

# Delta Diablo

(a California Special District)

## Special Meeting of the Board of Directors

**4:30 PM, Thursday, August 17, 2023**

2500 Pittsburg-Antioch Highway, Antioch, CA 94509

## AGENDA

**The Board of Directors meeting will be conducted as an in-person meeting that is open to members of the public. In addition, the meeting will be accessible to members of the public via videoconferencing or phone (access information is provided below).**

Persons who wish to address the Board during Public Comments or with respect to a specific Agenda item will be limited to two (2) minutes. The Secretary to the Board will call on members of the public to establish a speaking order during Public Comments and on specific Agenda items. The Board Chair may reduce the amount of time allotted per speaker for Public Comments or specific Agenda item(s) depending on the number of speakers and the business of the day.

Presentations will be available online at <https://www.deltadiablo.org/board-meetings> approximately one hour prior to the start of the Board meeting. A copy of the presentations will also be available for inspection at the meeting and at the District Administration Building.

**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/82324974099>

**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: 823 2497 4099**

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](http://www.deltadiablo.org) and also at the District Administration Building located at 2500 Pittsburg-Antioch Highway, Antioch, CA 94509 during normal business hours.

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(a California Special District)

## Special Meeting of the Board of Directors

4:30 PM, Thursday, August 17, 2023

2500 Pittsburg-Antioch Highway, Antioch, CA 94509

# AGENDA

### A. ROLL CALL

### B. PLEDGE OF ALLEGIANCE

### C. PUBLIC COMMENTS

### D. RECOGNITION

**Receive** Silver Peak Performance Award from National Association of Clean Water Agencies (Joaquin Gonzalez)

### E. CONSENT CALENDAR

- 1) **Approve** Minutes of Board of Directors Meeting, July 12, 2023 (Cecelia Nichols-Fritzler)
- 2) **Receive** District Monthly Check Register for June 2023 (Eka Ekanem)
- 3) **Authorize** General Manager to Execute Amendment No. 2 to Consulting Services Contract in the Amount of \$148,790, for a New Total Contract Amount Not to Exceed \$903,305, Lee & Ro, Inc., Engineering Services, Treatment Plant Electrical Switchgear Replacement, Project No. 17120 (Sean Williams)
- 4) **Authorize** General Manager to Execute Amendment No. 2 to General Services Contract in the Amount of \$25,303, for a New Total Contract Amount Not to Exceed \$108,503, Schneider Electric Buildings, Inc., HVAC Services (Judy Phan)
- 5) **Receive** Fourth Quarter FY22/23 District Investment Report (Anika Lyons)
- 6) **Authorize** General Manager to Establish a New FY23/24 Project in the Wastewater Capital Asset Replacement Fund and Transfer Monies to this Project from Wastewater Capital Asset Replacement Fund Reserves in the Amount of \$250,000, for a Total Project Budget of \$250,000, Tower Trickling Filter Rehabilitation, Project No. 24116 (Thank Vo)
- 7) **Authorize** General Manager to Execute General Services Contract with Clean Harbors Environmental Services, Inc., with Modified Indemnification Language, in the Amount of \$25,000, for Marine Flare Collection and Disposal Services During Period from August 17, 2023 through June 30, 2024 (Amanda Roa)

## **F. DELIBERATION ITEMS**

- 1) **Review** and **Comment** on Preliminary Financial Analysis for Proposed Recycled Water Service Charges and Surcharges and **Set** Public Hearing for September 13, 2023 at 4:30 p.m. to **Consider** Adopting Ordinance Establishing Recycled Water Service Charges (Brian Thomas)
- 2) **Rescind** Administrative Policy No. 1081, “Mandatory COVID-19 Vaccination for All District Employees” (Brian Thomas)

## **G. PRESENTATIONS AND REPORTS**

**Receive** Update on FY22/23 Strategic Initiatives to Support District Strategic Plan Implementation and District FY22/23 Annual Performance Report (Dean Eckerson)

## **H. GENERAL MANAGER COMMENTS**

## **I. BOARD MEMBER COMMENTS**

## **J. CORRESPONDENCE**

**Receive** Monthly Lobbyist Report Dated July 2023 Key Advocates, Inc., Western Recycled Water Coalition (Thanh Vo)

## **K. CLOSED SESSION** – None.

## **L. ADJOURNMENT**

The next regular Board of Directors Meeting will be held at 4:30 p.m. on September 13, 2023.

August 17, 2023

## RECEIVE SILVER PEAK PERFORMANCE AWARD FROM NATIONAL ASSOCIATION OF CLEAN WATER AGENCIES

### Recommendation

Receive National Association of Clean Water Agencies (NACWA) Silver Peak Performance Award for regulatory compliance achievement.

### Background Information

The District was recently awarded the NACWA Silver Peak Performance Award, which recognizes agencies for complete and consistent National Pollutant Discharge Elimination System (NPDES) permit compliance in 2022. The Silver Peak Performance Award is presented to agencies that achieve NPDES permit effluent discharge compliance with no more than five violations in a calendar year.

### Analysis


NACWA proudly recognized the District as a Silver Peak Performance Award honoree during its 2023 Utility Leadership Conference in July 2023. Achieving this prestigious, national honor distinguishes the District as an agency with a strong commitment to meeting regulatory compliance requirements.

The District has been recognized by NACWA for nineteen consecutive years, which highlights the exemplary industry leadership and regulatory compliance focus demonstrated by staff. This award recognition underscores the District's commitment to providing outstanding service to customers, while protecting public health and the environment.

**Financial Impact** – None.

### Attachment

NACWA Peak Performance Silver Award

Reviewed by:   
\_\_\_\_\_  
Dean Eckerson  
Resource Recovery Services Director

cc: District File No. BRD.01-ACTS



**Silver** AWARD



The National Association of Clean Water Agencies is pleased to recognize

**Delta Diablo, CA**  
***Delta Diablo Wastewater Treatment Facility***

in recognition of its complete and consistent permit compliance during the calendar year

**2022**

A handwritten signature in black ink that reads "Adam Krantz". The signature is written in a cursive style and is positioned above a thin horizontal line.

NACWA Chief Executive Officer

August 17, 2023

**APPROVE MINUTES OF BOARD OF DIRECTORS MEETING,  
JULY 12, 2023****Recommendation**

Approve Minutes of the Board of Directors Meeting on July 12, 2023.

**DRAFT**

Board of Directors Meeting Minutes  
DELTA DIABLO  
July 12, 2023

The meeting was called to order by Alternate Chair Federal Glover at 4:30 pm, on Wednesday, July 12, 2023. Present was Director Monica Wilson. Chair Banales was absent. Also present were Tom Geiger, Alternate District Counsel; Vince De Lange, General Manager; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; Brian Thomas, Deputy General Manager/District Engineer; Dean Eckerson, Resource Recovery Services Director; Thanh Vo, Acting Engineering Services Director; Niger Edwards, Human Resources and Risk Manager; Anika Lyons, Finance Manager; Amanda Roa, Environmental Programs Manager (Management Association bargaining unit representative); Dustin Bloomfield, Maintenance Manager; and Michael Sprague, Utility Laborer.

PUBLIC COMMENTS - None.

**RECOGNITION****Introduction of Michael Sprague, Utility Laborer, to the District**

Mr. Bloomfield introduced Mr. Sprague, who joined the District as a Utility Laborer on July 10, 2023. He gained four years of related work experience at the City of Pleasant Hill as a Maintenance Worker and at the District as a temporary Maintenance Mechanic. Mr. Sprague earned an Associate of Science Degree in Welding Technology at Los Medanos College. The Board welcomed Mr. Sprague, who thanked the Board for the opportunity.

**CONSENT CALENDAR**

Director Wilson moved approval of the Consent Calendar, seconded by Alternate Chair Glover and by roll call vote (Ayes: *Glover and Wilson*; Noes: *None*; Absent: *Banales*; Abstain: *None*) the following Consent Calendar items were approved: Approve Minutes of Board of Directors Meeting, June 14, 2023; Receive District Monthly Check Register for May 2023; Authorize General Manager to Transfer Monies to Digester No. 2 Rehabilitation Project from Wastewater Capital Asset Replacement Fund Reserves in the Amount of \$400,000, for a New Total Project Budget of \$800,000, Approve Project Design, Award and Authorize General Manager to Execute Construction Services Contract in an Amount Not to Exceed \$536,986, MBS Engineering, Inc., Authorize General Manager to Approve Contract Change Orders in an Amount Not to Exceed

10% of Contract Amount, and Take Related Actions, Digester No. 2 Rehabilitation, Project No. 21118; Authorize General Manager to Approve Construction Contract Change Orders in an Amount Not to Exceed 50% of the Construction Contract, for a New Total Construction Contract Authorization of \$2,203,388, Con-Quest Contractors, Inc., Bridgehead Pipeline Replacement, Project No. 21123; Authorize General Manager to Transfer Monies to Camp Stoneman Force Main Repair Project From Wastewater Capital Asset Replacement Fund Reserves in the Amount of \$50,000, for a New Total Project Budget of \$250,000, and Accept Project as Complete and Authorize General Manager to File Notice of Completion, Pacific Coast General Engineering, Inc., Camp Stoneman Force Main Repair, Project No. 23117; Authorize General Manager to Execute Amendment No. 2 to General Services Contract in the Amount of \$47,000, for a New Total Contract Amount Not to Exceed \$286,424, New Image Landscaping Company, Landscaping Services; Authorize General Manager to Approve Purchase Order in the Amount of \$149,920, Pacific Water Resources, Pump Replacement Parts; and Authorize General Manager to Execute General Services Contract and Issue Purchase Order in the Amount of \$220,000, Hazardous Materials Institute, Confined Space Services.

### DELIBERATION ITEMS

#### Adopt Resolution Approving Salary Schedules Incorporating 2023 Annual Cost-of-Living Adjustment and Adopt Resolution Approving Applicable Percentage, as Provided for in District Bargaining Unit Memoranda of Understanding and Unrepresented Employees' Employment Agreements

Ms. Lyons provided a presentation on the FY23/24 Cost-of-Living Adjustment (COLA) and Tier II Applicable Percentage Increase. She noted that the three labor memoranda of understanding (MOUs) and employment agreements for unrepresented employees provide for an annual COLA with a range of 2.0% to 5.0% that is based on the Bay Area April-to-April Consumer Price Index, which was 3.6%. Although the COLA represents an annual labor cost increase of \$392,000, which was included and adopted in the FY23/24 Budget, Ms. Lyons noted that the FY23/24 labor budget actually decreased by \$656,000 due to other cost reduction factors.

In addition, Ms. Lyons reviewed the FY23/24 CalPERS contribution rates by employee category and noted the employee contribution increased from 7.25% to 8.0% for PEPRA employees. She reviewed the FY22/23 Applicable Percentage, which is 1.58% (+0.18% higher than last year) with an associated annual labor cost increase of \$3,927. In closing, Ms. Lyons reviewed the recommended actions for Board consideration. The Board thanked Ms. Lyons for the presentation.

Director Wilson moved approval to Adopt a Resolution Approving Salary Schedules Incorporating 2023 Annual Cost-of-Living Adjustment and Adopt a Resolution Approving Applicable Percentage, as Provided for in District Bargaining Unit Memoranda of Understanding and Unrepresented Employees' Employment Agreements, seconded by Alternate Chair Glover, and by roll call vote (Ayes: *Glover and Wilson*; Noes: *None*; Absent: *Banales*; Abstain: *None*) the Salary Schedules incorporating 2023 Annual Cost-of-Living Adjustment and Applicable Percentage Resolutions were approved.

## PRESENTATIONS AND REPORTS

### Receive Update on Nutrient Management in San Francisco Bay and Emerging Regulatory Requirements

Ms. Roa provided background information on nutrient loading to San Francisco Bay (SF Bay), highlighting ammonia nitrogen as the main concern, the relative contribution of 37 wastewater treatment plants (WWTPs) to overall nutrient loading to SF Bay (~65% of total), the District's contribution (~1.3% of total), impacts of algal blooms on water quality, and key factors reducing the resiliency of SF Bay. She reviewed the regional focus on collaborative, sound-science based approach to nutrient removal requirements via active participation in the Bay Area Clean Water Agencies (BACWA), noted the significant financial contributions (>\$16 million) by BACWA member agencies to support scientific monitoring, modeling, and special studies under multiple 5-year "Watershed Permits," and cautioned that upgrading all 37 WWTPs to remove nutrients would cost \$10-15 billion.

Ms. Roa discussed how the algal blooms that occurred in SF Bay last summer have intensified the regulatory and public focus on nutrient reductions from WWTPs and reviewed the current aggressive San Francisco Regional Water Board position, which is likely to require interim SF Bay-wide and individual WWTP effluent limits immediately as part of the upcoming Watershed Permit, as well as long-term SF Bay-wide limits with a 10-year compliance schedule. She reviewed the District's recent and current efforts to evaluate and implement nutrient management strategies for its WWTP, which include partial nutrient removal in the near term, an evaluation of nature-based solutions, continued production of recycled water for irrigation purposes, and support for development of a nutrient trading program.

Ms. Roa provided responses to clarifying questions from Alternate Chair Glover and Director Wilson.

