor): Effective November 8, 2021, Mr. Simpson was promoted from Maintenance Planner/Scheduler to Maintenance Supervisor following 14 years of service at the District, during which he consistently exhibited strong technical

knowledge, leadership skills, commitment to teamwork, and job skills and certification progression.

- § Anthony Novero (WWTP Operator II): Effective December 26, 2021, Mr. Novero was promoted from WWTP Operator I to WWTP Operator II following 13 months of service at the District, during which he has demonstrated excellent technical proficiency, knowledge, and leadership abilities.

In addition to supporting key workforce development needs, including institutional knowledge capture and transfer, and long-term succession planning efforts, these internal promotions are critical to meeting the District's core mission of protecting public health and the environment, the Environmental Stewardship Goal in the District's Strategic Plan, and continuing to build on the District's exemplary regulatory compliance record.

The District would like to recognize and congratulate each of these employees on their outstanding achievements.

Financial Impact

Sufficient funding is available in the adopted Fiscal Year 2021/2022 Budget.

Attachments

None.



Reviewed by: _____

Dean Eckerson
Resource Recovery Services Director

cc: Doug Schreiner (Senior Operator)
Taylor Schofield (WWTP Operator II)
Nick Muchmore (WWTP Operator III)
Trevor Simpson (Maintenance Supervisor)
Anthony Novero (WWTP Operator II)
District File HR.01



January 12, 2022

APPROVE MINUTES OF THE BOARD OF DIRECTORS MEETING, DECEMBER 8, 2021

Recommendation

Approve Minutes of the Board of Directors Meeting held on December 8, 2021.

DRAFT

Minutes of the Board of Directors Meeting

DELTA DIABLO

December 8, 2021

The meeting was called to order by Chair Glover at 4:31 p.m., on Wednesday, December 8, 2021, via Zoom. Present were Vice Chair Monica Wilson and Director Juan Banales. Also present were Mary Ann Mason, District Counsel; Vince De Lange, General Manager; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; Dean Eckerson, Resource Recovery Services Director; Carol Margetich, Business Services Director; Brian Thomas, Engineering Services Director/District Engineer; Anika Lyons, Finance Manager; Jackie Baello; Claudia Argenal, Administrative Assistant I; and Judy Phan, Purchasing Supervisor.

Chair Glover read the following statement: “In lieu of a public gathering, the Board of Directors meeting will be accessible via ZOOM to all members of the public as permitted by the Government Code Section 54953(e).”

Ms. Nichols-Fritzler read a statement regarding the process for receiving public comments and the availability of presentations on the District’s website.

PUBLIC COMMENTS

None.

RECOGNITION

Adopt Resolution Commending and Congratulating Jackie Baello, Accounting Technician, on Her Retirement from the District

Ms. Lyons recognized Ms. Baello for retiring from the District on November 30, 2021, after achieving over 13 years of service at the District. Ms. Lyons noted Ms. Baello was promoted twice during her tenure; first in 2012 to Account Clerk II and again in 2015 to Accounting Technician. She also acknowledged Ms. Baello’s significant contribution to efficient District operations and thanked her for her service to the District.

The Board thanked Ms. Baello and wished her well in retirement. Ms. Baello thanked the Board and District staff, and stated she takes great pride in her work at the District and has many fond memories of her time working at the District. Vice Chair Wilson moved approval to Adopt a Resolution Commending and Congratulating Jackie Baello, Accounting Technician, on Her Retirement from the District, seconded by Director Banales and by roll call vote (Ayes: *Banales, Glover, Wilson*, Noes: *None*, Abstain: *None*), the Resolution was adopted.



Introduction of Claudia Argenal, Administrative Assistant I, to the District

Ms. Nichols-Fritzler introduced Ms. Argenal, who began her employment with the District on December 6, 2021. Prior to joining the District, Ms. Argenal worked at various public agencies, where she developed excellent administrative and customer service skills. The Board welcomed Ms. Argenal to the District. Ms. Argenal thanked the Board for the opportunity.

Introduction of Judy Phan, Purchasing Supervisor, to the District

Ms. Lyons introduced Ms. Phan, who began her employment with the District on December 6, 2021. Prior to joining the District, Ms. Phan worked as a Strategic Sourcing Professional III where she led procurement sourcing for materials, services, and construction purchases, managed requests for proposals, negotiated contracts and quotes, reconciled purchase orders, managed inventory control and product management, and supervised warehouse staff. The Board welcomed Ms. Phan to the District. Ms. Phan thanked the Board for the opportunity.

CONSENT CALENDAR

Vice Chair Wilson moved approval of the Consent Calendar, seconded by Director Banales, and by a roll call vote (Ayes: *Banales, Glover, and Wilson*, Noes: *None*; Absent: *None*, Abstain: *None*), the following Consent items were approved: Approve Minutes of the Special Board of Directors Meeting, November 17, 2021; Approve Delta Diablo Board of Directors Meeting Schedule for 2022; Receive District Monthly Check Register for October 2021; Adopt Resolution to Approve New Human Resources and Risk Management Professional/Retired Annuitant Classification, Job Description, and Updated District Salary Schedule; Consider Continuing Teleconference Meetings (AB 361, Government Code Section 54953[e]); Approve Reappropriation of Capital Improvement Program (CIP) Budget Carried Forward from Fiscal Year 2020/2021 to Fiscal Year 2021/2022, Transfer of Budgets Between CIP Projects in Fiscal Year 2021/2022, and Adjustment and/or Closing of CIP Projects in Fiscal Year 2020/2021; Approve and Authorize General Manager to Execute General Services Contract and Issue Associated Purchase Order in a Total Amount Not to Exceed \$138,000, Northpoint Security Services, Inc., Security Services; and Ratify General Manager's Execution of General Services Contract for a Total Amount Not to Exceed \$153,540, from December 1, 2021 through June 30, 2022, COVID-19 Testing Services, McCampbell Analytical, Inc.

DELIBERATION ITEMS

None.

PRESENTATIONS AND REPORTS

None.

MANAGER'S COMMENTS

None.

DIRECTORS' COMMENTS

Chair Glover thanked District staff for a great year and wished everyone a Merry Christmas.

CORRESPONDENCE

Receive Monthly Lobbyist Report dated November 2021, Key Advocates, Inc., Western Recycled Water Coalition, Project No. 90024

The Board received and filed the report.



CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (GOV. CODE, SECTION 54957.6)

Agency Negotiators: Vince De Lange, Michael Jarvis

Employee Organizations: Operations and Maintenance Unit, Public Employees Union, Local One; Professional & Technical Unit, Public Employees Union, Local One; Management Association

Unrepresented Employees: All unrepresented employees

Before adjourning to Closed Session, the Secretary to the Board asked if there were any public comments on the Closed Session item. No comments were made. At 4:49 p.m., Chair Glover convened the Board of Directors meeting to Closed Session. Following Closed Session, Chair Glover reconvened the Board of Directors meeting in open session at 5:25 p.m. and stated there was nothing to report from Closed Session.

ADJOURNMENT

Chair Glover adjourned the meeting at 5:25 p.m. and noted the next meeting will be held on January 12, 2022, at 4:30 p.m.

Juan Banales
Board Secretary

(Recording Secretary:
Cecelia Nichols-Fritzler)



ITEM F/2

January 12, 2022

RECEIVE NOTES FROM FINANCE COMMITTEE MEETING, JANUARY 5, 2022

Recommendation

Note receipt and file.

Background Information

The Finance Committee met on January 5, 2022. The meeting was attended by Committee Chair, Juan Banales; Vince De Lange, General Manager; Brian Thomas, Acting Business Services Director; Dean Eckerson, Resource Recovery Services Director; Thanh Vo, Acting Engineering Services Director; Anika Lyons, Finance Manager; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; and John Cropper, Cropper Accountancy Corporation.

The purpose of the meeting was to review and receive comments on the Annual Comprehensive Financial Report and Memorandum of Internal Control for Fiscal Year 2020/2021.

Analysis

Committee Chair Banales recommended the item be presented to the Board of Directors on January 12, 2022. Committee meeting notes are provided as an informational report at regular Board Meetings as part of the Consent Calendar.

Financial Impact

None.

Attachments

1. Finance Committee Meeting Notes, January 5, 2022
2. Finance Committee Agenda, January 5, 2022 (without attachments)

Reviewed by:



Vince De Lange
General Manager



DRAFT MEETING NOTES

**BOARD OF DIRECTORS FINANCE COMMITTEE MEETING
DELTA DIABLO
(a California Special District)**

2500 Pittsburg-Antioch Highway | Antioch, CA 94509
(Note: There will be no in-person meeting at the District.)
WEDNESDAY, January 5, 2022
4:30 P.M.

The Finance Committee meeting was called to order by Committee Chair Juan Banales on Wednesday, January 5, 2022 at 4:30 p.m. via Zoom. Present on the call were Vince De Lange, General Manager; Brian Thomas, Acting Business Services Director; Dean Eckerson, Resource Recovery Services Director; Thanh Vo, Acting Engineering Services Director; Anika Lyons, Finance Manager; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; and John Cropper, Cropper Accountancy Corporation.

Chair Banales read the following statement: “In lieu of a public gathering, the Board of Directors Finance Committee Meeting will be accessible via ZOOM to all members of the public as permitted by the Government Code Section 54953(e).” He noted that presentations are available at: <https://www.deltadiablo.org/finance-subcommittee-meetings>

PUBLIC COMMENTS

None.

**REVIEW ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) AND
MEMORANDUM ON INTERNAL CONTROL FOR FISCAL YEAR 2020/2021**

Mr. De Lange introduced Mr. John Cropper from Cropper Accountancy Corporation, noting that this is a new auditing firm for the District to support continued organizational improvement. Mr. Cropper highlighted the District has exceeded basic financial reporting requirements by including a transmittal letter and statistical section in the ACFR, which is intended to improve reader context and transparency. He commented that the ACFR accurately represents the District’s financial position, and the District was issued an “unmodified” or “clean” opinion by the auditor, which represents the highest quality outcome. Mr. Cropper noted the District continues to maintain a strong financial position, including adding \$19.8 million in net position in FY20/21 for a total net position \$196.2 million as of June 30, 2021, which includes an unrestricted net position of \$64.8 million. In addition, Mr. Cropper reviewed the District’s operating revenues (\$41.3 million) and operating expenses of (\$31.7 million) resulting in net income of \$9.6 million. In reference to the Memorandum of Internal Control, Mr. Cropper noted there were no material weaknesses or opportunities to strengthen internal controls and operating efficiency identified as part of the audit process. He presented two graphs highlighting the breakdown of District revenue sources and expenses.

Following the presentation, Chair Banales thanked Mr. Cropper for the presentation and commented he was pleased the District is working with a new audit firm to support



organizational improvement over time. Chair Banales recommended the item be presented to the Board at its January 12, 2022 meeting.

ADJOURNMENT

The meeting was adjourned by Chair Banales at 4:56 p.m.

(Recording Secretary: Cecelia Nichols-Fritzler)

DRAFT



AGENDA

BOARD OF DIRECTORS FINANCE COMMITTEE MEETING

(Note: There will be no in-person meeting at the District.)

WEDNESDAY, JANUARY 5, 2022

4:30 P.M.

A. PUBLIC COMMENTS

B. REVIEW ANNUAL COMPREHENSIVE FINANCIAL REPORT AND MEMORANDUM ON INTERNAL CONTROL FOR FISCAL YEAR 2020/2021 (Anika Lyons)

C. ADJOURNMENT

The District will provide reasonable accommodations for persons with disabilities who plan to participate in Board (or committee) meetings by contacting the Secretary to the Board 24 hours prior to the scheduled meeting at (925) 756-1927. Disclosable public records related to an open session item on a meeting agenda and distributed by the District to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspection on the District website at www.deltadiablo.org

January 12, 2022

RECEIVE DISTRICT MONTHLY CHECK REGISTER, NOVEMBER 2021

Recommendation

Receive District Monthly Check Register for the month ending November 30, 2021.

Background Information

Attached is the Check Register for the month of November 2021. The report reflects payments to the District's suppliers, consultants, service providers, and contractors. A total of \$1,147,523.09 was disbursed in the month of November 2021, which includes 143 checks.

Financial Impact

All payments made during the month are within funding levels included in the adopted Fiscal Year 2021/2022 Budget.

Attachment

Check Register for month ending November 30, 2021

Reviewed by: _____



Brian Thomas
Acting Business Services Director



CHECK REGISTER
DELTA DIABLO
CASH DISBURSEMENTS FOR THE MONTH OF NOVEMBER 2021

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
11/4/2021	ADVANTAGE ELECTRIC SUPPLY		36463			10,943.18
		56324		4,505.08	FEB RETURN VFD1603 REPLACEMENT VFD	
		56325		6,438.10	TOWER PUMP VFD1304 REPLACEMENT VFD	
11/4/2021	AFSCME DISTRICT COUNCIL 57		36464			4,591.35
		562701		3,353.26	UNION DUES O&M	
		562711		1,238.09	UNION DUES P&T	
11/4/2021	ALHAMBRA & SIERRA SPRGS WATER		36465			311.53
		56283		311.53	BOTTLED WATER SERVICE	
11/4/2021	BARNETT MEDICAL SERVICES, LLC		36466			1,248.00
		56326		1,248.00	HHW-SHARPS/PHARMACEUTICAL TRANSPORATION/DISPOSAL	
11/4/2021	CALIFORNIA PRODUCT STEWARDSHIP COUNCIL		36467			749.00
		56295		749.00	ASSIST WITH IMPLEMENTATION OF CALRECYCLE GRANT -	
11/4/2021	CHAIN LINK FENCE & SUPPLY, INC		36468			29,648.13
		56327		1,808.76	DELTA DIABLO TREATMENT PLANT FENCE REPAIRS	
		56328		1,050.00	BRIDGEHEAD PUMP STATION FENCE REPAIR	
		56329		6,840.57	24 FOOT CHAIN LINK GATE NORTH END OF WWTP	
		56330		10,506.69	SHORE ACRES PUMP STATION FENCE REPAIR	
		56331		6,364.25	PITTSBURG PUMP STATION FENCE REPAIR	
		56332		3,077.86	BROADWAY PUMP STATION FENCE REPAIR	
11/4/2021	CLEAN EARTH ENVIRONMENTAL SOLUTIONS, INC		36469			43,749.81
		56293		43,749.81	PROVIDE TRANS/DISPOSAL/LABOR FOR HHW & TEMP EVENTS	
11/4/2021	DEE CONSULTANTS		36470			650.00
		56333		650.00	INSPECTION SERVICES	
11/4/2021	GOLDEN STATE WATER CO.		36471			1,489.40
		56296		1,489.40	AC# 077441000004	
11/4/2021	KEY ADVOCATES INC.		36472			7,083.33
		56334		7,083.33	FEDERAL ADVOCACY FOR WRWC PN	
11/4/2021	LIEBERT, CASSIDY, WHITMORE		36473			12,954.77
		56306		2,208.00	Labor Negotiations Services	
		56307		3,864.00	Labor Negotiations Services	
		56308		6,882.77	Labor Negotiations Services	
11/4/2021	McCAULEY AGRICULTURAL & PEST SERVICES		36474			75.00
		56335		75.00	PEST CONTROL SERVICES	
11/4/2021	MDRR PITTSBURG		36475			3,624.65
		56312		3,624.65	AC# 10-0031550	
11/4/2021	PACIFIC GAS & ELECTRIC COMPANY		36476			48,773.38
		56313		48,773.38	AC# 5138050344-4	
11/4/2021	RH TECHNOLOGY		36477			11,016.79
		56338		396.56	O/S TEMP	
		56339		4,510.80	O/S TEMP	
		56340		1,598.63	O/S TEMP	
		56341		4,510.80	O/S TEMP	
11/4/2021	SYSTEM 1 STAFFING		36478			3,574.60
		56342		3,574.60	O/S TEMP	
11/4/2021	SYSTEM 1 STAFFING		36479			6,817.23
		56322		2,626.60	O/S TEMP	
		56345		1,490.63	O/S TEMP	
		56346		1,200.00	O/S TEMP	
		56347		1,500.00	O/S TEMP	
11/4/2021	TECHNICAL SAFETY SERVICES, INC		36480			222.00
		56317		222.00	BIOSAFETY HOOD ANNUAL MAINT	
11/10/2021	AFLAC		36481			879.90
		56358		879.90	INSURANCE	
11/10/2021	CITY OF ANTIOCH- WATER		36482			947.38
		56412		94.60	AC# 004-01510	
		56413		852.78	AC# 004-01513	
11/10/2021	AT&T		36483			1,868.43
		56365		1,868.43	PHONE EXP	

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
11/10/2021	BATTALION ONE FIRE PROTECTION, INC	56285	36484	860.00	TEST, CLEAN AND INSPECT FIRE PROTECTION SYSTEMS	860.00
11/10/2021	C.W.ROEN CONSTRUCTION COMPANY	56415	36485	97,295.25	CONSTRUCTION SVCS, HEADWORKS IMPROVEMENTS PN 17117	97,295.25
11/10/2021	CALIFORNIA BANK OF COMMERCE	56416	36486	2,494.75	RETENTION	2,494.75
11/10/2021	CALTEST ANALYTICAL LABORATORY	56290	36487	72.00	PROVIDE LAB TESTING FOR NPDES PERMIT COMPLAINE	3,114.90
		56378		785.70	PROVIDE LAB TESTING FOR NPDES PERMIT COMPLAINE	
		56379		960.30	PROVIDE LAB TESTING FOR NPDES PERMIT COMPLAINE	
		56380		523.80	PROVIDE LAB TESTING FOR NPDES PERMIT COMPLAINE	
		56381		436.50	PROVIDE LAB TESTING FOR NPDES PERMIT COMPLAINE	
		56382		336.60	PROVIDE LAB TESTING FOR NPDES PERMIT COMPLAINE	
11/10/2021	CALTROL	56311	36488	1,635.92	PSHH8923 GAS SPHERE HIGH PRESSURE CUTOUT SWITCH	1,635.92
11/10/2021	JOSEPH CIOCHON	56422	36489	600.00	TRAINING REIMBURSEMENT	600.00
11/10/2021	CORELOGIC INFORMATION SOLUTIONS, INC	56375	36490	165.00	REALQUEST PROPERTY INFORMATION	165.00
11/10/2021	VINCENT DE LANGE	56369	36491	160.89	T&M	160.89
11/10/2021	DEPARTMENT OF CONSUMER AFFAIRS	56421	36492	180.00	M&D	180.00
11/10/2021	EVOQUA WATER TECHNOLOGIES, LLC	56387	36493	323.60	SUPPORT & MAINTENACE FOR DI WATER SYSTEM FOR LAB	323.60
11/10/2021	GP CRANE & HOIST SERVICES	56423	36494	555.00	DISTRICT CRANE SERVICE/ TESTIN	555.00
11/10/2021	GRAINGER	56424	36495	1,029.20	CABLE PROTECTOR RAMPS FOR POC GENERATOR TEMP FIX	1,286.50
		56425		257.30	CABLE PROTECTOR RAMPS FOR POC GENERATOR TEMP FIX	
11/10/2021	GRAYBAR ELECTRIC COMPANY, INC.	56420	36496	1,573.67	M340 ETHERNET / IP MODULE FOR JESS	1,573.67
11/10/2021	INFERRERA CONSTRUCTION MANAGEMENT GROUP INC.	56371	36497	19,608.21	CSC PN 80008 (17128, 17129, 17	34,348.09
		56372		14,739.88	CSC PN 80008 (17128, 17129, 17	
11/10/2021	KENNEDY/JENKS CONSULTANTS INC.	56410	36498	2,328.98	ASSET MANAGEMENT PROGRAM DEVELOPMENT PN 19109	2,328.98
11/10/2021	MANAGED HEALTH NETWORK	56361	36499	358.45	EAP	358.45
11/10/2021	MCCAMPBELL ANALYTICAL, INC.	56391	36500	289.50	CONTRACT LAB SUPPORT FOR PRETREATMENT	1,261.00
		56392		182.00	CONTRACT LAB SUPPORT FOR PRETREATMENT	
		56393		789.50	CONTRACT LAB SUPPORT FOR PRETREATMENT	
11/10/2021	MEYERS NAVE	56360	36501	5,892.48	LEGAL SERVICES	5,892.48
11/10/2021	MIELE, INC.	56395	36502	13,300.02	REPLACEMENT MIELE DISHWASHER FOR LABORATORY	14,342.18
		56396		1,042.16	REPLACEMENT MIELE DISHWASHER FOR LABORATORY	
11/10/2021	PACIFIC GAS & ELECTRIC COMPANY	56407	36503	345.15	UTILITIES	345.15
11/10/2021	PATTERSON LIFT TRUCKS, INC.	56426	36504	943.85	COOLANT SYSTEM REPAIRS- YALE FORKLIFT	7,001.01
		56427		321.96	COOLANT SYSTEM REPAIRS- YALE FORKLIFT	
		56428		2,582.09	COOLANT SYSTEM REPAIRS- YALE FORKLIFT	
		56429		3,153.11	COOLANT SYSTEM REPAIRS- YALE FORKLIFT	
11/10/2021	CITY OF PITTSBURG	56418	36505	23,754.53	STREET SWEEPING SERVICES	23,754.53

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
11/10/2021	PSOMAS		36506			32,677.50
		56337		32,677.50	CONSTRUCTION MGMT & INSPECTION PN 17117	
11/10/2021	QUINCY COMPRESSOR LLC		36507			609.57
		56398		609.57	RWF SAND FILTER AIR COMPRESSOR REPLACEMENT	
11/10/2021	REPUBLIC SERVICES #210		36508			5,428.66
		56408		4,287.19	WASTE	
		56409		1,141.47	WASTE	
11/10/2021	RH TECHNOLOGY		36509			6,549.37
		56430		2,038.57	O/S TEMP	
		56431		4,510.80	O/S TEMP	
11/10/2021	STEPHEN SIPTROTH		36510			469.93
		56376		469.93	T&M	
11/10/2021	STANDARD INSURANCE COMPANY		36511			3,296.52
		56362		3,296.52	LIFE & LTD INS	
11/10/2021	NICHOLAS STEINER		36512			175.00
		56414		175.00	SAFETY SHOES- N. STEINER	
11/10/2021	SWRCB-FEES		36513			4,625.00
		56315		4,625.00	PERMIT & REGULATORY FEE	
11/10/2021	SYSTEM 1 STAFFING		36514			15,075.53
		56349		4,460.05	O/S TEMP	
		56350		3,188.35	O/S TEMP	
		56351		4,341.78	O/S TEMP	
		56352		1,566.60	O/S TEMP	
		56432		1,518.75	O/S TEMP	
11/10/2021	TYLER BUSINESS FORMS		36515			510.47
		56368		510.47	SUPPLIES - YEAR END FORMS	
11/10/2021	UNIFIRST CORPORATION		36516			465.31
		56318		123.46	UNIFORM/ LAUNDRY SERVICE	
		56434		128.50	UNIFORM/ LAUNDRY SERVICE	
		56435		181.61	UNIFORM/ LAUNDRY SERVICE	
		56436		31.74	UNIFORM/ LAUNDRY SERVICE	
11/10/2021	UNIVAR USA INC		36517			5,654.64
		56403		5,654.64	SODIUM BISULFITE	
11/10/2021	VERIZON WIRELESS		36518			2,265.33
		56405		2,265.33	PHONE EXP	
11/10/2021	VISION SERVICE PLAN		36519			1,594.49
		56363		1,594.49	VISION INSURANCE	
11/10/2021	WILSON, MONICA		36520			101.71
		56437		101.71	T&M	
11/10/2021	YORKE ENGINEERING, LLC		36521			2,053.50
		56321		2,053.50	AIR QUALITY SUPPORT, COMPLIANCE ASSISTANCE	
11/18/2021	ALLIANT INSURANCE SERVICES		36522			2,148.00
		56446		2,148.00	INSURANCE	
11/18/2021	ALPHA MEDIA II LLC		36523			750.00
		56377		750.00	RADIO ADS BY KUIC FOR POLLUTION PREVENTION	
11/18/2021	CITY OF ANTIOCH- WATER		36524			11,030.86
		56450		189.20	AC# 013-00021-00	
		56451		189.20	AC# 013-00022-00	
		56452		139.66	AC# 013-00023-00	
		56453		189.20	AC# 013-00024-00	
		56454		10,323.60	AC# 013-00110-00	
11/18/2021	ARCO BUSINESS SOLUTIONS		36525			97.80
		56499		97.80	GAS	
11/18/2021	ASSOCIATED SERVICES COMPANY		36526			1,372.64
		56528		678.55	PROVIDE PREMIUM COFFEE SERVICE TO DISTRICT quote*	
		56529		694.09	PROVIDE PREMIUM COFFEE SERVICE TO DISTRICT quote*	
11/18/2021	CHRISTOPHER K. BOUCHER		36527			5,467.50
		56286		3,577.50	RECRUITMENT SERVICES	
		56287		697.50	RECRUITMENT SERVICES	
		56288		877.50	RECRUITMENT SERVICES	
		56289		315.00	RECRUITMENT SERVICES	
11/18/2021	CABRAL, MURIEL		36528			398.80
		56530		398.80	COBRA VISION	
11/18/2021	CALTEST ANALYTICAL LABORATORY		36529			336.60

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
		56383		336.60	PROVIDE LAB TESTING FOR NPDES PERMIT COMPLAINCE	
11/18/2021	JOSEPH CIOCHON		36530			230.00
		56496		230.00	TRAINING REIMBURSEMENT	
11/18/2021	CLEAN EARTH ENVIRONMENTAL SOLUTIONS, INC		36531			40,903.49
		56458		40,903.49	PROVIDE TRANS/DISPOSAL/LABOR FOR HHW & TEMP EVENTS	
11/18/2021	CONCENTRA/OCCUPATIONAL HEALTH CENTERS		36532			430.00
		56498		430.00	PRE EMPL COST	
11/18/2021	CONTRA COSTA WATER DISTRICT		36533			47.92
		56455		47.92	UTILITIES	
11/18/2021	CORELOGIC INFORMATION SOLUTIONS, INC		36534			165.00
		56439		165.00	REALQUEST PROPERTY INFORMATION	
11/18/2021	CROPPER ACCOUNTANCY CORP		36535			10,000.00
		56467		10,000.00	AUDIT SERVICES FOR FYE 06/30/2021	
11/18/2021	DEPARTMENT OF CONSUMER AFFAIRS		36536			180.00
		56513		180.00	M&D	
11/18/2021	DIABLO WATER DISTRICT		36537			151.65
		56456		151.65	UTILITIES	
11/18/2021	FEDERAL EXPRESS		36538			57.85
		56479		57.85	POSTAGE	
11/18/2021	FLO-LINE TECHNOLOGY INC.		36539			3,193.61
		56440		3,193.61	INVENTORY - U103703	
11/18/2021	FREMONT ANALYTICAL INC.		36540			870.00
		56515		870.00	DIGESTER GAS ANALYSIS	
11/18/2021	GRAINGER		36541			857.66
		56523		857.66	INVENTORY	
11/18/2021	HIRERIGHT, INC.		36542			358.76
		56527		358.76	PRE EMPL COST	
11/18/2021	INFERRERA CONSTRUCTION MANAGEMENT GROUP INC.		36543			21,873.00
		56373		21,873.00	CSC PN 80008 (17128, 17129, 17	
11/18/2021	JW BACKHOE & CONSTRUCTION, INC		36544			50,360.86
		56354		13,646.74	BRIDGEHEAD FM TEMPORARY BYPASS	
		56501		4,928.53	BRIDGEHEAD FM TEMPORARY BYPASS	
		56502		18,138.85	BRIDGEHEAD FM TEMPORARY BYPASS	
		56503		13,646.74	BRIDGEHEAD FM TEMPORARY BYPASS	
11/18/2021	KOA HILLS CONSULTING LLC.		36545			2,143.75
		56389		743.75	KOA HILLS CONSULTING MUNIS SUPPORT SERVICES	
		56469		1,400.00	MUNIS ERP ENHANCEMENT PROJECT	
11/18/2021	LEGAL SHIELD		36546			70.35
		56495		70.35	LEGAL MEMBERSHIP	
11/18/2021	MDRR PITTSBURG		36547			3,241.45
		56491		3,241.45	AC# 10-0031550	
11/18/2021	MOTION INDUSTRIES INC.		36548			2,382.77
		56482		135.33	INVENTORY	
		56483		2,247.44	INVENTORY	
11/18/2021	MSC INDUSTRIAL SUPPLY CO. INC.		36549			187.57
		56477		187.57	INVENTORY	
11/18/2021	NORTHPOINT SECURITY SERVICES, INC		36550			6,070.80
		56517		6,070.80	INTERIM SECURITY PATROL SERVICES	
11/18/2021	OFFICE DEPOT		36551			218.16
		56461		218.16	OFFICE SUPPLIES	
11/18/2021	PACIFIC COAST TRANE SERVICE		36552			842.50
		56492		842.50	REPAIR OF POC CHILLER HVAC10003	
11/18/2021	PACIFIC GAS & ELECTRIC COMPANY		36553			48,024.64
		56438		58.09	UTILITY	
		56494		5,000.00	UTILITIES	
		56522		42,966.55	AC# 48350916754	
11/18/2021	PEERLESS PUMP COMPANY		36554			58,748.40
		56510		58,748.40	PEERLESS PUMPS REPLACEMENT EMREGNECY RETURN PUMPS	
11/18/2021	PILLSBURY WINTHROP SHAW PITTMAN LLP		36555			3,003.00
		56336		3,003.00	Client # 029747	

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
11/18/2021	POLYDYNE INC		36556			27,665.78
		56448		14,539.68	LIQUID POLYMER	
		56457		13,126.10	LIQUID POLYMER	
11/18/2021	DARIN JAMES REINHOLDT		36557			440.00
		56462		220.00	UNDERGROUND STORAGE TANK DESIGNATED OPERATOR	
		56463		220.00	UNDERGROUND STORAGE TANK DESIGNATED OPERATOR	
11/18/2021	RH TECHNOLOGY		36558			7,728.14
		56493		1,692.57	O/S TEMP	
		56504		1,524.77	O/S TEMP	
		56505		4,510.80	O/S TEMP	
11/18/2021	SYSTEM 1 STAFFING		36559			7,953.20
		56518		2,626.60	O/S TEMP	
		56519		4,126.60	O/S TEMP	
		56521		1,200.00	O/S TEMP	
11/18/2021	THATCHER COMPANY OF CALIFORNIA, INC		36560			6,708.68
		56400		3,351.42	ALUMINUM SULFATE	
		56401		3,357.26	ALUMINUM SULFATE	
11/18/2021	TYLER TECHNOLOGIES, INC.		36561			652.00
		56468		652.00	MUNIS PERMITS AND CODE ENFORCEMENT MODULE	
11/18/2021	U.S. BANK CM-9703		36562			875.00
		56514		875.00	LOAN# 6736300850	
11/18/2021	UNIFIRST CORPORATION		36563			245.57
		56319		181.61	UNIFORM/ LAUNDRY SERVICE	
		56320		31.74	UNIFORM/ LAUNDRY SERVICE	
		56526		32.22	UNIFORM/ LAUNDRY SERVICE	
11/18/2021	UNIVAR USA INC		36564			5,151.29
		56404		5,151.29	SODIUM BISULFITE	
11/18/2021	V.W. HOUSEN & ASSOCIATES, INC.		36565			42,043.59
		56506		42,043.59	ENGINEERING DESIGN SVS APS & CONVEYANCE PN 20121	
11/18/2021	WILLDAN FINANCIAL SERVICES		36566			6,855.79
		56406		6,855.79	SEWER AND STREET SWEEPING ADMINISTRATION	
11/18/2021	ZORO TOOLS, INC		36567			1,100.58
		56488		1,100.58	INVENTORY	
11/24/2021	ALHAMBRA & SIERRA SPRGS WATER		36568			511.20
		56562		511.20	BOTTLED WATER SERVICE	
11/24/2021	MICHAEL AUER		36569			178.46
		56533		178.46	REIMBURSEMENT DECEMBER	
11/24/2021	MICHAEL BAKALDIN		36570			178.46
		56534		178.46	REIMBURSEMENT DECEMBER	
11/24/2021	SCOT ALLISON CAMPBELL		36571			4,049.95
		56176		3,117.23	INVENTORY	
		56177		932.72	INVENTORY	
11/24/2021	CALTEST ANALYTICAL LABORATORY		36572			436.50
		56384		436.50	PROVIDE LAB TESTING FOR NPDES PERMIT COMPLAINCE	
11/24/2021	CAROLLO ENGINEERS		36573			1,375.00
		56500		1,375.00	CONSULTING SERVICES HEADWORK I	
11/24/2021	CENTRITEK		36574			6,450.00
		56559		4,950.00	Z6E-CENTRIFUGE RA SERVICE	
		56576		1,500.00	SIMP DRIVE INSPECTION	
11/24/2021	CUES		36575			5,943.75
		56386		5,943.75	Annual Support from CUES for Coll Camera Truck	
11/24/2021	FLYERS ENERGY LLC		36576			150.00
		56538		150.00	NET15 TEMPORARY TANK RENTAL AND FUELING PN19112	
11/24/2021	GOLDEN STATE WATER CO.		36577			801.21
		56572		801.21	AC# 32249200000	
11/24/2021	GRAINGER		36578			668.89
		56524		39.48	INVENTORY	
		56525		155.82	INVENTORY	
		56557		473.59	POC WASHBAY STORAGE RACKS	
11/24/2021	GRAINGER PARTS OPERATIONS		36579			220.45
		56540		192.29	INVENTORY	
		56574		28.16	INVENTORY	
11/24/2021	HACH COMPANY		36580			17,113.99