Alternate Chair Glover and Director Wilson thanked Ms. Roa. Mr. De Lange commented on the magnitude of costs associated with nutrient removal and the District's anticipated use of existing funding in the District's Advanced Treatment Fund.

## GENERAL MANAGER COMMENTS

Mr. De Lange commented that he will be attending Calpine's Carbon Capture Technology Demonstration Event on Friday, July 14, 2023.

## BOARD MEMBER COMMENTS

Alternate Chair Glover welcomed Mr. Geiger, who thanked the Board and commented that Rebecca Hooley will serve as the new District Counsel.

## CORRESPONDENCE

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

The Board received and filed the report.

CLOSED SESSION – None.





ADJOURNMENT

Alternate Chair Glover adjourned the meeting at 5:05 pm and noted the next regular Board of Directors Meeting will be held at 4:30 p.m. on September 13, 2023.

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Monica Wilson  
Board Secretary

(Recording Secretary: Cecelia Nichols-Fritzler)

cc: District File No. BRD.01-MINS

DRAFT



August 17, 2023

## RECEIVE DISTRICT MONTHLY CHECK REGISTER FOR JUNE 2023

### Recommendation

Receive District Monthly Check Register for the month ending June 30, 2023.

### Background Information

Attached is the Check Register for June 2023. The report reflects payments to the District's suppliers, consultants, service providers, and contractors. A total of \$1,392,524.56 was disbursed in June 2023, which includes 195 checks.

### Financial Impact

All payments made during June 2023 are within funding levels included in the adopted FY22/23 Budget.

### Attachment

Check Register for month ending June 30, 2023

Reviewed by: \_\_\_\_\_



Brian Thomas  
Deputy General Manager/District Engineer

cc: District File No. BRD.01-ACTS

**CHECK REGISTER  
DELTA DIABLO  
CASH DISBURSEMENTS FOR THE MONTH OF JUNE 2023**

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
6/1/2023	AT&T	61954	39305	2,401.20	PHONE EXP	2,401.20
6/1/2023	BLR - BUSINESS & LEGAL RESOURCES	61855	39306	585.64	OFFICE EXP	585.64
6/1/2023	CONTRA COSTA WATER DISTRICT	61887	39307	27.33	UTILITIES	27.33
6/1/2023	DKF SOLUTIONS GROUP, LLC	61951	39308	2,940.00	SANITARY SYSTEM WASTE DISCHARGE REQUIREMENTS	2,940.00
6/1/2023	FEDERAL EXPRESS	61916	39309	68.01	POSTAGE	68.01
6/1/2023	GRAINGER	61815 61816 61817 61818	39310	816.01 3,679.68 116.51 291.27	INVTY U103963 INVTY U103974 INVTY U103974 INVTY U103974	4,903.47
6/1/2023	HARVEST TECHNICAL SERVICES INC	61939 61940 61941 61942	39311	710.40 1,420.80 1,776.00 1,776.00	O/S TEMP O/S TEMP O/S TEMP O/S TEMP	5,683.20
6/1/2023	HAZEN & SAWYER	60873 61465 61999	39312	11,436.25 4,640.00 720.00	RESOURCE RECOVERY FACILITY MASTER PLAN PN 18120 RESOURCE RECOVERY FACILITY MASTER PLAN PN 18120 RESOURCE RECOVERY FACILITY MASTER PLAN PN 18120	16,796.25
6/1/2023	HDR ENGINEERING, INC.	61944	39313	2,581.09	GIS SERVICES	2,581.09
6/1/2023	KENNEDY/JENKS CONSULTANTS INC.	62000	39314	551.20	WILLOW PASS INTERCEPTOR REPAIR PN 23118	551.20
6/1/2023	KOA HILLS CONSULTING LLC.	61843	39315	612.50	MUNIS ERP ENHANCEMENT PROJECT	612.50
6/1/2023	LARRY WALKER ASSOCIATES	61953	39316	351.25	NPDES LOCAL LIMITS REGULATORY ASSISTANCE	351.25
6/1/2023	LIEBERT, CASSIDY, WHITMORE	61994 61995	39317	104.00 275.76	DEVELOP AND UPDATE DISTRICT POLICIES AND MANUAL DEVELOP AND UPDATE DISTRICT POLICIES AND MANUAL	379.76
6/1/2023	MANAGED HEALTH NETWORK	61990	39318	358.45	EAP	358.45
6/1/2023	MCCAMPBELL ANALYTICAL, INC.	61950	39319	156.00	CONTRACT LAB SERVICES FOR SAMPLE ANALYSIS	156.00
6/1/2023	MEYERS NAVE	61899	39320	1,647.81	LEGAL SERVICES	1,647.81
6/1/2023	NORTHPOINT SECURITY SERVICES, INC	61949	39321	5,184.00	SECURITY PATROL SERVICES	5,184.00
6/1/2023	ODP BUSINESS SOLUTIONS LLC	61780 61911 61912	39322	162.43 114.17 78.99	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	355.59

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
6/1/2023	PACIFIC COAST GENERAL ENGINEERING INC		39323			151,306.50
		61898		151,306.50	CONST SVCS-CAMP STONEMAN FORCEMAIN PN 23117	
6/1/2023	PACIFIC GAS & ELECTRIC COMPANY		39324			53.70
		61913		53.70	UTILITIES	
6/1/2023	PACIFIC GAS & ELECTRIC COMPANY		39325			334.04
		61914		334.04	UTILITIES	
6/1/2023	REGIONAL GOVERNMENT SERVICES		39326			183.60
		62001		183.60	FY22-23 LABOR RELATIONS CONSULTING WORK	
6/1/2023	REGIONAL MONITORING PROGRAM		39327			67,630.00
		61910		67,630.00	PERMIT & REGULATORY FEES	
6/1/2023	RH TECHNOLOGY		39328			8,173.08
		61996		3,558.60	O/S TEMP	
		61997		2,050.88	O/S TEMP	
		61998		2,563.60	O/S TEMP	
6/1/2023	SUBTRONIC CORP.		39329			1,944.00
		61856		1,944.00	LOCATING AND MARKING ESTIMATE NO. 38061	
6/1/2023	SYSTEM 1 STAFFING		39330			13,526.59
		61945		3,407.26	O/S TEMP	
		61988		6,063.18	O/S TEMP	
		61989		4,056.15	O/S TEMP	
6/1/2023	THERMO ELECTRON NORTH AMERICA LLC		39331			3,773.21
		61908		3,773.21	CONSUMABLES FOR ICS-1600 LAB INSTRUMENT	
6/1/2023	UNIVAR USA INC		39332			23,498.26
		61917		6,842.10	SODIUM HYPOCHLORITE	
		61918		6,841.95	SODIUM HYPOCHLORITE	
		61919		5,075.15	SODIUM BISULFITE	
		61920		4,739.06	SODIUM BISULFITE	
6/1/2023	US POSTAL SERVICE-NEOPOST		39333			1,500.00
		62004		1,500.00	POSTAGE	
6/8/2023	AFLAC		39334			671.30
		62069		671.30	INSURANCE	
6/8/2023	AFSCME DISTRICT COUNCIL 57		39335			4,484.21
		5627020		3,258.89	UNION DUES O&M	
		5627120		1,225.32	UNION DUES P&T	
6/8/2023	ALHAMBRA & SIERRA SPRGS WATER		39336			630.43
		62062		630.43	ALHAMBRA WATER	
6/8/2023	CITY OF ANTIOCH- WATER		39337			11,781.22
		62100		768.42	AC# 004-01513	
		62101		94.60	AC# 004-01510	
		62102		10,567.50	AC# 013-00110	
		62103		94.60	AC# 013-00021	
		62104		94.60	AC# 013-00022	
		62105		94.60	AC# 013-00024	
		62106		66.90	AC# 013-00023	
6/8/2023	STEVEN BAPTISTA		39338			242.24
		62064		242.24	T&M	
6/8/2023	BAY AREA NEWS GROUP		39339			233.10
		62028		233.10	ADS	
6/8/2023	SCOT ALLISON CAMPBELL		39340			3,646.63
		61966		3,646.63	INVTY U103841	

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
6/8/2023	CALIFORNIA PRODUCT STEWARDSHIP COUNCIL		39341			3,654.15
		60906		3,208.80	ASSIST WITH IMPLEMENTATION OF CALRECYCLE GRANT -	
		60907		445.35	ASSIST WITH IMPLEMENTATION OF CALRECYCLE GRANT -	
6/8/2023	CALTEST ANALYTICAL LABORATORY		39342			2,605.50
		61900		1,242.00	CONTRACT LABORATORY FOR SAMPLE ANALYSIS	
		61964		730.80	CONTRACT LABORATORY FOR SAMPLE ANALYSIS	
		61965		632.70	CONTRACT LABORATORY FOR SAMPLE ANALYSIS	
6/8/2023	CHEMTRADE CHEMICALS US LLC		39343			4,004.78
		61921		4,004.78	ALUMINUM SULFATE	
6/8/2023	CON-QUEST CONTRACTORS, INC		39344			32,546.00
		62003		32,546.00	CONSTRUCTION SERVICES WET WEATHER PREP PN 23109	
6/8/2023	DEPT OF GENERAL SERVICES		39345			57,093.79
		61991		57,093.79	UTILITIES	
6/8/2023	DKF SOLUTIONS GROUP, LLC		39346			1,600.00
		61952		1,600.00	SANITARY SYSTEM WASTE DISCHARGE REQUIREMENTS	
6/8/2023	ERIKS NORTH AMERICA, INC.		39347			2,435.97
		61804		2,435.97	TERRACOTTA SILICONE STRIPS	
6/8/2023	GOLDEN STATE WATER CO.		39348			2,131.85
		62012		798.05	AC# 32249200000	
		62013		1,333.80	AC# 07744100004	
6/8/2023	GP CRANE & HOIST SERVICES		39349			594.95
		61992		594.95	DISTRICT CRANE SERVICE/ REPAIRS	
6/8/2023	HARVEST TECHNICAL SERVICES INC		39350			1,776.00
		61943		1,776.00	O/S TEMP	
6/8/2023	IN SHAPE HEALTH CLUBS		39351			1,067.92
		62051		533.96	GYM	
		62053		533.96	GYM	
6/8/2023	KEMIRA WATER SOLUTIONS, INC.		39352			7,393.51
		61980		7,393.51	FERROUS CHLORIDE	
6/8/2023	KENNEDY/JENKS CONSULTANTS INC.		39353			1,593.80
		61961		1,593.80	ESDD FOR PN21114	
6/8/2023	LINDE GAS & EQUIPMENT INC		39354			2,517.90
		61763		1,258.95	OXYGEN RENTAL	
		62079		1,258.95	OXYGEN RENTAL	
6/8/2023	MANAGED HEALTH NETWORK		39355			374.50
		62071		369.15	EAP	
		62072		5.35	EAP	
6/8/2023	McCAULEY AGRICULTURAL & PEST SERVICES		39356			255.00
		61957		75.00	PEST CONTROL SERVICES	
		61958		60.00	PEST CONTROL SERVICES	
		61959		60.00	PEST CONTROL SERVICES	
		61960		60.00	PEST CONTROL SERVICES	
6/8/2023	MCMASTER CARR SUPPLY CO		39357			566.78
		61970		566.78	INVTY U103982	
6/8/2023	MDRR PITTSBURG		39358			5,279.70
		62073		1,428.40	AC# 10-0018920	
		62074		3,851.30	AC# 10-0031550	
6/8/2023	MDRR-PARK (MT. DIABLO RESOURCE RECOVERY PARK)		39359			1,493.42
		62075		1,493.42	WASTE	

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
6/8/2023	MOTION INDUSTRIES INC.		39360			8,320.86
		61971		3,567.30	INVTY U103961	
		61972		4,753.56	INVTY U103973	
6/8/2023	ODP BUSINESS SOLUTIONS LLC		39361			430.53
		61993		430.53	OFFICE SUPPLIES	
6/8/2023	OMNI ALARM SOLUTIONS INC.		39362			408.00
		61888		408.00	FIRE ALARM MONITORING SERVICES	
6/8/2023	PACIFIC COAST GENERAL ENGINEERING INC		39363			16,330.99
		62056		16,330.99	DIGESTER METHANE LEAK REPAIR PN 23109	
6/8/2023	PACIFIC GAS & ELECTRIC COMPANY		39364			34,327.43
		62014		34,327.43	AC# 5138050344-4	
6/8/2023	PITTSBURG AUTOMOTIVE		39365			1,372.34
		61884		765.46	DISTRICT FLEET SERVICES	
		61907		606.88	DISTRICT FLEET SERVICES	
6/8/2023	CITY OF PITTSBURG		39366			1,300.26
		62010		1,300.26	UTILITIES	
6/8/2023	PSOMAS		39367			55,856.25
		61946		25,030.00	CONSTRUCTION MANAGEMENT SERVICES	
		61947		17,777.50	CM&I SERVICES FOR PN21123	
		61948		8,280.00	INSPECTION SRVCS ONSITE FUELING STATION PN 19112	
		61962		4,768.75	CONSTRUCTION INPECT SVCS STONEMAN FM REPAIR 23117	
6/8/2023	QUINCY COMPRESSOR LLC		39368			4,095.78
		61622		4,095.78	RWF AIR COMPRESSOR PARTS PACKAGE	
6/8/2023	READY PRINT		39369			632.16
		62076		316.08	STATIONARY SUPPLIES	
		62077		316.08	STATIONARY SUPPLIES	
6/8/2023	RED WING SHOE STORE 165		39370			181.05
		61885		181.05	SAFETY SHOES - JOSE MARTINEZ	
6/8/2023	REPUBLIC SERVICES #210		39371			11,464.01
		62054		1,198.55	WASTE	
		62055		10,265.46	WASTE	
6/8/2023	RH TECHNOLOGY		39372			2,563.60
		62023		2,563.60	O/S TEMP	
6/8/2023	STATE OF CALIFORNIA		39373			250.00
		5988214		125.00	EARNINGS GARNISHMENT	
		5988216		125.00	EARNINGS GARNISHMENT	
6/8/2023	SYSTEM 1 STAFFING		39374			3,115.21
		62026		3,115.21	O/S TEMP	
6/8/2023	TECHNICAL SAFETY SERVICES, INC		39375			351.43
		62082		351.43	BIOSAFETY CABINET AND AUTOCLAVE SERVICE AND SUPPOR	
6/8/2023	TELSTAR INSTRUMENTS INC		39376			3,858.53
		61827		3,858.53	INVTY U103967	
6/8/2023	TOSHIBA INTERNATIONAL CORP		39377			261.39
		62061		261.39	TOSHIBA COPIER AND PRINTER SUPPLIES	
6/8/2023	TRANSENE COMPANY, INC.		39378			1,552.50
		62042		1,552.50	INVTY U103882	

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
6/8/2023	UNIFIRST CORPORATION		39379			1,896.78
		62085		30.48	UNIFORM/ LAUNDRY SERVICE	
		62086		30.48	UNIFORM/ LAUNDRY SERVICE	
		62087		30.48	UNIFORM/ LAUNDRY SERVICE	
		62088		34.82	UNIFORM/ LAUNDRY SERVICE	
		62089		30.48	UNIFORM/ LAUNDRY SERVICE	
		62090		135.60	UNIFORM/ LAUNDRY SERVICE	
		62091		135.60	UNIFORM/ LAUNDRY SERVICE	
		62092		135.60	UNIFORM/ LAUNDRY SERVICE	
		62093		136.67	UNIFORM/ LAUNDRY SERVICE	
		62094		135.60	UNIFORM/ LAUNDRY SERVICE	
		62095		227.56	UNIFORM/ LAUNDRY SERVICE	
		62096		199.20	UNIFORM/ LAUNDRY SERVICE	
		62097		241.95	UNIFORM/ LAUNDRY SERVICE	
		62098		196.13	UNIFORM/ LAUNDRY SERVICE	
		62099		196.13	UNIFORM/ LAUNDRY SERVICE	
6/8/2023	UNIVAR USA INC		39380			12,046.58
		61978		6,837.53	SODIUM HYPOCHLORITE	
		61979		5,209.05	SODIUM BISULFITE	
6/8/2023	HD SUPPLY FACILITIES MAINTENANCE LTD		39381			2,755.49
		62041		1,427.49	INVTY U103981	
		62048		1,328.00	INVTY U103952	
6/8/2023	VERIZON WIRELESS		39382			2,164.31
		62008		2,164.31	PHONE EXP	
6/8/2023	VISION SERVICE PLAN		39383			1,676.32
		62065		1,625.34	VISION	
		62067		50.98	VISION COBRA	
6/8/2023	WESCO		39384			1,418.39
		61974		1,418.39	INVTY U103936	
6/8/2023	WOODARD & CURRAN INC.		39385			3,791.00
		62063		3,791.00	ON-SITE FUELING STATION REPLACEMENT PN 19112	
6/8/2023	ZORO TOOLS, INC		39386			423.50
		61599		119.87	INVTY U103955	
		61600		68.98	INVTY U103955	
		61656		234.65	INVTY U103955	
6/15/2023	ALPHA MEDIA II LLC		39387			750.00
		62025		750.00	RADIO BROADCASTS FOR PUBLIC EDUCATION CAMPAIGN	
6/15/2023	ARCO BUSINESS SOLUTIONS		39388			3,937.79
		62159		3,937.79	GAS	
6/15/2023	BASIC BENEFITS, LLC		39389			90.00
		62131		90.00	FSA	
6/15/2023	BRENTWOOD PRESS		39390			549.00
		62122		549.00	AD	
6/15/2023	CALIFORNIA PRODUCT STEWARDSHIP COUNCIL		39391			735.00
		62174		735.00	ASSIST WITH IMPLEMENTATION OF CALRECYCLE GRANT -	
6/15/2023	CHEMTRADE CHEMICALS US LLC		39392			4,028.71
		62036		4,028.71	ALUMINUM SULFATE	
6/15/2023	COMCAST BUSINESS COMMUNICATIONS, LLC		39393			860.93
		62162		860.93	PHONE EXP	
6/15/2023	CORELOGIC INFORMATION SOLUTIONS, INC		39394			165.00
		62161		165.00	REALQUEST PROPERTY INFORMATION	
6/15/2023	DIABLO WATER DISTRICT		39395			740.74
		62160		740.74	UTILITIES	
6/15/2023	FLOTTWEG SEPARATION		39396			6,393.04
		61968		1,007.36	INVTY U103970	
		62153		5,385.68	INVTY U103976	

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
6/15/2023	FLYERS ENERGY LLC	62124	39397	150.00	NET15 TEMPORARY TANK RENTAL AND FUELING PN19112	150.00
6/15/2023	HARVEST TECHNICAL SERVICES INC	62018 62113	39398	1,776.00 1,420.80	O/S TEMP O/S TEMP	3,196.80
6/15/2023	KENNEDY/JENKS CONSULTANTS INC.	62049	39399	14,425.49	ASSET MANAGEMENT PROGRAM DEVELOPMENT PN 19109	14,425.49
6/15/2023	KOA HILLS CONSULTING LLC.	62019 62020	39400	218.75 743.75	KOA HILLS CONSULTING MUNIS SUPPORT SERVICES MUNIS ERP ENHANCEMENT PROJECT	962.50
6/15/2023	LYSTEK INTERNATIONAL LIMITED	62050	39401	4,054.35	BIOSOLIDS DISPOSAL	4,054.35
6/15/2023	MONUMENT CAR PARTS	61973	39402	516.09	INVTY U103985	516.09
6/15/2023	NEW IMAGE LANDSCAPE COMPANY	62022	39403	2,563.00	LANDSCAPE SERVICES	2,563.00
6/15/2023	NORTHPOINT SECURITY SERVICES, INC	62109	39404	5,627.36	SECURITY PATROL SERVICES	5,627.36
6/15/2023	NWN CORPORATION	62130 62134 62135	39405	3,032.66 245.39 3,032.66	PHONE EXP PHONE EXP PHONE EXP	6,310.71
6/15/2023	ODP BUSINESS SOLUTIONS LLC	62058 62059 62060	39406	40.48 216.31 242.61	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	499.40
6/15/2023	OEM AIR COMPRESSOR CORP.	61823	39407	144.32	INVTY U103949	144.32
6/15/2023	PACIFIC GAS & ELECTRIC COMPANY	62126	39408	41,864.91	AC# 4835091675-4	41,864.91
6/15/2023	PACIFIC GAS & ELECTRIC COMPANY	62127	39409	58,650.04	AC# 4887173962-8	58,650.04
6/15/2023	PATTERSON LIFT TRUCKS, INC.	62120	39410	302.65	QUARTERLY PM SERVICE/ TCM	302.65
6/15/2023	PITTSBURG AUTOMOTIVE	61956 62021	39411	155.91 248.09	DISTRICT FLEET SERVICES DISTRICT FLEET SERVICES	404.00
6/15/2023	READY PRINT	61955 62078	39412	23.05 912.02	STATIONARY SUPPLIES STATIONARY SUPPLIES	935.07
6/15/2023	RH TECHNOLOGY	62132 62199 62200 62201 62202 62203 62204 62205 62206 62207 62208	39413	3,648.75 2,050.88 2,563.60 3,578.76 2,563.60 3,578.76 3,558.60 2,563.60 2,609.64 2,050.88 3,617.91	O/S TEMP O/S TEMP O/S TEMP O/S TEMP O/S TEMP O/S TEMP O/S TEMP O/S TEMP O/S TEMP O/S TEMP O/S TEMP	32,384.98
6/15/2023	SIEMENS INDUSTRY, INC.	62047	39414	2,001.84	INVTY U103977	2,001.84



CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
6/15/2023	STANDARD INSURANCE COMPANY		39415			4,214.64
		62107		4,214.64	LIFE & LTD INS.	
6/15/2023	STATE OF CALIFORNIA	5988217	39416	125.00	EARNINGS GARNISHMENT	125.00
6/15/2023	SYSTEM 1 STAFFING	62177	39417	2,164.40	O/S TEMP	2,164.40
6/15/2023	U.S. BANK CM-9703	62116	39418	875.00	BANK FEE	875.00
6/15/2023	UNIVAR USA INC	61977	39419	6,829.79	SODIUM HYPOCHLORITE	6,829.79
6/15/2023	VERONICA RODRIGUEZ DEGOMEZ	62175	39420	4,358.00	CFCC - REFUND Z 2 P	4,358.00
6/15/2023	VISION SERVICE PLAN	62066 62068	39421	1,650.72 50.98	VISION VISION COBRA	1,701.70
6/15/2023	WILLIAM RAY CONSULTING LLC	62163	39422	1,600.00	INTERNAL ASSESSMENT DOCUMENT DEVELOPMENT	1,600.00
6/22/2023	AMERICAN WATER COLLEGE	62111	39423	1,295.00	WASTEWATER TRAINING	1,295.00
6/22/2023	ASSOCIATED SERVICES COMPANY	62264 62265	39424	339.61 18.24	COFFEE AND COFFEE SUPPLIES COFFEE AND COFFEE SUPPLIES	357.85
6/22/2023	MICHAEL AUER	62209	39425	251.72	REIMBURSEMENT	251.72
6/22/2023	MICHAEL BAKALDIN	62216	39426	486.14	REIMBURSEMENT	486.14
6/22/2023	BRENTWOOD PRESS	62210	39427	549.00	AD	549.00
6/22/2023	CON-QUEST CONTRACTORS, INC	62129 62257	39428	13,264.00 2,411.00	CONSTRUCTION SERVICES WET WEATHER PREP PN 23109 CONSTRUCTION SERVICES WET WEATHER PREP PN 23109	15,675.00
6/22/2023	CONSTRUCTICON CORPORATION	62128	39429	37,050.00	CONSTRUCTION SERVICES FOR PROJECT NO. 19112	37,050.00
6/22/2023	CONTRA COSTA WATER DISTRICT	62197	39430	27.33	UTILITIES	27.33
6/22/2023	DKF SOLUTIONS GROUP, LLC	62173	39431	2,180.00	SANITARY SYSTEM WASTE DISCHARGE REQUIREMENTS	2,180.00
6/22/2023	FLYERS ENERGY LLC	62251	39432	4,261.94	INVENTORY LURICANTS	4,261.94
6/22/2023	GRAINGER	62044 62045 62046	39433	984.62 14.24 144.38	INVTY U103987 INVTY U103987 INVTY U103987	1,143.24
6/22/2023	TIMOTHY J. HAMMETT	62234	39434	243.41	REIMBURSEMENT	243.41
6/22/2023	JOHN MUIR HEALTH	62123	39435	896.60	CORPORATE HEALTH SERVICES	896.60
6/22/2023	JWC ENVIRONMENTAL	62155	39436	6,500.32	INVTY U103959	6,500.32