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
		56544		17,113.99	REPLACEMENT TURBIDITY METER SENSORS FOR RWF	
11/24/2021	TIMOTHY J. HAMMETT		36581			358.23
		56536		358.23	REIMBURSEMENT DECEMBER	
11/24/2021	IN SHAPE HEALTH CLUBS		36582			553.96
		56577		553.96	GYM	
11/24/2021	KOA HILLS CONSULTING LLC.		36583			1,050.00
		56442		175.00	KOA HILLS CONSULTING MUNIS SUPPORT SERVICES	
		56443		875.00	MUNIS ERP ENHANCEMENT PROJECT	
11/24/2021	LYSTEK INTERNATIONAL LIMITED		36584			4,007.60
		56390		4,007.60	BIOSOLIDS DISPOSAL	
11/24/2021	McCAULEY AGRICULTURAL & PEST SERVICES		36585			1,200.00
		56565		75.00	PEST CONTROL SERVICES	
		56566		825.00	PEST CONTROL SERVICES	
		56567		60.00	PEST CONTROL SERVICES	
		56568		60.00	PEST CONTROL SERVICES	
		56569		60.00	PEST CONTROL SERVICES	
		56570		60.00	PEST CONTROL SERVICES	
		56571		60.00	PEST CONTROL SERVICES	
11/24/2021	MEYERS NAVE		36586			7,182.00
		56563		7,182.00	LEGAL SERVICES	
11/24/2021	MOTION INDUSTRIES INC.		36587			4,550.68
		56484		3,910.01	INVENTORY	
		56485		640.67	INVENTORY	
11/24/2021	MSC INDUSTRIAL SUPPLY CO. INC.		36588			469.38
		56445		469.38	INVENTORY - U103725	
11/24/2021	PACIFIC COAST TRANE SERVICE		36589			1,169.00
		56531		1,169.00	DIAGNOSTIC AND REPAIR OF HVAC10003 CHILLER	
11/24/2021	PACIFIC GAS & ELECTRIC COMPANY		36590			61,679.06
		56543		61,679.06	AC# 4887173962-8	
11/24/2021	ABEL PALACIO		36591			1,105.21
		56532		1,105.21	REIMBURSEMENT DECEMBER	
11/24/2021	RED WING SHOE STORE 165		36592			175.00
		56399		175.00	SAFETY SHOES L. VELARDE	
11/24/2021	REGIONAL GOVERNMENT SERVICES		36593			581.40
		56564		581.40	LABOR RELATIONS CONSULTING WORK	
11/24/2021	TERRY SPURGEON		36594			332.20
		56535		332.20	REIMBURSEMENT DECEMBER	
11/24/2021	STREAMLINE		36595			550.00
		56366		550.00	SOFTWARE	
11/24/2021	SWRCB-FEES		36596			225.00
		56367		225.00	CERTIFICATION RENEWAL	
11/24/2021	SYNAGRO WEST, LLC		36597			53,070.12
		56541		53,070.12	BIOSOLIDS HAULING	
11/24/2021	THATCHER COMPANY OF CALIFORNIA, INC		36598			13,471.34
		56546		3,387.91	ALUMINUM SULFATE	
		56547		3,357.26	ALUMINUM SULFATE	
		56548		3,371.84	ALUMINUM SULFATE	
		56549		3,354.33	ALUMINUM SULFATE	
11/24/2021	TRI-VALLEY JANITORIAL SERVICE & SUPPLY INC,		36599			9,625.67
		56316		9,336.00	NIGHTLY JANITORIAL SERVICES	
		56402		289.67	NIGHTLY JANITORIAL SERVICES	
11/24/2021	UNIFIRST CORPORATION		36600			678.41
		56355		127.39	UNIFORM/ LAUNDRY SERVICE	
		56356		189.81	UNIFORM/ LAUNDRY SERVICE	
		56357		30.58	UNIFORM/ LAUNDRY SERVICE	
		56470		123.40	UNIFORM/ LAUNDRY SERVICE	
		56471		177.13	UNIFORM/ LAUNDRY SERVICE	
		56472		30.10	UNIFORM/ LAUNDRY SERVICE	
11/24/2021	UNIVAR USA INC		36601			6,441.72
		56561		2,904.96	SODIUM BISULFITE	
		56579		3,536.76	SODIUM HYPOCHLORITE	
11/24/2021	V.W. HOUSEN & ASSOCIATES, INC.		36602			55,487.55
		56507		55,487.55	ENGINEERING DESIGN SVS APS & CONVEYANCE PN 20121	
11/24/2021	WORLD OIL ENVIRONMENTAL SERVICES		36603			676.34
		56464		511.34	DELTA DIABLO HAZARDOUS WASTE PICK-UPS	

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
		56465		165.00	DELTA DIABLO HAZARDOUS WASTE PICK-UPS	
11/24/2021	ZORO TOOLS, INC		36604			81.61
		56489		81.61	INVENTORY	
11/24/2021	PACIFIC INFRASTRUCTURE		36605			28,441.00
		56537		28,441.00	RELEASE RETENTION	
GRAND TOTAL						<u>1,147,523.09</u>

January 12, 2022

ADOPT RESOLUTION COMMENDING AND CONGRATULATING CAROL MARGETICH,
BUSINESS SERVICES DIRECTOR, ON HER RETIREMENT FROM THE DISTRICT

Recommendation

Adopt Resolution commending and congratulating Ms. Carol Margetich, Business Services Director, on her retirement from the District.

Background Information

Ms. Margetich joined the District on December 27, 2016 and retired on December 30, 2021 following five years of service.

Analysis

In her role as Business Services Director, Ms. Margetich directly managed key fiscal management activities, including annual rate-setting and budget development processes, financial reporting and auditing, and capital project funding approaches, as well as the District's human resources, risk management, and information technology business functions. During her tenure, she was instrumental in the District being recognized for excellence in financial reporting on numerous occasions by the Government Finance Officers Association. As a dedicated member of the District's Executive Team, Ms. Margetich directly supported identification and implementation of organizational improvement measures to drive sustained organizational excellence over time.

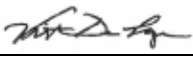
Ms. Margetich is well respected among her peers and made a positive impact, both professionally and personally, with her coworkers. The District wishes her well in her future endeavors.

Financial Impact

None.

Attachment

Resolution Commending and Congratulating Carol Margetich, Business Services Director, on Her Retirement

Reviewed by: 
Vince De Lange
General Manager

cc: Ms. Carol Margetich
District File No. HR.01



BEFORE THE BOARD OF DIRECTORS
OF DELTA DIABLO

Re: Commending and Congratulating)
Carol Margetich, Business Services)
Director, on Her Retirement)

RESOLUTION NO. 02/2022

THE BOARD OF DIRECTORS OF DELTA DIABLO HAS DETERMINED THAT:

WHEREAS, Ms. Carol Margetich served the District as Business Services Director from December 27, 2016 until her retirement on December 30, 2021, which is a period of five years; and

WHEREAS, she directly managed key fiscal management activities, including annual rate-setting and budget development processes, financial reporting and auditing, and capital project funding approaches, as well as the District's human resources, risk management, and information technology business functions; and

WHEREAS, she was instrumental in the District being recognized for excellence in financial reporting on numerous occasions by the Government Finance Officers Association; and

WHEREAS, she was a dedicated member of the District's Executive Team and directly supported identification and implementation of organizational improvement measures to drive sustained organizational excellence over time; and

WHEREAS, Ms. Margetich is well respected among her peers and made a positive impact, both professionally and personally, and will be greatly missed at the District.

NOW THEREFORE, the Board of Directors of Delta Diablo DOES HEREBY RESOLVE AND ORDER as follows:

Ms. Margetich is hereby commended and thanked for five years of outstanding service and dedication to the District. The Board of Directors and staff wish her well in all her future endeavors.

PASSED AND ADOPTED on January 12, 2022, by the following vote:

AYES:
NOES:

ABSENT:
ABSTAIN:

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution adopted by the Board of Directors of Delta Diablo on January 12, 2022.

ATTEST: Juan Banales
Board Secretary

By: _____

January 12, 2022

ADOPT RESOLUTION COMMENDING AND CONGRATULATING JASON WONG,
CHEMIST II, ON HIS RETIREMENT FROM THE DISTRICT

Recommendation

Adopt Resolution commending and congratulating Mr. Jason Wong, Chemist II, on his retirement from the District.

Background Information

Mr. Wong began his employment with the District as a Chemist I on November 3, 1997 and promoted to Chemist II in March 2004. Prior to joining the District, he earned a Bachelor's Degree in Biology with a minor in Environmental Toxicology from University of California, Davis and worked as a laboratory analyst for two years at a commercial environmental testing laboratory. Mr. Wong retired on December 30, 2021 after serving over 24 years with the District.

Analysis

Mr. Wong's superior technical knowledge, problem-solving skills, and customer service focus directly contributed to an exemplary regulatory compliance record and helped ensure pollution prevention activities were consistent with industry standards and permit requirements.

In 2018, Mr. Wong received the California Water Environment Association (CWEA) Laboratory Person of the Year award in recognition of his significant public education and outreach efforts, including participation in a public service announcement regarding proper disposal of household hazardous waste. He also educated multiple tour groups, ranging from elementary to college level students, on water resources and environmental protection topics. Mr. Wong was a two-time winner of the CWEA San Francisco Bay Section Laboratory Person of the Year award, also winning in 2013. In addition, Mr. Wong achieved CWEA Laboratory Analyst Grade IV certification, which is the highest and most challenging certification level in the Laboratory Analyst series.

The District thanks Mr. Wong for dedicating his career to public service and for sharing valuable technical knowledge and problem-solving skills with his co-workers. The District wishes him all the best in his retirement years, and he will be greatly missed.

Attachment

Resolution Commending and Congratulating Mr. Jason Wong on His Retirement

Prepared by: _____



Dean Eckerson
Resource Recovery Services Director

cc: Mr. Jason Wong
District File No. HR.01-PEF-280



BEFORE THE BOARD OF DIRECTORS
OF DELTA DIABLO

Re: Commending and Congratulating)
Mr. Jason Wong, Chemist II, on)
His Retirement from the District)

RESOLUTION NO. 03/2022

THE BOARD OF DIRECTORS OF DELTA DIABLO HAS DETERMINED THAT:

WHEREAS, Mr. Jason Wong was hired by the District as a Chemist I on November 3, 1997 and promoted to Chemist II in March 2004; and

WHEREAS, he served as a Chemist II until his retirement on December 30, 2021, following over 24 years of service at the District; and

WHEREAS, his superior technical knowledge, problem-solving skills, and customer service focus directly contributed to an exemplary regulatory compliance record and helped ensure the District's pollution prevention activities were consistent with industry standards and permit requirements; and

WHEREAS, he received the 2018 California Water Environment Association (CWEA) Laboratory Person of the Year Award in recognition of his significant public education and outreach efforts, including participation in a public service announcement regarding proper disposal of household hazardous waste, as well as the 2013 CWEA Laboratory Person of the Year Award; and

WHEREAS, he continued his education and professional development during his time at the District by earning the CWEA Laboratory Analyst Grade IV certification, which is the highest and most challenging certification level in the Laboratory Analyst series; and

WHEREAS, Mr. Wong is recognized for dedicating his career to public service and sharing valuable technical knowledge and problem-solving skills with his co-workers.

NOW THEREFORE, the Board of Directors of Delta Diablo DOES HEREBY RESOLVE AND ORDER as follows:

Mr. Jason Wong is hereby commended and thanked for over 24 years of outstanding service and dedication to the District. The Board of Directors and staff wish him well in his retirement.

PASSED AND ADOPTED on January 12, 2022 by the following vote:

AYES:

ABSENT:

NOES:

ABSTAIN:

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution adopted by the Board of Directors of Delta Diablo on January 12, 2022.

ATTEST: Juan Banales
Board Secretary

By: _____

January 12, 2022

ADOPT RESOLUTION COMMENDING AND CONGRATULATING JAYNE STROMMER,
GOVERNMENT AFFAIRS MANAGER, ON HER RETIREMENT FROM THE DISTRICT

Recommendation

Adopt Resolution commending and congratulating Ms. Jayne Strommer, Government Affairs Manager, on her retirement from the District.

Background Information

Ms. Strommer began her career with the District as a Program Manager on September 8, 2008. Her position was reclassified to Government Affairs Manager in January 2015. On December 10, 2021, Ms. Strommer retired following 13 years of service at the District.

Analysis

Ms. Strommer was primarily responsible for leading the District's efforts to secure external funding (e.g., low-interest loans and grants), and monitoring and advocating for legislation that supports the wastewater industry. She assisted in securing over \$65 million in grants and low-interest loans for several major capital improvement projects. Ms. Strommer actively engaged with and held leadership positions in multiple industry organizations (i.e., BACWA, NACWA, CASA, BAC) to monitor and advocate for wastewater and recycled water related legislation and funding opportunities at the state and federal levels. She served as the Executive Director of the Western Recycled Water Coalition for the past five years. In recent years, Ms. Strommer led development of a formalized Asset Management Program at the District. In addition, she pursued educational opportunities during her career, including earning a Master of Public Administration Degree from Golden Gate University in 2012 and becoming a Certified Reliability Leader from the Association of Asset Management Professionals in 2020. She was a highly respected and valuable member, and the District wishes her well in her future endeavors.

Financial Impact

None.

Attachment

Resolution Commending and Congratulating Jayne Strommer, Government Affairs Manager, on Her Retirement

Reviewed by:  _____

Brian Thomas
Engineering Services Director

cc: Ms. Jayne Strommer
District File HR.01-PEF-496



**BEFORE THE BOARD OF DIRECTORS
OF DELTA DIABLO**

**Re: Commending and Congratulating)
Jayne Strommer, Government Affairs Manager,)
On Her Retirement from the District)**

RESOLUTION NO. 04/2022

THE BOARD OF DIRECTORS OF DELTA DIABLO HAS DETERMINED THAT:

WHEREAS, Ms. Jayne Strommer served the District from September 8, 2008 until her retirement on December 10, 2021, which is a period of 13 years, and held the positions of Program Manager and Government Affairs Manager during that time period; and

WHEREAS, she helped secure over \$65 million in grants and low-interest loans to fund capital projects, and successfully administered over 28 funding agreements; and

WHEREAS, she was actively engaged with and held leadership positions in multiple industry organizations (i.e., BACWA, NACWA, CASA, BAC) to monitor and advocate for wastewater and recycled water related legislation and funding opportunities at the state and federal levels; and

WHEREAS, she served as Executive Director of the Western Recycled Water Coalition for the past five years in support of the District's role as lead agency; and

WHEREAS, she led development of a formalized Asset Management Program at the District, including becoming a Certified Reliability Leader from the Association of Asset Management Professionals in 2020; and

WHEREAS, she obtained a Master of Public Administration Degree from Golden Gate University in August 2012, which demonstrated her commitment to furthering her expertise in government administration; and

WHEREAS, Ms. Strommer was a highly respected team member, who made significant contributions to District initiatives and funding achievements and will be greatly missed at the District.

NOW THEREFORE, the Board of Directors of Delta Diablo DOES HEREBY RESOLVE AND ORDER as follows:

Ms. Jayne Strommer is hereby commended and thanked for 13 years of outstanding service and dedication to the District. The Board of Directors and staff wish her well in all her future endeavors.

PASSED AND ADOPTED on January 12, 2022, by the following vote:

AYES:

ABSENT:

NOES:

ABSTAIN:

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution adopted by the Board of Directors of Delta Diablo on January 12, 2022.

ATTEST: Juan Banales
Board Secretary

By: _____

January 12, 2022

AUTHORIZE GENERAL MANAGER TO TRANSFER MONIES TO PUMP STATION FACILITIES REPAIR PROJECT FROM WASTEWATER CAPITAL ASSET REPLACEMENT FUND RESERVES IN THE AMOUNT OF \$400,000, FOR A TOTAL PROJECT BUDGET OF \$14,718,914; AUTHORIZE GENERAL MANAGER TO APPROVE CONSTRUCTION CONTRACT CHANGE ORDERS IN AN AMOUNT NOT TO EXCEED 13% OF THE CONTRACT AMOUNT, FOR A NEW TOTAL AUTHORIZATION OF \$11,155,360, W.M. LYLES CO.; AND AUTHORIZE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 3 TO CONSULTING SERVICES CONTRACT IN THE AMOUNT OF \$60,000, FOR A NEW TOTAL CONTRACT AMOUNT OF \$1,457,445, ICM GROUP, INC., CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES, PUMP STATION FACILITIES REPAIR, PROJECT NO. 80008

Recommendations

- 1) Authorize the General Manager to transfer monies to the Pump Station Facilities Repair (PSFR) Project from the Wastewater Capital Asset Replacement (WW CAR) Fund Reserves in the amount of \$400,000, for a new total project budget of \$14,718,914.
- 2) Authorize the General Manager to approve construction contract change orders up to 13% of the contract amount (i.e., up to an additional \$1,283,360) with W.M. Lyles Co. (WML) for the PSFR Project.
- 3) Authorize the General Manager to execute Amendment No. 3 to the consulting services contract with ICM Group, Inc. (ICM) in the amount of \$60,000, for a new total contract amount not to exceed \$1,457,445, to provide additional construction management and inspection services.

Background Information

In January 2019, the Board awarded the construction services contract for the PSFR Project to WML to rehabilitate and replace equipment and appurtenances to address reliability needs and safety issues at the District's five remote conveyance system pump stations. In addition, the Board authorized executing a Consulting Services Contract with ICM to provide construction management and inspection services. Construction commenced in April 2019 with final completion originally estimated in October 2020. During construction, the Board increased the General Manager's change order authorization from 5% to 10% of the contract amount to account for unanticipated conditions that materially affected construction activities. The Board also approved two contract amendments with ICM for additional construction management and onsite inspection services related to construction delays in May 2021.

Analysis

During construction at multiple locations, the District requested several necessary scope of work changes, including additional bypass pumping to provide safe and reliable wastewater conveyance during rehabilitation activities at two pump stations and redesign diversion piping to provide improved access for future pump station maintenance. These requested changes were anticipated to be completed within the original contract duration but were postponed for multiple reasons, including delays associated with the District's Flood Mitigation Grant from Federal Emergency Management Agency, operational impacts with other critical projects at the District's Wastewater Treatment Plant, and compliance with local and state COVID-19 health orders.



These factors extended the overall project duration and necessitated a project budget increase to cover the remaining work.

Construction activities will be mostly complete in February 2022 with the exception of the delivery of a portable generator and replacement of stationary backup generator at the Broadway Diversion Facility to meet seismic certification requirements. The delivery and installation of the portable and stationary generators are anticipated in September 2022 and will complete construction of the project.

Staff recommends that the Board authorize the General Manager to transfer funds from the WW CAR Fund Reserves in the amount of \$400,000 (refer to Attachment 1) and increase the General Manager's change authorization from 10% to 13%. Staff is also recommending Amendment No. 3 to the ICM contract to provide construction management and inspection services through February 2022. A summary of the Amendment No. 3 scope of work and estimated cost is attached (refer to Attachment 2).

Financial Impact

In December 2021, the Board approved adjustment and/or closing of certain Capital Improvement Program (CIP) projects for Fiscal Year 2020/2021 (FY20/21). This action resulted in a reduction of approximately \$3.6 million to the FY20/21 CIP budget. Of this amount, approximately \$1.1 million was returned to the WW CAR Fund Reserves in FY21/22. There is no fiscal impact to the FY21/22 Budget by appropriating \$400,000 from WW CAR Fund Reserves to the PSFR Project. If approved, the total project budget for the PSFR Project would be increased by \$400,000 to \$14,718,914.

Attachments

- 1) Summary of Requested Transfer from WW CAR Fund Reserves
- 2) ICM Scope and Cost Estimate Summary, Amendment No. 3

Reviewed by: _____



Thanh Vo
Acting Engineering Services Director

cc: District File No. P.80008.01.03



**PUMP STATION FACILITIES REPAIR
PROJECT NO. 80008**

SUMMARY OF TRANSFER FROM WW CAR FUND RESERVES

Description	Current Project Budget	Transfer Request from WW CAR Fund Reserves	Estimated Expenditures through September 2022
Design			\$ 1,355,000
Direct Material Purchases			\$ 61,929
Original Construction Contract (\$9,872,000)			\$ 9,722,000
Contingency (13% = \$1,283,360)			\$ 1,195,328
Construction Management			\$ 1,457,445
Administrative			\$ 927,212
TOTAL	\$14,318,914	\$400,000	\$ 14,718,914

**PUMP STATION FACILITIES REPAIR
PROJECT NO. 80008**

**AMENDMENT NO. 3
ICM GROUP, INC. (CONSULTANT)**

SCOPE OF WORK AND COST ESTIMATE SUMMARY

<u>DESCRIPTION</u>	<u>PROPOSED COST</u>
Original Authorized Contract Amount	\$ 832,000.00
Amendment No. 1	\$ 416,945.00
Amendment No. 2	\$ 148,500.00
Amendment No. 3 Scope of Work (Est. Costs Through Feb. 2022)	
1. ICM Construction Management	\$ 12,250.00
2. ICM Inspection Services	\$ 37,250.00
3. ICM Administrative Support	\$ 4,350.00
4. Subconsultant - Coating Inspections	\$ 1,000.00
6. Subconsultant - Labor Compliance Program Administration	\$ 1,500.00
7. Travel Costs	\$ 3,150.00
8. Computer/Phone/Internet	\$ 500.00
Amendment No. 3 Subtotal	\$ 60,000.00
GRAND TOTAL	\$ 1,457,445.00

January 12, 2022

APPROVE AND AUTHORIZE GENERAL MANAGER TO EXECUTE SIX-MONTH GENERAL SERVICES CONTRACT FOR A TOTAL AMOUNT NOT TO EXCEED \$20,378, INCLUDING ANNUAL EXTENSIONS NOT TO EXCEED FOUR (4) YEARS, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$183,402, FROM JANUARY 1, 2022 THROUGH JUNE 30, 2026, NEW IMAGE LANDSCAPE COMPANY, LANDSCAPE MAINTENANCE SERVICES

Recommendation

Approve and authorize the General Manager to execute a six-month general services contract, including annual extensions not to exceed four (4) additional one-year periods, with New Image Landscape Company (New Image), to provide landscape maintenance services for a total amount not to exceed \$40,756 per year and a total contract amount not to exceed \$183,402 from January 1, 2022, through June 30, 2026.

Background Information

Landscape maintenance services support effective facility management by the District for employees and visitors, while helping to ensure a safe and secure workplace as required by California Occupational Safety and Health Administration (Cal/OSHA) regulations and California Labor Code. These services support effective vector control and provide a welcoming, aesthetically pleasing environment at District facilities.

Analysis

On May 3, 2019, staff issued a request for proposals (RFP) to interested landscape maintenance service providers to identify possible qualified bidders. The District received six proposals from experienced service providers who also attended the mandatory pre-proposal site visit. New Image was selected as the most highly qualified service provider and offered the best value to the District. New Image is the District's current service provider and continues to provide an acceptable level of service. As part of the initial services to establish proper serviceable conditions, New Image conducted multiple sprinkler repairs, removed invasive ivy, removed dead shrubs, and pruned overgrown shrubs and hedges. New Image extended the Arcy Lane landscape plantings, established a rose garden at the Plant Operations Center as part of a beautification project, filled numerous holes, and established a level grade for safety and security purposes. New Image managerial staff also provide exceptional customer service when responding to the District's special requests.

Financial Impact

Sufficient funding is available in the adopted Fiscal Year 2021/2022 Budget.



Reviewed by: _____

Dean Eckerson
Resource Recovery Services Director

cc: District File No. CORP.10-AGR-00017577



January 12, 2022

APPROVE AND AUTHORIZE GENERAL MANAGER TO EXECUTE INTERAGENCY AGREEMENT FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$140,000, FROM NOVEMBER 17, 2021 THROUGH JUNE 30, 2022, CONTRA COSTA COUNTY, DEPARTMENT OF INFORMATION TECHNOLOGY, INFORMATION TECHNOLOGY SERVICES

Recommendation

Approve and authorize the General Manager to execute an interagency agreement with Contra Costa County, Department of Information Technology, to provide information technology services for a total contract amount not to exceed \$140,000 from November 17, 2021, through June 30, 2022.

Background Information

Operation of the District's resource recovery facility infrastructure is dependent on the uninterrupted operation of various information technology (IT) systems. The District's IT Manager position is responsible for the management and ongoing maintenance those systems. Due to an existing vacancy in the District's IT Manager position, the District engaged with Contra Costa County's Department of Information Technology (County) in November 2021 to begin providing immediate IT services support, which ensured uninterrupted IT services that are critical to District operations. The County's qualified staff are available to provide guidance to the District's IT staff and perform IT emergency services on behalf of the District.

The District will recruit to fill the vacant IT manager position, and currently aims to conclude that recruitment in early spring 2022. The District has satisfied its meet and confer obligations, and the bargaining unit representing the IT manager position consents to engaging with the County for IT support services and utilizing temporary workers during the IT Manager recruitment.

Analysis

Under an interagency agreement, the County will provide IT support services that the District requires during the period from November 17, 2021, through June 30, 2022. All IT services performed by the County will be authorized by the General Manager, or designee. District and County representatives will meet weekly to review and coordinate IT support services with work performed by District staff or other temporary workers.

Under the interagency agreement, the District will pay the County for IT services, at fully burdened hourly rates the County charges internal and external clients. The District's total payments to the County during the agreement term will not exceed \$140,000. The agreement includes a mutual indemnification clause requiring each party to indemnify the other party to the extent that any third-party claim arises from the indemnifying party's negligence or willful misconduct. Due to the critical nature of these services, staff recommends that the Board of Directors approve this interagency agreement.



Financial Impact

Because this is an unbudgeted expenditure, staff will utilize “GM Contingency” funding included in the adopted FY21/22 Budget, which totals \$300,000 and salary savings associated with the vacant IT Manager position during recruitment.

Reviewed by: 

Brian Thomas
Acting Business Services Director

cc: District File No. BRD-ACTS-01



January 12, 2022

CONSIDER ADOPTING RESOLUTION AUTHORIZING THE BOARD OF DIRECTORS, IN ALL ITS CAPACITIES, INCLUDING THE INTEGRATED FINANCING CORPORATION, AND ITS SUBCOMMITTEES TO CONTINUE TELECONFERENCE MEETINGS UNDER GOVERNMENT CODE SECTION 54953(e), MAKE RELATED FINDINGS, AND TAKE RELATED ACTIONS

Recommendations

1. Find that the following circumstances exist: (a) the Statewide state of emergency and the Countywide local emergency continue to directly impact the ability of the Board of Directors, in all its capacities, and its subcommittees and advisory bodies, to meet safely in person because the COVID-19 case rate in Contra Costa County remains in the “high” community transmission tier, the highest tier of the CDC’s four community transmission tiers; and (b) the County Health Officer’s recommendations for safely holding public meetings, which recommend virtual meetings and other measures to promote social distancing, are still in effect.
2. Authorize the Board of Directors, in all its Capacities (including Integrated Financing Corporation Board of Directors), and its Subcommittees, to Conduct Teleconference Meetings under Government Code Section 54953(e).
3. Make Related Findings and Determine that these Bodies Will Hold Virtual Meetings for the Next 30 Days.
4. Direct the General Manager to return to the Board acting in all its capacities, at the next meeting, with an item to reconsider the state of emergency and whether to continue meeting virtually under the provisions of Government Code Section 54953(e) and to make required findings as to all bodies covered by this Board order.

Background Information

On October 13, 2021 and November 17, 2021, the Board adopted Resolution Nos. 15/2021 and 19/2021, respectively, which authorized the Board, in all its capacities, and subcommittees, to conduct teleconferencing meetings under Government Code Section 54953(e). In addition, the Board also authorized the continuance of teleconference meetings at its December 8, 2021 Board of Directors Meeting.

This section of the Brown Act, which was added by Assembly Bill 361 (AB 361), allows a local agency to use special teleconferencing rules during a declared state of emergency. When a legislative body uses the emergency teleconferencing provisions under Government Code Section 54953(e), the following rules apply:

- The agency must provide notice of the meeting and post an agenda as required by the Brown Act and Better Government Ordinance, but the agenda does not need to list each teleconference location or be physically posted at each teleconference location.
- The agenda must state how members of the public can access the meeting and provide public comment.
- The agenda must include an option for all persons to attend via a call-in or internet-based service option.
- The body must conduct the meeting in a manner that protects the constitutional and statutory rights of the public.

- If there is a disruption in the public broadcast of the meeting, or of the public’s ability to comment virtually for reasons within the body’s control, the legislative body must stop the meeting and take no further action on agenda items until public access and/or ability to comment is restored.
- Local agencies may not require public comments to be submitted in advance of the meeting and must allow virtual comments to be submitted in real time.
- The body must allow a reasonable amount of time per agenda item to permit members of the public to comment, including time to register or otherwise be recognized for the purposes of comment.
- If the body provides a timed period for all public comment on an item, it may not close that period before the time has elapsed.
- AB 361 sunsets on January 1, 2024.

Analysis

Under Government Code Section 54953(e), if the local agency wishes to continue using these special teleconferencing rules after adopting an initial resolution, the legislative body must reconsider the circumstances of the state of emergency every 30 days and make certain findings. The agency must find that the state declared emergency continues to exist and either that it continues to directly impact the ability of officials and members of the public to meet safely in person, or that state or local officials continue to impose or recommend measures to promote social distancing.

The Board last considered these matters on December 8, 2021, made the required findings, and continued use of special teleconferencing rules. The Board can again make these findings. The statewide state of emergency continues to exist, and the state and the countywide local emergencies continue to directly impact the ability of the Board of Directors, in all its capacities (including Integrated Financing Corporation Board of Directors), and its subcommittees to meet safely in person because the COVID-19 omicron variant case rate in Contra Costa County is categorized in the “High Level” community transmission tier, the highest tier of the CDC’s four community transmission tiers.


If the Board wishes to continue teleconferencing under Section 54953(e), at its next meeting, the Board must reconsider the circumstances of the state of emergency and find that one or both of the following circumstances exists: a) the state declared emergency continues to directly impact the ability of members to safely meet in person, or b) state or local officials continue to impose or recommend measures to promote social distancing. If the state declared emergency no longer exists, or if the Board does not make these findings by majority vote, then it and its subcommittees will no longer be exempt from the Brown Act’s non-emergency teleconferencing rules.

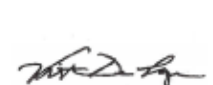
Fiscal Impact

None.

Attachments

None.