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
6/22/2023	KEMIRA WATER SOLUTIONS, INC.		39437			14,692.37
		62035		7,403.71	FERROUS CHLORIDE	
		62037		7,288.66	FERROUS CHLORIDE	
6/22/2023	LEEANN KNIGHT		39438			393.75
		62235		393.75	REIMBURSEMENT	
6/22/2023	KOA HILLS CONSULTING LLC.		39439			787.50
		62110		787.50	MUNIS ERP ENHANCEMENT PROJECT	
6/22/2023	LEGAL SHIELD		39440			158.55
		62254		52.85	LEGAL MEMBERSHIP	
		62255		52.85	LEGAL MEMBERSHIP	
		62256		52.85	LEGAL MEMBERSHIP	
6/22/2023	TUTT'S TRUCK OUTFIT		39441			1,748.00
		62185		1,748.00	LINE-X SPRAY IN BED LINER	
6/22/2023	CAROL MARGETICH		39442			389.14
		62236		389.14	REIMBURSEMENT	
6/22/2023	MARIA T. ROBINSON		39443			2,000.00
		62027		2,000.00	EXECUTIVE COACHING	
6/22/2023	McCAULEY AGRICULTURAL & PEST SERVICES		39444			2,870.00
		62187		825.00	PEST CONTROL SERVICES	
		62188		60.00	PEST CONTROL SERVICES	
		62190		1,100.00	VEGETATION MANAGEMENT FOR THE DISTRICT	
		62191		60.00	PEST CONTROL SERVICES	
		62192		825.00	PEST CONTROL SERVICES	
6/22/2023	JENNIFER MONIZ		39445			569.99
		62262		569.99	T&M	
6/22/2023	SUE THOMASON		39446			385.00
		62007		385.00	PROVIDE WEEKLY INDOOR PLANT MAINTENANCE SERVICES	
6/22/2023	ODP BUSINESS SOLUTIONS LLC		39447			106.31
		62057		106.31	OFFICE SUPPLIES	
6/22/2023	ABEL PALACIO		39448			567.55
		62237		567.55	REIMBURSEMENT	
6/22/2023	PATTERSON LIFT TRUCKS, INC.		39449			230.55
		62186		230.55	PM SERVICE/ YALE	
6/22/2023	PITTSBURG AUTOMOTIVE		39450			881.39
		62030		881.39	DISTRICT FLEET SERVICES	
6/22/2023	POLYDYNE INC		39451			71,493.35
		62031		71,493.35	DRY POLY	
6/22/2023	RED WING SHOE STORE 165		39452			230.00
		62112		230.00	SAFETY SHOES - BRIAN PADILLA	
6/22/2023	RH TECHNOLOGY		39453			2,563.60
		62226		2,563.60	O/S TEMP	
6/22/2023	TERRY SPURGEON		39454			558.66
		62238		558.66	REIMBURSEMENT	
6/22/2023	JAYNE STROMMER		39455			128.48
		62239		128.48	REIMBURSEMENT	
6/22/2023	WILLIAM SVOBODA		39456			1,523.35
		62240		1,523.35	REIMBURSEMENT	
6/22/2023	SYSTEM 1 STAFFING		39457			5,035.83
		62249		5,035.83	O/S TEMP	
6/22/2023	TRI-VALLEY JANITORIAL SERVICE & SUPPLY INC,		39458			9,336.00
		62115		9,336.00	NIGHTLY JANITORIAL SERVICES	
6/22/2023	UNIVAR USA INC		39459			19,735.50
		62032		6,844.83	SODIUM HYPOCHLORITE	
		62033		6,839.66	SODIUM HYPOCHLORITE	
		62034		6,051.01	SODIUM BISULFITE	

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
6/22/2023	WECO INDUSTRIES	62213	39460	96.23	MAINTENANCE & REPAIR OF CUES CCTV HARDWARE	96.23
6/29/2023	AIRGAS USA, LLC	62258	39461	629.42	INVTY U103933	629.42
6/29/2023	AT&T	62272	39462	2,401.55	PHONE EXP	2,401.55
6/29/2023	BOOT BARN INC	62164 62165 62166 62167 62168 62169 62170 62171 62172	39463	156.59 130.30 220.21 250.00 225.10 180.43 200.63 1,073.47 210.42	SAFETY SHOES - MARK GUADAGNI SAFETY SHOES - JOE GOIS SAFETY SHOES - ALONSE RODRIGUEZ SAFETY SHOES - ANTHONY DEJESUS SAFETY SHOES - STEVEN BAPTISTA SAFETY SHOES - JUAN AREVALO SAFETY SHOES - ANTHONY NOVERO SAFETY SHOES SAFETY SHOES - TAYLOR AMARO	2,647.15
6/29/2023	CALTEST ANALYTICAL LABORATORY	62119 62267 62268	39464	3,036.20 1,245.60 190.80	CONTRACT LABORATORY FOR SAMPLE ANALYSIS CONTRACT LABORATORY FOR SAMPLE ANALYSIS CONTRACT LABORATORY FOR SAMPLE ANALYSIS	4,472.60
6/29/2023	CHEMTRADE CHEMICALS US LLC	62151 62183 62241	39465	3,965.46 4,081.69 4,126.12	ALUMINUM SULFATE ALUMINUM SULFATE ALUMINUM SULFATE	12,173.27
6/29/2023	CLEAN EARTH ENVIRONMENTAL SOLUTIONS, INC	62248	39466	11,308.45	PROVIDE TRANS/DISPOSAL/LABOR FOR HHW & TEMP EVENTS	11,308.45
6/29/2023	CONCENTRA/OCCUPATIONAL HEALTH CENTERS	62286	39467	407.00	PRE EMPL COST	407.00
6/29/2023	CONTRA COSTA COUNTY CLERK	62289	39468	50.00	PERMIT & REGULATORY FEES	50.00
6/29/2023	DEPT OF GENERAL SERVICES	62282	39469	53,075.21	UTILITIES	53,075.21
6/29/2023	G3 ENGINEERING, INC	62154	39470	1,697.58	INVTY U103984	1,697.58
6/29/2023	GRAINGER	62179	39471	2,910.57	INVTY U103994	2,910.57
6/29/2023	HACH COMPANY	62313	39472	3,494.48	INVTY U103969	3,494.48
6/29/2023	HARVEST TECHNICAL SERVICES INC	62223 62270	39473	2,042.40 1,776.00	O/S TEMP O/S TEMP	3,818.40
6/29/2023	HDR ENGINEERING, INC.	62176	39474	6,204.09	GIS SERVICES	6,204.09
6/29/2023	ERIESHA HOLMES	62227	39475	3,523.10	REFUND CFCC PAYMENT	3,523.10
6/29/2023	INFERRERA CONSTRUCTION MANAGEMENT GROUP INC.	62178	39476	630.88	CSC PN 80008 (17128, 17129, 17	630.88
6/29/2023	KEN GRADY COMPANY	62259	39477	1,171.30	INVTY U103980	1,171.30
6/29/2023	KOA HILLS CONSULTING LLC.	62283 62284	39478	831.25 656.25	MUNIS ERP ENHANCEMENT PROJECT KOA HILLS CONSULTING MUNIS SUPPORT SERVICES	1,487.50

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	INVOICE AMOUNT	DESCRIPTION	CHECK AMOUNT
6/29/2023	LARRY WALKER ASSOCIATES	62271	39479	1,730.00	NPDES LOCAL LIMITS REGULATORY ASSISTANCE	1,730.00
6/29/2023	MCMASTER CARR SUPPLY CO	62246	39480	593.75	INVTY U103965	593.75
6/29/2023	MEYERS NAVE	62117	39481	1,747.98	LEGAL SERVICES	1,747.98
6/29/2023	MSC INDUSTRIAL SUPPLY CO. INC.	62181	39482	520.97	INVTY U10386	520.97
6/29/2023	NORTHPOINT SECURITY SERVICES, INC	62218	39483	5,257.90	SECURITY PATROL SERVICES	5,257.90
6/29/2023	ODP BUSINESS SOLUTIONS LLC	62156 62157 62275	39484	142.66 10.15 186.72	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	339.53
6/29/2023	PACIFIC ECO-RISK LABORATORIES	62290	39485	3,665.00	CHRONIC TOXICITY TESTING - COMPLIANCE SAMPLES	3,665.00
6/29/2023	PACIFIC GAS & ELECTRIC COMPANY	62273	39486	57,086.17	AC# 5138050344-4	57,086.17
6/29/2023	PACIFIC GAS & ELECTRIC COMPANY	62294	39487	53.70	UTILITIES	53.70
6/29/2023	PACIFIC GAS & ELECTRIC COMPANY	62295	39488	334.04	UTILITIES	334.04
6/29/2023	JUDY PHAN	62279	39489	435.92	T&M	435.92
6/29/2023	CITY OF PITTSBURG	62278	39490	1,277.78	UTILITIES	1,277.78
6/29/2023	POLYDYNE INC	62108 62244	39491	71,493.35 20,426.67	DRY POLY DRY POLY	91,920.02
6/29/2023	STATE OF CALIFORNIA	5988218	39492	125.00	EARNINGS GARNISHMENT	125.00
6/29/2023	SYSTEM 1 STAFFING	62301	39493	2,705.50	O/S TEMP	2,705.50
6/29/2023	T & T VALVE AND INSTRUMENT	62180	39494	780.82	INVTY U103964	780.82
6/29/2023	TECHKNOWSION INC.	62224	39495	9,982.50	SCADA SUPPORT ON CALL / AS NEEDED	9,982.50
6/29/2023	TOSHIBA INTERNATIONAL CORP	62125	39496	408.96	TOSHIBA COPIER AND PRINTER SUPPLIES	408.96
6/29/2023	UNIVAR USA INC	62150 62182 62242 62243	39497	5,665.99 6,840.57 5,633.35 6,831.76	SODIUM BISULFITE SODIUM HYPOCHLORITE SODIUM BISULFITE SODIUM HYPOCHLORITE	24,971.67
6/29/2023	VERIZON WIRELESS	62293	39498	3,853.41	PHONE EXP	3,853.41
6/29/2023	THE WATER RESEARCH FOUNDATION	62303	39499	9,095.42	M&D DISTRICT WIDE	9,095.42
<b>GRAND TOTAL</b>						<b><u>1,392,524.56</u></b>

August 17, 2023

**AUTHORIZE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 2 TO CONSULTING SERVICES CONTRACT IN THE AMOUNT OF \$148,790, FOR A NEW TOTAL CONTRACT AMOUNT NOT TO EXCEED \$903,305, LEE & RO, INC., ENGINEERING SERVICES, TREATMENT PLANT ELECTRICAL SWITCHGEAR REPLACEMENT, PROJECT NO. 17120**

**Recommendation**

Authorize the General Manager to execute Amendment No. 2 to the consulting services contract with Lee & Ro, Inc. (Lee & Ro) in the amount of \$148,790, for a new total contract amount not to exceed \$903,305, to provide additional engineering services during construction for the Treatment Plant Electrical Switchgear Replacement (Switchgear) Project.

**Background**

In January 2021, the Board authorized the General Manger to execute a consulting services contract with Lee & Ro to provide engineering services during construction. In order to resolve unforeseen PG&E interconnection issues and develop associated contract plans and specifications to meet PG&E requirements, the Board approved Amendment No.1 to the Lee & Ro contract in October 2022 to extend engineering services during construction through January 2023.

**Analysis**

The PG&E requirements resulted in expanded project scope elements that caused significant completion schedule delay. To minimize project budget exceedances, staff negotiated with the construction contractor to temporarily demobilize until spring 2023 to provide sufficient time for materials procurement. In addition, with no construction activities during this period, staff worked with Lee & Ro to extend the Amendment No. 1 term beyond January 2023.

Project completion is now anticipated in spring 2024, which is approximately 14 to 16 months beyond the original project completion date. Staff recommends executing Amendment No. 2 with Lee & Ro to provide engineering services during construction through project completion.

**Financial Impact**

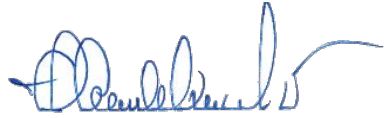
The adopted FY23/24 Budget and 5-year Capital Improvement Program includes the \$12.2 million for the Switchgear Project, which is funded through the Wastewater Capital Asset Replacement Fund. Sufficient funding is available in the current fiscal year for the planned expenditures. Staff may recommend additional project funding allocation in the future to address construction management and inspection services resulting from these unforeseen changes.

**Attachment**

Lee & Ro, Inc. Amendment No. 2 Scope and Cost Summary



Reviewed by:



Thanh Vo  
Acting Engineering Services Director

cc: District File No. BRD.01-ACTS



**TREATMENT PLANT ELECTRICAL SWITCHGEAR REPLACEMENT  
PROJECT NO. 17120**

**AMENDMENT NO. 2  
LEE & RO, INC. (CONSULTANT)**

**SCOPE OF WORK AND COST ESTIMATE SUMMARY**

<b><u>DESCRIPTION</u></b>	<b><u>PROPOSED COST</u></b>
<b>Original Authorized Contract Amount</b>	\$613,541
<b>Amendment No. 1</b>	\$140,974
<b>Amendment No. 2 Scope of Work (Estimated Costs through Completion)</b>	
1. Project Management	\$25,880
2. Conformed Documents	\$0
3. Project Meetings	\$19,688
4. Submittal Review	\$28,952
5. Requests for Information	\$29,016
6. Site Visits	\$8,122
7. PG&E Coordination	\$25,288
8. Potential Changes and Change Orders	\$0
9. Record Drawings	\$3,148
10. ATS-H Related Improvements	\$8,696
<b>Amendment No. 2 Subtotal</b>	<b>\$148,790</b>
<b>GRAND TOTAL</b>	<b>\$903,305</b>

August 17, 2023

**AUTHORIZE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 2 TO GENERAL SERVICES CONTRACT IN THE AMOUNT OF \$25,303, FOR A NEW TOTAL CONTACT AMOUNT NOT TO EXCEED \$108,503, SCHNEIDER ELECTRIC BUILDINGS AMERICA, INC., HVAC SERVICES**

**Recommendation**

Authorize the General Manager to execute Amendment No. 2 to the general services contract with Schneider Electric Buildings America, Inc. (Schneider) to provide heating, ventilation, and air conditioning (HVAC) services in the amount of \$25,303, for a new total contract amount not to exceed \$108,503.

**Background Information**

The District's Plant Operations Center (POC) Building includes a central HVAC system to manage the quality and flow of building air to ensure a comfortable work environment. The system includes an internal control network that maintains effective and efficient performance. The District executed a general services contract with Schneider on January 1, 2021 to perform monthly preventive maintenance and seasonal HVAC system adjustments, in accordance with manufacturer requirements, and assist with troubleshooting and as-needed issue resolution. This contract was previously amended in August 2022 to increase the payment limit.

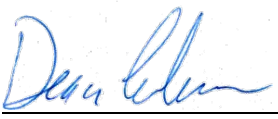
**Analysis**

The control network for the POC HVAC system incorporates a proprietary global control module software program with Schneider designated as the service provider. This contract amendment would provide necessary HVAC services from July 1, 2023 through June 30, 2024.

**Financial Impact**

Sufficient funding is available in the adopted FY23/24 Budget.

**Attachments** – None.

Reviewed by:   
Dean Eckerson  
Resource Recovery Services Director

cc: District File No. BRD.01-ACTS



August 17, 2023

## RECEIVE FOURTH QUARTER FY22/23 DISTRICT INVESTMENT REPORT

### Recommendation

Receive Fourth Quarter Fiscal Year 2022/2023 (FY22/23) District Investment Report.

### Background Information

The purpose of this Investment Report (Quarterly Schedule of Cash and Investments) is to provide the Board with an update of the District's investment portfolio as of June 30, 2023, in accordance with the District's Investment Policy, which was adopted on February 12, 2020. The Investment Report includes a summary of portfolio composition and performance, and other key investment and cash flow information.

The Policy includes the following primary investment portfolio objectives (in priority order):

1) safety of the principal invested, 2) sufficient liquidity to meet ongoing cash flow requirements, and 3) a return (or yield) on investments that exceeds the state of California's Local Agency Investment Fund (LAIF) yield and is comparable to the six-month U.S. Treasury yield.

### Analysis

The District's total Cash and Investments as of June 30, 2023, was \$112 million, including \$21.3 million (19%) in cash, \$53.1 million (47%) in LAIF, and \$37.6 million (34%) in the California Asset Management Program (CAMP), which is a California Joint Powers Authority (JPA) established in 1989 to provide public agencies with professional investment services. This represents an increase of \$12.0 million from the quarter ending March 31, 2023, and an increase of \$15.1 million from last year's balance during the same period of \$96.9 million. The Cash and Investments balance fluctuates from quarter to quarter primarily due to the timing of service charges, receipt of loan proceeds, and disbursement of debt service and/or large construction project progress payments.

At the recommendation of the District's investment advisor (PFM), the District has invested a total of \$37.6 million (+\$32.1 million from last quarter) in CAMP. The District's Investment Policy includes the ability to use the CAMP pool to provide further diversification of invested funds, as it is a permitted short-term cash reserve portfolio for all local agencies under Government Code Section 53601(p) and supports planned short-term cash flow needs for capital projects.

Cash on deposit with Wells Fargo Bank is used for operating purposes. Because the interest earned is used to offset the Wells Fargo service fees, the Wells Fargo balance is excluded from the investment yield calculation. For the quarter ending June 30, 2023, LAIF had an effective yield of 3.15%, while CAMP had a yield of 5.12%. The blended yield for the quarter was 3.97%, which is an increase from the blended yield of 2.88% for the quarter ending March 31, 2023. This blended yield was on par with the target rate-of-return for the overall portfolio, which was designed to exceed LAIF and be comparable to the six-month Treasury Bill rate, which was 5.47% as of June 30, 2023. It should be noted that current economic conditions have resulted in Treasury Bill rates that are higher than historical averages, which accounts for the significant deviation from the blended yield of the District's investment funds.




## Financial Impact

In FY22/23, annual investment earnings contributed approximately \$2.0 million (or 3.6%) to the District's total revenue of approximately \$55.9 million. LAIF investments and deposits are made in such a way as to realize the maximum return consistent with safe and prudent fund management. The rate of return is maintained at a consistent level that is representative of current market yield direction, which fluctuates based on several factors including those taken by the Federal Reserve. Staff will continue to monitor yields and implement strategies within policy requirements to maximize yields in support of fiscal stewardship.

## Attachment

Quarterly Schedule of Cash and Investments as of June 30, 2023

Reviewed by:   
\_\_\_\_\_  
Brian Thomas  
Deputy General Manager/District Engineer

cc: District File No. BRD.01-ACTS



**Delta Diablo**  
**Quarterly Schedule of Cash and Investments Ending June 30, 2023**

DESCRIPTION	SECURITY TYPE	COUPON RATE	MATURITY DATE	INVESTED AMOUNT	% OF TOTAL INVESTMENTS	PAR VALUE	MARKET VALUE	QUARTERLY YIELD
<b><u>FUNDS SUBJECT TO INVESTMENT POLICY</u></b>								
<b><i>Cash Accounts</i></b>								
Cash - Wells Fargo		N/A	N/A	\$ 18,741,575.37	16.73%	\$ 18,741,575.37	\$ 18,741,575.37	See Note 1
Cash - Cash Held at the County		N/A	N/A	2,611,191.14	2.33%	2,611,191.14	2,611,191.14	
Cash - Petty Cash		N/A	N/A	600.00	0.00%	600.00	600.00	
Cash and Cash Equivalents-MUFG-US Bank		N/A	N/A	1,592.50	0.00%	1,592.50	1,592.50	
<b>Total Cash</b>				<b>\$ 21,354,959.01</b>	<b>19.06%</b>	<b>\$ 21,354,959.01</b>	<b>\$ 21,354,959.01</b>	
<b><i>Investments</i></b>								
Local Agency Investment Fund (LAIF)								
County Treasurer-Capital Exp Project Funds	Public Agency Pool	N/A	N/A	\$ 79,756.59	0.07%	\$ 79,756.59	\$ 78,546.56	3.150%
District/Integrated Finance	Public Agency Pool	N/A	N/A	53,039,924.85	47.34%	53,039,924.85	52,235,229.58	3.150%
California Asset Management Program (CAMP)	Short-term Cash Portfolio	N/A	N/A	37,565,715.25	33.53%	37,565,715.25	37,565,715.25	5.123%
<b>Total Investments:</b>				<b>\$ 90,685,396.69</b>	<b>80.94%</b>	<b>\$ 90,685,396.69</b>	<b>\$ 89,879,491.39</b>	
<b>Grand Total</b>				<b>\$ 112,040,355.70</b>	<b>100.00%</b>	<b>\$ 112,040,355.70</b>	<b>\$ 111,234,450.40</b>	

**NOTES:**

This is the information required by Government Code Section 53646(6).

All report information is unaudited but due diligence was utilized in its preparation with the most current information available.

(1) Interest earned (earnings credit) on account balance is used to offset banking fees and charges for Wells Fargo account.

**COMPLIANCE STATEMENT:**

I, Anika Lyons, certify that this report reflects all District investments and is in conformity with the Delta Diablo Investment Policy, which is available at the District's Administration Building. The District's Investment Program provides sufficient cash flow liquidity to meet the next six (6) months of expenditure requirements.

**Anika Lyons**  
**Finance Manager**

August 17, 2023

**AUTHORIZE GENERAL MANAGER TO ESTABLISH A NEW FY23/24 PROJECT IN THE WASTEWATER CAPITAL ASSET REPLACEMENT FUND AND TRANSFER MONIES TO THIS PROJECT FROM WASTEWATER CAPITAL ASSET REPLACEMENT FUND RESERVES IN THE AMOUNT OF \$250,000, FOR A TOTAL PROJECT BUDGET OF \$250,000, TOWER TRICKLING FILTER REHABILITATION, PROJECT NO. 24116**

**Recommendation**

Authorize the General Manager to establish a new Fiscal Year 2023/2024 (FY23/24) project in the Wastewater Capital Asset Replacement (WW CAR) Fund, entitled Tower Trickling Filter Rehabilitation, and transfer monies to this project from WW CAR Fund reserves in the amount of \$250,000, for a total project budget of \$250,000.

**Background Information**

Staff recently inspected the four tower trickling filters (TTFs) at the District's Wastewater Treatment Plant, which identified significant corrosion damage of the rotary distributor support structure. Failure of these rotary distributors could significantly impact the effectiveness of biological secondary treatment process and jeopardize the District's ability to comply with National Pollutant Discharge Elimination System (NPDES) permit requirements. Following identification of this issue, the District engaged with an engineering consultant (Hazen and Sawyer) to determine the extent of the corrosion and recommend the necessary approach for repairing the support structure. In addition, Hazen and Sawyer will assist with developing operational strategies in the event one or more TTFs fail prior to completion of the Secondary Process Improvements Project.

**Analysis**

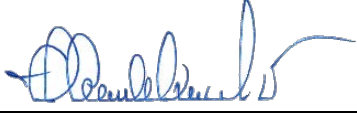
The adopted 5-year Capital Improvement Program includes the Secondary Process Improvements Project to address a significant regulatory compliance vulnerability associated with aging TTF infrastructure, ensure compatibility with long-term nutrient management plant upgrades, and accommodate growth in the District's service area through 2040. While planning and design for this project is currently underway, completion of construction is not anticipated until FY28/29. Based on the need to immediately address the identified corrosion issues, staff recommends that the Board authorize creation of a new capital project in FY23/24 to perform the necessary repairs to ensure operational reliability of the TTFs in advance of the Secondary Process Improvements Project.

**Financial Impact**

Sufficient funding is available within the WW CAR Fund reserves and the adopted FY23/24 Budget. Staff is recommending that funding for this effort be provided through transfer from the WW CAR reserves in the amount of \$250,000.



**Attachments** – None.

Prepared by:   
Thanh Vo  
Acting Engineering Services Director

cc: District File No. BRD.01-ACTS



August 17, 2023

**AUTHORIZE GENERAL MANAGER TO EXECUTE GENERAL SERVICES CONTRACT WITH CLEAN HARBORS ENVIRONMENTAL SERVICES, INC., WITH MODIFIED INDEMNIFICATION LANGUAGE, IN THE AMOUNT OF \$25,000, FOR MARINE FLARE COLLECTION AND DISPOSAL SERVICES DURING PERIOD FROM AUGUST 17, 2023 THROUGH JUNE 30, 2024**

**Recommendation**

Authorize the General Manager to execute a general services contract with Clean Harbors Environmental Services, Inc. (Clean Harbors), with modified indemnification language, in the amount of \$25,000, for marine flare collection and disposal services during the period from August 17, 2023 through June 30, 2024.

**Background Information**

In November 2022, the Board ratified the General Manager’s execution of a general services contract with Clean Harbors, with modified indemnification language, to provide marine flare collection and disposal services. These services were necessary as the District received a \$100,000 CalRecycle Household Hazardous Waste Grant (CalRecycle Grant) to conduct marine flare education and outreach, including conducting marine flare collection events for local recreational boaters. The District has successfully coordinated with other Bay Area agencies to reduce event-related transportation costs by holding events on the same day. The first two events were held in November 2021 and November 2022.

**Analysis**

The contract’s modified indemnification language requires Clean Harbors to indemnify and defend the District from liabilities arising from Clean Harbors’ negligence or willful misconduct. Clean Harbors is not obligated to indemnify and defend the District from the proportion of any liabilities attributable to the District’s negligence or sole misconduct. Additionally, neither party will be liable to the other party for indirect or consequential damages. Clean Harbors’ indemnity obligations are limited to coverage limits in its insurance policies. Clean Harbors is required to maintain a \$5,000,000 policy limit for each of its commercial liability, automobile liability, and pollution liability insurance policies, and a \$1,000,000 policy limit for its workers’ compensation policy.

District legal counsel has reviewed the modified indemnification language and concurred that because staff’s role at the marine flare collection event is limited, the risk of this change to the District is low. Based on this risk assessment, staff recommends that the Board approve contract execution with the modified indemnification language to permit continued collection and disposal of marine flares through June 2024.

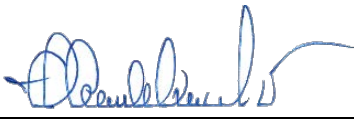
**Financial Impact**

The Clean Harbors contract limit of \$25,000 covers labor, collection, transportation, and disposal costs associated with a special marine flare event at the District’s Delta Household Hazardous



Waste Collection Facility. The District will be reimbursed for these costs through the CalRecycle Grant.

**Attachments** – None.

Reviewed by: 

Thanh Vo  
Acting Engineering Services Director

cc: Clean Harbors  
District File No. BRD.01-ACTS



August 17, 2023

## **REVIEW AND COMMENT ON PRELIMINARY FINANCIAL ANALYSIS FOR PROPOSED RECYCLED WATER SERVICE CHARGES AND SURCHARGES AND SET PUBLIC HEARING FOR SEPTEMBER 13, 2023, AT 4:30 P.M., TO CONSIDER ADOPTING ORDINANCE ESTABLISHING RECYCLED WATER SERVICE CHARGES**

### **Recommendations**

1. Review and comment on preliminary financial analysis for the proposed Fiscal Year 2023/24 (FY23/24) Recycled Water Service Charges (RWSCs) and surcharges.
2. Set a public hearing for September 13, 2023, at 4:30 pm, at which time the Board will receive public comments, consider all protests or objections received regarding proposed adjustments to RWSCs, and consider adopting an ordinance establishing FY23/24 RWSCs.