Prepared by: 
 Cecelia Nichols-Fritzler
 Office Manager/Secretary to the Board

Reviewed by: 
 Vince De Lange
 General Manager



**BEFORE THE BOARD OF DIRECTORS
OF DELTA DIABLO**

**Re: Authorizing Teleconference Meetings)
Under Government Code Section)
54953(e), Assembly Bill 361)**

RESOLUTION NO. 05/2022

THE BOARD OF DIRECTORS OF DELTA DIABLO HAS DETERMINED THAT:

WHEREAS, on March 4, 2020, Governor Gavin Newsom proclaimed the existence of a state of emergency in California under the California Emergency Services Act, Gov. Code § 8550 et seq.; and

WHEREAS, on March 10, 2020, Contra Costa County proclaimed the existence of a local emergency throughout the county due to conditions of disaster or extreme peril to the safety of persons and property had arisen due to COVID-19; and

WHEREAS, on March 17 and 21, 2020, Governor Newsom issued Executive Orders N-29-20 and N-35-20, which suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code Section 54950 et seq. (the Brown Act), provided certain requirements were met and followed; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which clarified the suspension of the teleconferencing rules set forth in the Brown Act and further provided that those provisions would remain suspended through September 30, 2021; and

WHEREAS, on September 16, 2021, Governor Newsom signed Assembly Bill 361, which provides that under Government Code Section 54953(e), a legislative body subject to the Brown Act may continue to meet using teleconferencing without complying with the non-emergency teleconferencing rules in Government Code Section 54953(b)(3) if a state declared state of emergency exists and either state or local officials have imposed or recommended measures to promote social distancing or meeting in person would present imminent risks to health and safety of meeting attendees; and

WHEREAS, on September 20, 2021, Governor Newsom issued Executive Order N-15-21, which suspended the provisions of Assembly Bill 361 until October 1, 2021; and

WHEREAS, on September 20, 2021, the Contra Costa County Health Officer issued recommendations for safely holding public meetings that include recommended measures to promote social distancing; and

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the Delta Diablo Board of Directors, acting in all its capacities (including Integrated Financing Corporation Board of Directors), intends to invoke the provisions of Government Code Section 54953(e), added by Assembly Bill 361, related to teleconferencing.

WHEREAS, among the Health Officer's recommendations: (1) on-line meetings (teleconferencing meetings) are strongly recommended as these meetings present the lowest risk of transmission of SARS-CoV-2, the virus that causes COVID-19. This is particularly important in

light of the current community prevalence rate as of January 3, 2022 which places Contra Costa County in the high community transmission tier as designated by the Centers For Disease Control, and current trends as of January 3, 2022 in COVID-19 test positivity and COVID-19 hospitalizations which are increasing, and in light of the local detection of the Omicron variant of COVID-19, the impact of which on the spread of COVID-19 has shown to dramatically increase COVID-19 transmission; (2) if a local agency determines to hold in-person meetings, offering the public the opportunity to attend via a call-in option or an internet-based service option is recommended when possible to give those at higher risk of an/or higher concern about COVID-19 an alternative to participating in person; (3) a written safety protocol should be developed and followed, and it is recommended that the protocol require social distancing (i.e., six feet of separation between attendees) and face-masking of all attendees; (4) seating arrangements should allow for staff and members of the public to easily maintain at least six-foot distance from one another at all practicable times; (5) consider holding public meetings outdoors. Increasing scientific consensus is that outdoor airflow reduces the risk of COVID-19 transmission compared to indoor spaces. Hosting events outdoors also may make it easier to space staff and members of the public at least six feet apart; (6) current evidence is unclear as to the added benefit of temperature checks in addition to symptom checks. The Contra Costa County Health Services encourages focus on symptom checks as they may screen out individuals with other COVID-19 symptoms besides fever and help reinforce the message to not go out in public if you are not feeling well; and (7) consider a voluntary attendance sheet with names and contact information to assist in contact tracing of any cases linked to a public meeting.

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the Board of Directors, acting in all of its capacities, intends to invoke the provisions of Government Code Section 54953(e), added by Assembly Bill 361, related to teleconferencing.

NOW THEREFORE, the Board of Directors of Delta Diablo DOES HEREBY RESOLVE AND ORDER as follows:

1. The state of emergency proclaimed by Governor Newsom on March 4, 2020 remains in place.
2. The Contra Costa County Health Officer has strongly recommended that public meetings be held by teleconferencing as those meetings present the lowest risk of transmission of SARS-CoV-2, the virus that causes COVID-19.
3. In-person meetings of the Board of Directors would present imminent risks to the health or safety of the public, staff and officials attending meetings, in light of the high case rate of COVID-19 infections in Contra Costa County.
4. As authorized by Assembly Bill 361, effective immediately and for the next 30 days the Board of Directors, acting in all its capacities (including Integrated Financing Corporation Board of Directors), and its subcommittees will use teleconferencing for meetings in accordance with the provisions of Government Code Section 54953(e).
5. The Secretary to the Board and General Manager are authorized and directed to take all actions necessary to implement the intent and purpose of this resolution, including conducting open and public meetings in accordance with Government Code Section

54953(e) and all other applicable provisions of the Brown Act.

6. The Secretary to the Board and General Manager are directed to return to the Board acting in all of its capacities, at its next meeting if this resolution is adopted, with an item to reconsider the state of emergency and whether to continue meeting virtually under the provisions of Government Code Section 54953(e) and to make required findings as to all bodies covered by this resolution.

PASSED AND ADOPTED on January 12, 2022, by the following vote:

AYES:

ABSENT:

NOES:

ABSTAIN:

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution adopted by the Board of Directors of Delta Diablo on January 12, 2022.

ATTEST: Juan Banales
Board Secretary

By: _____

ITEM H

January 12, 2022

RECEIVE AUDITED ANNUAL COMPREHENSIVE FINANCIAL REPORT AND MEMORANDUM ON INTERNAL CONTROL FOR FISCAL YEAR 2020/2021

Recommendation

Receive audited Annual Comprehensive Financial Report (ACFR) and Memorandum on Internal Control for Fiscal Year 2020/2021 (FY20/21).

Background Information

California statutes require special districts to have an annual audit conducted by independent certified public accountants. In addition to preparing basic financial statements for FY20/21, the District has prepared an ACFR, which provides more information (i.e., a Letter of Transmittal and a statistical section) to improve context for the reader.

The FY20/21 ACFR was audited by Cropper Accountancy Corporation, who was selected as the District's auditor following a competitive request for proposals (RFP) process in April 2021. Cropper Accountancy Corporation was awarded the audit contract for FY20/21 through FY22/23 with an option to extend the contract annually for a period not to exceed three additional years.

The basic structure of the District's ACFR includes three primary sections:

- 1) **Introductory Section.** This section contains the Letter of Transmittal, which provides a brief overview and directs readers to relevant information within the ACFR to provide context and improve comprehension of the ACFR contents.
- 2) **Financial Section.** This section contains both comparative totals from the prior fiscal year and supplementary information relating to the District's five core programs: Wastewater, Recycled Water, Household Hazardous Waste, Street Sweeping, and Bay Point Collections.
- 3) **Statistical Section.** This section provides additional historical perspective, context, and detail to help the reader utilize the information located elsewhere in the financial report to better understand the District's economic condition.

The Government Finance Officers Association (GFOA) works to advance excellence in state and local government financial management and promote financial reporting that provides useful information to taxpayers, customers, public officials, investors, and others who use financial reports. The District submitted the FY20/21 ACFR to GFOA for review under its Certificate of Achievement for Excellence in Financial Reporting program.

Analysis

Consistent with prior audit results, the District's auditor has determined that the ACFR fairly presents the District's financial condition (this is known as an "unmodified opinion" or "clean" opinion), and no material weaknesses were identified during review of internal controls over financial reporting. Achieving an unmodified opinion provides reasonable assurance that the



District's ACFR is free of material misstatements and represents the highest opinion that can be rendered in an audit.

In addition to conducting the audit and reviewing the ACFR, the auditor reviewed internal controls and made recommendations for improvements in a "Memorandum on Internal Control." There were no findings or recommendations this year, which highlights the strength of the District's internal financial controls.

FY20/21 Financial Highlights

A summary of key findings included in the ACFR regarding the District's financial position (as compared to FY19/20) is provided below.

- Total assets plus deferred outflows exceeded total liabilities and deferred inflows by \$196.2 million (net position)
- Net position increased by \$19.8 million (11.2%)
- Total assets plus deferred outflows increased by \$25.7 million (11.1%)
- Total liabilities plus deferred inflow of resources increased by \$5.9 million (10.8%)
- Total operating revenues = \$41.3 million, an increase of \$2.7 million (6.9%)
- Total operating expenses = \$31.7 million, a decrease of \$3.6 million (10.3%)
- Capital contributions = \$6.8 million, an increase of \$5.2 million (338.6%)

The District remains financially sound with a combined total net position at the end of FY20/21 of \$196.2 million. Changes in net position serve as a useful indicator of the District's financial position over time. For FY20/21, the District's net position increased by \$19.8 million, which was the result of two main factors:

- 1) Total operating revenues of \$41.3 million exceeded total operating expenses by \$9.6 million. This positive result, which includes the collection of Sewer Service Charges (SSCs), demonstrates the success of the District's overall fiscal year operations and long-term infrastructure planning.
- 2) Net non-operating revenue of \$10.2 million (Capital Facilities Capacity Charges [CFCCs] of \$6.8 million + ad valorem property taxes of \$3.4 million + interest income of \$0.2 million + other non-operating revenue of \$0.4 million – interest expense of \$0.6 million).

A thorough discussion of FY20/21 financial activities is provided in the Management Discussion and Analysis (MD&A) section of the ACFR.

During FY20/21, the Wastewater Capital Expansion Fund paid \$0.5 million toward the interfund loan from the Wastewater Capital Asset Fund. The balance of the Wastewater Capital Expansion interfund loan at the end of FY20/21 was \$3.3 million. In addition, an interfund loan of \$3.0 million was made from the Wastewater Advanced Treatment Fund to the Wastewater Capital Asset Replacement Fund. The balance of the Wastewater Capital Asset Replacement interfund loan balance at the end of FY20/21 was \$7.0 million.



A representative from the accounting firm responsible for the independent audit presented the FY20/21 ACFR audit results to the Finance Committee on January 5, 2022. The staff report and meeting notes are provided in Attachments 3 and 4, respectively. At the conclusion of the meeting, Chair Banales recommended presentation of the audit findings to the Board at its January 12, 2022 meeting.

Financial Impact

The District remains financially sound and no material weaknesses in internal controls were identified by the auditor. The District's net position increased by \$19.8 million in FY20/21 due to total operating revenues exceeding total operating expenses. The District will consider this increase, as well as other FY20/21 final audited results, during the upcoming FY22/23 budget and rate development process.

Attachments

- 1) FY20/21 ACFR for the Fiscal Year Ended June 30, 2021
- 2) Memorandum on Internal Control for Fiscal Year Ended June 30, 2021
- 3) Staff Report to Finance Committee, dated January 5, 2022 (w/o attachments)
- 4) Meeting Notes from January 5, 2022, Finance Committee Meeting

Reviewed by: _____



Brian Thomas
Acting Business Services Director

cc: John Cropper, CPA, CGFM, CGMA, Managing Partner, Cropper Accountancy Corporation





Delta Diablo

Annual Comprehensive Financial Report



TREATMENT PLANT AND DISTRICT OFFICES

For the Fiscal Years Ended
June 30, 2021 and 2020

Prepared By: Finance Division
2500 Pittsburg-Antioch Highway
Antioch, California 94509

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Delta Diablo, Antioch, California
Annual Comprehensive Financial Report For
The Fiscal Years Ended June 30, 2021 and
2020

Prepared by the Finance Division

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INTRODUCTORY SECTION



TOWER TRICKLING FILTERS AND AERATION BASINS

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December 20, 2021

To the Honorable Board of Directors and Delta Diablo Customers:

Delta Diablo (District) is pleased to submit the Annual Comprehensive Financial Report (ACFR) for the fiscal year ending June 30, 2021 (FY20/21).

This document has been prepared by the District's Finance Division, in compliance with financial reporting principles and standards set forth by the Governmental Accounting Standards Board (GASB), and includes introductory, financial, and statistical sections. District Management assumes the responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive internal control framework it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

Because California statutes require special districts to complete an annual financial audit conducted by independent, certified public accountants, this report is published to fulfill this requirement for FY20/21. Cropper Accountancy Corporation has issued an unmodified ("clean") opinion on the District's financial statements for FY20/21. The independent auditors' report is located at the front of the financial section of this report.

Management's discussion and analysis (MD&A) immediately follows the independent auditors' report and provides an introduction, overview, and analysis of the District's basic financial statements. The MD&A complements this transmittal letter and should be read in conjunction with it.

As the District developed the ACFR based on recommended guidelines set forth by the Government Finance Officers Association (GFOA), this report will be submitted to GFOA for review and certification.

Profile of the Government

Delta Diablo is a special district in the State of California that was originally formed in 1955 as Contra Costa County Sanitation District No. 7-A, pursuant to California Health and Safety Code Section 4700 for the purpose of operating, maintaining, and constructing wastewater collection and treatment facilities in the West Pittsburg (now called Bay Point) area. In the early 1970s, the California State Water Resources Control Board adopted a policy of encouraging public wastewater agencies to consolidate on a sub-regional basis. In 1976, the Cities of Pittsburg and Antioch were annexed to the District. A new sub-regional conveyance system and treatment facility was recommended and

subsequently constructed in the current location between the two cities. In 1989, the District's name was changed to Delta Diablo Sanitation District. In 2014, the District's name was changed to Delta Diablo to reflect the general industry shift to viewing wastewater treatment plants as water resource recovery facilities via renewable energy production, water recycling, and biosolids reuse.

The District provides services to over 215,000 residents, as well as commercial and industrial customers, in Bay Point, Pittsburg, and Antioch which comprises a service area of approximately 54 square miles. The District's service area is divided into three zones: Zone 1 – Bay Point, Zone 2 – Pittsburg, and Zone 3 – Antioch. It is governed by a three-member Board of Directors with one member appointed to represent each zone, including the Mayor of the City of Pittsburg (or designee), the Mayor of the City of Antioch (or designee), and the Contra Costa County Board of Supervisors member representing Bay Point, which is unincorporated. The Board of Directors establishes overall policies to guide District operations, which are then implemented under the direction of the General Manager, and provide reliable, high-quality wastewater conveyance and treatment services at rates that are among the lowest in the San Francisco Bay Area.

Board meetings are open to the public and held on the second Wednesday of each month. In addition, committee meetings, workshop sessions, special meetings, and public hearings are occasionally scheduled and noticed.

The District has continually pursued an array of solutions to provide high-quality and environmentally-sound resource recovery services to its customers to protect public health, the Delta, and San Francisco Bay, now and into the future. As a result, five core resource recovery programs and services have been developed: Wastewater, Recycled Water, Household Hazardous Waste, Street Sweeping, and Bay Point Collections. Additional resource recovery services include pollution prevention, energy recovery, and beneficial reuse of biosolids.

Wastewater Program: The Wastewater Program's primary purpose is to protect public health and the environment by conveying and effectively treating wastewater. Operating 24 hours a day, 365 days a year, the District's Wastewater Treatment Plant (WWTP) is permitted by the San Francisco Bay Regional Water Quality Control Board (Regional Board) as a secondary wastewater treatment facility with a permitted average dry weather flow capacity of 19.5 million gallons per day (MGD).

Recycled Water Program: Since 2000, the District has been operating an industrial recycled water plant. Generating an average of 7 MGD, this recycled water facility is rated for 12.8 MGD and utilizes a state-of-the-art computerized Supervisory Control and Data Acquisition (SCADA) system. Recycled water produced by the District is distributed for use as cooling water at two power plants, as well as landscape irrigation at several parks and schools, Caltrans rights-of-way, city offices, and a golf course in Antioch. The use of high-quality recycled water for industrial and irrigation applications provides an alternative source of water that is more cost efficient than potable water, promotes water conservation, and is an environmentally sound recapturing of precious

water resources compared to discharging the treated water directly to the Delta.

Household Hazardous Waste Program: In partnership with multiple local governmental entities, the District has operated a regional Household Hazardous Waste (HHW) Program since 1996. The core of the program is operation of the Delta Household Hazardous Waste Collection Facility (DHHWCF), which was constructed in 2003 adjacent to the District’s WWTP. The purpose of the HHW Program is to prevent hazardous pollutants from reaching waterways, landfills, and the wastewater system in support of the District’s Pollution Prevention Program and meeting state and federal regulatory requirements. Use of the District’s DHHWCF is free of charge for residents and small businesses in East Contra Costa County. This facility accepts medications, used oil and filters, anti-freeze, paints and stains, batteries, fluorescent and high intensity lamps, cosmetics, pesticides, pool chemicals and household cleaners, cooking oils and grease, and electronic waste.

Street Sweeping Program: Street sweeping is another pollution prevention service offered by the District. One of the best ways to prevent pollutants from entering local waterways is to remove them from streets before wind and rain carries them into storm drains, which flow to Delta receiving waters. Regular street sweeping provides a clean appearance throughout neighborhoods, attracts businesses to downtown areas, and supports regional compliance with state and federal regulations related to Clean Water Act implementation.

Bay Point Collection Program: In 1984, the District assumed responsibility from Contra Costa County for the West Pittsburg (Bay Point) collection system. Services provided for this system consist of cleaning, inspection, and maintaining 43 miles of sanitary sewer mains for collection and delivery of untreated wastewater to the WWTP through the District’s conveyance system. The cities of Antioch and Pittsburg maintain their own collection systems.

Local Economy

The District provides wastewater conveyance and treatment services in its service area via 39,000, 25,100, and 7,550 connections in Antioch, Pittsburg, and Bay Point, respectively. These communities are located in the Delta where the Sacramento and San Joaquin Rivers meet at the eastern edge of the greater San Francisco Bay Area (Bay Area). Housing is affordable relative to the otherwise expensive Bay Area, and there is still significant undeveloped land available in the area for future development. The Bay Area Rapid Transit (BART) Pittsburg-Antioch line and Highway 4 run through the area, connecting commuters in the three communities to jobs in other parts of the Bay Area.

Because the area functions in part as “bedroom communities” to the Bay Area’s financial district and high-tech industries, housing-related development, construction, and service-related businesses dominate the local economy. In general, the local economy is consistent with the Bay Area economy. During the first half of FY19/20, the local economy within the District’s service area experienced solid economic growth with no

indication of an economic slowdown in the short term. The unemployment rate within the region was 3.0% in February 2020, slightly lower than prior years¹, and lower than the state average unemployment rate for February 2020 of 3.9%.²

However, in March 2020, COVID-19 was declared a global pandemic and local county health orders shut down businesses that were not considered essential. This public health crisis has had significant adverse economic effects. Customers in the District's service area were ordered to shelter in place and economic activity slowed significantly. partially recovered to 6.6% as of March 2021.¹ There are many unknown factors and uncertainties regarding the financial impacts associated with the COVID-19 pandemic. Growth and development activities will continue to be closely monitored for any unknown impacts to water use and the associated impact to SSC revenue in the future. FY 20/21 had a significant increase in equivalent residential units (ERUs) compared to FY 19/20 due to development in the service area.

Median household income in Bay Point, Pittsburg, and Antioch was \$55,856, \$70,770, and \$71,422, respectively, compared with the Contra Costa County median household income of \$93,712 in 2018³. Populations in Pittsburg and Antioch have grown from 64,015 and 103,509 in 2011 to 74,498 and 112,848 in 2021, respectively⁴. This information was not separately available for Bay Point as it is an unincorporated area. Median housing prices were \$512,777 in Bay Point, \$650,000 in Pittsburg, and \$563,643 in Antioch, as reported by Zillow for March 2021⁵.

Long-term Planning

Consistent with GFOA's recommendations, the District developed a Strategic Business Plan as a blueprint for how the District will respond to future challenges and changing priorities. Based on the District's mission, vision, core values, and goals, Management presents Strategic Business Plan Initiatives in support of Strategic Focus Areas under each goal area for the Board's review and acceptance each year.

The Strategic Business Plan was adopted by the Board in September 2014. In March 2021, the Board adopted minor revisions to the Strategic Business Plan to update key staffing changes, add a new "General Manager's Message," and revise the overall document format.

Mission: Protect public health and the environment in our communities by providing wastewater resource recovery services of exceptional quality and value.

Vision: Delta Diablo will be a national leader in wastewater resource recovery

¹ US Bureau of Labor Statistics - www.bls.gov/regions/west/ca_oakland_md.htm

² US Bureau of Labor Statistics - www.bls.gov/regions/west/california.htm

³ United States Census Bureau - www.census.gov/quickfacts/fact/table/US/PST045219

⁴ California Department of Finance - www.dof.ca.gov/Forecasting/Demographics/Estimates/e-4

⁵ Zillow - www.zillow.com/home-values

Core Values: Integrity, Teamwork, and Trust

Strategic Goals:

- Financial Sustainability
- Leadership
- Operational Excellence
- Workplace Innovation
- Stakeholder Engagement

Financial Policies and Best Practices

The District has financial policies and best practices that set forth guidelines to maintain accountability and control over operating revenue and expenses, ensure proper appropriation of reserves and restricted funds, and proactively address the rising costs of pension and other post-employment benefits.

Investments: Annually, the Board of Directors has adopted an Investment Policy pursuant to California Government Code Sections 53600 et seq. The investment of idle funds is delegated by the Board of Directors to the General Manager, who assumes full responsibility for desk top transactions. The Investment Policy objectives are safety, liquidity, yield, and diversity. The District’s investments comply with the adopted Investment Policy. See Note 2 – Cash and Investments in the Notes section of this report for detailed investment information.

Reserves:

- *Economic Reserves:* Economic reserves are an essential part of the District’s operating requirements and ensure the continued ability to provide services during budget shortfalls or unforeseen circumstances. The purpose of this reserve is to provide adequate funding to mitigate overall rate volatility resulting from economic changes or events that significantly decrease the District’s revenues or increase the District’s operating costs.
- *Advanced Treatment Reserve:* The District continues to modify its original approach to collecting revenues for the Advanced Treatment Fund, which was proactively established in 2011 to avoid sharp rate increases to customers due to implementation of nutrient removal upgrades at Delta Diablo’s WWTP. The District has successfully collaborated with regulators, the scientific community, and other Bay Area Clean Water Agencies members to focus on nutrient impact analyses and water quality modeling in San Francisco Bay rather than the future imposition of regional nutrient removal permit limits. The outcome of this effort is an approximate 10-year extension in the implementation timeline. In addition to the timeline extension, staff has estimated that the initial capital cost for nutrient management is lower than originally anticipated and will be combined with a secondary treatment capacity plant expansion. Based on this new information and extended timeline for use of these funds, staff suspended the Advanced Treatment Fund Sewer Service Charge (SSC) component in FY20/21.

Other Post-Employment Benefits (OPEB) Trust Funding: Following acceptance of each fiscal year's audited financial statements for the District, the Board of Directors makes a determination as to how much of that year's remaining Actuarially Determined Contribution (ADC) (formerly Annual Required Contributions or ARC) will be funded by the District and deposited to the OPEB Trust Fund from all or part of the following sources in the order listed below: 1) unanticipated revenue streams, 2) wastewater service charge revenues exceeding planned levels for the prior fiscal year, 3) unused wastewater operating contingency funds from the prior fiscal year, 4) wastewater operating budget savings from the prior fiscal year, 5) ad valorem tax revenues, and 6) wastewater general fund.

Pension Benefits Trust Funding: The District's intent is to set aside additional funds in a separate, qualified trust fund which may be directed into either the California Public Employees' Retirement System (CalPERS) and/or Contra Costa County Employee's Retirement Association (CCCERA) in the future. Annual budgeted amounts are contributed following the adoption of the budget. Upon fully funding the OPEB Trust Fund, those funding sources previously discussed shall be redirected to pension benefit trust funding, provided the OPEB Trust Fund remains fully funded.

Internal Controls: Management is responsible for establishing and maintaining adequate internal controls to ensure that District operations are effective and efficient, applicable laws and regulations are followed, and financial reports are reliable. Internal controls provide reasonable, but not absolute assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and that the cost-benefit analyses require estimates and judgment by Management.

Financial Highlights

The District's overall financial condition continues to be sound as demonstrated by a stable revenue base, effective cost containment, stable net position, and appropriate fund reserves.

In FY20/21, the District continued to effectively manage its finances and strengthen its financial position by adopting sufficient recycled water and wastewater rates to fund operations, OPEB trust contributions, and capital infrastructure improvements. The following results of operations indicate a continuing strong and stable fiscal position:

- Total assets plus deferred outflows exceeded total liabilities and deferred inflows by \$196.2 million (net position)
- Net position increased by \$19.8 million or 11.2% during the year to \$196.2 million
- Operating revenue increased \$2.7 million or 6.9% to \$41.2 million
- Operating expenses decreased \$3.6 million or 10.3% to \$31.7 million
- Capital contributions increased \$5.2 million or 338.6% to \$6.8 million

Debt Administration

As of the end of FY20/21, the District had a long-term outstanding debt total of \$33.4 million, compared to \$23.7 million as of the end of FY19/20. Prudent financial management policies and the District's sound financial position resulted in an "AA" credit rating from Standard & Poor's in November 2015.

Budget and Rates

The adopted total operating and capital budget for FY20/21 was \$47.1 million compared to \$51.5 million for FY19/20. Wastewater service rates increased by 6.5% for Antioch and Pittsburg customers and 5.9% for Bay Point customers for FY20/21, compared to 3.5% for Antioch and Pittsburg customers and 3.0% for Bay Point customers in FY19/20, due to updated capital planning needs and implementation of 2021 Cost-of-Service (CoS) Study findings.

In contrast to the previous approach of proposing a three-year operating budget and planning cycle, the District started proposing and adopting a single-year budget in FY18/19 and has continued the process through FY20/21. The District's intent is to transition to a budget cycle that better aligns the rate-setting and capital improvement program development processes.

FY20/21 Strategic Business Plan Initiatives

Financial Sustainability

- Conduct a comprehensive infrastructure condition assessment at the District's WWTP to guide prioritized, long-term capital investment.
- Navigate potential barriers to implementing a large-scale organics co-digestion effort. (This was previously a capital project that was discontinued in FY19/20.)
- Develop a near-term strategy and timeline to guide financial planning for future nutrient management investment at the WWTP (i.e., Advanced Treatment Fund).
- Complete a utility "Cost-of-Service Study" to ensure District is recovering its costs via sewer service, recycled water service, and capital facilities capacity charges.

Leadership

- Provide "change management" training to support development and application of new ideas and approaches to improve the organization.
- Provide biological wastewater treatment process training for Operations/Engineering staff.
- Develop an improved performance planning and appraisal process to support workforce development and management.

Operational Excellence

- Initiate implementation of a risk-based Asset Management Program that ensures effective asset performance, reliability, and investment through integrated, robust business processes.
- Conduct disaster response and recovery exercises to support emergency preparedness and resiliency.
- Conduct a vulnerability assessment at the WWTP to mitigate the impacts of potential infrastructure, equipment, and operational threats to regulatory compliance and safety.
- Implement priority “best practice” enhancements to District procurement and purchasing procedures, revise signature authority levels, and conduct associated staff training to ensure effective and efficient business processes.

Workplace Innovation

- Identify and prioritize opportunities to drive organizational effectiveness and efficiency through expanded use of information technology (IT) as part of the IT Assessment.
- Evaluate the feasibility of implementing interactive, dynamic capital improvement project summaries via a web-based application.

Stakeholder Engagement

- Enhance external website content and public information materials, and develop targeted fact sheets (e.g., infrastructure investment, nutrient management, rates/budget) in support of the District’s Strategic Communications Plan.

Emphasize the increased need for private sector engagement to accelerate development of regional biosolids management facilities through active participation in the Bay Area Biosolids Coalition.

Long-Term Infrastructure Investment

The District’s Capital Improvement Program (CIP) presents project needs and funding requirements to maintain and/or upgrade District infrastructure. Recommended projects in the CIP are based on previous master planning efforts, as well as ongoing condition assessment of existing facilities. The five-year CIP defines and prioritizes projects for each of the program areas described above. Below is a discussion of active major capital projects in FY20/21.

- Permanent Brine Transfer Facility – Major construction was mostly completed for a Brine Transfer Facility that will be used to store and discharge brine delivered by The Dow Agrosciences LLC to the District’s WWTP for processing.
- Headworks Improvements – Major construction occurred on the rehabilitation of headworks and grit removal facilities to address critical infrastructure needs,

provide redundancy, and ensure effective removal of debris and grit to protect downstream equipment.

- Treatment Plant Electrical Switchgear Replacement – Design activities were completed and a construction contract was awarded for replacement of critical electrical power distribution system components to ensure reliable power distribution.
- Primary Clarifier Area Improvements – Continued construction to rehabilitate primary clarifier infrastructure, including exposed piping, mechanical equipment, and electrical systems.
- Pump Station Facility Repair – Comprehensive repair and replacement work continued, including replacing isolation gates, electrical conduits, and ductwork; rehabilitating ventilation systems; installing protective coatings on structures; and implementing flood mitigation improvements.
- Bridgehead Pipeline Replacement – Completed design work and initiated the public bidding process to remove and replace gravity pipeline that conveys flows from Bridgehead Pump Station to the Antioch Pump Station.

Awards & Acknowledgements

The District was a proud recipient of several prestigious awards in FY20/21:

- National Association of Clean Water Agencies (NACWA) Gold Peak Performance Award
- NACWA 2020 Utility of the Future Today Award
- GFOA FY20/21 Distinguished Budget Presentation Award
- GFOA Certificate of Achievement for Financial Reporting

GFOA of the United States and Canada awarded a Certificate of Achievement for Excellence in Financial Reporting to the District for its ACFR for FY19/20. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. The District believes its current FY20/21 ACFR continues to meet the Certificate of Achievement Program's requirements and is submitting it to GFOA to determine eligibility for another certificate.

Acknowledgements

The District would like to thank the Board of Directors for its continued interest and dedicated support for maintaining the highest standards of professionalism and integrity in the management of the District's finances. Additionally, this report was prepared through the skill, effort, and dedication of all Finance Division staff, with significant support and contributions from many other staff in providing the data necessary to prepare this report.

Sincerely,



Vincent P. De Lange
General Manager



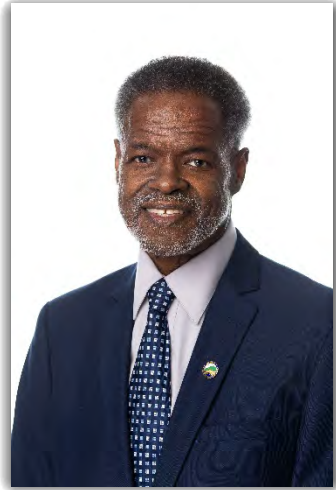
Carol Margetich
Business Services Director

DELTA DIABLO

Principal Officers – June 30, 2021

Board of Directors

Delta Diablo has a three-member Board of Directors consisting of representatives appointed by the governing bodies of the three service areas: unincorporated Bay Point, City of Pittsburg and City of Antioch.