### **Background Information**

The District's Recycled Water Facility (RWF) was placed into service in June 2001. It was funded by the Calpine Corporation (Calpine), which was required to use recycled water as its primary source of cooling water for its two power plants (Los Medanos Energy Center [LMEC], Delta Energy Center [DEC]) as a condition of its permits with the Federal Energy Regulatory Commission (FERC). The Calpine permits also required that recycled water be provided for a number of specific irrigation users in the city of Pittsburg. Although the District's service agreement with Calpine (Calpine Agreement) allows the District to serve additional irrigation users, Calpine has first right of recycled water use to meet its demands, which means that irrigation customers are not guaranteed specific recycled water capacity rights which results in the District providing an "interruptible" service should Calpine need additional recycled water.

The Calpine Agreement has a 30-year term that ends on June 7, 2031, with milestone activities that must be completed by the District to provide Calpine with sufficient information to determine if it wants to continue to utilize recycled water beyond the agreement term. The first milestone is for the District to conduct a facilities assessment of all recycled water production and distribution assets to determine replacement and rehabilitation needs along with the estimated cost to make such improvements. This facilities assessment must be submitted to Calpine by June 7, 2025, which may elect to either terminate the Calpine Agreement and cease receiving recycled water service in 2031, or continue receiving service and fund its portion of the capital asset replacement costs after the 30<sup>th</sup> year of the agreement. Calpine must inform the District of its decision no later than June 7, 2026. If Calpine elects to continue recycled water service, it can fund the capital asset replacement costs with pay-as-you-go funding or by incorporating costs into its RWSCs.

In order to meet these milestones, the District's approved 5-year (FY23/24-FY27/28) Capital Improvement Program (CIP) includes funding in FY23/24 to conduct an RWF Condition Facility Assessment & Master Plan Update Project (RWF Master Plan). The RWF Master Plan scope will include the facilities assessment described above and additional work to identify potential new recycled water irrigation customers, update the recycled water distribution system hydraulic model, and identify nutrient management opportunities associated with expanded recycled water uses for irrigation purposes. Staff has recently engaged with city of Pittsburg representatives regarding opportunities to expand irrigation uses within their service area. The District recently participated in





a regional study required by the Nutrient Watershed Permit to evaluate potential nutrient loading reductions to San Francisco Bay through recycled water production and use. Because the District is currently supply limited, only a modest increase of 50 acre-feet (AF) per year of additional recycled water production was listed in the study. The RWF Master Plan will build on these efforts to develop a cohesive strategy that supports recycled water production, while optimizing its use to mitigate costs associated with anticipated regulatory requirements regarding nutrient management.

The service agreements with Calpine and the cities of Antioch and Pittsburg, as well as the Pittsburg Unified School District (PUSD), Mt. Diablo Resource Recovery Park (MDRRP), and Caltrans require the Board to set rates, fees, and charges for recycled water. Recycled water rates were last adjusted by the Board in July 2019 for FY19/20.

## **Analysis**

Staff has developed an RWSC financial model that incorporates cash flow projections for current and future fiscal years with rates based on the costs of providing recycled water service to Calpine for industrial purposes at its cooling towers, as well as irrigation customers. The proposed RWSCs reflect total costs identified in the District's FY23/24 Budget and 5-year CIP, which were adopted by the Board on June 14, 2023. The RWSC financial model utilizes annual cost escalation factors (e.g., utilities, 5%; chemicals, 8%; salaries, 3.2%; benefits, 6%) for operations and maintenance expenditures beyond the FY23/24 and FY24/25 budget estimates included in the FY23/24 Budget. Capital project expenditures beyond the approved 5-year CIP are also estimated in the RWSC model for Years 6 through 10. Since RWSCs were last updated, the District has experienced a significant increase in chemical supply costs.

Current RWSCs are structured to recover a portion of operating costs and capital asset replacement project costs through a variable-rate component, while the remaining costs are recovered through fixed-monthly charges. Consistent with past practice, all recycled water customers pay the same variable rate per AF, but each customer pays a unique monthly fixed cost based on its allocable share of capital asset replacement projects and/or certain operating costs. As variable costs are collected based on actual recycled water use, an incentive exists for customers to conserve use. The variable-rate component includes capital asset replacement costs, because these costs are largely driven by equipment deterioration as a result of recycled water consumption, and treatment costs such as chemicals and utilities that vary according to the amount of treated recycled water. The portion of treatment costs attributable to labor, office expenses, outside services, and repairs and maintenance that generally do not vary with consumption, as well as distribution system operation and maintenance (O&M) costs, comprise the proposed fixed-rate component for all customers.

As part of its monthly fixed-rate component, Calpine pays the remaining costs for capital asset replacement projects, a Firm Capacity Surcharge, and a Revenue Stability Surcharge. Capital assets are categorically funded in this manner because RWF capital funding requirements do not typically change with the addition of other customers. In addition, the Firm Capacity Surcharge includes certain costs allocated based on the Calpine power plants having "firm" capacity, while irrigation customers receive interruptible service. The District continues to implement the Revenue Stability Surcharge, which was established in FY11/12 to stabilize revenue after Calpine experienced a decline in consumption from historical levels. Historically, the Revenue Stability Surcharge (\$20,000-\$35,000 per month) and annual recycled water consumption (4,516-8,103 AF) by Calpine has varied significantly since this surcharge was implemented. Based on demand volatility in recent years, staff is proposing to maintain the surcharge at \$35,000 per month to ensure cost recovery.



In FY12/13, an additional surcharge was established for the city of Antioch to cover its \$1.1 million share of the Antioch Recycled Water Project costs that exceeded the city's \$5 million cap for the low-interest State Revolving Fund (SRF) loan secured by the District. The city of Antioch is paying the District for its share of SRF loan principal and interest for the \$5 million cap amount annually when the SRF loan payments are due. Based on the city of Antioch owning and being able to sell extra capacity in its distribution system, the remaining amount of the city of Antioch's project costs is being repaid to the District over a 20-year period at 4.25% interest through a monthly rate surcharge of \$6,825.65.

When the Pittsburg Recycled Water Distribution System Project was constructed, an existing city of Pittsburg pipeline was reused for a portion of the project. This pipeline was near the end of its useful life and required rehabilitation, which was 75% grant funded and 25% locally funded. The local share is the responsibility of the city of Pittsburg, which requested that the District recover those costs over time through a recycled water surcharge. Based on the local share of \$328,500, a fixed monthly surcharge was established in FY13/14 at \$3,365.92 at an interest rate of 4.25% over a ten-year period which ended in June 2023. This surcharge will no longer be applied to the city of Pittsburg's monthly billing.

Assuming recycled water consumption is consistent with actual consumption in FY22/23, preliminary RWSC financial indicates that annual revenues need to increase by 7.5% to recover the District's costs associated with recycled water production and distribution. The variable revenue component of the total revenue projection is expected to increase by approximately 13.8% due to a \$507,100 increase in chemical costs and a \$108,000 increase in utility costs in the approved FY23/24 Budget. Annual fixed revenue need increased by approximately \$30,000 and is largely attributed to increases in labor costs, office and operating expenses, and small-scale RWF capital asset replacement needs. For irrigation customers, fixed cost allocations generally decreased.

Proposed RWSCs were reviewed by key recycled water customers at a special Recycled Water Technical Advisory Committee (TAC) meeting on June 19, 2023. A detailed RWSC report will be provided to the Finance Committee on August 24, 2023. If the Finance Committee concurs, staff would present the RWSC analysis to the Board of Directors at its September 13, 2023 regular meeting with a Public Hearing and consideration to adopt an ordinance establishing RWSCs for FY23/24. If the Board approves adjustments, the RWSCs would be implemented on recycled water customer invoices issued in November 2023.

## Financial Impact

If the Board approves adjustments to RWSCs after the September 13, 2023 public hearing, monthly RWSC revenue would be collected to meet the District's capital investment and operating financial needs. RWSCs would remain below the potable and raw water costs from local agencies.

**Attachments** - None.

Reviewed by:



Brian Thomas  
Deputy General Manager/District Engineer

cc: District File No. BRD.01-ACTS



August 17, 2023

## **RESCIND ADMINISTRATIVE POLICY NO. 1081, “MANDATORY COVID-19 VACCINATION FOR ALL DISTRICT EMPLOYEES”**

### **Recommendations**

Rescind Administrative Policy No. 1081, “Mandatory COVID-19 Vaccination for All District Employees.”

### **Background Information**

At its October 13, 2021 meeting, the Board of Directors directed staff to prepare, execute, and implement a “Mandatory COVID-19 Policy for All District Employees” and engage in an associated meet and confer process with the labor bargaining units impacted by this policy. In response to the Board’s direction, Administrative Policy No. 1081 was implemented with an effective date of December 1, 2021, following completion of the meet and confer process. Policy No. 1081 included a provision for employees to request a medical or religious exemption from the vaccination requirement. The policy also stated that employees who were granted a medical or religious exemption must be tested for COVID-19 at least once per week and comply with additional accommodations, as determined during the interactive process. At its November 9, 2022 meeting, the Board approved the current, updated Policy No. 1081 (refer to attachment) that no longer specifically requires weekly testing for employees who were granted a medical or religious exemption but does require employees to comply with reasonable accommodations to be administered based on workplace safety requirements and considerations.

### **Analysis**

On February 28, 2023, Contra Costa County’s Emergency Proclamation related to the COVID-19 pandemic was rescinded with the state and federal governments lifting respective emergency orders shortly thereafter. After extensive consultation with the County Health Officer and other medical professionals in the County Health Department, the County Administrator’s Office determined that the timing is appropriate to rescind the County’s Mandatory Vaccination Policy in its entirety effective July 3, 2023.

The District’s response to COVID cases in the workplace currently follows the COVID-19 Prevention Non-Emergency Regulations (Regulations) that were adopted by the Occupational Safety and Health Standards Board and became effective on February 3, 2023. The Regulations provide direction to employers related to preventing the spread of COVID-19 and responding to outbreaks in the workplace. The Regulations also require employers to follow the California Department of Public Health exclusion and testing protocols for employees with COVID-19 or who have had close contact with a COVID-19 case.

Because the Regulations do not consider the vaccination status of employees and the District has regularly aligned its actions with federal, state, and local guidelines related to COVID-19, staff recommends the Board rescind Administrative Policy No. 1081, effective immediately. The District is not currently requiring any reasonable accommodations for unvaccinated individuals



in the workplace but continues to notify new hires of Policy No. 1081 vaccination requirements. On June 26, 2023, the District notified its three labor bargaining units regarding the recommended action and no significant concerns were identified.

**Financial Impact** – None.

**Attachments**

Administrative Policy No. 1081 (amended November 9, 2022)

Reviewed by: 

Brian Thomas  
Deputy General Manager/District Engineer

cc: District File No. BRD.01-ACTS





# Mandatory COVID-19 Vaccination for All District Employees

## Policy 1081

Effective: November 9, 2022  
Supersedes: October 25, 2021

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**It is the policy of Delta Diablo (District) that:** All District Employees and Temporary Employees be fully vaccinated against COVID-19 to protect the health and safety of employees and members of the public.

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### Background and Purpose

On October 13, 2021, the Board of Directors directed the General Manager to prepare, execute, and implement a mandatory COVID-19 vaccination policy for all employees to address the District's low overall COVID-19 vaccination rate and significant operational threat to the District's core mission of protecting public health and the environment. In particular, the District's vaccination rate plateaued since mid-July 2021 despite widespread availability of a COVID-19 vaccine with full U.S. Food and Drug Administration approval on August 23, 2021. In addition, the vaccination rate in critical workgroups, essential to accomplishing the District's mission, remains extremely low.

As emergency conditions continue at the state and local level, public health officials are urging unvaccinated individuals to get vaccinated to help combat the ongoing COVID-19 public health threat, including the Delta variant that has assumed dominance since early July 2021. The Centers for Disease Control and Prevention (CDC) estimates that unvaccinated individuals comprise 92% of cases, 92% of hospitalizations, and 91% of deaths from April 4 to July 17, 2021.

The purpose of this policy is to implement critical workplace safety measures to protect the health and safety of District employees and members of the public. Since the onset of the COVID-19 pandemic, the District has proactively implemented a broad range of protective measures to ensure the safety of its employees in the workplace, while meeting applicable federal, state, and local requirements and guidelines. The District has previously implemented a mandatory COVID-19 vaccination requirement for all new employees, effective September 26, 2021.

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### Policy Requirements

For the purposes of this mandatory COVID-19 policy only, "District Employees" includes all full, part-time, and as needed employees of Delta Diablo under the administration of the Board of Directors regardless of appointment type, and "Temporary Employees" includes paid or unpaid volunteers, interns, temporary staff working on site (hired by contract or staffing company), and student workers. District Employees who need to be vaccinated in accordance with this policy may do so during normal working hours and will receive their normal compensation for time spent getting vaccinated.

**Effective Date:** District Employees and Temporary Employees are required to provide proof of COVID-19 vaccination by December 1, 2021, or have submitted a request for medical or religious exemption by the date referenced below.