Federal Glover
Chair
Appointed by the Contra Costa
County Board of Supervisors,
represents unincorporated Bay
Point



Juan Antonio Banales
Director
Appointed by the Pittsburg
City Council, represents the
City of Pittsburg

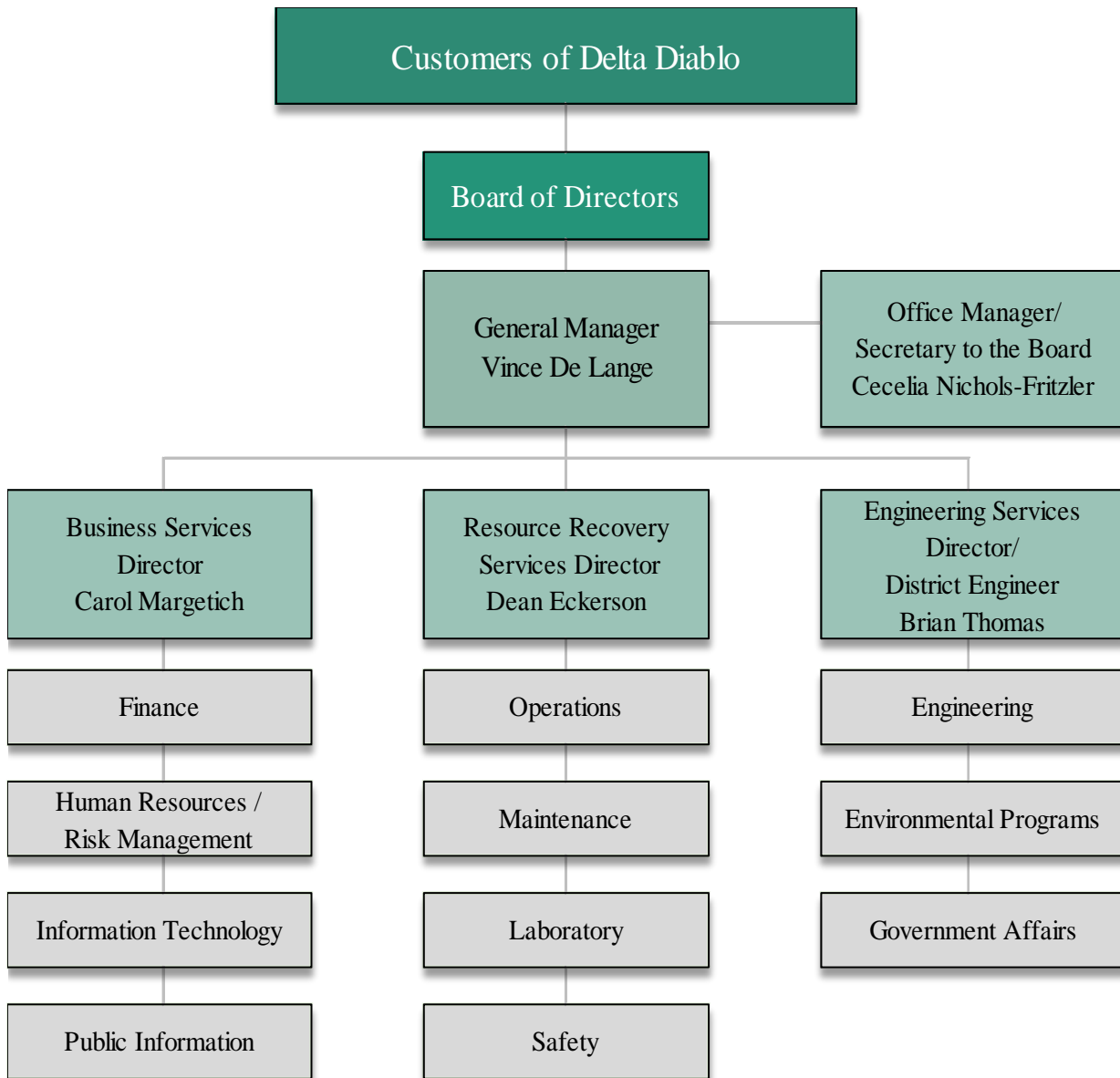


Monica Wilson
Director
Appointed by the Antioch City
Council, represents the City of
Antioch

District Management

- Vince De LangeGeneral Manager
- Carol MargetichBusiness Services Director
- Brian Thomas.....Engineering Services Director/District Engineer
- Dean EckersonResource Recovery Services Director
- Cecelia Nichols-FritzlerOffice Manager/Secretary to the Board

DELTA DIABLO Organization Chart



DELTA DIABLO

Vision, Mission and Core Values

Mission

Protect public health and the environment of our communities by providing wastewater and other resource recovery services of exceptional quality and value.

Vision

Delta Diablo will be a national leader in *wastewater* resource recovery.

Core Values

Delta Diablo is committed to:

Integrity

- Maintain the highest ethical standards with our customers, partners and each other
- Honor our commitments
- Treat others fairly and consistently

Teamwork

- Collaborate to achieve a common vision
- Communicate in an open and timely manner
- Celebrate our successes and achievements

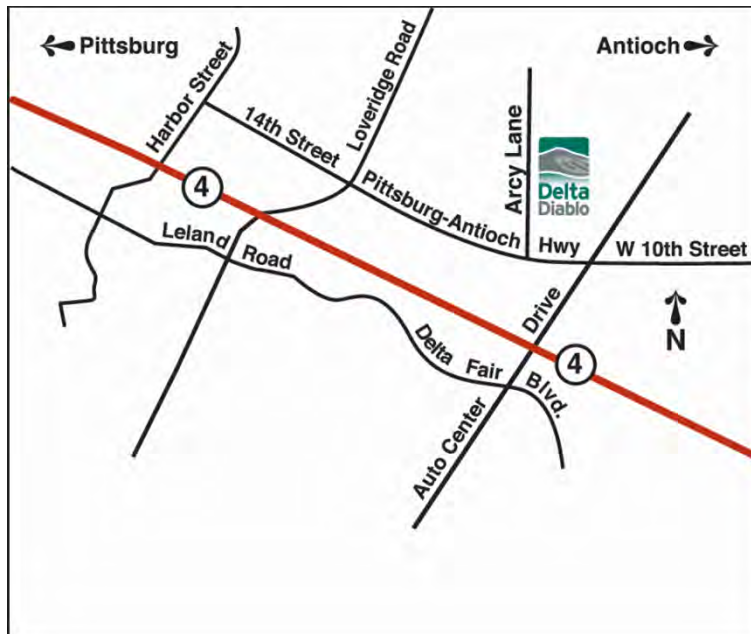
Trust

- Inspire confidence through our words and actions
- Promote a positive work environment through honest, transparent, and respectful interactions
- Encourage and embrace diverse points of view

DELTA DIABLO Location Map



Delta Diablo
Antioch, CA





Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Delta Diablo
California**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2020

Christopher P. Morill

Executive Director/CEO

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FINANCIAL SECTION



TREATMENT PLANT

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(925) 932-3860 tel
(925) 476-9930 efax
www.cropperaccountancy.com

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Delta Diablo
Antioch, California

We have audited the accompanying financial statements of the business-type activities and aggregate remaining fund information of Delta Diablo (District), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and aggregate remaining fund information of Delta Diablo, as of June 30, 2021, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Comparative Information

We did not audit Delta Diablo's 2020 financial statements, and accordingly express no opinion on them. The prior year report numbers are included for comparative purposes only, and were audited by other auditors who expressed an unmodified opinion on those financial statements dated December 10, 2020.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and required supplementary information as listed in the Table of Contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The Introductory Section, Supplementary Information, and Statistical Section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Supplementary Information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The Introductory and Statistical Sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.


CROPPER ACCOUNTANCY CORPORATION

Walnut Creek, California
December 20, 2021

DELTA DIABLO
MANAGEMENT'S DISCUSSION & ANALYSIS
for the Fiscal Year Ended June 30, 2021

The District's Management Discussion and Analysis (MD&A) provides an overview of the District's financial performance and activities for the fiscal year (FY) ended June 30, 2021 (FY20/21). The MD&A should be read in conjunction with the transmittal letter (pgs. 3 – 12) and the District's basic financial statements which begin on page 32. The MD&A is presented in a concise format and organized under the following headings:

- Overview of the Financial Statements
- Financial Highlights
- Financial Analysis
- Capital Assets and Debt
- Economic Factors and Next Year's Budgets and Rates
- Requests for Information

OVERVIEW OF THE FINANCIAL STATEMENTS

This MD&A is intended to serve as an introduction to the District's basic financial statements, which consist of the Financial Statements and Notes to the Financial Statements. The ACFR contains other supplementary information in addition to the basic financial statements.

Financial Statements

As a special purpose government, the District reports its financial statements in accordance with business-type activities known as enterprise funds. Enterprise funds are used to account for services provided on a total or partial cost-recovery basis to users. Enterprise funds are reported on an "accrual basis" of accounting similar to private sector companies. Accrual basis is the basis of accounting under which revenues and gains are recorded when earned, and all expenses and losses are recorded when incurred.

The financial statements consist of the *Statement of Net Position; Statement of Revenues, Expenses and Changes in Net Position; Statement of Cash Flows; and Notes to Financial Statements.*

The *Statement of Net Position* reports all of the District's assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position in a format displaying *assets, plus deferred outflows of resources, less liabilities, less deferred inflows of resources, equals net position.* Over time, increases or decreases in net position serve as an indicator of whether the District's financial position improves or declines.

The *Statement of Revenues, Expenses and Changes in Net Position* presents information on the District's operating results and how the net position changed during the fiscal year. Revenues are recorded when earned and expenses are recorded when incurred regardless of the timing of related cash flows. This statement measures the success of the District's operations over the past year and can be used to determine whether the District has successfully recovered all its costs through user fees and other charges.

The *Statement of Cash Flows* reflects changes in cash and cash equivalents resulting from operating, capital spending, and related financing, non-capital financing, and investing activities. This statement summarizes cash inflows (receipts) and outflows (disbursements) without consideration of the timing of the event giving rise to the obligation or receipt and excludes non-cash transactions such as depreciation and amortization.

DELTA DIABLO
MANAGEMENT'S DISCUSSION & ANALYSIS
for the Fiscal Year Ended June 30, 2021

The *Notes to the Financial Statements* provide additional information that is essential to a full understanding of the data provided in the basic financial statements. The notes begin on page 38 of this report.

Other Information

In addition to the basic financial statements and accompanying notes, the ACFR also presents an introductory section, certain required supplementary information concerning the District's progress in funding its obligation to provide pension and other post-employment healthcare benefits to its employees, supplementary information by fund, and a statistical section.

FINANCIAL ANALYSIS

Financial Highlights

In FY20/21, the District continued to effectively manage its finances and strengthen its financial position by adopting sufficient service charges to fund operations, capital improvements, future other post-employment benefits (OPEB), and maintain strong financial performance. The District implemented Governmental Accounting Standards Board (GASB) Statement Number 95, Postponement of the Effective Dates of Certain Authoritative Guidance. The new accounting rule did not require any changes to the District's financial report. The following results of operations in FY20/21 indicate a continuing strong and stable fiscal position:

- Total assets plus deferred outflows of the District exceeded the total liabilities and deferred inflows by \$196.2 million (net position)
- Net position increased by \$19.8 million (11.2%)
- Total assets plus deferred outflows increased \$25.7 million (11.1%)
- Total liabilities plus deferred inflow of resources increased by \$5.9 million (10.8%)
- Total operating revenue was \$41.3 million, an increase of \$2.7 million (6.9%)
- Total operating expenses were \$31.7 million, a decrease of \$3.6 million (10.3%)
- Capital contributions were \$6.8 million, an increase of \$5.2 million (338.6%)

Financial Position

In FY20/21, the District's net position increased by \$19.8 million (11.2%) to \$196.2 million from \$176.4 million. The largest portion of the District's net position, \$130.3 million (66.4%), is invested in capital assets necessary to provide services to its customers. Total assets plus deferred outflows increased by \$25.7 million (11.1%) during the year to \$257.1 million from \$231.4 million. Total liabilities plus deferred inflow of resources increased by \$5.9 million (10.8%) to \$60.9 million from \$55.0 million.

In FY19/20, the District's net position increased by \$8.8 million (5.3%) to \$176.4 million from \$167.6 million. The largest portion of the District's net position, \$124.1 million (70.8%), is invested in capital assets necessary to provide services to its customers. Total assets plus deferred outflows increased by \$13.7 million (6.3%) during the year to \$231.4 million from \$217.7 million. Total liabilities plus deferred inflow of resources increased by \$4.8 million (9.7%) to \$55.0 million from \$50.2 million. Additional information on long-term debt, net pension liability, and net OPEB liability is provided in the accompanying *Notes to the Financial Statements* (refer to Note 7 – Long-term Debt and Note 8 – Retirement).

**DELTA DIABLO
MANAGEMENT'S DISCUSSION & ANALYSIS
for the Fiscal Year Ended June 30, 2021**

The FY20/21 increase in net position of \$19.8 million was primarily due to net operating income of \$9.6 million and net operating income of \$10.2 million.

Table 1 below presents the District's Condensed Statement of Net Position for the FYs ended June 30, 2021, 2020, and 2019:

Table 1
Condensed Statement of Net Position

	Fiscal Year Ended June 30			2021 vs 2020	2020 vs 2019
	2021	2020	2019	Variance	Variance
Current and other assets	\$ 88,836,740	\$ 77,696,399	\$ 70,908,975	14.3%	9.6%
Capital assets (net)	163,741,445	148,638,293	141,912,357	10.2%	4.7%
Total assets	<u>252,578,185</u>	<u>226,334,692</u>	<u>212,821,332</u>	<u>11.6%</u>	<u>6.3%</u>
Deferred outflow of resources	4,555,554	5,097,634	4,922,919	-10.6%	3.5%
Current liabilities	6,679,222	8,286,636	4,372,371	-19.4%	89.5%
Long-term liabilities	49,225,590	45,294,112	44,295,575	8.7%	2.3%
Total liabilities	<u>55,904,812</u>	<u>53,580,748</u>	<u>48,667,946</u>	<u>4.3%</u>	<u>10.1%</u>
Deferred inflows of resources	5,028,684	1,434,213	1,492,682	250.6%	-3.9%
Net position					
Net investment in capital assets	130,291,859	124,929,747	118,356,795	4.3%	5.6%
Restricted	1,149,283	1,008,283	1,008,283	14.0%	0.0%
Unrestricted	<u>64,759,101</u>	<u>50,479,335</u>	<u>48,218,545</u>	<u>28.3%</u>	<u>4.7%</u>
Total net position	<u>\$ 196,200,243</u>	<u>\$ 176,417,365</u>	<u>\$ 167,583,623</u>	<u>11.2%</u>	<u>5.3%</u>

Results of Operations

In FY20/21, the District's total operating revenue was \$41.3 million and total operating expense was \$31.7 million, which represented an increase of \$2.7 million and a decrease of \$3.6 million, respectively, from FY19/20.

The major components of the District's financial results in FY20/21 were:

- Operating revenue increased by \$2.7 million (6.9%), \$1.6 million is due to increases in Sewer Service Charges (SSCs) and Recycled Water Service Charges (RWSCs). SSC's increased by 3.5% for customers in Pittsburg and Antioch while Bay Point customers has a 3% increase. RWSCs also increased by 2.0%. In addition to increased Sewer Service Charges, Other Operating Services Charges increased \$1.1 million for reimbursable projects.
- Labor costs, consisting of salaries and benefits, decreased by \$2.5 million (15.2%), primarily due a (\$2.2) million decrease in GASB 68 pension and GASB 75 OPEB expense. Savings from vacant positions, offset by employee Memoranda of Understanding (MOU) Cost-of-Living Adjustment (COLA) increases in salaries and benefits also contributed to the savings.

DELTA DIABLO
MANAGEMENT'S DISCUSSION & ANALYSIS
for the Fiscal Year Ended June 30, 2021

- Other operating items decreased \$0.7 million (19.9%) for expenses related to the East County Bioenergy Project that was discontinued in FY19/20.
- Property tax revenue increased \$0.3 million (10.9%) due to the increase in property values.
- Interest income decreased \$1 million (80.6%), primarily due to a decreased rate-of-return from a weighted average of 2.0% in FY19/20 to 0.4% and a decrease of \$3.0 million invested throughout FY20/21.
- Capital contributions increased \$5.2 million (338.6%) due to the issuance of 1,407 new equivalent residential unit (ERU) permits in FY20/21 compared to 304 ERU permits in FY19/20.
- Other non-operating items increased \$0.3 million (255.1%) due to the receipt of federal and state grants totaling \$0.3 million (compared to \$0.1 million in FY19/20).

The major components of the District's financial results in FY19/20 were:

- Operating revenue increased by \$1.8 million (4.9%), primarily due to increases in Charges SSCs and RWSCs. SSC's increased by 3.5% for customers in Pittsburg and Antioch while Bay Point customers has a 3% increase. RWSCs also increased by 8.6%.
- Labor costs, consisting of salaries and benefits, decreased by \$1.3 million (7.5%), primarily due a decrease in contributions of \$0.5 million to the OPEB pension and OPEB trust accounts, \$0.9 million decrease in GASB 68 pension and GASB 75 OPEB expense, savings from vacant positions, offset by employee Memoranda of Understanding (MOU) Cost-of-Living Adjustment (COLA) increases in salaries and benefits.
- Other operating items increased \$1.3 million (69.7%) for expenses related to the east county bioenergy project that was discontinued in FY19/20.
- Property tax revenue increased \$0.1 million (4.5%) due to the increase in property values.
- Interest income decreased \$0.4 million (22.6%), primarily due to a decreased rate-of-return from a weighted average of 2.4% in FY18/19 to 2.0% and an increase of \$3.0 million invested throughout FY19/20.
- Capital contributions decreased to \$1.1 million (41.6%) due to the issuance of 304 new ERU permits in FY19/20 compared to 582 ERU permits in FY18/19.
- Other non-operating items decreased \$0.7 million (88%) due to the receipt of federal and state grants totaling \$0.1 million (compared to \$0.8 million in FY18/19).

DELTA DIABLO
MANAGEMENT'S DISCUSSION & ANALYSIS
for the Fiscal Year Ended June 30, 2021

Table 2 below presents the District's Condensed Statement of Revenues, Expenses and Changes in Net Position for the FYs ended June 30, 2021, 2020, and 2019:

Table 2
Condensed Statement of Revenues, Expenses and Changes in Net Position

	Fiscal Year Ended June 30			2021 vs 2020	2020 vs 2019
	2021	2020	2019	Variance	Variance
Service charges	\$ 38,867,117	\$ 37,312,576	\$ 35,484,438	4.2%	5.2%
Other operating revenues	2,393,307	1,295,349	1,322,760	84.8%	-2.1%
Operating revenue	41,260,424	38,607,925	36,807,198	6.9%	4.9%
Salaries and benefits	13,805,207	16,279,300	17,604,581	-15.2%	-7.5%
Chemicals and utilities	3,523,564	3,073,901	3,204,882	14.6%	-4.1%
Outside services and maintenance	4,693,849	5,410,194	5,652,901	-13.2%	-4.3%
Depreciation and amortization	6,964,060	7,202,996	6,926,195	-3.3%	4.0%
Other operating expenses	2,701,832	3,371,729	1,986,524	-19.9%	69.7%
Operating expense	31,688,512	35,338,120	35,375,083	-10.3%	-0.1%
Operating Income/(Loss)	9,571,912	3,269,805	1,432,115	192.7%	128%
Nonoperating income (expense)					
Property Taxes	3,449,560	3,111,068	2,977,580	10.9%	4.5%
Interest income	241,502	1,243,479	1,606,118	-80.6%	-22.6%
Capital Contributions	6,757,343	1,540,614	2,636,962	338.6%	-41.6%
Interest expense	(597,771)	(432,608)	(670,360)	38.2%	-35.5%
Other non-operating	360,332	101,384	858,684	255.4%	-88.2%
Nonoperating Income/(Expense), Net	10,210,966	5,563,937	7,408,984	83.5%	-24.9%
CHANGE IN NET POSITION	19,782,878	8,833,742	8,841,099	123.9%	-0.1%
Net position - beginning of year	176,417,365	167,583,623	158,742,524	5.3%	5.6%
Net position - end of year	\$ 196,200,243	\$ 176,417,365	\$ 167,583,623	11.2%	5.3%

Capital Assets

The District had capital assets (net of depreciation) of \$163.7 million, \$148.6 million, and \$141.9 million as of June 30, 2021, 2020, and 2019, respectively. The District invests in a broad range of capital assets including land, buildings, improvements, wastewater treatment facilities, water reclamation facilities, hazardous waste facilities, transmission and conveyance systems, pump stations, and machinery and equipment. In FY20/21, capital assets increased \$15.1 million, primarily due \$15.2 million in new construction for major projects, \$0.5 million in new equipment, and a net change of \$6.8 million in accumulated depreciation. The District capitalized \$6.1 million construction-in-progress expenses.

**DELTA DIABLO
MANAGEMENT'S DISCUSSION & ANALYSIS
for the Fiscal Year Ended June 30, 2021**

Table 3 presents the District's Capital Assets, net of depreciation, for FY20/21, FY19/20, and FY18/19:

Table 3
Schedule of Capital Assets, Net of Depreciation

	Fiscal Year Ended June 30			2021 vs 2020	2020 vs 2019
	2021	2020	2019	Variance	Variance
Land	\$ 6,490,355	\$ 6,490,355	\$ 6,490,355	0.0%	0.0%
Construction in progress	39,393,899	24,154,621	10,426,167	63.1%	131.7%
Treatment & collection system	117,182,461	117,826,216	124,798,878	-0.5%	-5.6%
Equipment	674,730	167,101	196,957	303.8%	-15.2%
Capital Assets, Net of Depreciation	\$ 163,741,445	\$ 148,638,293	\$ 141,912,357	10.2%	4.7%

The District's net revenue, long-term debt, property tax revenue, and contributions from customers are used to finance capital investments.

This year's major capital expenditures included:

Project	Amount
Permanent Brine Transfer Facility	\$ 1,356,093
Headworks Improvements	13,990,502
Treatment Plant Electrical Switchgear Replacement	2,236,567
Pump Station Facility Repair	13,353,940
Primary Clarifier Area Improvement	4,221,813
Bridgehead Pipeline Replacement	1,192,095
Total	\$ 36,351,010

The District's Capital Improvement Program (CIP) prioritizes capital needs with funding sources for a five-year period. The plan is updated annually and presented to the District's Board of Directors for approval. Each year, the District continues to expand and improve its wastewater and recycled water treatment facilities, and conveyance and distribution systems to comply with more stringent environmental regulations and minimize wastewater overflows and/or disruptions of service. For additional information, see accompanying *Notes to the Financial Statements* Note 5 – Capital Assets.

Debt Administration

The District had total net long-term debt outstanding of \$33.4 million, \$23.7 million, and \$23.5 million as of June 30, 2021, 2020, and 2019, respectively. In FY20/21, long-term debt increased by \$9.7 million (41.1%) due to an increase of \$10.8 million in the State of California Water Resources Control Board's State Revolving Fund (SRF) loans for the Wastewater Infrastructure Repair and Rehabilitation Projects, which was offset by scheduled principal repayments. The District did not issue any new bonded debt in FY20/21.

**DELTA DIABLO
MANAGEMENT’S DISCUSSION & ANALYSIS
for the Fiscal Year Ended June 30, 2021**

Table 4 presents the District’s Long-Term Debt for the FY20/21, FY19/20, and FY18/19.

Table 4
Schedule of Long-Term Debt

	Fiscal Year Ended June 30			2021 vs 2020	2020 vs 2019
	2021	2020	2019	Variance	Variance
2010 RW State Revolving Fund (SRF) Loan	\$ 3,174,859	\$ 3,491,004	\$ 3,806,905	-9.1%	-8.3%
2011 WW Installment Note Payable	1,270,253	1,348,274	1,419,331	-5.8%	-5.0%
2011 WW SRF Loan	3,327,521	3,561,285	3,789,125	-6.6%	-6.0%
2015 WW California Energy Commission Loan	413,518	462,927	511,834	-10.7%	-9.6%
2015 Bay Point SRF Loan	988,509	1,020,787	1,052,464	-3.2%	-3.0%
2016 WW/Bay Point SRF Loan	10,460,294	10,769,253	11,072,449	-2.9%	-2.7%
2016 WW SRF Loan	1,793,200	1,848,847	1,903,454	-3.0%	-2.9%
2019 WW SRF Loan	8,822,698	1,206,169	-	631.5%	100.0%
2020 WW SRF Loan	3,198,734	-	-	100.0%	0%
Total Long-Term Debt	\$ 33,449,586	\$ 23,708,546	\$ 23,555,562	41.1%	0.6%

The outstanding debt issued was used to fund improvements, replacements, and expansion of the wastewater treatment and recycled water treatment facilities, conveyance and distribution systems, and wastewater collection systems. The primary funding source for repayment of debt issued for expansion purposes is the Capital Facilities Capacity Charge (CFCC).

The District received a reaffirmation of its “AA” credit rating from Standard & Poor’s in November 2015, which represents the District’s very strong capacity to meet its financial commitments. The primary reason for the reaffirmation was the District Board’s willingness to continue to adjust rates incrementally, and the very prudent approach to collect and set aside funds for the acquisition or construction of new capital assets and for the maintenance, rehabilitation, and replacement of current capital assets. Additionally, the District’s strong financial performance, debt service coverage, and strong liquidity built on competitive rates; manageable capital plan with expansion costs historically financed from capacity fees; and a stable and diverse customer base largely collected through the County’s Teeter Plan supported the AA credit rating.

ECONOMIC FACTORS AND NEXT FISCAL YEAR’S BUDGETS AND RATES

Economic Factors

The District operates as an enterprise fund and is therefore self-supporting. The District charges rates and fees to users to cover the costs of operations and capital improvements. Economic factors that may affect the District include, but are not limited, to the following:

- Economic cycle, which impacts CFCCs as new development projects are highly sensitive to the economic cycle. Economic cycle including the uncertainty regarding COVID-19 also impacts the federal and state budgets and legislation, which could affect the District’s ability to secure grant funding and low-interest loans.
- Interest rate and/or investment return, which directly impact investment earnings, borrowing costs, and pension and OPEB contribution rates.

DELTA DIABLO
MANAGEMENT'S DISCUSSION & ANALYSIS
for the Fiscal Year Ended June 30, 2021

- Consumer price index (CPI), which is a measure of inflation. CPI for San Francisco-Oakland-Hayward directly impacts COLAs provided in the employee MOUs and costs for supplies and expenses.
- Crude oil prices impact the energy market for electricity and gas prices and the chemicals used for wastewater treatment. The District's chemical and utilities expenses ranged from \$3.5 million to \$3.2 million in the three-year period ending FY20/21.
- Changes in assessed property values, which affect the District's property tax revenue. When the housing market improves, the assessed property values increase, thereby increasing the District's property tax receipts. Conversely, any decline in the housing market will decrease property values and correspondingly decrease property tax receipts for the District.

These factors, to the extent known, were considered in preparing the District's budget for FY21/22.

Next Fiscal Year's Budget and Rates:

In June 2021, the Board adopted the FY21/22 Budget, which included operating and capital budgets including debt service of \$29.3 million and \$14.2 million, respectively. For a summary of the District's FY21/22 Budget, please visit the District's website at www.deltadiablo.org.

In April 2021, Proposition 218 (Prop. 218) notices were mailed to customers to communicate the proposed FY21/22 rates and the associated public hearing date and location. The District proposed an increase of 6.5% in SSCs for customers in Pittsburg and Antioch, and an increase of 5.9% for customers in Bay Point. In June 2021, a public hearing was held and the Board of Directors subsequently approved FY21/22 SSCs for implementation in July 2021.

REQUESTS FOR INFORMATION

The ACFR is designed to provide members of the public, legislative and oversight bodies, customers, taxpayers, investors, and creditors with the District's finances and demonstrate the District's accountability for the funding it receives. If you have questions regarding the information provided in this report or need additional financial information, please visit the District's website at www.deltadiablo.org or the District office at 2500 Pittsburg-Antioch Highway, Antioch, California, 94509.

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DELTA DIABLO
STATEMENT OF NET POSITION
JUNE 30, 2021
(with June 30, 2020 presented for comparative purposes only)

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	2021	2020
CURRENT ASSETS		
Cash (Note 2)	\$ 20,354,091	\$ 19,642,362
Investments (Note 2)	8,691,385	8,183,127
Restricted cash (Note 2)	498,551	57,018
Restricted investments (Note 2)	1,149,283	1,008,283
Committed investments (Note 2)	52,223,629	42,701,341
Accounts receivable	1,493,923	1,259,580
Interest receivable	137,655	181,150
Notes receivable, current portion (Note 3)	342,903	338,783
Employee computer loans receivable, current portion (Note 4)	2,490	4,429
Materials and supplies (Note 1H)	850,585	942,699
Prepaid expenses	72,824	15,573
Total current assets	85,817,319	74,334,345
NON-CURRENT ASSETS		
Capital Assets (Note 5):		
Capital assets, non depreciable	45,884,254	30,644,976
Depreciable capital assets, net of accumulated depreciation	117,857,191	117,993,317
Total capital assets, net	163,741,445	148,638,293
Other Non-Current Assets:		
Notes receivable, less current portion (Note 3)	3,018,167	3,361,069
Employee computer loans receivable, less current portion (Note 4)	1,254	985
Total other non-current assets	3,019,421	3,362,054
TOTAL ASSETS	252,578,185	226,334,692
DEFERRED OUTFLOWS OF RESOURCES		
Related to pensions (Note 8)	4,371,169	4,502,487
Related to OPEB (Note 9)	184,385	595,147
TOTAL DEFERRED OUTFLOWS OF RESOURCES	4,555,554	5,097,634

The accompanying notes are an integral part of these financial statements

DELTA DIABLO
STATEMENT OF NET POSITION
JUNE 30, 2021
(with June 30, 2020 presented for comparative purposes only)

LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION

CURRENT LIABILITIES	2021	2020
Accounts payable	2,352,409	4,628,244
Accrued payroll and benefits	752,177	629,932
Deposits payable	1,486,109	919,266
Unearned revenue	73,707	76,124
Compensated absences - current portion (Note 6)	765,798	892,511
Current portion of long-term debt (Note 7)	1,178,877	1,074,221
Accrued interest payable	70,145	66,338
Total current liabilities	6,679,222	8,286,636
NON-CURRENT LIABILITIES		
Long-term debt, net of current portion (Note 7)		
State revolving fund and California energy commission loans	31,085,871	21,364,072
Installment sales agreement	1,184,838	1,270,253
Total long-term debt, net of current portion	32,270,709	22,634,325
Compensated absences - net of current portion (Note 6)	269,687	163,891
Net pension liability (Note 8)	18,127,698	18,292,494
Net OPEB liability (Note 9)	(1,442,504)	4,203,402
Total long-term liabilities	49,225,590	45,294,112
TOTAL LIABILITIES	55,904,812	53,580,748
DEFERRED INFLOWS OF RESOURCES		
Related to pensions (Note 8)	653,234	1,010,001
Related to OPEB (Note 9)	4,375,450	424,212
TOTAL DEFERRED INFLOWS OF RESOURCES	5,028,684	1,434,213
NET POSITION (Note 11)		
Net investment in capital assets	130,291,859	124,929,747
Restricted for debt service	1,149,283	1,008,283
Unrestricted	64,759,101	50,479,335
TOTAL NET POSITION	\$ 196,200,243	\$ 176,417,365

The accompanying notes are an integral part of these financial statements

DELTA DIABLO
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
FOR THE FISCAL YEAR ENDED JUNE 30, 2021
(with June 30, 2020 presented for comparative purposes only)

	2021	2020
OPERATING REVENUES		
Service charges	\$ 38,867,117	\$ 37,312,576
Discharge permits	140,700	150,600
Household hazardous waste permits	552,305	424,924
Miscellaneous	394,532	471,531
Work for others	1,305,770	248,294
Total operating revenues	41,260,424	38,607,925
OPERATING EXPENSES		
Salaries and benefits	13,805,207	16,279,300
Chemicals	1,478,113	1,299,877
Depreciation (Note 5)	6,961,060	7,202,996
Office and operating expense	2,466,319	1,944,002
Outside service and maintenance	4,693,849	5,410,194
Utilities	2,045,451	1,774,024
Other	238,513	1,427,727
Total operating expenses	31,688,512	35,338,120
OPERATING INCOME (LOSS)	9,571,912	3,269,805
NONOPERATING REVENUES (EXPENSES)		
Interest expense	(597,771)	(432,608)
Interest income	241,502	1,243,479
Capital facilities capacity charges (Note 11)	6,757,343	1,540,614
Lease revenue (Note 12)	36,540	36,540
Gain on sale of asset	517	13,086
Federal grants	323,275	51,758
Property taxes	3,449,560	3,111,068
Total nonoperating revenues (expenses), net	10,210,966	5,563,937
NET INCOME	19,782,878	8,833,742
NET POSITION, BEGINNING OF YEAR	176,417,365	167,583,623
NET POSITION, END OF YEAR	\$ 196,200,243	\$ 176,417,365

The accompanying notes are an integral part of these financial statements

DELTA DIABLO
STATEMENT OF CASH FLOWS
FOR THE FISCAL YEAR ENDED JUNE 30, 2021
(with June 30, 2020 presented for comparative purposes only)

	2021	2020
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from customers	\$ 39,717,894	\$ 38,358,068
Payments to employees	(15,378,030)	(15,549,440)
Payments to utilities	(2,045,451)	(1,774,024)
Payments to contractual/professional services	(8,447,797)	(4,897,552)
Payments to suppliers	(1,864,613)	22,109
Other receipts (payments)	<u>1,067,257</u>	<u>(1,429,977)</u>
Net cash provided by operating activities	<u>13,049,260</u>	<u>14,729,184</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Taxes	3,449,560	3,111,068
State, federal, and sub grants	323,275	51,758
Receipts (payments) on employee computer loans	<u>1,670</u>	<u>3,996</u>
Cash flows from noncapital financing activities	<u>3,774,505</u>	<u>3,166,822</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Acquisition of capital assets	(22,064,214)	(17,047,564)
Proceeds from sale of capital assets	517	13,086
Proceeds from loan agreements	10,815,263	2,324,520
Interest paid on long-term debt	(593,964)	(434,706)
Payment of long-term debt	(1,074,221)	(1,071,359)
Connection fees	<u>6,757,343</u>	<u>1,540,614</u>
Cash flows from capital and related financing activities	<u>(6,159,276)</u>	<u>(14,675,409)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Redemption and (acquisition) of investments	(10,171,546)	9,649,469
Receipts on note	338,782	334,834
Interest received on investments	241,502	1,391,040
Interest received on lease	<u>80,035</u>	<u>36,540</u>
Cash flows from investing activities	<u>(9,511,227)</u>	<u>11,411,883</u>
NET INCREASE IN CASH	1,153,262	14,632,480
CASH, BEGINNING OF YEAR	<u>19,699,380</u>	<u>5,066,900</u>
CASH, END OF YEAR	<u>\$ 20,852,642</u>	<u>\$ 19,699,380</u>
RECONCILIATION TO STATEMENT OF NET POSITION		
Cash - Unrestricted	\$ 20,354,091	\$ 19,642,362
Cash - Restricted	<u>498,551</u>	<u>57,018</u>
	<u>\$ 20,852,642</u>	<u>\$ 19,699,380</u>
Reconciliation of operating income to net cash provided by operating activities		
Operating income	\$ 9,571,912	\$ 3,269,805
Adjustments to reconcile operating loss to cash flows from operating activities		
Depreciation	6,961,060	7,202,996
Changes in assets and liabilities		
(Increase) decrease in receivables, net	(234,343)	(249,857)
(Increase) decrease in materials and supplies	92,114	(67,027)
(Increase) decrease in prepaid expenses	(57,251)	44,535
Increase (decrease) in A/P and accrued expenses	(2,275,835)	3,288,480
Increase (decrease) in accrued payroll and related	101,328	180,533
Increase (decrease) in deposits payable	566,843	512,642
Increase (decrease) in unearned revenue	(2,417)	(2,250)
Increase (decrease) in net pension liability	(390,245)	946,236
Increase (decrease) in net OPEB liability	<u>(1,283,906)</u>	<u>(396,909)</u>
Net cash provided by operating activities	<u>\$ 13,049,260</u>	<u>\$ 14,729,184</u>
SCHEDULE OF NON CASH ACTIVITY		
Change in fair value of investments	\$ 4,710	\$ 227,862

The accompanying notes are an integral part of these financial statements

**DELTA DIABLO
STATEMENTS OF FIDUCIARY NET POSITION
FIDUCIARY FUND
OTHER POST-EMPLOYMENT BENEFIT TRUST FUND
JUNE 30, 2021 AND 2020**

ASSETS	<u>2021</u>	<u>2020</u>
Investments with Trustees:		
Cash equivalents (Note 2)	\$ 203,026	\$ 615,825
Fixed income mutual funds (Note 2)	7,374,760	5,928,118
Equity mutual funds (Note 2)	<u>12,809,923</u>	<u>9,264,564</u>
Total investments	<u>20,387,709</u>	<u>15,808,507</u>
Total Assets	<u>\$ 20,387,709</u>	<u>\$ 15,808,507</u>
NET POSITION		
Net Position restricted for OPEB	<u>\$ 20,387,709</u>	<u>\$ 15,808,507</u>

The accompanying notes are an integral part of these financial statements

**DELTA DIABLO
STATEMENTS OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUND
OTHER POST-EMPLOYMENT BENEFIT TRUST FUND
FOR THE YEARS ENDED JUNE 30, 2021 AND 2020**

ADDITIONS	<u>2021</u>	<u>2020</u>
Contributions:		
District	\$ 1,205,106	\$ 1,276,535
Total contributions	<u>1,205,106</u>	<u>1,276,535</u>
Investment income:		
Interest, dividends and other	4,390,526	505,519
Less: investment expenses	<u>(81,697)</u>	<u>(73,072)</u>
Net investment income	<u>4,308,829</u>	<u>432,447</u>
Total additions	<u>5,513,935</u>	<u>1,708,982</u>
DISTRIBUTIONS		
Payments made to retirees	<u>934,733</u>	<u>788,889</u>
Total distributions	<u>934,733</u>	<u>788,889</u>
Change in net position	4,579,202	920,093
NET POSITION RESTRICTED FOR OPEB		
Beginning of year	<u>15,808,507</u>	<u>14,888,414</u>
End of year	<u>\$ 20,387,709</u>	<u>\$ 15,808,507</u>

The accompanying notes are an integral part of these financial statements

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
--

A. *General*

Delta Diablo (District), formerly known as Delta Diablo Sanitation District, was formed in 1955 and later incorporated in October 1976 to serve the cities of Antioch and Pittsburg and the unincorporated community of Bay Point. Treatment of the wastewater collected from the three communities began in 1982.

The District constructs and operates subregional wastewater facilities and is responsible for maintenance of the collection system in Bay Point.

The District is divided into three separate zones and may impose different service charges for each area in accordance with the benefits received by those areas.

The Other Post-Employment Benefit Trust Fund is an irrevocable trust to account for contributions and investment income restricted to pay medical benefits. Benefit and contribution provisions are established by the Board of Directors. Eligibility, actuarial interest rates, administration and certain other tasks are the responsibility of the Board established by action of the Board. The financial activities of the Plan have been included in these financial statements in the OPEB Trust Fund. The Plan does not issue separate financial statements.

B. *Reporting Entity*

As required by generally accepted accounting principles (GAAP), these basic financial statements present Delta Diablo and its component unit. The component unit discussed in the following paragraph is included in the District's reporting entity because of the significance of its operational or financial relationships with the District.

Blended Component Unit – The Delta Diablo Integrated Financing Corporation (Corporation) was organized November 1, 1988, under the Non-Profit Public Benefit Corporation Law of the State of California solely for the purpose of providing financial assistance to the District by acquiring, constructing, improving and financing various facilities, land and equipment, and by leasing or selling certain facilities, land and equipment for the use and benefit of the public served by the District. The Corporation has no members and the Board of Directors of the Corporation consists of the same persons who are serving as the Board of Directors of the District. There are no separate basic financial statements for the Corporation.

C. *Basis of Accounting*

Basic Financial Statements are prepared in conformity with accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the acknowledged standard setting body for establishing accounting and financial reporting standards followed by governmental entities in the U.S.A.

The Statements of Net Position and the Statements of Revenues, Expenses and Changes in Net Position display information about Delta Diablo. Eliminations have been made to minimize the double counting of internal activities. Business-type activities are financed in whole or in part by fees charged to external parties.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The District is a proprietary entity; it uses an enterprise fund format to report its activities for financial statement purposes. Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the cost and expenses, including depreciation, of providing goods or services to its customers be financed or recovered primarily through user charges; or where the governing body has decided that periodic determination of revenues earned, expense incurred, and net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Enterprise funds are used to account for activities similar to those in the private sector, where the proper matching of revenues and costs is important and the full accrual basis of accounting is required. With this measurement focus, all assets and liabilities of the enterprise are recorded on its statement of net position, all revenues are recognized when earned and all expenses, including depreciation, are recognized when incurred.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

In addition to the District's enterprise activities, the District maintains a fiduciary fund to account for the assets held in a trustee capacity. Fiduciary funds are also accounted for using the economic resources measurement focus and accrual basis of accounting. The District reports the following fiduciary fund:

The Other Post-Employment Benefits Trust Fund (OPEB Trust Fund) is an irrevocable trust fund used to account for assets held by the District as Trustee for the other postemployment benefits as further described in Note 9.

D. Budgets and Budgetary Accounting

The District annually prepares and presents a proposed annual operating and capital budget to the District's Board of Directors. The budget is reviewed and adopted by the Board. The District has a five-year Capital Improvement Program which is updated annually and adopted by the Board. Budgetary controls are used and maintained by the District to facilitate compliance with the annually appropriated budget.

E. Use of Estimates

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

F. Compensated Absences

The total amount of liability for compensated absences is reflected in the basic financial statements. See Note 6 for additional information regarding compensated absences.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)
--

G. *Cash and Cash Equivalents*

For purposes of the statement of cash flows, the District defines cash and cash equivalents to include all cash and temporary investments with original maturities of three months or less from the date of acquisition.

H. *Materials and Supplies*

Inventories consist of operational materials and supplies, which are valued using the weighted average costing method.

I. *Revenues – Capital Facilities Capacity Charges*

Capital Facilities Capacity Charges (CFCC) are a one-time, non-discriminatory charge imposed at the time a structure is connected to the District's system, directly or indirectly, or an existing structure or category of use is expanded or increased. The charge is to pay for District facilities in existence at the time the charge is imposed, or to pay for new facilities to be constructed in the future, that are of benefit to the property being charged.

Revenues derived from these charges are used for the acquisition, construction and reconstruction of the wastewater collection, conveyance, treatment and disposal facilities of the District, to repay principal and interest on debt instruments, or to repay federal or state loans for the construction and reconstruction of the sewerage facilities, together with costs of administration and provisions for necessary reserves.

J. *Deferred Outflows/Inflows of Resources*

In addition to assets, the balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as inflow of resources (revenue) until that time.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

K. Fair Value Hierarchy

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs, other than quoted prices included within level 1, that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

L. Implementation of Governmental Accounting Standards Board (GASB) Pronouncements

Management adopted the provisions of the following Governmental Accounting Standards Board (GASB) Statement, which became effective during the year ended June 30, 2021.

GASB 90 – Majority Equity Interests—an amendment of GASB Statements No. 14 and No. 61– This Statement improves the consistency and comparability of reporting a government’s majority equity interest in a legally separate organization and improves the relevance of financial statement information for certain component units.

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DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 2 – CASH AND INVESTMENTS (Continued)

A. Policies

The District and its fiscal agents invest in individual investments and in investment pools. Individual investments are evidenced by specific identifiable pieces of paper called *securities instruments*, or by an electronic entry registering the owner in the records of the institution issuing the security, called the *book entry* system. In order to maximize security, the District employs the Trust Department of a bank as the custodian of all District managed investments, regardless of their form.

California Law requires banks and savings and loan institutions to pledge government securities with a market value of 110% of the District’s cash on deposit or first trust deed mortgage notes with a value of 150% of the District’s cash on deposit as collateral for these deposits. Under California Law this collateral is held in an investment pool by an independent financial institution in the District’s name and places the District ahead of general creditors of the institution pledging the collateral.

The District’s investments are carried at fair value, as required by generally accepted accounting principles. The District adjusts the carrying value of its investments to reflect their fair value at each fiscal year end, and it includes the effects of these adjustments in income for that fiscal year. In the District’s case, fair value equals fair market value, since all District’s investments are readily marketable.

B. Classification

Cash and investments are classified in the financial statements as shown below, based on whether or not their use is restricted.

	June 30,	
	2021	2020
Cash and cash equivalents	\$ 20,354,091	\$ 19,642,362
Investments	8,691,385	8,183,127
Restricted cash and cash equivalents	498,551	57,018
Restricted investments	1,149,283	1,008,283
Committed investments	52,223,629	42,701,341
Cash and investments held with OPEB trust	20,387,709	15,808,507
Total Cash and Investments	\$ 103,304,648	\$ 87,400,638

The District’s cash and investments consist of the following as of:

	June 30,	
	2021	2020
Cash on hand	\$ 600	\$ 600
Cash with County Treasury Pool	2,176,777	1,818,668
Deposits with financial institutions	18,675,265	17,880,112
Investments	62,064,297	51,892,751
Cash and investments held with OPEB trust	20,387,709	15,808,507
Total Cash and Investments	\$ 103,304,648	\$ 87,400,638

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 2 – CASH AND INVESTMENTS (Continued)

C. *Investments Authorized by the California Government Code and the District's Investment Policy*

The District's Investment Policy and the California Government Code allow the District to invest in the following, provided the credit ratings of the issuers are acceptable to the District and approved percentages and maturities are not exceeded. The table below also identifies certain provisions of the California Government Code or the District's Investment Policy, where it is more restrictive, that address interest rate risk, credit risk and concentration of credit risk.

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Minimum Credit Quality</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
United States Treasury Obligations	5 years		100%	No Limit
United States Government Agency Obligations	5 years		100%	No Limit
State of California Obligations	5 years		100%	No Limit
Local Agency Obligations	5 years		100%	No Limit
Banker's Acceptances	180 days		40%	30%
Commercial Paper	270 days	A-1	25%	10%
United States Medium-Term Corporate Notes	5 years	AA	30%	No Limit
Supranationals	5 years	AA	30%	No Limit
Negotiable Certificates of Deposit	1 year	AA	30%	No Limit
Local Agency Investment Fund	n/a		\$ 75 million per account	No Limit
Local Government Investment Pools	n/a	AAA	100%	No Limit
Money Market Mutual Funds	n/a		15%	10%
Insured savings or money market accounts	n/a		100%	No Limit

D. *Interest Rate Risk*

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Normally, the longer the maturity of an investment, the greater the sensitivity of its fair value changes in market interest rates. The District generally manages its interest rate risk by holding investments to maturity which is required by the District's Investment Policy.

Information about the sensitivity of the fair values of the District's investments (including investments held by bond trustees) to market interest rate fluctuations is provided by the following table that shows the distribution of the District's investments by maturity or earliest call dates, at June 30, 2021:

<u>Investment Type</u>	<u>12 Months or less</u>	<u>Total</u>
California Local Agency Investment Fund	\$ 56,772,578	\$ 56,772,578
California Asset Management Program	5,290,337	5,290,337
Money Market Mutual Funds	1,382	1,382
Total Investments	\$ 62,064,297	\$ 62,064,297

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 2 – CASH AND INVESTMENTS (Continued)

Information about the sensitivity of the fair values of the District’s investments (including investments held by bond trustees) to market interest rate fluctuations is provided by the following table that shows the distribution of the District’s investments by maturity or earliest call dates, at June 30, 2020:

<u>Investment Type</u>	<u>12 Months or less</u>	<u>Total</u>
California Local Agency Investment Fund	\$ 46,609,201	\$ 46,609,201
California Asset Management Program	5,282,168	5,282,168
Money Market Mutual Funds	1,382	1,382
Total Investments	\$ 51,892,751	\$ 51,892,751

The District is a participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The District reports its investment in LAIF at the fair value amount provided by LAIF, which is the same as the value of the pool share. The balance is available for withdrawal on demand, and is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Included in LAIF’s investment portfolio are collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporations. At June 30, 2021 and 2020, these investments matured in an average of 291 and 191 days, respectively.

The District is a participant in the California Asset Management Program (CAMP). CAMP is an investment pool offered by the California Asset Management Trust (the Trust). The Trust is a joint powers authority and public agency created by the Declaration of Trust and established under the provisions of the California Joint Exercise of Powers Act (California Government Code Sections 6500 et seq., or the “Act”) for the purpose of exercising the common power of CAMP participants to invest certain proceeds of debt issues and surplus funds. CAMP investments are limited to investments permitted by subdivisions (a) to (n), inclusive, of Section 53601 of the California Government Code. At June 30, 2021 and 2020, these investments had an average maturity of 52 and 53 days, respectively.

Money market mutual funds are available for withdrawal on demand. At June 30, 2021 and 2020 these investments had an average of 28 and 44 days, respectively.

The District has authorized staff to deposit cash with the Contra Costa County Treasurer in a series of pooled accounts with cash from various other governmental entities within the County, for investment purposes. The County’s investment policies are governed by State statutes. In addition, the County has an investment committee, which prescribes written investment policies regarding the types of investments that may be made. The policies limit amounts that may be invested in any one financial institution or amounts, which may be invested in long-term instruments. Interest earned from such time deposits and investments is allocated quarterly to the District based on its average daily cash balances. The fair value of the account at June 30, 2021 and 2020 was provided by the County Treasurer.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 2 – CASH AND INVESTMENTS (Continued)

F. Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the actual rating as of June 30, 2021 for each investment type as provided by Moody’s investment rating system:

Investment Type	Aaa	Total
Money Market Mutual Funds	\$ 1,382	\$ 1,382
Total	\$ 1,382	1,382
Not Rated:		
California Local Agency Investment Fund		56,772,578
California Asset Management Program		5,290,337
Total Investments		\$62,064,297

Presented below is the actual rating as of June 30, 2020 for each investment type as provided by Moody’s investment rating system:

Investment Type	Aaa	Total
Money Market Mutual Funds	\$ 1,382	\$ 1,382
Total	\$ 1,382	1,382
Not Rated:		
California Local Agency Investment Fund		46,609,201
California Asset Management Program		5,282,168
Total Investments		\$51,892,751

G. Concentration Risk

There are no instances of concentration risk at June 30, 2021 and June 30, 2020.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 2 – CASH AND INVESTMENTS (Continued)

H. *Restricted Cash and Investments*

The District segregates cash and investments into funds that are “Restricted” and “Unrestricted.” Funds are “restricted” when limitations on use of the resources are imposed by creditors, grantors, contributors, laws or regulations of other governments, or imposed by law through constitutional provision or by enabling legislation. “Unrestricted” resources are designated by the Board of Directors through policy adoption, or constrained for a specific purpose by committees or officials with authority delegated by the Board.

Restricted for Debt Service – State Revolving Fund Loan – The District has restricted investments in reserves as required by the agreement between the District and the California State Water Resources Control Board State Revolving Fund Loan (SRF) in the amount of \$1,149,283 and \$1,008,283 at June 30, 2021 and 2020, respectively.

Restricted for Escrow – Headworks Improvement Project – The District held \$498,551 and \$57,018 at June 30, 2021 and 2020, respectively, in escrow related to retentions on the construction project.

I. *Board Committed Investments*

The District has the following committed investments as of June 30:

Committed for Economic Uncertainty – The District has committed investments to ensure the continued ability to provide wastewater services during budget shortfalls or unforeseen circumstances and provide adequate funding to mitigate overall rate volatility resulting from economic changes or events that significantly decrease the District’s revenues or increase the District’s operating costs. Funding amounted to \$9,633,028 and \$9,299,090 at June 30, 2021 and 2020, respectively.

Committed for Advanced Treatment (AT) – The District has committed investments for advanced treatment projects to meet more stringent anticipated discharge regulations (e.g., nutrient removal). Funding amounted to \$16,642,409 and \$19,746,369 at June 30, 2021 and 2020, respectively.

Committed for Self-Insurance – The District has committed investments to cover self-insured losses. Funding amounted to \$500,000 at June 30, 2021 and 2020.

J. *Fair Value Hierarchy*

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The following is a summary of the fair value hierarchy of the fair value of investments of the District as of June 30, 2021:

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 2 – CASH AND INVESTMENTS (Continued)

Investment Type	Total
<i>Investments Measured at Amortized Cost:</i>	
Money Market Mutual Funds	\$ 1,382
 <i>Investments Exempt from Fair Value Hierarchy:</i>	
California Local Agency Investment Fund	56,772,578
 <i>Investments Measured at Net Asset Value Per Share</i>	
California Asset Management Program	5,290,337
Total Investments	\$ 62,064,297

The following is a summary of the fair value hierarchy of the fair value of investments of the District as of June 30, 2020:

Investment Type	Total
<i>Investments Measured at Amortized Cost:</i>	
Money Market Mutual Funds	\$ 1,382
 <i>Investments Exempt from Fair Value Hierarchy:</i>	
California Local Agency Investment Fund	46,609,201
 <i>Investments Measured at Net Asset Value Per Share</i>	
California Asset Management Program	5,282,168
Total Investments	\$ 51,892,751

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**DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020**

NOTE 3 – NOTES RECEIVABLE

Notes receivable at June 30 consisted of the following:

	2021	2020
Recycled Water:		
City of Antioch	\$ 2,509,621	\$ 2,759,522
City of Antioch - Surcharge	718,699	768,898
City of Pittsburg - Surcharge	77,313	113,578
Household Hazardous Waste:		
Contra Costa County	55,437	57,854
 Total Notes Receivable	 3,361,070	 3,699,852
Less: Current Portion	(342,903)	(338,783)
 Long-Term Portion	 \$ 3,018,167	 \$ 3,361,069

Recycled Water (RW): City of Antioch – The District and the City of Antioch (City) entered into a Joint Powers Agreement on November 18, 2003, for the purpose of development and operation of a “Recycled Water Program” (the Project). Under the provisions of the agreement, the Project is to be jointly funded (50/50) by the District and the City. The District is authorized to design, construct, own, operate and regulate the facilities.

In fiscal year 2010/2011 (FY 2011), the District recognized a Note Receivable in the amount of \$5,753,348 from the City of Antioch for their net share of the costs for this project. This note has an interest rate of .077% with principal and interest due annually commencing December 31, 2011 and maturing on December 31, 2030. On June 10, 2012, the District and the City of Antioch amended the Joint Powers Agreement to cap this Notes Receivable to a maximum of \$5,000,000. As of June 30, 2021 and 2020, the outstanding balance was \$2,509,621 and \$2,759,522, respectively.

In FY 2012, additional project cost share incurred in excess of \$5 million in the amount of \$1,102,272 will be financed by the District at an interest rate of 4.25% with principal and interest due monthly over a 20-year term commencing July 1, 2012 and maturing on June 1, 2032. This monthly installment is billed to the City of Antioch as a Recycled Water Surcharge and annually amounts to \$81,908. The outstanding balance as of June 30, 2021 and 2020 was \$718,699 and \$768,898, respectively.

City of Pittsburg – The District and the City of Pittsburg (City) entered into a Joint Powers Agreement on November 24, 1999, for the purpose of development and operation of a “Recycled Water Program” (the Project). The goal of this project is to construct a conveyance system and transport recycled water to the City’s golf course and certain parks to reduce the City’s reliance on treated drinking water for irrigation. Under the provisions of the agreement, the Project is to be jointly funded by the District and the City. The City is responsible for the design and construction of the Project. The District will operate and maintain after construction is completed. The original project was completed, however, it was discovered that a portion of the previously existing line needs to be rehabilitated in order to ensure reliability. The estimated cost for this rehabilitation project was \$1,500,000. Of this amount, the City has agreed to pay a maximum of \$375,000 payable over a 10-year term with an interest of 4.25 percent (prime plus 1 percent).

**DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020**

NOTE 3 – NOTES RECEIVABLE (Continued)

The actual cost of this rehabilitation amounted to \$328,583. The District recognized a Note Receivable for this amount with principal and interest due monthly commencing July 1, 2013 and maturing on June 1, 2023. This monthly installment is billed to the City of Pittsburg as a Recycled Water Surcharge and annually amounts to \$40,391. The outstanding balance as of June 30, 2021 and 2020 was \$77,313 and \$113,578, respectively.

Household Hazardous Waste (HHW) – The District owns and operates a Household Hazardous Waste (HHW) and a Conditionally Exempt Small Quantity Generator (CESQG) waste collection facility. In an agreement dated July 1, 2002, Contra Costa County, Ironhouse Sanitary District and the Cities of Antioch, Brentwood and Pittsburg (Subscribers) agreed to reimburse the District for capital costs in planning and constructing the household hazardous waste facility.

On April 9, 2008, this agreement was amended and includes capital cost sharing minus any grants received for the planning and construction of the new facility expansion. The Delta Household Hazardous Waste Collection Facility (DHHWCF) expansion was completed in September 2009. Per the provisions of this amendment, the outstanding principal balance from the original facility construction will be combined with the new facility expansion costs, to be re-paid over a 25-year period with interest at 6% per annum. Total capital costs were allocated to the Subscribers based on the number of housing units in each Subscriber’s jurisdiction. The City of Brentwood and Ironhouse Sanitary District have paid their respective shares in full. The total outstanding balance of the loan as of June 30, 2021 and 2020 were \$55,437 and \$57,854, respectively.

NOTE 4 – EMPLOYEE COMPUTER LOANS RECEIVABLE

The District provides a zero interest loan to its employees for the purchase of personal computers. These loans are payable in a maximum of 78 equal payroll deductions (3 years). The maximum amount each employee may borrow is \$2,500. The loan receivable balances were as follows as of June 30:

	2021	2020
Employee computer loans	\$ 3,744	\$ 5,414
Less: Current portion	(2,490)	(4,429)
Long-term portion	\$ 1,254	\$ 985

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 5 – CAPITAL ASSETS

Property, plant and equipment are recorded at the time of purchase and are capitalized at cost. The District capitalizes as part of the asset cost, any significant interest incurred during the construction phase of the asset. Contributed capital assets are valued at their estimated fair market value on the date contributed. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are reported at acquisition value rather than fair value. The District defines capital assets as property, plant and equipment with an initial individual cost of \$5,000 and an estimated useful life in excess of one year.

Depreciation is provided using the straight-line method for assets other than land and construction in progress. Estimated useful lives are as follows:

Conveyance and collection systems	50 years
Treatment plant	40 years
Office furniture	15 years
Shop, lab and other equipment	10 years
Computer equipment	3 years
Vehicles	3 years

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DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 5 – CAPITAL ASSETS (Continued)

Changes in property, plant and equipment, and construction in progress are summarized below for the year ended June 30, 2021:

	Balance at June 30, 2020	Additions	Transfers	Expensed (CIP) or Retired	Balance at June 30, 2021
Capital assets not being depreciated:					
Land	\$ 6,490,355	\$ -	\$ -	\$ -	\$ 6,490,355
Construction in progress	24,154,621	23,478,944	(6,785,466)	(1,454,200)	39,393,899
Total capital assets not being depreciated	<u>30,644,976</u>	<u>23,478,944</u>	<u>(6,785,466)</u>	<u>(1,454,200)</u>	<u>45,884,254</u>
Capital assets being depreciated:					
Treatment & Collection System	250,758,525	-	6,138,439	-	256,896,964
Equipment	5,091,039	-	686,494	-	5,777,533
Total capital assets being depreciated	<u>255,849,564</u>	<u>-</u>	<u>6,824,933</u>	<u>-</u>	<u>262,674,497</u>
Less accumulated depreciation for:					
Treatment & Collection System	132,932,309	6,782,194	-	-	139,714,503
Equipment	4,923,938	178,865	-	-	5,102,803
Total accumulated depreciation	<u>137,856,247</u>	<u>6,961,059</u>	<u>-</u>	<u>-</u>	<u>144,817,306</u>
Net capital assets being depreciated	<u>117,993,317</u>	<u>(6,961,059)</u>	<u>6,824,933</u>	<u>-</u>	<u>117,857,191</u>
Total Capital Assets, net	<u>\$ 148,638,293</u>	<u>\$ 16,517,885</u>	<u>\$ 39,467</u>	<u>\$ (1,454,200)</u>	<u>\$ 163,741,445</u>

Changes in property, plant and equipment, and construction in progress are summarized below for the year ended June 30, 2020:

	Balance at June 30, 2019	Additions	Transfers	Expensed (CIP) or Retired	Balance at June 30, 2020
Capital assets not being depreciated:					
Land	\$ 6,490,355	\$ -	\$ -	\$ -	\$ 6,490,355
Construction in progress	10,426,167	17,104,582	(200,478)	(3,175,650)	24,154,621
Total capital assets not being depreciated	<u>16,916,522</u>	<u>17,104,582</u>	<u>(200,478)</u>	<u>(3,175,650)</u>	<u>30,644,976</u>
Capital assets being depreciated:					
Treatment & Collection System	250,758,525	-	-	-	250,758,525
Equipment	4,980,861	-	200,478	(90,300)	5,091,039
Total capital assets being depreciated	<u>255,739,386</u>	<u>-</u>	<u>200,478</u>	<u>(90,300)</u>	<u>255,849,564</u>
Less accumulated depreciation for:					
Treatment & Collection System	125,959,647	6,972,662	-	-	132,932,309
Equipment	4,783,904	230,334	-	(90,300)	4,923,938
Total accumulated depreciation	<u>130,743,551</u>	<u>7,202,996</u>	<u>-</u>	<u>(90,300)</u>	<u>137,856,247</u>
Net capital assets being depreciated	<u>124,995,835</u>	<u>(7,202,996)</u>	<u>200,478</u>	<u>-</u>	<u>117,993,317</u>
Total Capital Assets, net	<u>\$ 141,912,357</u>	<u>\$ 9,901,586</u>	<u>\$ -</u>	<u>\$ (3,175,650)</u>	<u>\$ 148,638,293</u>

Construction in progress represents construction of treatment facilities and conveyance systems.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 6 – COMPENSATED ABSENCES

Accumulated unpaid vacation and compensatory time have been accrued at year end. Accumulated unpaid sick pay is not included in the amount for accrued benefits due to the contingent nature of any future payment.

The changes in compensated absences were as follows for the fiscal years ended June 30:

	2021	2020
Beginning Balance	\$1,056,402	\$913,343
Additions	776,960	1,139,719
Payments	(797,877)	(996,660)
Ending Balance	\$1,035,485	\$1,056,402
Current Portion	765,798	892,511
Non-Current Portion	\$269,687	\$163,891

In addition, the Board has set up a Catastrophic Leave Bank, which accumulates up to 40 hours from each terminated employee's forfeited sick leave. Employees may also donate vacation hours. This time may be used by employees who have used all their sick leave due to catastrophic illness and need additional time off. Accumulated Catastrophic Leave at June 30, 2021 and 2020 was \$32,765 and \$43,786, respectively, and is included in the balance of Accrued Payroll and Benefits on the Statements of Net Position.

NOTE 7 – LONG-TERM DEBT

A. Current Year Transactions and Balances

The changes in the District's long-term obligations during the year ended June 30, 2021 consisted of the following:

	Original Issue Amount	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021	Amount due within one year
<i>Direct Borrowings</i>						
2010 RW State Revolving Fund Loan 0.77% due 04/03/2030	\$ 6,325,503	\$ 3,491,004	\$ -	\$ (316,145)	\$ 3,174,859	\$ 316,387
2011 WW Installment Sale Agreement 4.90% due 06/24/2031	2,344,210	1,348,274	-	(78,021)	1,270,253	85,415
2011 WW State Revolving Fund Loan 2.60% due 04/03/2033	5,041,873	3,561,285	-	(233,764)	3,327,521	239,842
2015 WW California Energy Commission Loan 1.00 % due 6/22/2029	700,000	462,927	-	(49,409)	413,518	49,905
2015 Bay Point State Revolving Fund Loan 1.90% due 11/01/2044	1,188,820	1,020,787	-	(32,278)	988,509	32,892
2016 Pittsburg State Revolving Fund Loan 1.90% due 11/01/2046	12,000,000	10,769,253	-	(308,959)	10,460,294	314,828
2016 WW State Revolving Fund Loan 1.90% due 12/30/2046	2,054,000	1,848,847	-	(55,647)	1,793,200	56,703
2019 WW State Revolving Fund Loan 1.90% due 12/01/2050	13,500,000	1,206,169	7,616,529	-	8,822,698	-
2020 WW State Revolving Fund Loan 1.90% due 12/1/2050	3,198,734	-	3,198,734	-	3,198,734	82,905
Total Long-Term Debt		23,708,546	\$10,815,263	\$(1,074,223)	33,449,586	\$1,178,877
Less:						
Amounts due within one year		(1,074,221)			(1,178,877)	
Total Long-Term Debt, net		\$22,634,325			\$32,270,709	

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 7 – LONG-TERM DEBT (Continued)

The changes in the District’s long-term obligations during the year ended June 30, 2020 consisted of the following:

Direct Borrowings	Original Issue Amount	Balance June 30, 2019	Additions	Retirements	Balance June 30, 2020	Amount due within one year
2010 RW State Revolving Fund Loan .077% due 04/03/2030	\$ 6,325,503	\$ 3,806,905	\$ -	\$ (315,901)	\$ 3,491,004	\$ 316,144
2011 WW Installment Sale Agreement 4.90% due 06/24/2031	2,344,210	1,419,331	-	(71,057)	1,348,274	78,021
2011 WW State Revolving Fund Loan 2.60% due 04/03/2033	5,041,873	3,789,125	-	(227,840)	3,561,285	233,764
2015 WW California Energy Commission Loan 1.00 % due 6/22/2029	700,000	511,834	-	(48,907)	462,927	49,409
2015 Bay Point State Revolving Fund Loan 1.90% due 11/01/2044	1,188,820	1,052,464	-	(31,677)	1,020,787	32,278
2016 Pittsburg State Revolving Fund Loan 1.90% due 11/01/2046	12,000,000	11,072,449	-	(303,196)	10,769,253	308,959
2016 WW State Revolving Fund Loan 1.90% due 12/30/2046	2,054,000	1,903,454	-	(54,607)	1,848,847	55,646
2019 WW State Revolving Fund Loan 1.90% due 12/01/2050	1,206,169	-	<u>1,206,169</u>	-	<u>1,206,169</u>	-
Total Long-Term Debt		23,555,562	<u>\$ 1,206,169</u>	<u>\$ (1,053,185)</u>	23,708,546	<u>\$ 1,074,221</u>
Less:						
Amounts due within one year					<u>(1,074,221)</u>	
Total Long-Term Debt, net					<u>\$ 22,634,325</u>	

B. 2010 RW State Revolving Fund Loan

The District entered into a loan contract with the State of California Water Resources Control Board on July 8, 2009, for the purpose of financing the Antioch/Delta Diablo Sanitation District Recycled Water Project. The loan amount totals \$6,325,503 with a stated interest rate of 0.077% per annum over a 20-year term. The City of Antioch owes the District \$5,000,000 of this amount as part of their cost share for the Recycled Water Antioch Project (see Note 3 - Notes Receivable). Principal payments are due annually beginning on December 31, 2011 through the fiscal year 2030/31 and are paid from revenue received from the City of Antioch.