**Proof of COVID-19 Vaccination:** For the purposes of this policy, District Employees and Temporary Employees (excluding temporary staff working on site) must demonstrate that they have received a single-shot COVID-19 vaccine or the second shot of a two-shot COVID-19 vaccine by

submitting proof of vaccination to the Human Resources and Risk Manager, using one of the following methods: 1) a COVID-19 vaccination record card (issued by the Department of Health and Human Services, CDC, or World Health Organization (Yellow Card), which includes name of employee, type of vaccine provided, and date last dose was administered; 2) a photo of a vaccination record card as a separate document; 3) a photo of a vaccination record card stored on a phone or electronic device; and 4) documentation of COVID-19 vaccination from a health care provider (the document should not include any sensitive medical condition information). Temporary staff working on site must provide similar proof of vaccination status to their employer.

A District Employee who provides false information in support of the proof of vaccination process shall be subject to significant disciplinary action, up to and including termination. A Temporary Employee who provides false information in support of the proof of vaccination shall be subject to immediate dismissal or replacement under existing contracts.

District employees who are already vaccinated, and have not reported their vaccination status to the District, are required to report their vaccination status by Friday, October 29, 2021.

**Exemptions:** A District Employee seeking a medical or religious exemption from the mandatory COVID-19 vaccination requirement must submit an exemption request, as described below, to the District's Human Resources and Risk Manager by Friday, November 5, 2021. A District Employee may request a copy of a Medical Exemption Form and/or Religious Exemption Form by sending an email request to the Human Resources and Risk Manager. An exemption may only be granted if:

*Medical Reasons* – The District Employee provides a written statement signed by their licensed physician, licensed nurse practitioner, or other licensed medical professional acting under the license of a physician stating that the individual qualifies for the exemption (but the statement should not describe the underlying medical condition or disability) and indicating the probable duration of the worker's inability to receive the vaccine (or if the duration is unknown or permanent, so indicate).

*Religious Reasons* – The District Employee holds a sincere religious belief, practice, or observance that is contrary to the practice of vaccination, and the employee provides written documentation and information to support an exemption.

Requests for medical and religious exemptions will be processed by the District. Requests for an exemption as a reasonable accommodation for a medical or religious reason will be determined on an individualized case-by-case basis via the interactive process with the employee. A District Employee for whom a medical or religious exemption is granted must comply with reasonable accommodations, as required, which shall be administered based on workplace safety requirements and considerations.

A District Employee who provides false information in support of an exemption request shall be subject to significant disciplinary action, up to and including termination.

**Future COVID-19 Booster Shots:** The District anticipates updating the policy requirements set forth herein when CDC, California Department of Public Health (CDPH), and/or Contra Costa Health Services provides additional information and guidance to administer COVID-19 booster shot requirements.

### **Confidentiality of Records**

The District will treat all vaccination records and exemption request forms as confidential medical information and maintain such records as required by the Confidentiality of Medical Information Act (CMIA). The District will not use or disclose such information, unless authorized to do so or as permitted or required under the law.

### **Authority**

In accordance with the authority delegated by the Board of Directors by Board Actions on October 13, 2021, and November 9, 2022, the General Manager has the authority to prepare, execute, and implement a mandatory COVID-19 vaccination policy for all District employees.

**Approval Date:** November 9, 2022

August 17, 2023

## RECEIVE UPDATE ON FY22/23 STRATEGIC INITIATIVES TO SUPPORT DISTRICT STRATEGIC PLAN IMPLEMENTATION AND DISTRICT FY22/23 ANNUAL PERFORMANCE REPORT

### Recommendation

Receive an update on 1) Fiscal Year 2022/2023 (FY22/23) Strategic Initiatives to support implementation of the District's Strategic Plan, and 2) FY22/23 Annual Performance Report.

### Background Information

In August 2021, the Board approved the District's Strategic Plan, which includes Mission, Vision, and Value Statements, as well as Goals, Strategies, and Objectives to guide key focus areas, resource allocation, and decision making over the subsequent three years. In support of Strategic Plan implementation, staff identified eight Strategic Initiatives for FY22/23 (Attachment 1) in six goal areas—Infrastructure Investment, Environmental Stewardship, Fiscal Responsibility, Organizational Change, Workforce Development, and Customer Services and Engagement.

### Analysis

Staff will provide a report on progress and key accomplishments on the FY22/23 Strategic Initiatives. In addition, staff developed a "District FY22/23 Annual Performance Report" (Attachment 2), which complements reporting on the Strategic Plan implementation progress. Staff intends to present Strategic Initiatives for FY23/24 at the September 13, 2023 Board Meeting.

### Financial Impact

Sufficient funding was included in the adopted FY22/23 Budget to support implementation of the Strategic Initiatives.

### Attachments

- 1) FY22/23 Strategic Initiatives
- 2) District FY22/23 Annual Performance Report

Prepared by: \_\_\_\_\_

  
Dean Eckerson  
Resource Recovery Services Director

cc: District File BRD.01-ACTS



## District Strategic Plan Implementation – FY22/23 Strategic Initiatives

FY22/23 Strategic Initiatives	Supports Strategic Plan Goal Area(s)
1. Ensure prioritized, integrated, and effective development of <b>Asset Management Program (AMP)</b> , consistent with established AMP Development Roadmap	<p><b>① Infrastructure Investment</b> Ensure the long-term effectiveness and reliability of critical infrastructure through prioritized, cost-effective capital investment and maintenance</p> <p><b>② Environmental Stewardship</b> Meet or surpass environmental and public health requirements to maintain public trust</p> <p><b>③ Fiscal Responsibility</b> Manage financial resources effectively to meet funding needs and maintain fair and reasonable rates</p>
2. Apply formalized <b>risk-based criteria</b> and project evaluation methodology to <b>all capital projects</b> during preparation of new 5-year (FY23/24-FY27/28) Capital Improvement Program	
3. Evaluate <b>alternative project delivery methods</b> for large-scale capital projects to support cost-effective, timely, and high-quality infrastructure improvements	
4. Ensure effective integration of <b>financial planning and budgeting activities</b> to support Board approval of proposed Sewer Service Charges, CIP, and Budget for <b>two fiscal years</b> (FY23/24-FY24/25) (currently one-year cycle)	<p><b>④ Organizational Change</b> Embrace innovation, engagement, and change to enhance service delivery, work processes, and use of technology to drive sustained improvement in organizational effectiveness and efficiency</p> <p><b>⑤ Fiscal Responsibility</b> Manage financial resources effectively to meet funding needs and maintain fair and reasonable rates</p>
5. Develop an <b>Information Technology (IT) Program Implementation Roadmap</b> to guide effective investment in prioritized IT enhancements that drive organizational efficiency, support workforce development, and address potential vulnerabilities	<p><b>④ Organizational Change</b> Embrace innovation, engagement, and change to enhance service delivery, work processes, and use of technology to drive sustained improvement in organizational effectiveness and efficiency</p> <p><b>⑤ Workforce Development</b> Support development of an engaged, skilled workforce that is dedicated to organizational excellence and exceptional service delivery</p>
6. Encourage <b>engagement with peer agency counterparts and applicable industry associations at all levels</b> in the organization to support workforce development, technological innovation, continuous improvement, and information sharing (e.g., key considerations, lessons learned)	<p><b>⑥ Customer Services and Engagement</b> Deliver an exceptional customer service experience and embrace opportunities to enhance service value through engagement and collaboration</p>
7. Develop recommended updates to the District’s <b>Capital Facilities Capacity Charges</b> to ensure effective cost recovery and appropriate allocation to customers	<p><b>③ Fiscal Responsibility</b> Manage financial resources effectively to meet funding needs and maintain fair and reasonable rates</p>
8. Implement a streamlined, effective approach to the <b>performance planning and appraisal process</b> that supports supervisor-employee engagement and aligns with District needs, behavioral values, and strategic goals and objectives	<p><b>⑤ Workforce Development</b> Support development of an engaged, skilled workforce that is dedicated to organizational excellence and exceptional service delivery</p> <p><b>⑥ Customer Services and Engagement</b> Deliver an exceptional customer service experience and embrace opportunities to enhance service value through engagement and collaboration</p>

# District FY22/23 Annual Performance Report


**MISSION: Delta Diablo protects public health and the environment for our communities by safely providing exceptional wastewater conveyance, treatment, and resource recovery services in a sustainable and fiscally-responsible manner**

## Resource Recovery

 **14.2** MGD of wastewater treated (5,199 MG total)



**37%** of WWTP power needs met via on-site renewable energy production (lower than 50-55% due to gas line repairs)

 **7.0** MGD of recycled water produced (2,565 MG total)



**38** tpd of biosolids produced (13,926 tons total)

**100%** beneficial use via land application and composting

The District continues effectively “Transforming Wastewater to Resources” by **reducing local potable water demand** via water recycling, **generating on-site renewable energy** via biogas utilization, and **recovering valuable nutrients** to improve soil health via biosolids reuse.

## Regulatory Compliance/Safety

- 6** NPDES WWTP effluent permit violations
  - 2 - failed BOD QA/QC tests
  - 2 - BOD test analytical errors
  - 2 - missed compliance sample
- 1** NPDES WWTP SSO permit violation (New Year’s Eve storm)
- 0** Recycled Water Facility Title 22 permit violation
- 0** Air permit violations
- 5** SSOs in WW conveyance system
  - 4 - New Year’s Eve storm
  - 1 - Bay Point gravity sewer

- Experienced six non-serious NPDES WWTP effluent permit violations due to deficiencies in meeting monitoring and reporting program requirements. Staff engaged with the SF Regional Water Board and does not expect any discretionary enforcement actions based on nature of violations, planned corrective actions, and past regulatory compliance record. Multiple management actions have been implemented to effectively address issues.
- Received NACWA Silver Peak Performance Award for regulatory compliance record in 2022.
- Despite unprecedented rainfall intensity and duration, implemented effective actions, decisions, and mitigating measures to minimize the number and magnitude of SSOs during the New Year’s Eve extreme storm event. Staff does not expect any enforcement actions from the SF Regional Water Board based on extreme magnitude and duration of storm event. Staff expects to receive \$200,000 from FEMA for cost reimbursement to replace assets that were damaged during the event.
- Developed and implemented Spill Emergency Response Plan (SERP) and other measures to ensure compliance with new Waste Discharge Requirements (WDR) at the state level.
- Laboratory Division staff completed a successful ELAP accreditation renewal (via third-party audit) and progressed toward TNI standard compliance.
- Effectively responded to multiple critical events in the wastewater conveyance system with only one SSO in Bay Point and no disruption of service to customers.
- Established Safety Program Steering Committee to guide program enhancements, corrective actions, training, and safety directive updates.



District’s Wastewater Resource Recovery Facility, includes:

- Wastewater Treatment Plant
- Recycled Water Facility

# District FY22/23 Annual Performance Report

## Infrastructure Investment

### Infrastructure Investment Goal (Strategic Plan, dated August 2021):

“Ensure the long-term effectiveness and reliability of critical District infrastructure through prioritized, cost-effective capital investment and maintenance”



District's Wastewater Treatment Plant



Camp Stoneman Interceptor Repair



Delivery of New Electrical Switchgear

- Made significant progress toward completing construction of critical projects (bold = completed, total project cost in parenthesis):
  - Pump Station Facilities Repair (\$14.3M. 95% complete)
  - Electrical Switchgear Replacement (\$12.2M, 70% complete)
  - Bridgehead Pipeline Replacement (\$4.8M, 90% complete)
  - Onsite Fueling Station Replacement (\$1.2M, 95% complete)
  - **RWF Sand Filter Intermittent Backwash System** (\$1.0M)
  - **Camp Stoneman Interceptor Force Main Repair** (\$0.3M)
  - **POC Chiller Replacement** (\$0.4M)
  - **POC Conduit and Generator Repair** (\$0.2M)
  - **Willow Pass Interceptor Point Repair** (\$0.2M)
  - **TP Methane Gas Leak Repair** (\$0.1M)
- Adopted new 5-year CIP (FY23/24-FY27/28) totaling \$139.1 million to continue effectively guiding prioritized capital infrastructure investment, including the \$60M Secondary Process Improvements Project.
- Completed the Resource Recovery Facility Master Plan (\$1.8M) in November 2022 to identify District's near- and long-term strategies, needs, and priorities.
- Intensified focus on addressing significant gravity sewer condition vulnerabilities in the Shore Acres Interceptor and Willow Pass Interceptor systems via multiple capital projects (\$9.5M).
- Initiated the Cogeneration System Improvements Project (updated to \$18.0M, only \$10.0M in 5-year CIP) to replace the existing cogeneration system to allow continued onsite renewable energy production. This fast-track project requires construction to be initiated by December 2024 to receive a significant federal tax credit (up to 40% of capital cost) under the Inflation Reduction Act.
- In March 2023, executed a Project Labor Agreement (PLA) with the Contra Costa Construction and Building Trades Council, which requires District capital project (>\$1M) contractors and subcontractors to utilize union labor and apprenticeship programs while supporting a local hire preference and employment programs for military veterans.
- Enhanced RWF reliability by proactively replacing Actiflo lamella tubes, installing new turbidimeters, and initiating a project to replace microsand pump piping.
- Evaluated alternative project delivery methods for large-scale capital projects to support cost-effective, timely, and high-quality infrastructure improvements.
- Restored and enhanced ESRI ArcGIS functionality to support effective management of linear assets in the District's wastewater conveyance system.
- Continued a cross-divisional team to engage in effective management of key challenges with active construction projects, and identification, prioritization, and implementation of capital project delivery process improvements.
- Continued development of an Asset Management Program (AMP) consistent with the AMP Development Roadmap, including assigning internal “champions” for major sections of the wastewater conveyance system, progressing toward a Mainsaver CMMS upgrade, and developing a reliability-centered maintenance (RCM) pilot for critical infrastructure at the Antioch Pump Station.