C. 2011 Installment Sale Agreement

On June 9, 2011, the District entered into an installment sale agreement (agreement) with Municipal Finance Corporation, which was subsequently assigned to City National Bank on June 22, 2011, for the purpose of financing a solar energy project. The agreement amount totals \$2,344,210 with a stated interest of 4.9% per annum, and is payable from revenues of the District. Principal and interest payments are due semi-annually on December 24 and June 24, commencing December 24, 2011 and maturing on June 24, 2031. The outstanding loan from directing borrowings contain a provision that in an event of default, they declare all principal components of the unpaid installment payments, together with all accrued and unpaid interest components immediately due.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 7 – LONG-TERM DEBT (Continued)

D. 2011 WW State Revolving Fund Loan

The District entered into a loan contract with the State of California Water Resources Control Board on March 25, 2011, for the purpose of financing the Aeration System Improvement Project. The loan amount totals \$5,041,873 with a stated interest rate of 2.60% per annum. Principal payments are due annually beginning on April 3, 2014 through the fiscal year 2033.

E. 2015 California Energy Commission Loan

The District entered into a loan agreement with the California Energy Resources Conservation Development Commission on October 10, 2013, for the purpose of financing the Energy Savings Project. The project consists of energy savings projects to be installed at the Wastewater Treatment Plant. The loan amount totals \$700,000 at 1.00% interest per annum on the unpaid principal. Principal and interest payments are due semi-annually beginning on December 22, 2015 through the fiscal year 2029.

F. 2015 Bay Point State Revolving Fund Loan

On October 8, 2014, the District entered into a loan agreement with the State of California Water Resources Control Board for the purpose of financing the Bay Point Wastewater Infrastructure Repair and Rehabilitation Project (Phase 1). The loan principal totals \$1,188,820 with a 30-year term and stated interest of 1.9% per annum. Principal and interest payments are due semi-annually, on November 1 and May 1, commencing on November 1, 2015 and maturing on November 1, 2044.

G. 2016 Pittsburg State Revolving Fund Loan

On October 24, 2014, the District entered into a loan agreement with the State of California Water Resources Control Board for the purpose of financing the Pittsburg Forcemain Improvement Project. The loan principal totals \$12,000,000 with a 30-year term and stated interest of 1.9% per annum. Principal and interest payments are due semi-annually, on November 1 and May 1, commencing November 1, 2017 and maturing on November 1, 2046, from the Waste Water Fund (75%) and Bay Point Collection Fund (25%).

H. 2016 Wastewater State Revolving Fund Loan

On August 8, 2014, the District entered into a loan agreement with the State of California Water Resources Control Board for the purpose of financing Bay Point Wastewater Infrastructure Repair and Rehabilitation Project (Phase 3). The loan principal totals \$2,054,000 with a 30-year term and stated interest of 1.9% per annum. Principal and interest payments are due semi-annually, on November 1 and May 1, commencing on November 1, 2016 and maturing on November 1, 2045.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 7 – LONG-TERM DEBT (Continued)

I. 2019 Wastewater State Revolving Fund Loan

On August 8, 2014, the District entered into a loan agreement with the State of California Water Resources Control Board for the purpose of financing the Pump Station Facility Repair (Phase 2). The loan principal totals \$13,500,000 with a 30-year term and stated interest of 1.9% per annum. Principal payments are due annually on July 31, and interest payments are due semi-annually, on July 31 and January 31. Payments commence on July 31, 2022 and mature on July 31, 2051. As of June 30, 2021, the District has drawn down a total of \$8,822,698.

J. 2020 Wastewater State Revolving Fund Loan

On August 8, 2014, the District entered into a loan agreement with the State of California Water Resources Control Board for the purpose of financing 2017 Sewer Pipeline Repair (Phase 4). The loan principal totals \$4,211,170 with a 30-year term and stated interest of 1.9% per annum. Principal payments are due annually on December 1, and interest payments are due semi-annually, on December 1 and June 1. Payments commence on November 1, 2021 and mature on December 1, 2050. As of June 30, 2021, the District has drawn down a total of \$3,198,734.

K. Debt Service Requirements

Annual debt service requirements are shown below for all long-term debt as of June 30, 2021:

For The Year Ending June 30	Direct Borrowings		
	Principal	Interest	Total
2022	\$ 1,178,878	\$ 489,372	\$ 1,668,250
2023	1,200,022	441,345	1,641,367
2024	1,445,887	669,548	2,115,435
2025	1,475,797	559,389	2,035,186
2026	1,506,667	532,220	2,038,887
2027 – 2031	7,924,344	2,221,011	10,145,355
2032 – 2036	4,999,650	1,539,075	6,538,725
2037 – 2041	4,802,915	1,078,986	5,881,901
2042 – 2046	5,225,190	601,027	5,826,217
2047 – 2051	2,939,070	194,004	3,133,074
2052 – 2053	751,166	14,429	765,595
Total payments due	<u>\$ 33,449,586</u>	<u>\$ 8,340,406</u>	<u>\$ 41,789,992</u>

**DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020**

NOTE 8 – RETIREMENT

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Plan and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis as they are reported by the CalPERS Financial Office. For this purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

A. General Information about the Pension Plans

Plan Description – All qualified permanent and probationary employees are eligible to participate in the District’s Miscellaneous Employee Pension Rate Plan. The District’s Miscellaneous Rate Plan are part of the public agency cost-sharing multiple-employer, which is administered by the California Public Employees’ Retirement System (CalPERS). The employer participates in one cost-sharing multiple-employer defined benefit pension plan regardless of the number of rate plans the employer sponsors. Benefit provisions under the Plan are established by State statute and Board resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided – CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees’ Retirement Law.

The Plan’s provisions and benefits in effect at June 30, 2021, are summarized as follows:

	Tier I	Miscellaneous Tier II	Tier III
	Prior to 6/30/12	6/30/12 to 12/31/12 and employees hired on or after 1/1/13 who are not a "new member"	On or after 1/1/13; new member
Hire date			
Benefit formula	2.7% @ 55	2.0% @ 55	2.0% @ 62
Benefit vesting schedule	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life
Retirement age	55	55	62
Monthly benefits, as a % of eligible compensation	2.70%	2.00%	2.00%
Required employee contribution rates	8.00%	7.00%	7.25%
Required employer contribution rates	14.523%	11.269%	7.847%

CalPERS collects employer contributions for the Plan as a percentage of payroll for the normal cost portion as noted in the rates above and as a dollar amount for contributions toward the unfunded actuarial liability (UAL). The District’s total UALs for 2021 and 2020 were \$1,178,443 and \$992,686, respectively.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 8 – RETIREMENT (Continued)

Contributions – Section 20814(c) of the CalPERS Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, the contributions to the Plan were as follows:

	2021	2020
	Miscellaneous	Miscellaneous
	Tier I, II & III	Tier I, II & III
Contributions - employer	\$2,273,068	\$2,071,446

B. *Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions*

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Plan and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis as they are reported by the CalPERS Financial Office. For this purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

As of June 30, the District reported a net pension liability for its proportionate share of the net pension liability of the Plan as follows:

	2021	2020
	Proportionate Share of Net Pension Liability	Proportionate Share of Net Pension Liability
CCCERA Plan (12/31)	\$ 16,641	\$ 1,673,872
Miscellaneous Tier I, II & III	18,111,057	16,618,622
Total Net Pension Liability	\$18,127,698	\$ 18,292,494

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 8 – RETIREMENT (Continued)

The District’s net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2020, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2019 rolled forward to June 30, 2020 using standard update procedures. The District’s proportion of the net pension liability was based on a projection of the District’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The District’s proportionate share of the net pension liability for the Plan as of June 30, 2019 and 2020 was as follows:

	Miscellaneous Tier I, II & III
Proportion - June 30, 2019	0.16218%
Proportion - June 30, 2020	0.16646%
Change - Increase (Decrease)	0.00428%

For the year ended June 30, 2021, the District’s recognized actuarial pension expense of \$3,540,054. At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Miscellaneous Tier I, Tier II, & III	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Contributions made after the measurement date	\$ 2,273,068	\$ -
Differences between actual and expected experience	933,317	-
Changes in assumptions	-	(129,175)
Change in employer's proportion	626,766	-
Net differences in actual contributions and proportionate contributions	-	(524,059)
Net differences between projected and actual earnings on pension plan investments	538,018	-
Total	\$ 4,371,169	\$ (653,234)

Deferred outflows of \$2,273,068 related to contributions subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the year ended June 30, 2022.

Other amounts reported as deferred inflows of resources related to pensions will be recognized as pension expense as follows:

	Miscellaneous -Tier I, II, & III
Year Ended June 30	Annual Amortization
2022	\$ 248,769
2023	535,813
2024	402,124
2025	258,050
Thereafter	-

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 8 – RETIREMENT (Continued)

At June 30, 2020, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Miscellaneous Tier I, Tier II, & III</u>	
	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Contributions made after the measurement date	\$ 2,071,446	\$ -
Differences between actual and expected experience	1,154,234	(89,430)
Changes in assumptions	792,453	(280,918)
Changes in employer's proportion	484,354	-
Net differences in actual contributions and proportionate contributions	-	(349,108)
Total	\$ 4,502,487	(\$1,010,001)

Deferred outflows of \$2,071,446 related to contributions subsequent to the measurement date, was recognized as a reduction of the net pension liability in the current fiscal year.

Actuarial Assumptions – The total pension liability in the June 30, 2019 valuation was determined using the following actuarial assumptions:

	<u>All Plans</u>
Valuation Date	June 30, 2018
Measurement Date	June 30, 2020
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Salary Increases	Varies by entry age and service
Mortality	Derived using CalPERS Membership data for all Funds. The mortality table used was developed based on CalPERS-specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of Scale MP 2016. For more details on the table, please refer to the December 2017 experience study report (based on CalPERS demographics data from 1997 to 2015) that can be found on the CalPERS website.
Post Retirement Benefit Increases	Contract COLA up to 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 8 – RETIREMENT (Continued)

Discount Rate – The discount rate used to measure the total pension liability for the Plan was 7.15%. The projection of cash flows used to determine the discount rate for the Plan assumed that contributions from all plan members in the Public Employees Retirement Fund (PERF) will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds’ asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building- block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. The expected rate of return was then set equal to the single equal rate calculated above and adjusted to account for assumed administrative expenses.

The table below reflects expected real rate of return by asset class.

(A) Asset Class	Current Target Allocation	Real Return Years 1 – 10 (B)	Real Return Years 1 – 10 (C)
Global Equity	50.0%	4.80%	5.98%
Fixed Income	28.0%	1.00%	2.62%
Inflation Assets	0.0%	0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Assets	13.0%	3.75%	4.93%
Liquidity	1.0%		-0.92%
Total	100%		

(A) In the CalPERS ACFR, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities.

(B) An expected inflation of 2.0% used for this period.

(C) An expected inflation of 2.92% used this period.

**DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020**

NOTE 8 – RETIREMENT (Continued)

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District’s proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1- percentage point lower or 1-percentage point higher than the current rate at June 30, 2021:

	6.15%	7.15%	8.15%
	<u>(1% decrease)</u>	<u>(Current rate)</u>	<u>(1% increase)</u>
Net Pension Liability	\$ 28,087,276	\$ 18,111,057	\$ 9,868,020

Pension Plan Fiduciary Net Position – Detailed information about each pension plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

C. *Contra Costa County Employees Retirement Association Closed Plan*

The District discontinued participation in the Contra Costa County Employees Retirement Association (CCCERA) effective June 20, 2004. The termination agreement provides for an evaluation of any additional liability owed to CCCERA every three years. CCCERA retained certain assets contributed by the District and they remain responsible for retiree benefits for retirees and deferred vested members who were not transferred to the CalPERS system. The designation of 3.75% of payroll annually for Employee Benefit Costs will be a source of funds to address this or other liabilities due. CCCERA’s actuary has conducted and determined the District’s termination liability using the triennial experience analysis as of December 31, 2015. Based on this analysis and in accordance with the termination agreement with CCCERA, the District’s unfunded obligation of \$2,017,307 is to be amortized over 15 years, resulting in annual payments of \$221,489 starting December 31, 2016. The next triennial actuarial valuation is expected on November 2022. As of June 30, 2021, in accordance with GASB 68, the District recorded a net pension liability of \$16,641 under the CCCERA plan.

NOTE 9 – OTHER POST-EMPLOYMENT BENEFITS

A. *Plan Description and Funding Policy*

The District provides post-retirement health care benefits to eligible retirees in accordance with Memorandums of Understanding (MOUs) with employee groups. In accordance with the MOUs, the District contracts with CalPERS to provide post-retirement health benefits through the CalPERS PEMHCA program, which provides for vesting at age 50 with five (5) years of service. The District implemented the California State Vesting Program for Retiree Health Care as regulated by Government Code 22893 by resolution (8/2008).

**DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020**

NOTE 9 – OTHER POST-EMPLOYMENT BENEFITS

All District employees hired after the implementation date (01/01/2009), will be enrolled in the State’s Vesting Program, which starts fifty percent (50%) medical benefit at age 50 with 10 years of service, increasing by 5% for each additional year of service to 100% with 20 years of service. The District contribution for eligible retirees (and spouses) is continued at the rate in effect each year. The cost of the benefits provided by the plan is currently being pre-funded in an irrevocable trust by the District. The District’s plans to fund the benefits provided under the plan over a 30- year horizon, with minimal impacts to District rate payers. Upon adoption of the annual fiscal year operating budget, the District will transfer all funds budgeted for retiree medical premiums to its OPEB Trust Fund. Additional funding over and above the actuarially determined contributions (ADC) will be set by the District Board from all or part of the following sources, in the order listed below:

1. Unanticipated revenue streams (either one-time or on-going)
2. Wastewater Service Charge revenues exceed planned levels for the prior fiscal year
3. Unused wastewater operating contingency funds from the prior fiscal year
4. Wastewater operating budget savings from the prior fiscal year
5. Ad valorem tax revenues
6. The wastewater general fund

On July 14, 2010, the Board adopted the District’s Retiree Health Funding Plan which outlines that employees will begin contributing 1% of their salaries to the OPEB Trust in July 2010; that these contributions will increase to 2% of salaries in July 2011 and to 3% of salaries in July 2012. It also covers all of the other key elements of the Principles of Agreement such as 1) employee contributions are made on a pre-tax basis and are included in employee compensation for CalPERS retirement purposes; 2) the District at least match the annual employee contributions; 3) the District make a good faith effort to fully fund the remaining ADC each year; and 4) that in recognition of the employees’ initiative in assisting in funding the OPEB obligation, the terms of the bargaining units’ MOU with the District be extended by three years.

	Fiscal Years Ended June 30, 2021 and 2020
Plan Type	Single Employer
OPEB Trust	Yes
Special Funding Situation	No
Nonemployer Contributing Entity	No

Employees Covered by Benefit Terms – Membership in the plan consisted of the following at the measurement date of June 30:

	2021	2020
Active plan members	73	71
Inactive employees or beneficiaries currently receiving benefit payments	64	56
Inactive employees entitled to but not yet receiving benefit payments	5	3
Total	142	130

**DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020**

NOTE 9 – POST-EMPLOYMENT HEALTH CARE BENEFITS (Continued)

B. Net OPEB Liability

Actuarial Methods and Assumptions – The District net OPEB liability was measured as of June 30, 2020 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2020 that was rolled forward to determine the \$18,945,205 total OPEB liability June 30, 2021, based on the following actuarial methods and assumptions:

	Actuarial Assumptions
Valuation Date	June 30, 2020
Measurement Date	June 30, 2021
Actuarial Cost Method	Entry Age Method
Actuarial Assumptions:	
Contribution Policy	<ul style="list-style-type: none"> • Pre-funded through PARS with the Balanced Portfolio. • District contributes at least the actuarially determined contribution. Employees contribute 3% of reported PERSable payroll until plan is 100% funded.
Discount Rate	• 6.25%
Inflation	• 2.75% per annum
Mortality, Retirement, Disability, Termination	• CalPERS 1997-2015 experience study
Mortality Improvement	• Mortality projected fully generations with Scale MP-2019
Salary Increases	<ul style="list-style-type: none"> • Aggregate – 3% annually • Merit – CalPERS 1997-2015 Experience Study
Medical Trend	<ul style="list-style-type: none"> • Non-Medicare – 7% for 2022, decreasing to an ultimate rate of 4% in 2076 • Medicare (Non-Kaiser) – 6.1% for 2022, decreasing to an ultimate rate of 4% in 2076 • Medicare (Kaiser) – 5% for 2022, decreasing to an ultimate rate of 4% in 2076
Participation at Retirement	<ul style="list-style-type: none"> • Actives covered & surviving spouse hired < 1/1/09 – 100% • Actives covered & surviving spouse hired ≥ 1/1/09 – 0% with < 10 years of service, 90% with 10-14 years, 95% with 15-19 years, and 100% with 20+ • Actives waived – 80% of above assumption for covered actives • Retirees & surviving spouses – 100% if covered, 20% at 65 if waived <65, 0% waived ≥ 65

The underlying mortality assumptions were based on the CalPERS 1997-2015 Experience Study and all other actuarial assumptions used in the June 30, 2020 valuation were based on the results of a June 30, 2020 actuarial experience study for the period of July 1, 2019 to June 30, 2020.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following tables.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 9 – POST-EMPLOYMENT HEALTH CARE BENEFITS (Continued)

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following tables as of June 30:

2021		
<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Global Equity	58%	4.82%
Fixed Income	35%	1.47%
REITs	2%	3.76%
Cash	5%	0.06%
Total	100%	
Assumed Long-Term Rate of Inflation		2.75%
Expected Long-Term Net Rate of Return		6.25%

2020		
<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Global Equity	58%	4.82%
Fixed Income	35%	1.47%
REITs	2%	3.76%
Cash	5%	0.06%
Total	100%	
Assumed Long-Term Rate of Inflation		2.75%
Expected Long-Term Net Rate of Return		6.25%

Discount Rate – The discount rate used to measure the total OPEB liability was 6.25% for 2021 and 2020. The projection of cash flows used to determine the discount rate assumed that District contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan’s fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 9 – POST-EMPLOYMENT HEALTH CARE BENEFITS (Continued)

C. Changes in Net OPEB Liability

The changes in the Net OPEB Liability follows as of June 30, 2021:

	Increase (Decrease)		
	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability/(Asset) (c) = (a) - (b)
Balance at June 30, 2020	\$20,011,910	\$15,808,508	\$ 4,203,402
Changes Recognized for the Measurement Period:			
Service Cost	794,754	-	794,754
Interest on the total OPEB liability	1,264,614	-	1,264,614
Difference between expected and actual experience	(956,197)	-	(956,197)
Changes of assumptions	(1,024,220)	-	(1,024,220)
Contributions from the employer	-	1,139,773	(1,139,773)
Contributions from the employees	-	278,341	(278,341)
Net investment income	-	4,347,665	(4,347,665)
Administrative expenses	-	(40,922)	40,922
Benefit payments and refunds	(1,145,656)	(1,145,656)	-
Net Changes during July 1, 2020 to June 30, 2021	(1,066,705)	4,579,201	(5,645,906)
Balance at June 30, 2021	<u>\$ 18,945,205</u>	<u>\$ 20,387,709</u>	<u>\$ (1,442,504)</u>

The changes in the Net OPEB Liability follows as of June 30, 2020:

	Increase (Decrease)		
	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability/(Asset) (c) = (a) - (b)
Balance at June 30, 2019	\$ 19,025,112	\$ 14,888,414	\$ 4,136,698
Changes Recognized for the Measurement Period:			
Service Cost	771,606	-	771,606
Interest on the total OPEB liability	1,206,322	-	1,206,322
Difference between expected and actual experience	-	-	-
Changes of assumptions	-	-	-
Contributions from the employer	-	1,202,808	(1,202,808)
Contributions from the employees	-	278,048	(278,048)
Net investment income	-	467,104	(467,104)
Administrative expenses	-	(36,736)	36,736
Benefit payments and refunds	(991,130)	(991,130)	-
Net Changes during July 1, 2019 to June 30, 2020	986,798	920,094	66,704
Balance at June 30, 2020	<u>\$ 20,011,910</u>	<u>\$ 15,808,508</u>	<u>\$ 4,203,402</u>

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 9 – POST-EMPLOYMENT HEALTH CARE BENEFITS (Continued)

D. Sensitivity of the Net OPEB Liability

The following presents the Net OPEB Liability of the District, as well as what the District’s Net OPEB Liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current discount rate as of June 30:

Plan’s Net OPEB Liability (Asset) at June 30, 2021		
Discount Rate -1% (5.25%)	Current Discount Rate (6.25%)	Discount Rate -1% (7.25%)
\$ 889,392	\$ (1,442,504)	\$ (3,378,058)

Plan’s Net OPEB Liability (Asset) at June 30, 2020		
Discount Rate -1% (5.25%)	Current Discount Rate (6.25%)	Discount Rate -1% (7.25%)
\$ 6,736,071	\$ 4,203,402	\$2,112,750

The following presents the Net OPEB Liability of the District, as well as what the District’s Net OPEB Liability would be if it were calculated using a healthcare cost trend rate that is 1-percentage- point lower or 1-percentage-point higher than the current healthcare cost trend rate:

Plan’s Net OPEB Liability (Asset) at June 30, 2021		
1% Decrease	Current Trend	1% Increase
\$ (3,773,468)	\$ (1,442,504)	\$ 1,421,571

Plan’s Net OPEB Liability (Asset) at June 30, 2020		
1% Decrease	Current Trend	1% Increase
\$ 1,525,167	\$ 4,203,402	\$ 7,516,435

E. OPEB Expenses and Deferred Outflows/Inflows of Resources Related to OPEB

For the year ended June 30, 2021, the District recognized actuarial OPEB income of \$144,133. As of June 30, 2021 the District reported deferred outflows and inflows of resources related to OPEB from the following sources:

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 9 – POST-EMPLOYMENT HEALTH CARE BENEFITS (Continued)

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ (1,122,718)
Changes of assumptions	184,385	(859,023)
Net difference between projected and actual earnings on OPEB plan investments	-	(2,393,709)
Total	<u>\$ 184,385</u>	<u>\$ (4,375,450)</u>

The District did not have any contributions subsequent to the measurement date to report as deferred outflows of resources as of June 30, 2021. Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as future OPEB expense as follows:

Measurement Period Ended June 30	Annual Amortization
2022	\$ (955,596)
2023	(929,595)
2024	(931,510)
2025	(991,057)
2026	(319,422)
Thereafter	(63,885)

For the year ended June 30, 2020, the District recognized OPEB expense of \$805,899. As of June 30, 2020 the District reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ (424,212)
Changes of assumptions	243,864	-
Net difference between projected and actual earnings on OPEB plan investments	351,283	-
Total	<u>\$ 595,147</u>	<u>\$ (424,212)</u>

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 10 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disaster. The District joined together with other entities to form the California Sanitation Risk Management Authority (CSRMA), a public entity risk pool currently operating as a common risk management and insurance program for 60 member entities. The purpose of CSRMA is to spread the adverse effects of losses among the member entities and to purchase excess insurance as a group, thereby reducing its cost. The District pays an annual premium to CSRMA for its general liability, property damage, workers compensation insurance and automobile coverage.

CSRMA is governed by a Board composed of one representative from each member agency. The Board controls the operations of CSRMA including selection of management and approval of operating budgets, independent of any influence by member entities.

CSRMA is not a component unit of the District and the District’s share of assets, liabilities, and equity has not been calculated.

The following is a summary of the insurance policies in force carried by the District as of June 30, 2021:

<u>Type of Coverage</u>	<u>Limits</u>	<u>Deductibles</u>
General Liability	\$15,500,000	\$100,000
Excess General Liability	10,000,000	None
Worker's Compensation	750,000	None
Excess Worker's Compensation Liability	Statutory Limit	None
Special Form Property	197,043,005	25,000
Public Entity Pollution Liability	2,000,000	None
Cyber Liability Coverage	2,000,000	None
Master Crime Liability	2,000,000	2,500

The District also maintains employee fidelity bonds to protect against the risk of employee theft or defalcation. Settled claims for CSRMA or employee fidelity bonds have not exceeded coverage in any of the past three fiscal years. Audited financial statements of CSRMA may be obtained at 500 Washington Street, Suite 300, San Francisco, CA 94111-2933.

The District did not record a liability for outstanding claims at fiscal year-end, as management believes that the claims were minimal.

DELTA DIABLO
NOTES TO FINANCIAL STATEMENTS
FOR THE FISCAL YEARS ENDED JUNE 30, 2021 AND 2020

NOTE 11 – NET POSITION

Net Position is the excess of all the District’s assets and deferred outflows over all its liabilities and deferred inflows, regardless of fund. Net Position is divided into three categories. These captions apply only to Net Position, which is determined only at the District-wide level, and are described below:

Net investment in Capital Assets describes the portion of Net Positions which is represented by the current net book value of the District’s capital assets, less the outstanding balance of any debt issued to finance these assets.

Restricted describes the portion of Net Position which is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions which the District cannot unilaterally alter.

Unrestricted describes the portion of Net Position which is not restricted to use.

NOTE 12 – COMMITMENTS AND CONTINGENCIES

A. Lease Revenue

Delta Energy Center, LLC (DEC) and Calpine Corporation entered into an operating lease with the District, effective December 11, 2002, to lease real property located at 2600 Pittsburg-Antioch Highway, in Pittsburg, for a cooling tower site. The base rent for the leased land started at \$32,500 per year and is set to escalate every five years based on changes in the Consumer Price Index. The current rate is \$36,540 per year. The area leased is 260 feet by 50 feet, on land that is not targeted for District improvements. The agreement terminates May 31, 2050. Minimum future rentals total \$1,096,200 at June 30, 2020. The lessee, DEC, retains an option to terminate the lease agreement by providing a thirty-day written notice to the District. The total remaining minimum future rental payments are as follows:

For the Year Ending June 30	Minimum Future Rentals
2022	36,540
2023	36,540
2024	36,540
2025	36,540
2026	36,540
2027 – 2031	182,700
2032 – 2036	182,700
2037 – 2041	182,700
2042 – 2046	182,700
2047 – 2050	146,160
	\$1,059,660

F. Purchase Commitments

The District has a number of purchase commitments for ongoing operating and capital projects that involves multi-year contracts. Purchase commitments related to these multi-year contracts are approximately \$15,109,480 and \$20,743,786 as of June 30, 2021 and 2020, respectively.

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REQUIRED SUPPLEMENTARY INFORMATION

DELTA DIABLO
Cost-Sharing Multiple-Employer Defined Pension Plan
Schedule of Proportionate Share of Net Pension Liability
Last 10 Years*

	Fiscal Year End June 30,						
	2021	2020	2019	2018	2017	2016	2015
Measurement date	6/30/2020	6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014
Proportion of net pension liability	0.16646%	0.16218%	0.38230%	0.37570%	0.38170%	0.37470%	0.33450%
Proportionate share of the net pension liability	\$ 18,111,057	\$ 16,618,622	\$ 15,143,491	\$ 15,484,151	\$ 13,258,795	\$ 10,279,890	\$ 10,961,818
Covered payroll	\$ 9,370,990	\$ 9,473,230	\$ 9,739,463	\$ 8,705,573	\$ 8,075,458	\$ 8,138,640	\$ 7,681,566
Proportionate share of the net pension liability as a percentage of covered payroll	193.27%	175.43%	155.49%	177.86%	164.19%	126.31%	142.70%
Plan's fiduciary net position	\$ 56,855,501	\$ 52,339,949	\$ 50,164,464	\$ 45,367,518	\$ 40,904,049	\$ 40,032,145	\$ 39,249,319
Plan's fiduciary net position as a percentage of the Plan's total pension liability	75.10%	75.26%	75.26%	73.31%	75.44%	78.40%	79.82%

Schedule of Pension Contributions
Last 10 Years*

	2021	2020	2019	2018	2017	2016	2015
Contractually required contributions (actuarially determined)	\$ 2,273,068	\$ 2,071,446	\$ 1,880,696	\$ 1,710,608	\$ 1,663,037	\$ 1,669,912	\$ 1,251,178
Contributions in relation to actuarially determined contributions	<u>(2,273,068)</u>	<u>(2,071,446)</u>	<u>(1,880,696)</u>	<u>(1,710,608)</u>	<u>(1,663,037)</u>	<u>(1,669,912)</u>	<u>(1,251,178)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 9,484,075	\$ 9,370,990	\$ 9,473,230	\$ 9,783,463	\$ 8,705,573	\$ 8,075,458	\$ 8,138,640
Contributions as a percentage of covered payroll	23.97%	22.10%	19.85%	17.48%	19.10%	20.68%	15.37%

Notes to Schedule:

Valuation Date:

June 30, 2018

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry age normal cost method
Amortization method	Level percent of payroll, direct rate smoothing
Remaining amortization periods	Differs by employer rate plan, but not more than 30 years
Asset valuation method	Market value of assets
Inflation	2.50%
Salary increase	Varies by entry age and service
Discount rate	7.00% (net of administrative expenses)
Mortality Rate Table	Derived using CalPERS Membership Data for all Funds. The post-retirement mortality rates include 15 years of projected on-going mortality improvement using 90 percent of Scale MP 2016 published by the Society of Actuaries.
Post-retirement benefit increase	

* Fiscal year ending June 30, 2015, was the first year of implementation, therefore only seven years are shown.

DELTA DIABLO
Schedule of Changes in Net OPEB Liability and Related Ratios

	Measurement date June 30:	2021	2020	2019	2018	2017
Total OPEB Liability						
Service cost		\$ 794,754	\$ 771,606	\$ 779,569	\$ 725,000	\$ 702,000
Interest on the OPEB liability		1,264,614	1,206,322	1,203,775	1,122,000	1,056,000
Differences between actual and expected experience		(956,197)	-	(631,144)	-	-
Change of benefit terms		-	-	-	182,000	(12,000)
Changes of assumptions		(1,024,220)	-	362,822	-	-
Benefits paid to retirees		(1,145,656)	(991,130)	(859,910)	(781,000)	(720,000)
Net change in total OPEB liability		(1,066,705)	986,798	855,112	1,248,000	1,026,000
Total OPEB Liability - beginning		20,011,910	19,025,112	18,170,000	16,922,000	15,896,000
Total OPEB Liability - ending	(a)	<u>\$ 18,945,205</u>	<u>\$ 20,011,910</u>	<u>\$ 19,025,112</u>	<u>\$ 18,170,000</u>	<u>\$ 16,922,000</u>
Plan Fiduciary Net Position						
Employer contributions		\$ 1,139,773	\$ 1,202,808	\$ 1,208,525	\$ 1,592,000	\$ 1,505,000
Employee contributions		278,341	278,048	281,058	282,000	262,000
Net investment income		4,347,665	467,104	896,214	935,000	1,236,000
Benefits paid to retirees		(1,145,656)	(991,130)	(859,910)	(781,000)	(720,000)
Administrative expense		(40,922)	(36,736)	(34,473)	(33,000)	(26,000)
Net change in plan fiduciary position		4,579,201	920,094	1,491,414	1,995,000	2,257,000
Plan fiduciary net position- beginning		15,808,508	14,888,414	13,397,000	11,402,000	9,145,000
Plan fiduciary net position- ending	(b)	<u>\$ 20,387,709</u>	<u>\$ 15,808,508</u>	<u>\$ 14,888,414</u>	<u>\$ 13,397,000</u>	<u>\$ 11,402,000</u>
Net OPEB liability (asset) - ending	(a) - (b)	<u>\$ (1,442,504)</u>	<u>\$ 4,203,402</u>	<u>\$ 4,136,698</u>	<u>\$ 4,773,000</u>	<u>\$ 5,520,000</u>
Plan fiduciary net position as a percentage of the total OPEB liability		107.61%	79.00%	78.26%	73.73%	67.38%
Covered-employee payroll		\$ 9,283,462	\$ 9,254,288	\$ 9,371,057	\$ 9,385,000	\$ 8,724,000
Net OPEB liability as a percentage of covered-employee payroll		-15.54%	45.42%	44.14%	50.86%	63.27%

Notes to Schedule:

Historical information is required only for measurement periods for which GASB No. 75 is applicable. Future years' information will be displayed, up to 10 years, as information becomes available

The term Covered-employee payroll is used because there are employees receiving benefits not based on wages.

DELTA DIABLO
Schedule of OPEB Contributions
Last Ten Fiscal Years*

Fiscal Year Ended June 30,	2021	2020	2019	2018	2017
Actuarially determined contributions (ADC)	\$ 831,000	\$ 878,000	\$ 910,000	\$ 920,000	\$ 926,000
Contributions in relation to the ADC	<u>(1,139,773)</u>	<u>(1,202,808)</u>	<u>(1,208,525)</u>	<u>(1,592,000)</u>	<u>(1,642,483)</u>
Contribution deficiency (excess)	<u>\$ (308,773)</u>	<u>\$ (324,808)</u>	<u>\$ (298,525)</u>	<u>\$ (672,000)</u>	<u>\$ (716,483)</u>
Covered-employee payroll	\$ 9,283,462	\$ 9,254,288	\$ 9,371,057	\$ 9,385,000	\$ 8,724,000
Contributions as a percentage of covered-employee payroll	12.28%	13.00%	12.90%	16.96%	18.83%

Notes to Schedule:

*Actuarial methods and assumptions used to set the actuarially determined contributions for Fiscal Year 2021 were selected by the Agency after consultation with the actuary.

Method and assumptions used to determine contribution:

Valuation Date	June 30, 2018
Actuarial Cost Method	Entry Age Normal
Amortization Method/Period	Level percent of payroll, 18-year fixed period for 2020/21
Asset valuation method	Investment gains and losses spread over 5-year rolling period
Inflation	2.75%
Discount rate	6.25%
Medical trend	Non-Medicare - 7.25% for 2021, decreasing to an ultimate rate of 4% in 2076 Medicare - 6.3% for 2021, decreasing to an ultimate rate of 4% in 2076
Mortality	CalPERS 1997-2015 experience study
Mortality improvement	Post-retirement mortality projected fully general with Scale MP-2018

SUPPLEMENTARY INFORMATION

DELTA DIABLO
SUPPLEMENTARY SCHEDULE OF NET POSITION
PROPRIETARY FUND TYPE - ENTERPRISE FUND
June 30, 2021

	Wastewater	Wastewater Expansion	Recycled Water Facility
ASSETS			
CURRENT ASSETS			
Cash	\$ 9,059,675	\$ 5,371,401	\$ 2,054,230
Investments	5,296,428	3,394,957	-
Restricted cash	498,551	-	-
Restricted investment	726,023	133,222	-
Committed investments	45,045,437	-	3,763,327
Accounts receivable	575,054	-	668,907
Interest receivable	28,404	64	105,609
Current portion of notes receivable	-	-	340,306
Current portion of employee computer loans receivable	2,490	-	-
Inventory	837,734	-	12,851
Prepaid expenses	72,824	-	-
Total current assets	<u>62,142,620</u>	<u>8,899,644</u>	<u>6,945,230</u>
NON-CURRENT ASSETS			
CAPITAL ASSETS			
Capital assets, non depreciable	45,553,787	-	80,373
Depreciable capital assets, net of accumulated depreciation	80,123,169	-	28,336,195
Total capital assets, net	<u>125,676,956</u>	<u>-</u>	<u>28,416,568</u>
OTHER NON-CURRENT ASSETS			
Notes receivable, less current portion	-	-	2,965,327
Interfund receivables	10,338,600	-	-
Employee computer loans receivable, less current portion	1,254	-	-
Total other non-current assets	<u>10,339,854</u>	<u>-</u>	<u>2,965,327</u>
TOTAL ASSETS	<u>198,159,430</u>	<u>8,899,644</u>	<u>38,327,125</u>
DEFERRED OUTFLOWS OF RESOURCES			
Related to pensions	4,371,169	-	-
Related to OPEB	184,385	-	-
TOTAL DEFERRED OUTFLOWS OF RESOURCES	<u>4,555,554</u>	<u>-</u>	<u>-</u>
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable	1,963,572	-	76,860
Accrued payroll and benefits	705,879	-	24,470
Deposits payable	1,472,725	-	13,384
Unearned revenue	18,270	-	-
Compensated absences - current portion	765,798	-	-
Current portion of long-term debt	611,284	78,707	316,387
Accrued interest payable	46,472	8,281	-
Total current liabilities	<u>5,584,000</u>	<u>86,988</u>	<u>431,101</u>
NON-CURRENT LIABILITIES			
Long-term debt, net of current portion			
State revolving fund loans	19,883,090	2,536,365	2,858,472
Installment sales agreement	1,184,838	-	-
Compensated absences - due in more than one year	269,687	-	-
Interfund payable	7,000,000	3,338,600	-
Net pension liability	18,127,698	-	-
Net OPEB liability	(1,442,504)	-	-
Total non-current liabilities	<u>45,022,809</u>	<u>5,874,965</u>	<u>2,858,472</u>
TOTAL LIABILITIES	<u>50,606,809</u>	<u>5,961,953</u>	<u>3,289,573</u>
DEFERRED INFLOWS OF RESOURCES			
Related to pensions	653,234	-	-
Related to OPEB	4,375,450	-	-
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>5,028,684</u>	<u>-</u>	<u>-</u>
NET POSITION			
Net investment in capital assets	103,997,744	(2,615,072)	25,241,709
Restricted for debt service	726,023	133,222	-
Unrestricted	42,355,724	5,419,541	9,795,843
TOTAL NET POSITION	<u>\$ 147,079,491</u>	<u>\$ 2,937,691</u>	<u>\$ 35,037,552</u>

Hazardous Waste	Street Sweeping	Bay Point	Total
\$ 146,903	\$ (874,957)	\$ 4,596,839	\$ 20,354,091
-	-	-	8,691,385
-	-	-	498,551
-	-	290,038	1,149,283
160,000	2,125,730	1,129,135	52,223,629
225,267	845	23,850	1,493,923
-	665	2,913	137,655
2,597	-	-	342,903
-	-	-	2,490
-	-	-	850,585
-	-	-	72,824
<u>534,767</u>	<u>1,252,283</u>	<u>6,042,775</u>	<u>85,817,319</u>
-	-	250,094	45,884,254
1,231,093	-	8,166,734	117,857,191
<u>1,231,093</u>	<u>-</u>	<u>8,416,828</u>	<u>163,741,445</u>
52,840	-	-	3,018,167
-	-	-	10,338,600
-	-	-	1,254
<u>52,840</u>	<u>-</u>	<u>-</u>	<u>13,358,021</u>
<u>1,818,700</u>	<u>1,252,283</u>	<u>14,459,603</u>	<u>262,916,785</u>
-	-	-	4,371,169
-	-	-	184,385
-	-	-	4,555,554
235,211	49,855	26,911	2,352,409
8,902	-	12,926	752,177
-	-	-	1,486,109
55,437	-	-	73,707
-	-	-	765,798
-	-	172,499	1,178,877
-	-	15,392	70,145
<u>299,550</u>	<u>49,855</u>	<u>227,728</u>	<u>6,679,222</u>
-	-	5,807,944	31,085,871
-	-	-	1,184,838
-	-	-	269,687
-	-	-	10,338,600
-	-	-	18,127,698
-	-	-	(1,442,504)
-	-	5,807,944	59,564,190
<u>299,550</u>	<u>49,855</u>	<u>6,035,672</u>	<u>66,243,412</u>
-	-	-	653,234
-	-	-	4,375,450
-	-	-	5,028,684
1,231,093	-	2,436,385	130,291,859
-	-	290,038	1,149,283
288,057	1,202,428	5,697,508	64,759,101
<u>\$ 1,519,150</u>	<u>\$ 1,202,428</u>	<u>\$ 8,423,931</u>	<u>\$ 196,200,243</u>

DELTA DIABLO
SUPPLEMENTARY SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUND TYPE - ENTERPRISE FUND
FOR THE YEAR ENDED JUNE 30, 2021

	Wastewater	Wastewater Expansion
OPERATING REVENUES		
Service charges	\$ 33,223,036	\$ -
Discharge permits	140,700	-
Household hazardous waste permits	-	-
Miscellaneous	392,447	-
Work for others	1,300,228	-
Total operating revenues	35,056,411	-
OPERATING EXPENSES		
Salaries and benefits	12,447,748	-
Chemicals	851,064	-
Depreciation	5,433,077	-
Office and operating expense	2,267,515	-
Outside service and maintenance	3,128,511	-
Utilities	1,497,652	-
Other	238,513	-
Total operating expenses	25,864,080	-
OPERATING INCOME (LOSS)	9,192,331	-
NONOPERATING REVENUES (EXPENSES)		
Interest expense	(402,780)	(132,310)
Interest income	7,659	146,802
Capital facilities capacity charges	-	6,757,343
Lease revenue	36,540	-
Gain on sale of asset	517	-
Federal grants	323,275	-
Property taxes	3,107,922	341,638
Total nonoperating revenues (expenses), net	3,073,133	7,113,473
NET INCOME (LOSS) BEFORE TRANSFERS	12,265,464	7,113,473
Transfers in	4,116,766	-
Transfers out	(4,027,919)	-
Total transfers in (out)	88,847	-
NET INCOME (LOSS) AFTER TRANSFERS	12,354,311	7,113,473
NET POSITION, BEGINNING OF YEAR	134,725,180	(4,175,782)
NET POSITION, END OF YEAR	\$ 147,079,491	\$ 2,937,691

Recycled Water Facility	Hazardous Waste	Street Sweeping	Bay Point	Total
\$ 3,850,494	\$ -	\$ 657,460	\$ 1,136,127	\$ 38,867,117
-	-	-	-	140,700
-	552,305	-	-	552,305
1,440	645	-	-	394,532
3,125	2,417	-	-	1,305,770
<u>3,855,059</u>	<u>555,367</u>	<u>657,460</u>	<u>1,136,127</u>	<u>41,260,424</u>
747,209	250,378	-	359,872	13,805,207
627,040	-	-	9	1,478,113
1,353,678	36,024	-	138,281	6,961,060
136,534	58,474	-	3,796	2,466,319
282,624	621,812	648,397	12,505	4,693,849
547,019	780	-	-	2,045,451
-	-	-	-	238,513
<u>3,694,104</u>	<u>967,468</u>	<u>648,397</u>	<u>514,463</u>	<u>31,688,512</u>
<u>160,955</u>	<u>(412,101)</u>	<u>9,063</u>	<u>621,664</u>	<u>9,571,912</u>
(2,688)	-	-	(59,993)	(597,771)
60,413	4,088	5,312	17,228	241,502
-	-	-	-	6,757,343
-	-	-	-	36,540
-	-	-	-	517
-	-	-	-	323,275
-	-	-	-	3,449,560
<u>57,725</u>	<u>4,088</u>	<u>5,312</u>	<u>(42,765)</u>	<u>10,210,966</u>
218,680	(408,013)	14,375	578,899	19,782,878
-	365,540	-	-	4,482,306
<u>(366,564)</u>	<u>-</u>	<u>-</u>	<u>(87,823)</u>	<u>(4,482,306)</u>
<u>(366,564)</u>	<u>365,540</u>	<u>-</u>	<u>(87,823)</u>	<u>-</u>
(147,884)	(42,473)	14,375	491,076	19,782,878
35,185,436	1,561,623	1,188,053	7,932,855	176,417,365
<u>\$ 35,037,552</u>	<u>\$ 1,519,150</u>	<u>\$ 1,202,428</u>	<u>\$ 8,423,931</u>	<u>\$ 196,200,243</u>

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STATISTICAL SECTION



RECYCLED WATER FACILITY – CHLORINE CONTACT TANKS

This section of the District’s annual comprehensive financial report provides detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the District’s overall financial health. Information provided in this section is not subject to an independent audit.

Financial Trends

These schedules contain trend information to help the reader understand how the District’s financial performance and well-being have changed over time.

Net Position By Component	84
Condensed Statement of Revenues, Expenses and Changes in Net Position	85
Total Revenues By Source	86
Total Expenses By Category	87

Revenue Capacity

These schedules contain information to help the reader assess the District’s most significant revenue sources.

Major Revenue Base and Rates	88
Service Charges and Service Charges as a Percentage of Total Operating Revenue	89
Principal Customers	89

Debt Capacity

These schedules contain information to help the reader assess the affordability of the District’s current level of outstanding debt and its ability to issue additional debt in the future.

Outstanding Debt By Type and Debt Per Capita	90
Pledged Revenue Coverage	91

Demographics and Economic Information

These schedules contain demographic and economic indicators to help the reader understand the environment within which the District’s financial activities take place.

Principal Employers in Contra Costa County92

Demographic and Economic Statistics - District Service Area and Contra Costa County.....93

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the District’s financial report relates to the services the District provides and activities/programs it performs.

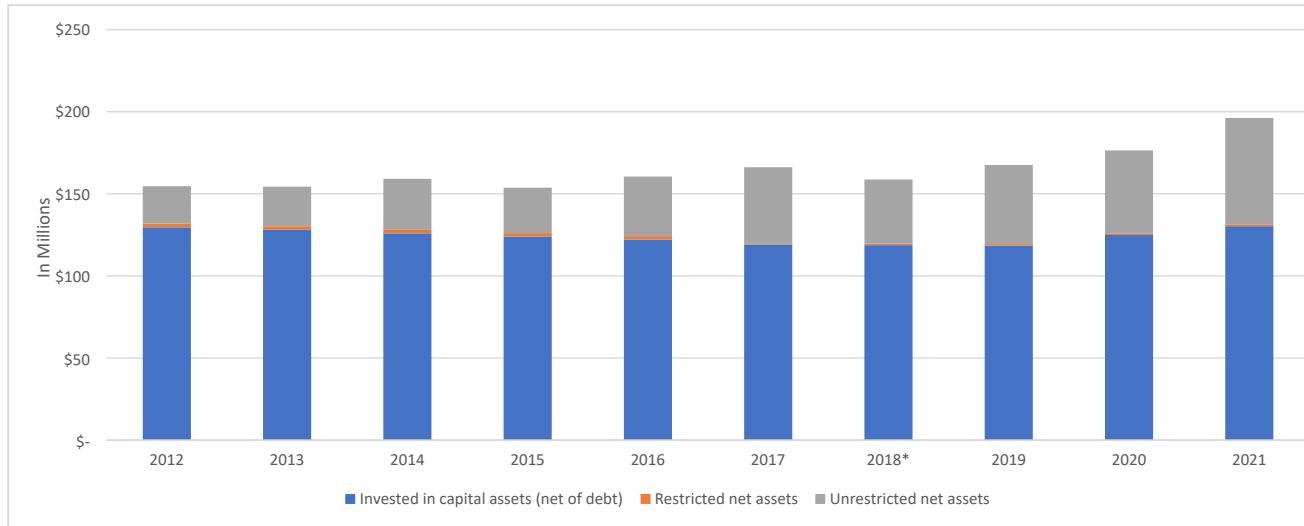
About the District.....94

Number of District Employees By Department/Function95

Operating and Capital Indicators By Program96

Sources: Unless otherwise noted, the information in these schedules is derived from the annual audited financial reports for the relevant year.

DELTA DIABLO
Net Position By Component
Last Ten Fiscal Years
(accrual basis of accounting)



	2012	2013	2014	2015	2016	2017	2018*	2019	2020	2021
Net Position Component										
Invested in capital assets (net of debt)	\$ 129,564,959	\$ 128,104,632	\$ 125,917,417	\$ 123,992,770	\$ 122,139,055	\$ 119,128,874	\$ 118,740,378	\$ 118,356,795	\$ 124,929,747	\$ 130,291,859
Restricted net assets	2,307,508	2,088,821	2,088,848	2,087,120	2,086,398	378,358	929,736	1,008,283	1,008,283	1,149,283
Unrestricted net assets	22,772,245	24,176,242	31,151,027	27,642,843	36,317,897	46,684,135	39,072,410	48,218,545	50,479,335	64,759,101
Total Net Position	\$ 154,644,712	\$ 154,369,695	\$ 159,157,292	\$ 153,722,733	\$ 160,543,350	\$ 166,191,367	\$ 158,742,524	\$ 167,583,623	\$ 176,417,365	\$ 196,200,243

Source: Delta Diablo Audited Financial Statements

* Includes GASB 68 prior year adjustment of \$6M and a \$3.7M write-off of construction in progress.

DELTA DIABLO
Condensed Statement of Revenues, Expenses, and Changes in Net Position
Last Ten Fiscal Years
(accrual basis of accounting)

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Operating Revenues										
Service charges ¹	\$ 23,741,202	\$ 25,824,829	\$ 27,151,658	\$ 28,626,113	\$ 30,755,640	\$ 31,572,922	\$ 32,389,604	\$ 35,484,438	\$ 37,312,576	\$ 38,867,117
Discharge permits	148,900	186,200	167,150	158,950	145,750	124,250	161,900	144,000	150,600	140,700
Household hazardous waste operating fees	471,627	457,034	437,394	450,714	468,206	472,479	471,923	497,828	424,924	552,305
Miscellaneous	547,008	554,666	641,136	641,137	699,005	613,001	499,084	465,796	471,531	394,532
Work for Others ²	1,448,157	1,479,705	915,624	896,889	676,712	912,159	170,081	215,136	248,294	1,305,770
Total operating revenues	26,356,894	28,502,434	29,312,962	30,773,803	32,745,313	33,694,811	33,692,592	36,807,198	38,607,925	41,260,424
Operating Expenses										
Salaries and benefits	13,892,968	17,593,719 ³	13,500,132	12,304,139	12,796,436	16,951,986	18,083,303	17,604,581	16,279,300	13,805,207
Chemicals	1,266,027	1,311,718	1,160,309	1,078,924	1,160,518	1,027,234	1,178,138	1,405,512	1,299,877	1,478,113
Depreciation (Note 5)	6,279,367	6,506,348	6,821,159	6,959,201	6,993,567	6,881,767	6,897,318	6,926,195	7,202,996	6,961,060
Office expense and operating expense	1,522,907	1,743,582	1,709,046	1,844,178	1,942,438	1,998,743	2,100,498	1,901,272	1,944,002	2,466,319
Outside service and maintenance	3,833,246	3,810,858	4,071,441	4,445,466	5,265,128	4,137,773	5,352,273	5,652,901	5,410,194	4,693,849
Utilities	1,549,545	1,444,024	1,606,954	1,488,843	1,488,734	1,745,270	1,730,048	1,799,370	1,774,024	2,045,451
Other	127,113	128,920	130,976	62,813	171,067	160,809	137,165	85,252	1,427,727 ⁵	238,513
Total operating expenses	28,471,173	32,539,169	29,000,017	28,183,564	29,817,888	32,903,582	35,478,743	35,375,083	35,338,120	31,688,512
Operating Income/(Loss)	(2,114,279)	(4,036,735)	312,945	2,590,239	2,927,425	791,229	(1,786,151)	1,432,115	3,269,805	9,571,912
Non-Operating Revenues (Expenses)										
Interest expense	(1,025,593)	(868,105)	(695,818)	(735,098)	(662,132)	(371,091)	(572,957)	(670,360)	(432,608)	(597,771)
Interest income	151,223	189,139	174,179	207,369	297,905	359,034	678,535	1,606,118	1,243,479	241,502
Capital facilities capacity charges	1,687,667	2,280,985	2,250,790	1,926,982	2,031,409	2,359,761	992,717	2,636,962	1,540,614	6,757,343
Lease revenue	35,949	36,125	36,125	36,125	36,125	36,540	36,332	36,540	36,540	36,540
Gain (Loss) on sale of asset	5,295	20,382	(415,681)	4,034	(217,711)	3,739	29,357	11,277	13,086	517
State grants	1,742	(1,742)	512,404	160,683	37,500	-	-	-	-	-
Federal grants	-	205,043	-	-	-	-	194,014	519,391	51,758	323,275
Subgrants	181,749	272,185	914,469	203,021	139,638	13,298	4,567	291,476	-	-
Property taxes	1,591,167	1,627,706	1,698,184	1,974,773	2,230,458	2,455,507	2,679,597	2,977,580	3,111,068	3,449,560
Total non-operating revenues/(expenses), net	2,629,199	3,761,718	4,474,652	3,777,889	3,893,192	4,856,788	4,042,162	7,408,984	5,563,937	10,210,966
Net Income/(Loss)	514,920	(275,017)	4,787,597	6,368,128	6,820,617	5,648,017	2,256,011	8,841,099	8,833,742	19,782,878
Net Position, Beginning of Year	154,129,792	154,644,712	154,369,695	159,157,292	153,722,733	160,543,350	166,191,367	158,742,524	167,583,623	176,417,365
Prior Period Adjustment ⁴				(11,802,687)			(9,704,854)			
Net Position, End of Year	\$ 154,644,712	\$ 154,369,695	\$ 159,157,292	\$ 153,722,733	\$ 160,543,350	\$ 166,191,367	\$ 158,742,524	\$ 167,583,623	\$ 176,417,365	\$ 196,200,243

Source: Delta Diablo Audited Financial Statements

Note: ⁽¹⁾ Service Charges is comprised of Wastewater Sewer Service, Recycled Water, Street Sweeping, and Bay Point Collection Charges.

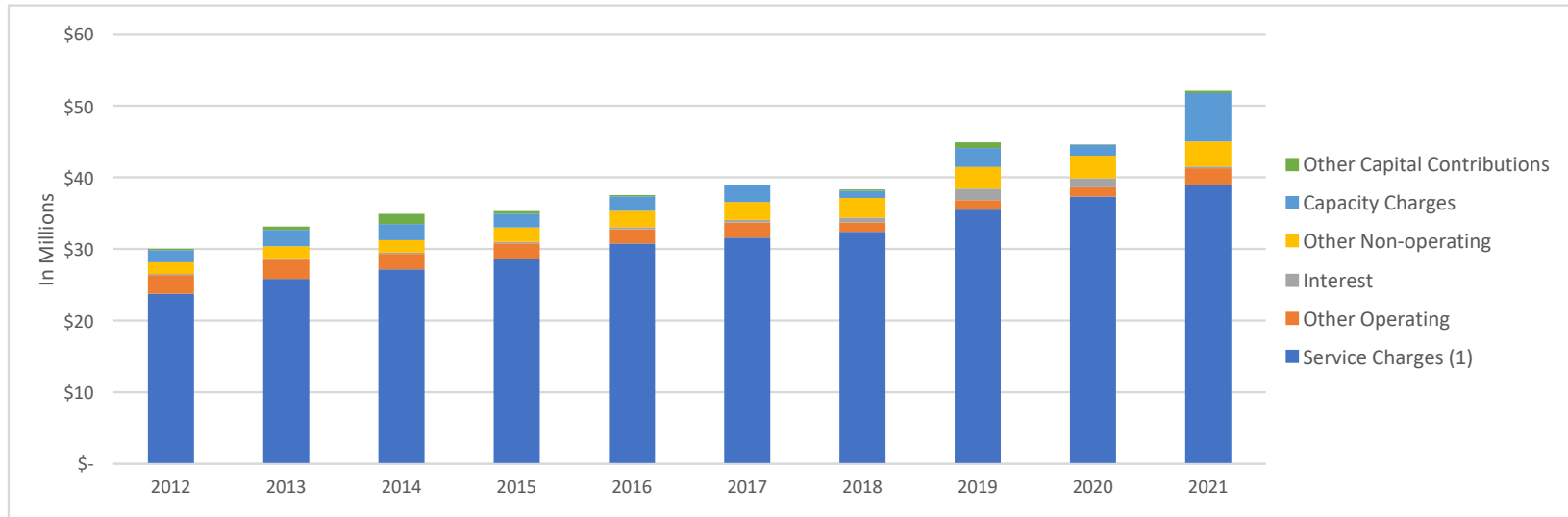
⁽²⁾ Prior to FY18/19, overhead from capital projects was reported as Work for Others. Commencing FY18/19, reported as transfer and eliminated for entity-wide statements.

⁽³⁾ Includes a one-time side fund payment made to CalPERS of \$3.9M.

⁽⁴⁾ Implementation of GASB 68 and 75; write-off of construction in progress.

⁽⁵⁾ Write-off of construction in progress.

DELTA DIABLO
Total Revenue By Source
Last Ten Fiscal Years
(accrual basis of accounting)



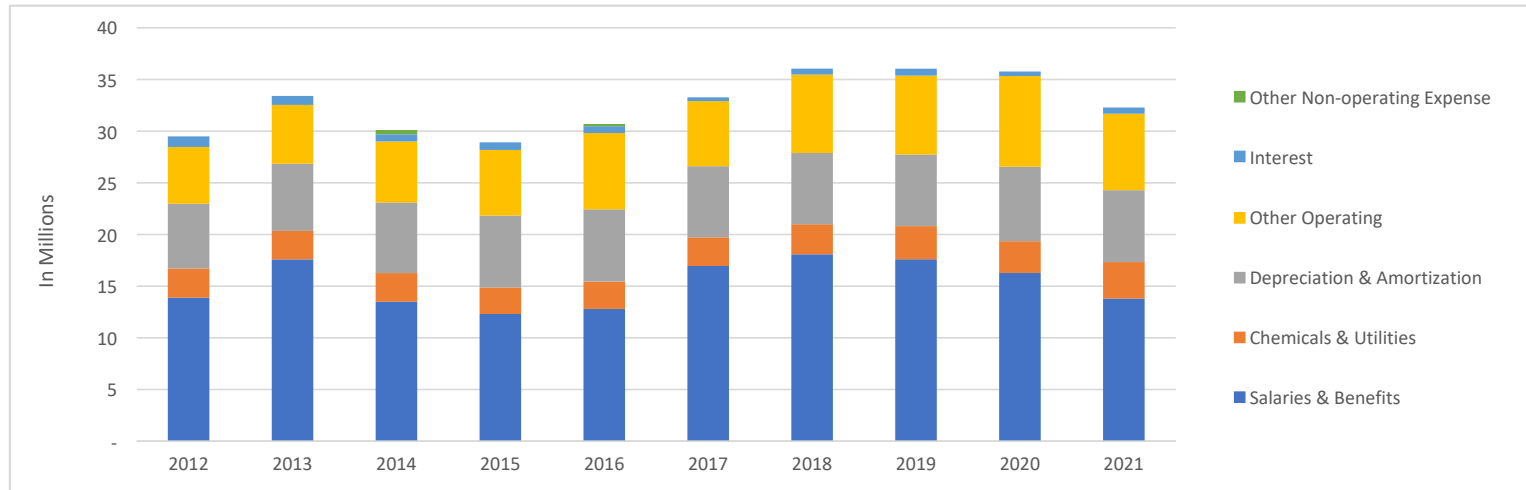
Revenue Sources							
Fiscal Year	Service Charges ⁽¹⁾	Other Operating	Interest	Other Non-Operating	Capacity Charges	Other Capital Contributions ⁽²⁾	Total
2012	\$ 23,741,202	\$ 2,615,692	\$ 151,223	\$ 1,632,411	\$ 1,687,667	\$ 183,491	\$ 30,011,686
2013	25,824,829	2,677,605	189,139	1,684,213	2,280,985	475,486	33,132,257
2014	27,151,658	2,161,304	174,179	1,734,309	2,250,790	1,426,873	34,899,113
2015	28,626,113	2,147,690	207,369	2,014,932	1,926,982	363,704	35,286,790
2016	30,755,640	1,989,673	297,905	2,266,583	2,031,409	177,138	37,518,348
2017	31,572,922	2,121,889	359,034	2,495,786	2,359,761	13,298	38,922,690
2018	32,389,604	1,302,988	678,535	2,745,286	992,717	198,581	38,307,711
2019	35,484,438	1,322,760	1,606,118	3,025,397	2,636,962	810,867	44,886,542
2020	37,312,576	1,295,349	1,243,479	3,160,694	1,540,614	51,758	44,604,470
2021	38,867,117	2,393,307	241,502	3,486,617	6,757,343	323,275	52,069,161

Source: Delta Diablo Audited Financial Statements

Note: ⁽¹⁾ Service Charges is comprised of Wastewater Sewer Service, Recycled Water, Street Sweeping, and Bay Point Collection Charges.

⁽²⁾ The District received capital contributions either in the form of State, Subgrants and/or Federal grants.

DELTA DIABLO
Total Expense By Category
Last Ten Fiscal Years
(accrual basis of accounting)



Expense Categories							
Fiscal Year	Salaries & Benefits	Chemicals & Utilities	Depreciation & Amortization	Other Operating	Interest	Other Non-operating	Total
2012	13,892,968	2,815,572	6,279,367	5,483,266	1,025,593		29,496,766
2013	17,593,719 ⁽¹⁾	2,755,742	6,506,348	5,683,360	868,105		33,407,274
2014	13,500,132	2,767,263	6,821,159	5,911,463	695,818	415,681	30,111,516
2015	12,304,139	2,567,767	6,959,201	6,352,457	735,098		28,918,662
2016	12,796,436	2,649,252	6,993,567	7,378,633	662,132	217,711	30,697,731
2017	16,951,986 ⁽²⁾	2,772,504	6,881,767	6,297,325	371,091		33,274,673
2018	18,083,303 ⁽²⁾	2,908,186	6,897,318	7,589,936	572,957		36,051,700
2019	17,604,581	3,204,882	6,926,195	7,639,425	670,360		36,045,443
2020	16,279,300	3,073,901	7,202,996	8,781,923	432,608		35,770,728
2021	13,805,207	3,523,564	6,961,060	7,398,681	597,771		32,286,283

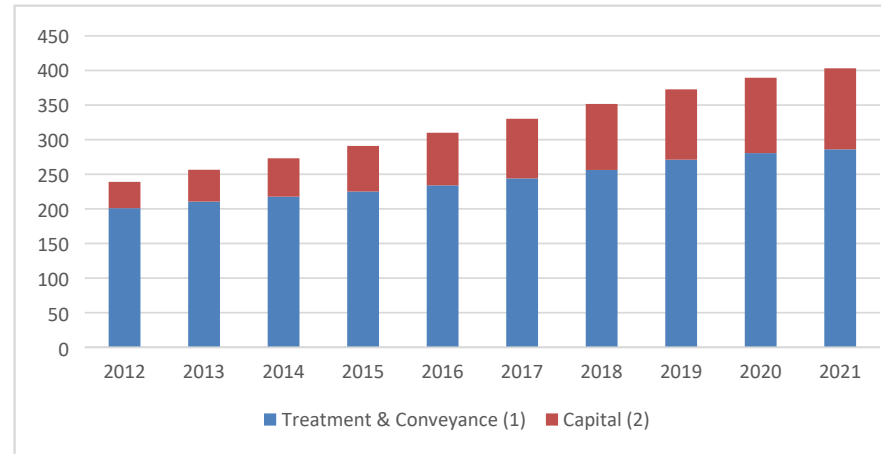
Source: Delta Diablo Audited Financial Statements

Note: ⁽¹⁾ Includes a one-time side fund payment made to CALPERS of \$3.9M.

⁽²⁾ Includes adjustment for Implementation of GASB 68.

⁽³⁾ Loss on disposition of capital assets.

DELTA DIABLO
Major Revenue Base and Rates
Last Ten Fiscal Years



Fiscal Year	Annual Sewer Service Charge			Capacity Charges ⁽³⁾
	Treatment & Conveyance ⁽¹⁾	Capital ⁽²⁾	Total	
2012	201	38	238	\$4,444
2013	211	46	257	4,444
2014	218	55	273	4,444
2015	225	66	291	4,444
2016	234	76	310	4,444
2017	244	86	330	4,444
2018	256	95	352	4,444
2019	271	102	373	4,444
2020	281	109	389	4,444
2021	286	117	403	4,444

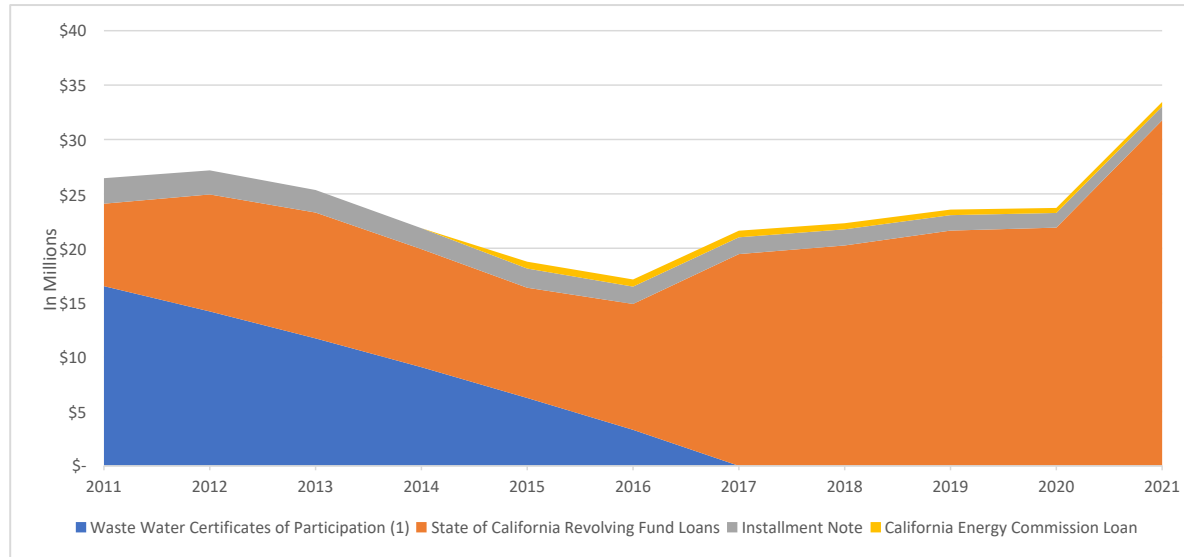
Source: Delta Diablo Rate Ordinance

Note: ⁽¹⁾ Average annual flat fee (Zone 1-3) per Equivalent Residential Unit (ERU). Multi-family properties, multiply # of ERU x annual flat fee. Commercial user charges consist of an annual rate x hundred cubic feet (HCF) of water consumed except for customers with less than 90 HCF of water consumed, which are assessed an annual flat fee.

⁽²⁾ Average annual flat fee (Zone 1-3) for Capital Asset and Capital Asset Replacement. Starting in FY11-12 includes an Advance Treatment Plant component.

⁽³⁾ Average Capital Facilities Capacity Charges (Zone 1-3) for new users per ERU connecting to the wastewater system.

DELTA DIABLO
Outstanding Debt by Type and Debt Per Capita
Last Ten Fiscal Years



Fiscal Year	Waste Water Certificates of Participation ⁽¹⁾	State of California Revolving Fund Loans	Installment Note	California Energy Commission Loan	Total	Population Estimates ⁽²⁾	Debt Per Capita ⁽³⁾
2011	\$ 16,517,749	\$ 7,580,161	\$ 2,344,210		\$ 26,442,120	189,700	\$ 139
2012	14,193,806	10,754,568	2,212,746		27,161,120	192,707	141
2013	11,714,312	11,568,040	2,072,577		25,354,929	195,392	130
2014	9,067,882	10,854,596	1,923,203		21,845,681	198,473	110
2015	6,237,347	10,134,156	1,764,088	\$ 630,000	18,765,591	200,942	93
2016	3,310,000	11,570,850	1,594,676	655,696	17,131,222	203,759	84
2017		19,464,968	1,542,156	608,219	21,615,343	204,971	105
2018		20,258,304	1,483,830	560,267	22,302,401	207,057	108
2019		21,624,398	1,419,331	511,833	23,555,562	214,327	110
2020		21,897,345	1,348,274	462,927	23,708,546	214,862	110
2021		31,765,815	1,270,253	413,518	33,449,586	215,394	155

Source: Delta Diablo Audited Financial Statements

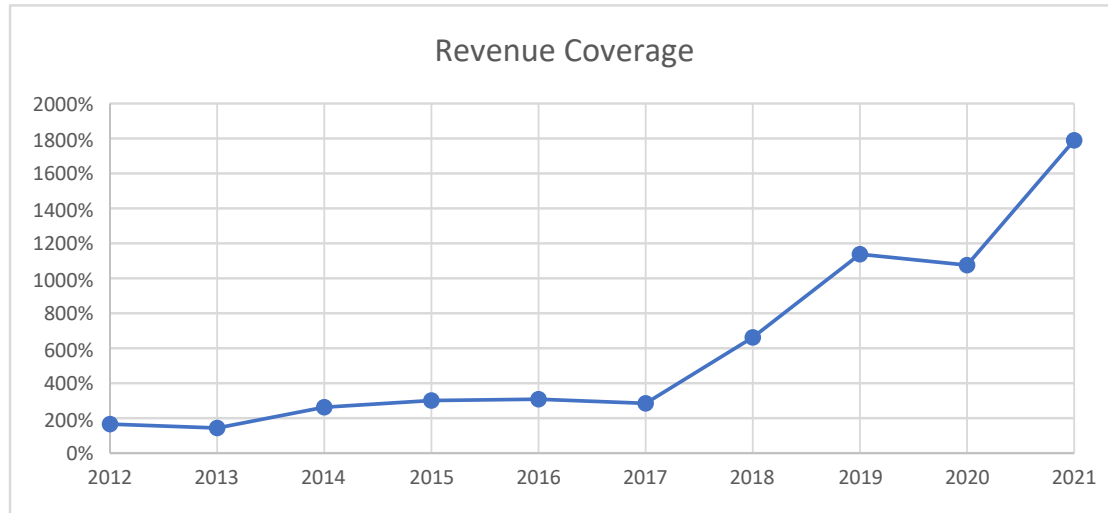
Notes: Debt amounts exclude premiums, discounts, or other amortization amounts.

⁽¹⁾ Includes accrued interest. Matured in 2016.

⁽²⁾ Demographics and Economic Statistics (Statistical section)

⁽³⁾ Debt per Capita = Total Debt/Population Estimate.

DELTA DIABLO
Pledged Revenue Coverage
Last Ten Fiscal Years



Fiscal Year	Gross Revenue ⁽¹⁾	Operating Expenses ⁽²⁾	Net Revenue Available for Debt Service	Debt Service Requirements			Coverage
				Principal	Interest	Total	
2012	30,011,686	23,217,399	6,794,287	3,951,703	140,199	4,091,902	166%
2013	33,132,257	26,900,926	6,231,331	3,635,223	700,029	4,335,252	144%
2014	34,899,113	23,290,357	11,608,756	4,172,818	248,160	4,420,978	263%
2015	35,286,790	21,959,461	13,327,329	4,194,555	233,724	4,428,279	301%
2016	37,518,348	23,704,164	13,814,184	4,253,312	226,260	4,479,572	308%
2017	38,922,690	26,392,906	12,529,784	4,178,887	221,286	4,400,173	285%
2018	38,307,711	29,154,382	9,153,329	1,000,849	381,817	1,382,666	662%
2019	44,886,542	29,119,248	15,767,294	973,476	412,175	1,385,651	1138%
2020	44,604,470	28,567,732	16,036,738	1,053,186	437,985	1,491,171	1075%
2021	52,069,161	25,325,223	26,743,938	1,074,221	420,278	1,494,499	1789%

Source: Delta Diablo Audited Financial Statements

Note: Detail information on long-term debt can be found in the notes to the financial statements

⁽¹⁾ All revenues including capacity charges and other capital contributions

⁽²⁾ Does not include depreciation and amortization

DELTA DIABLO
Principal Employers in the District
Current Year and Nine Years Ago

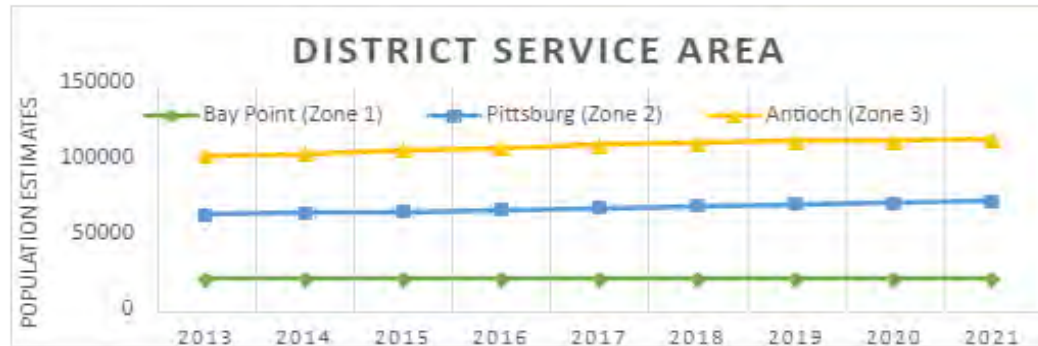
Employer (1)	Industry (2)	2021 (1)			2011 (1)		
		Estimated Employees	Rank	Percent of District Employment	Estimated Employees	Rank	Percent of District Employment
Kaiser Permanente	Hospitals/Clinics	2,088	1	2.20%	2,040	1	2.22%
Antioch Unified School District	Schools-Universities	1,900	2	2.00%	1,626	2	1.77%
Pittsburg Unifed School District	Schools-Universities	1,221	3	1.29%	1,200	3	1.31%
Sutter Delta Medical	Hospitals/Clinics	877	4	0.92%	830	4	0.90%
Los Medanos Community College	Schools-Universities	584	5	0.61%	472	8	0.51%
USS-POSCO	Manufacturing	570	6	0.60%	680	5	0.74%
Contra Costa County Social Services	Family Services	539	7	0.57%	479	7	0.52%
Walmart	Retail	529	8	0.56%	560	6	0.61%
Ramar Foods	Manufacturing	370	9	0.39%			
Dow Chemical Company	Manufacturing	350	10	0.37%	425	9	0.46%
All Others		85,972			83,588		
Total (3)		95,000			91,900		

Source: (1) City of Antioch and City of Pittsburg 2020/2010 CAFR

(2) State of California, Employment Development, Major Employers (Industry Type)

(3) State of California, Employment Development Department, Labor Market Information

DELTA DIABLO
Demographic and Economic Statistics
Last Ten Fiscal or Calendar Years



Population Estimates for the District's Service Area					Contra Costa County			
Fiscal Year Ended June 30	Bay Point ⁽¹⁾ (Zone 1)	Pittsburg ⁽²⁾ (Zone 2)	Antioch ⁽²⁾ (Zone 3)	Total	Population ⁽²⁾	Personal Income ⁽³⁾	Per Capita Personal Income ⁽³⁾	Average Annual Unemployment Rate ⁽⁴⁾
2012	21,349	65,407	105,951	192,707	1,070,440	\$ 66,344,299	\$ 61,530	9.7
2013	21,349	66,499	107,544	195,392	1,083,937	\$ 66,607,757	\$ 60,883	8.2
2014	21,349	67,849	109,275	198,473	1,098,018	\$ 69,818,812	\$ 62,957	6.8
2015	21,349	68,895	110,698	200,942	1,112,328	\$ 76,517,699	\$ 68,123	5.6
2016	21,349	70,233	112,177	203,759	1,127,279	\$ 80,412,234	\$ 70,840	4.7
2017	21,349	71,342	112,280	204,971	1,139,313	\$ 88,024,256	\$ 76,886	4.2
2018	21,349	72,647	113,061	207,057	1,149,363	\$ 94,900,003	\$ 82,506	3.5
2019	27,885	72,541	113,901	214,327	1,155,879	\$ 98,423,318	\$ 85,324	3.4
2020	28,021	74,321	112,520	214,862	1,153,561	n/a	n/a	4.0
2021	28,048	74,498	112,848	215,394	1,153,854	n/a	n/a	8.9
Average (10 years)	20,535	62,973	99,741	204,788				
As a % of Total	10%	31%	49%	100%				

Source: ⁽¹⁾ U. S. Census Bureau -2010-2017 Census People Quick Facts, population 2010 or latest estimates available.

⁽²⁾ California Department of Finance, Estimate for January 1 of each year.

⁽³⁾ U.S. Department of Commerce-Bureau of Economic Analysis (thousands).

⁽⁴⁾ Federal Reserve Economic Data-Economic Research Division.

Notes: Data shown as n/a denotes information is not available.

The district is located in Contra Costa County and serves 3 cities (Bay Point, Pittsburg and Antioch) within the county.

DELTA DIABLO
About the District

Date of Formation	1955
Number of employee positions filled	75
Governing Body	Three appointed Board Members (The Mayors of the City of Pittsburg [or Designee] and City of Antioch [or Designee]), and the Contra Costa County Supervisor of Bay Point.
Services Provided	Wastewater treatment and disposal, Recycled Water, Household Hazardous Waste Facility and disposal, Street Sweeping and Wastewater collection for Bay Point.

Service Areas in Contra Costa County	Square Miles	Population Estimates ⁽¹⁾	Per Capita Income ⁽²⁾	Household Income ⁽²⁾	Unemployment Rate ⁽³⁾
Bay Point (Unincorporated)	7	28,048	\$ 22,856	\$ 65,098	8.4%
Pittsburg (City)	18	74,498	\$ 29,972	\$ 74,459	7.5%
Antioch (City)	29	112,848	\$ 29,591	\$ 76,601	8.4%
Total	54	215,394			
Weighted Average District Area Per Capita Income			\$ 28,846		
Weighted Average District Area Per Household Income				\$ 74,362	
Weighted Average District Area Unemployment (based on District population)					8.1%

Number of Facilities:

Treatment Plants	1	Recycled Water Plants	1
Miles of Sanitary Sewer	75.5	Miles of Recycled Water Main	16
Pump Stations	5	Recycled Water Reservoirs	3
Household Hazardous Waste Facilities	1		

Source: Delta Diablo Records

Notes: ⁽¹⁾ Demographic and Economic Statistics Section of this report.

⁽²⁾ U.S. Census Bureau, State & County Quick Facts, 2019 Dollars

⁽³⁾ State of California, Employment Development Department, Monthly Labor Force Data for Cities and Census Designated Places (2019 Preliminary, data not seasonally adjusted)

DELTA DIABLO
District Employees By Department
Last Ten Fiscal Years

Department/Function	Fiscal Year Ending June 30									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Administration	8.00	8.00	8.00	8.00	8.00	9.00	8.00	8.00	7.00	7.00
Public Information ¹	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00	0.00
Sub-total Administrative Services Department	9.00	9.00	9.00	9.00	9.00	10.00	8.00	8.00	7.00	7.00
Human Resources and Safety	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Finance	5.80	5.80	6.00	6.00	5.00	6.00	6.00	5.00	5.00	6.00
Information systems	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Public Information ¹	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	0.00
Purchasing	2.00	0.00	0.00	1.00	1.00	1.00	1.00	0.00	0.00	0.00
Sub-total Business Services Department	12.80	10.80	11.00	12.00	11.00	12.00	13.00	11.00	11.00	11.00
Engineering Services	10.00	10.00	10.00	10.00	11.00	11.00	12.00	11.00	9.00	10.00
Sub-total Engineering Services	10.00	10.00	10.00	10.00	11.00	11.00	12.00	11.00	9.00	10.00
Maintenance	18.00	19.00	19.00	18.00	18.00	21.00	19.00	17.00	17.00	18.00
Collection	2.00	2.00	2.00	2.00	3.00	3.00	3.00	3.00	3.00	3.00
Plant Operations	18.00	18.00	17.00	18.00	17.00	19.00	19.00	19.00	19.00	20.00
Laboratory, pre-treatment, pollution prevention	6.00	6.00	5.00	5.00	5.00	5.00	5.00	6.00	6.00	6.00
Sub-total Operations Services	44.00	45.00	43.00	43.00	43.00	48.00	46.00	45.00	45.00	47.00
Total Number of Active Positions Filled	<u>75.80</u>	<u>74.80</u>	<u>73.00</u>	<u>74.00</u>	<u>74.00</u>	<u>81.00</u>	<u>79.00</u>	<u>75.00</u>	<u>72.00</u>	<u>75.00</u>
Total Number of Budgeted Positions ²				<u>76.80</u>	<u>78.80</u>	<u>82.00</u>	<u>81.00</u>	<u>78.00</u>	<u>79.00</u>	<u>79.00</u>
Total Number of Retirees	<u>28.00</u>	<u>31.00</u>	<u>33.00</u>	<u>39.00</u>	<u>42.00</u>	<u>46.00</u>	<u>50.00</u>	<u>56.00</u>	<u>60.00</u>	<u>66.00</u>

Source: Delta Diablo Payroll and Financial Records

Note: Active positions filled and budgeted positions does not include Board members, temporary and/or summer co-op interns. Retiree count does not include spouses.

¹ Public Information was moved from Administration to Business Services in FY17/18.

² Prior years Budgeted Positions not available.

DELTA DIABLO
Operating and Capital Indicators by Program
Last Ten Fiscal Years (FY) or Calendar Years (CY)

Program	Year	Unit	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Wastewater (WW)												
Number of Treatment Plants	CY		1	1	1	1	1	1	1	1	1	1
Miles of Sanitary Sewer	CY		71	71	71	71	71	73.5	71	73.5	73.5	73.5
Number of Pump Stations	CY		5	5	5	5	5	5	5	5	5	5
Annual Average Influent Flow	CY	mgd	13.2	13.0	12.8	12.2	12.4	13.3	12.6	12.6	12.7	12.9
Treatment Plant Capacity (ADWF)	CY	mgd	16.5	16.5	19.5	19.5	19.5	19.5	19.5	19.5	19.5	19.5
Average Dry Weather Flow (ADWF)	CY	mgd	12.7	13.1	12.5	11.8	12.3	12.8	12.4	12.4	12.5	12.8
Recycled Water (RW)												
Number of Recycled Water Reservoirs	CY		3	3	3	3	3	3	3	3	3	3
Miles of Recycled Water Mains	CY		14.2	14.2	16.0	16.0	16.0	16.2	16.2	16.2	16.2	16.2
Storage Capacity of Recycled Water Reservoirs	CY	mg	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0
Annual Average Recycled Water Produced	CY	mgd	7.9	8.0	7.2	6.6	6.4	4.4	6.2	5.6	5.6	6.4
Average Dry Weather Flow (ADWF)	CY	mgd	8.3	8.6	7.4	7.3	7.8	5.2	6.0	4.5	4.5	5.3
Household Hazardous Waste (HHW)												
Number of Households (est)	FY		95,064	95,656	97,837	99,036	100,249	101,954	103,153	102,923	102,159	104,941
Total Number of Vehicles	FY		14,345	14,609	14,560	15,504	16,071	17,465	19,151	20,005	13,521	20,236
Total Participation Rate	FY		15.1%	17.0%	14.9%	15.7%	16.0%	17.1%	18.6%	19.4%	13.2%	19.3%
Total Tons of Waste Collected	FY		498	434	399	441	516	533	545	556	338	640
Total Percent of Waste Recycled	FY		74.9%	77.6%	73.0%	71.0%	69.0%	68.7%	72.4%	70.8%	73.8%	68.5%
Street Sweeping												
Annual Curb Miles Swept	CY		25,380	25,494	25,609	25,724	25,840	25,989	25,989	25,989	25,989	25,989
Collection												
Miles of Collection Sewer Lines	CY		43	43	43	43	43	43	43	43	43	43

Source: Delta Diablo Records

mgd = million gallons per day, mg = million gallons



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MEMORANDUM ON INTERNAL CONTROL

To the Board of Directors
Delta Diablo
Antioch, California

In planning and performing our audit of the financial statements of the business-type activities of Delta Diablo (the District) as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We did not identify any deficiencies in internal control that we consider to be significant deficiencies.

This communication is intended solely for the information and use of management, the Board of Directors, and others within the District, and is not intended to be and should not be used by anyone other than these specified parties.


CROPPER ACCOUNTANCY CORPORATION
Walnut Creek, California
January 3, 2022

January 3, 2022

Board of Directors

Delta Diablo
Antioch, California

We have audited the financial statements of the business-type activities of Delta Diablo (the District) for the year ended June 30, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 28, 2021. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2021. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's financial statements were:

- Management's estimate of the depreciation expense is based on estimated useful lives of the underlying assets. We evaluated the key factors and assumptions used to develop the depreciation expense in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management's estimate of the net pension liability is based on estimated useful lives of the actuarial valuations as set forth in GASB Statement No. 68. We evaluated the key factors and assumptions used to develop the net pension liability in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management's estimate of the net OPEB liability is based on estimated useful lives of the actuarial valuations as set forth in GASB Statement No. 75. We evaluated the key factors and assumptions used to develop the net OPEB liability in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management's estimate of fair value of investments: The District's cash and investments held at June 30, 2021 as measured by fair value are disclosed in Note 2 to the financial statements. Fair value is essentially market pricing in effect as of June 30, 2021. These fair values are not

required to be adjusted for the changes in general market conditions occurring subsequent to June 30, 2021.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

- The disclosure of long-term debt in Note 7 to the financial statements
- This disclosures regarding pension and Other-Post Employment Benefits (OPEB) contained in Notes 8 and 9, respectively.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 20, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to Management's Discussion and Analysis, the Schedule of Proportionate Share of Net Pension Liability, Schedule of Changes in Net OPEB Liability and Related Ratios, and Schedule of OPEB Contributions, which are required supplementary information (RSI) that

supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the Supplementary Schedule of Net Position and the Supplementary Schedule of Revenues, Expenses, and Changes in Net Position, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,


CROPPER ACCOUNTANCY CORPORATION

ITEM K

January 12, 2022

RECEIVE MONTHLY LOBBYIST REPORT DATED DECEMBER 2021, KEY
ADVOCATES, INC., WESTERN RECYCLED WATER COALITION, PROJECT NO. 90024

Recommendation

Receive and file report.

Background Information

As lead agency for the Western Recycled Water Coalition (WRWC), the District administers a contract with a lobbyist, Key Advocates, Inc. (KA), and receives a monthly summary report regarding related lobbying activities.

Analysis

Attached is the report for December 2021, which was produced by KA and distributed to WRWC members. Ironhouse Sanitary District will assume the role of lead agency for WRWC, beginning in January 2022, and the District will continue participating as a WRWC member agency.

Financial Impact

None.

Attachment

KA Monthly Report, December 2021

Prepared by:



Brian Thomas
Acting Business Services Director

cc: Project File No. P.90024.XXX





(703) 340-4666

www.keyadvocates.com

December 30, 2021

To: Western Recycled Water Coalition
From: Sante Esposito
Subject: December Monthly Report

BBB- Senate Consideration

As you are aware from all the press reports, Congress is in recess, having adjourned without Senate action on the BBB. The reasons – Senator Manchin is opposed to the bill because of its impact on the deficit and inflation and because of the inclusion of various programs such as paid family and sick leave, child care credit, climate control, energy incentives and various tax increases, all included in the House-passed bill; Senator Sinema is opposed but has not revealed her specific concerns (except, she says, to the President); and Senator Sanders wants more for various social services programs. The support of all three is critical as the Democrats need 50 votes for passage (with no Republicans indicating support). Notwithstanding the reports that the bill is dead, the President still believes a deal can be struck and discussions/negotiations are ongoing.

On Dec. 16, the Senate Environment and Public Works Committee released its title to the Senate's version (whatever that becomes) of the BBB. Included are \$9B for SDWSRF-funded lead remediation projects, \$225M for rural and low-income water assistance grants, \$125M for Alternative Water Source Program grants, and \$500M for sewer overflow and storm water reuse municipal grants.

BBB – House-Passed “Build Back Better Act”

On November 19, the House passed the \$1.9T BBB bill (by a vote of 220-213 with all Republicans and one Democrat voting against) sending the bill to the Senate. Issues of interest:

- \$30B for Safe Drinking Water SRF lead service line replacement projects;
- \$100M for state public water systems;
- \$700M to reduce lead in school drinking water;
- \$100M for large scale water recycling projects;
- \$1.15B for emergency drought relief;
- \$125M for Alternative Water Source Program grants; and,
- \$2B for sewer overflow and storm water reuse grants.

These are the same programs and the same funding amounts that were in the original BBB bill.

No funding for the Clean Water SRF is included (there is in BIF). It does include new taxes.

BIF – “Infrastructure Investment and Jobs Act”

On November 15, the President signed into law (P.L. 117-58) the BIF, the core infrastructure bill totaling \$1.2T, of which \$550B is new spending and the balance from program offsets and user fees. It does not include any new taxes. The focus now is implementation of the new law. The following programs will be monitored: EPA’s Clean Water SRF (state allocations have already been announced), the Safe Drinking Water SRF, and the State and Tribal Assistance grants, and USBR’s Title XVI grant programs. Regarding the latter, the Bureau of Reclamation reported that they’re doing an FY22 funding plan for the \$1.6B annual funding it got in the BIF. They expect to finish the plan this month and go out with funding opportunity announcements next month. They expect there will be a significant amount of the \$550 M available for Title XVI in the first year. The reason being that they see Title XVI as an established program and can get money out the door faster, whereas other programs under their \$1.6B annual spending allotment aren’t as ready so will take longer to implement. Most of the funding is expected to go to the WIIN Act recycled water grant program. Issues in the new law of interest to the Coalition:

For FY22-26 \$12.838B for the Clean Water State SRF, starting at \$2.127B in FY22 and going up to \$2.828B in FY26;

\$35.713B over five years for the Safe Drinking Water SRF, starting at \$6.702B in FY22 and going up to \$7.403B in FY26;

No appropriations are included for the Alternative Water Source Projects program (an authorization of \$125M over 5 fiscal years is included);

\$8.3B for the USBR for FY22-26 with an annual cap of \$1.66B per year including a number of programs under USBR’s jurisdiction with specific appropriated amounts but without specifying annual funding amounts for each program;

For water recycling, the bill appropriates \$1B over 5 FY’s, broken down to \$550M for Title XVI and WIIN Act grants and \$450M for “large scale” projects (those with project costs >\$500M);

\$400M over 5 FY’s for WaterSMART;

\$1.2B for water storage and groundwater;

\$25M for desalination; and,

S. 914, as passed by the Senate, which authorizes \$14.65B over five fiscal years for the Clean Water SRF and the Safe Drinking Water SRF, and \$125M for the AWSP and which includes the Feinstein-Padilla amendment which limits the prohibition against applying for Alternative Water Source Program (AWSP) grants to USBR projects that received construction funds; and,

Other core infrastructure -

- \$65B for Broadband
- \$17B for Ports
- \$25B for Airports
- \$7.5B for Zero and Low-Emission Buses and Ferries

- \$7.5B for Plug-In Electric Vehicle Chargers
- \$65B to Rebuild the Electric Grid
- \$21B for Superfund and Brownfield sites

Bills of Interest

Note: all of the following bills have some policy issues which were not addressed in the bipartisan infrastructure law and the House-passed BBB. Primary program issues of interest addressed in some of the bills below (H.R. 1015, H.R. 3404, STREAM Act) include raising the Federal share project cap from \$20 to \$30 M, removing the congressional approval process requirement, and providing opportunities for unauthorized projects to compete for both traditional Title XVI and Title XVI WIIN grants. Will continue to advocate for action on these separate and apart from the BIF and BBB efforts.

H.R. 1015, “Water Recycling Investment and Improvement Act” and STREAM Act (“Support to Rehydrate the Environment, Agriculture and Municipalities Act”)

One of the main purposes of Congresswoman Napolitano’s H.R. 1015 is to authorize \$500M for WIIN Act grants. As the BIF appropriates \$550M for Title XVI and WIIN, not sure Napolitano will pursue her bill if that is the outcome of the infrastructure bill. Likewise, for the STREAM Act which provides a \$250M authorization. To review, on February 11, Congresswoman Napolitano introduced H.R.1015, the same bill she introduced last Congress. It increases the WIIN Act authorization to \$500M, strikes certain requirements, and increases the Federal share from \$20M to \$30M.

The STREAM Act draft by Senator Feinstein authorizes the WIIN grant program at \$250M over 5 fiscal years, increases the Federal share to \$30M, eliminates the requirement that Congress must approve funding awards for specific projects by designating them in an enacted appropriations bill, establishes a new Reclamation Infrastructure Finance Program, expedites congressional approval for water shortage projects of \$750 million, and authorizes \$100 million for desalination projects.

S. 914, “Drinking and Wastewater Infrastructure Act” and H.R. 1915, “Water Quality Protection and Job Creation Act of 2021”

S. 914, as passed by the Senate, authorizes \$14.65B over five fiscal years for the Clean Water SRF and the Safe Drinking Water SRF, and \$125M for the AWSP and includes the Feinstein-Padilla amendment which limits the prohibition against applying for Alternative Water Source Program (AWSP) grants to USBR projects that received construction funds.

On July 1, the House passed H.R. 3684, the “INVEST in America Act” - the House version of the highway bill. Included is H.R. 1915 which authorizes \$40B over five fiscal years for the Clean Water SRF, \$52.94B over ten years for the Safe Drinking Water SRF, and \$1B for the AWSP. It also includes the same prohibition language as S. 941 regarding eligibility for recycled water projects in the AWSP.

H.R. 3404, “FUTURE Western Water Infrastructure and Drought Resiliency Act”

Again, one of the main purposes of Congressman Huffman’s H.R 3404 is to authorize \$500M for the WIIN Act grant program. Per above, that has been addressed in BIF. To review, H.R. 3404, introduced on May 21, also increases the Federal share to \$30M and authorizes a new \$300M water trust fund with \$100M earmarked for recycled water projects.

H.R. 4099, the “Large Scale Water Recycling Project Investment Act”

The BIF appropriates \$450M for large water recycling projects. To review, on June 24, Reps. Napolitano, Grijalva, Huffman and Lee introduced H.R. 4099 which authorizes \$750M for FY23-27 for a competitive grant program within the Department of the Interior for large-scale water recycling projects that have a total estimated cost of at least \$500M. Federal share is 25% but there is provision for increasing that. Projects must be within one of the USBR 17 western states.

On July 14, the Senate Energy and Natural Resources Committee marked up its title to the infrastructure bill that authorizes \$1B for water recycling and reuse projects, of which \$550M is for projects authorized by Congress or selected for funding under the Title XVI WIIN grant program, and \$450M is for large-scale recycling and reuse projects (total estimated cost of \$500M or more, 25 percent Federal cost share, no total dollar cap); \$400M for WaterSMART grants; \$1.15B for water storage, groundwater storage and conveyance projects; \$3.2B for aging water infrastructure; \$1B for rural water projects; \$250M for water desalination projects; \$500M for dam safety programs; \$300M for implementing the Colorado River Basin Drought Plan; \$100M for watershed management projects; \$250M for aquatic ecosystems; \$100M for multi-benefit projects; and, \$50M for endangered species programs.

H.R. 3112, Western Water Recycling and Drought Relief Act of 2021

Last month a call was had with Senator Padilla’s staff (Angela Ebiner and Sarah Swig) at their request. They had some questions and want to know why the Senator should introduce the bill. The Coalition made all the arguments in support of the bill (how the program is treated now – can’t get funding unless authorized – earmarks issue/can’t request Reclamation funding unless authorized - benefits of these projects, etc.). The concern they expressed was that the projects in the bill are primarily Bay Area projects and were wondering how to get broader statewide interest. The Coalition explained the process and previous outreach. They said they would continue work on their side to determine what is best for the Senator and will contact the Coalition. Previously, a Coalition letter, dated October 14, was sent to Senator Padilla requesting that he introduce the Senate companion bill to H.R. 3112. On November 19, the Coalition sent a follow-up email regarding the status of the Coalition’s request.

FY22 Appropriations/Earmarks Generally

A Continuing Resolution is funding the government at current levels until February 18, thereby avoiding a government shutdown on October 1 and allowing time for completion of individual FY22 appropriations bills which include earmarks. All bills are currently in conference.

FY22 “Water” Appropriations Bills

The House passed its FY22 Interior and Energy and Water Appropriations Bills which provide \$1.871B for the Clean Water SRF, \$1.358B for the Safe Drinking Water SRF, \$63.617M for Title XVI grants, of which \$10M is for Title XVI WIIN grants and \$75M for WaterSMART grants.

Included in the Senate announced Interior and Energy and Water bills is \$1.689B for the CWSRF, \$1.176B for the SDWSRF, \$32M for Title XVI grants, of which \$20M is for WIIN grants and \$48M for WaterSMART grants.

Bill Tracking

Tracking bills that are marked up by committees and/or come to our attention.