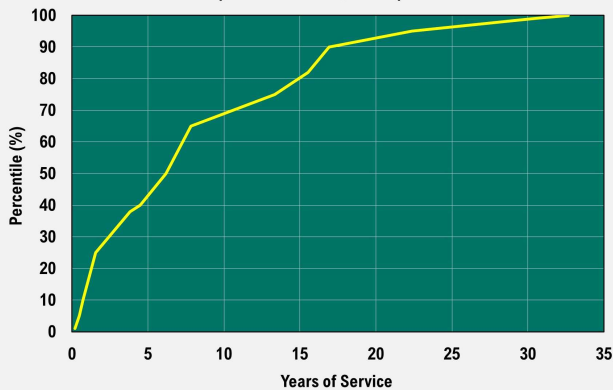
# District FY22/23 Annual Performance Report

## Workforce Development

### FY22/23 Strategic Initiative:

**“Encourage engagement with peer agency counterparts and applicable industry associations at all levels in the organization to support workforce development, technological innovation, continuous improvement, and information sharing”**

Employee Years of Service Percentile Distribution  
(as of June 30, 2023)



**66 Positions Filled, 9 Vacancies**  
(as of June 30, 2023)

10 New Employees 3 Promotions 2 Retirements

- Developed “Classification Control Plan” to consolidate approved classifications, maximum staffing levels, and position funding plans, support Workforce Development goal, and reinforce effective internal communications (promotional opportunities, flexibly-staffed positions, career paths, succession planning efforts).
- Incorporated multiple staffing/position adjustments in FY23/24 Budget to address succession planning, supervisory span of control, capital project delivery, and technical leadership needs.
- Three staff members earned well-deserved promotions to continue supporting critical work functions and succession planning needs.
- Executed new labor MOUs with three bargaining units to better align benefits, work practices, and internal processes with peer agencies, while supporting long-term financial sustainability, retention and recruitment efforts, and workforce development.
- Developed formalized professional development and training program that leverages outside training (Lorman, Vector Solutions, DKF) and industry associations to meet workforce development needs; provided targeted training for managers and supervisors.
- Utilized “stackable” intern program via BAYWORK for Maintenance Assistant and Operations Assistant positions, and supported development of a similar effort for electrical/instrumentation.
- Maintained staff certification levels, complied with mandatory training requirements, and enhanced tracking of specific training needs for new and existing staff members (Mapistry).
- Continued utilizing Operations Support-Construction Coordinator/Retired Annuitant and Finance Professional/Retired Annuitant positions to support staff training/development.
- Developed new Laboratory Management Professional/Retired Annuitant position to oversee critical laboratory functions.
- Initiated GM quarterly meetings at the department level and bi-monthly Information Sharing Lunch Presentations to facilitate information sharing and staff engagement; and held multiple Staff Appreciation Events to celebrate team achievements.

## Industry Association Awards (Regulatory Compliance, Financial Reporting)



- NACWA 2022 Silver Peak Performance Award
- GFOA Distinguished Budget Presentation Award for FY22/23
- GFOA Certificate of Recognition for Budget Preparation for FY22/23
- GFOA Certificate of Achievement for Excellence in Finance Reporting for FY20/21
- GFOA Award of Financial Reporting Achievement for FY20/21

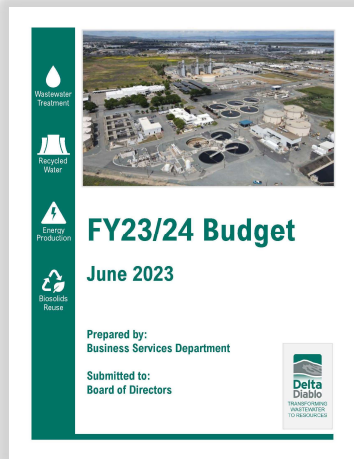


# District FY22/23 Annual Performance Report

## Fiscal Responsibility

### Fiscal Responsibility Goal (Strategic Plan):

“Manage financial resources effectively to meet funding needs and maintain fair and reasonable rates”

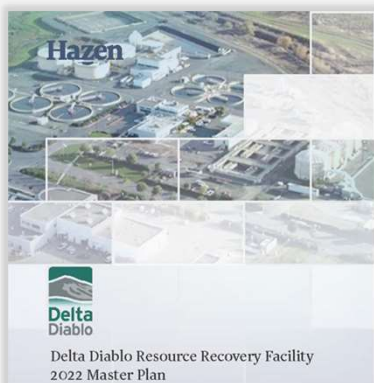


- Despite significant labor, chemicals, biosolids management, utilities, and outside services cost increase pressures, developed an FY23/24 operating budget (\$32.3M) that represents only a 2.0% (+\$0.6M) increase relative to FY22/23.
- Effectively managed operating expenditures and maintained organizational focus on cost control during FY22/23.
- Based on significant delays in the implementation schedule for multiple major capital projects, which directly impacted cash flow needs and timing included in prior long-term financial planning activities, the District maintained Sewer Service Charges in FY23/24 at the same level as in FY22/23.
- Prepared an FY21/22 Annual Comprehensive Financial Report, which yielded a “clean” financial audit opinion with one material weakness and three opportunities to strengthen internal controls and an FY23/24 Budget Book to enhance reader context and public transparency, which included an FY24/25 budget forecast.
- Received four awards from GFOA in recognition of excellence in financial reporting (FY20/21 Annual Comprehensive Financial Report) and budget (FY22/23 Budget Book) preparation.

## Strategic Planning

**Overview Strategic Goals (FY21/22-23/24)**

- Infrastructure Investment**  
Ensure the long-term effectiveness and reliability of District infrastructure through prioritized, cost-effective investment and maintenance.
- Environmental Stewardship**  
Meet or surpass environmental and public health requirements to maintain public trust.
- Fiscal Responsibility**  
Manage financial resources effectively to meet basic needs and maintain fair and reasonable rates.
- Organizational Change**  
Embrace innovation, engagement, and change to enhance delivery, work processes, and use of technology to drive improvement in organizational effectiveness and efficiency.
- Workforce Development**  
Support development of an engaged, skilled workforce that is dedicated to organizational excellence in exceptional service delivery.
- Customer Services and Engagement**  
Deliver an exceptional customer service experience; embrace opportunities to enhance service value through engagement and collaboration.



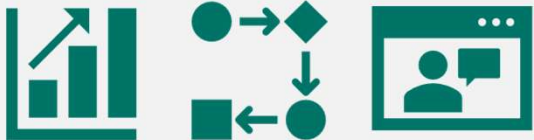
- Identified eight FY22/23 Strategic Initiatives to support Strategic Plan implementation with good completion progress (6 of 8).
- Completed a Resource Recovery Facility Master Plan (November 2022) that addresses long-term, strategic planning considerations regarding future regulatory and infrastructure investment needs and drivers.
- Reconsidered scope of Secondary Process Improvements Project to include proactive evaluation of cost-effective, partial nutrient removal approaches.
- Continued engagement with SF Regional Water Board and peer agencies on nutrient management via participation in BACWA.
- Made significant progress toward development of an action-based Information Technology (IT) Roadmap to ensure a strategic, prioritized, and integrated approach to support effective use of information technology systems and applications to support organizational excellence.
- Completed an update to the District’s Strategic Communications Plan (July 2022), which serves as a useful guide for all District staff to raise awareness of key public communications issues and strategies, high-level messaging points, and associated initiatives.

# District FY22/23 Annual Performance Report

## Sustaining Long-term Organizational Excellence

### VISION

**“Delta Diablo will achieve sustained organizational excellence through dedicated commitment to public service, stewardship, innovation, industry leadership, and active engagement at all levels”**



- Continued focus on expanding use of IT applications to support organizational effectiveness, workflow improvements, and data access and integration, including:
  - Deploying a new Win911 solution, new ArcGIS infrastructure, and Bluebeam for Engineering Services
  - Expanding use of DocuSign services
  - Selecting a new warehouse inventory system (Feetio)
  - Enhancing firewalls, wireless access points, database restoration capabilities, UPS backups, SharePoint file storage space, and network security
  - Expanding use of Munis ERP functions for data reporting and consolidating financial calculations
  - Enhancing new web-based Development Permit Module
- Effectively updated payroll processing system to incorporate multiple new labor MOU provisions.
- Identified and initiated implementation of Munis ERP system to track employee certification and license renewal.
- Initiated efforts to update purchasing and procurement policies and procedures, conducted regular inventory assessments, and initiated process to reorganize warehouse.
- Continued implementation of new records management technology to provide enhanced document access and storage.
- Engaged with City of Pittsburg to discuss and implement potential recycled water expansion opportunities for irrigation purposes.
- Actively participated in efforts to renew interest in East County Water Management Association, which includes elected officials and management from multiple water and wastewater agencies

### District Value Statements (Strategic Plan)

- Serve as responsible stewards of **valuable public resources** at all levels in the organization
- Maintain **public trust and confidence** through **excellent customer service, community engagement, transparency, and responsiveness**
- Ensure a **positive, safe, equitable, diverse, and inclusive** work environment that promotes **honest, transparent, ethical, and respectful** interactions
- Communicate with **integrity** to **share knowledge, inspire trust and camaraderie**, and maintain **authentic professional relationships**
- **Embrace and manage change** to support implementation of **innovative approaches** that add value and drive sustained organizational improvement over time
- Foster a **collaborative, team-based** work culture that inspires **engagement, solutions-oriented dialogue, and sound decision-making** processes to achieve successful outcomes
- Reinforce **accountability and ownership** to ensure each employee is supported in effectively contributing to the District's overall success
- Model an **open, proactive, and productive** approach to **resolving key issues** to enhance organizational **unity and alignment**
- Actively seek opportunities to **build a “learning” culture** by supporting **individual and peer professional development**; expanding knowledge, skills, and abilities; **learning from mistakes** and “near misses”; and **improving work processes and use of technology**

ITEM J

August 17, 2023

**RECEIVE MONTHLY LOBBYIST REPORT DATED JULY 2023,  
KEY ADVOCATES, INC., WESTERN RECYCLED WATER COALITION**

**Recommendation**

Receive and file report.

**Background Information**

As a member of the Western Recycled Water Coalition (WRWC), the District receives a monthly summary report related to lobbying activities from Key Advocates, Inc. (KA).

**Analysis**

Attached is the report for July 2023, which was produced by KA and distributed to WRWC members.

**Financial Impact** - None.

**Attachment**

KA Monthly Report, July 2023

Prepared by: \_\_\_\_\_



Thanh Vo  
Acting Engineering Services Director

cc: District File No. BRD.01-ACTS





(703) 340-4666

[www.keyadvocates.com](http://www.keyadvocates.com)

July 31, 2023

To: WRWC  
From: Sante Esposito  
Subject: July Monthly Report

**NOTE:** Coalition members were encouraged to contact their House and Senate Members to oppose the low general fund base allotment level for the CWSRF to accommodate related earmark funding and to help reduce overall FY24 spending to FY22 levels, a goal of the House Republicans, and to support CWSRF funding at the expected FY24 level. Explanatory memos were provided to Coalition members on this issue along with sample House and Senate Member opposition and support letters for their use.

#### **FY24 Appropriations: Interests**

Clean Water SRF – the House Interior Appropriations bill provides as a general fund base allotment \$535M plus \$470M for earmarks. The Senate Interior Appropriations bill provides as a general fund base allotment \$1.294B plus \$345M for earmarks. The Bipartisan Infrastructure Law (BIL), which was not changed by either bill, provides an additional \$2.628B for the CWSRF.

WIFIA - the House Interior Appropriations bill provides \$65.97M. The Senate Interior bill provides \$68M.

WIIN Grants – both the House and Senate Energy and Water Appropriations bills provide \$20M. The BIL provides an additional \$500M over five years, to be allocated annually by the USBR, with an estimated balance at the end of FY23 of @ \$200M.

#### **FY24 Appropriations Bills: General Status**

To date, of the 12 appropriations bills, 10 have been approved by the House Appropriations Committee, including the Energy and Water and Interior bills. One bill, Military Construction, has passed the full House. In the Senate, all 12 appropriations bills have been approved by the Committee. None have passed the Senate. Given that only one of the 12 bills has passed either House and given that Congress now heads into a month plus recess, a continuing resolution is likely.



## **House Republican 10-Year Balanced Budget**

Likelihood unclear given differences between the Speaker and his Budget Committee chair regarding what cuts would be included in a balanced budget. Initial report was for a ten year 1% annual increase in discretionary spending starting with the FY24 level.

## **Earmarks**

The Coalition continues to express concern about the FY24 appropriations process regarding final funding of the CWSRF and related earmarks. For FY 22 and 23, earmark funding was a takedown from the SRF base allotments and not from a separate earmark funding account. As a result, the base allotments were adversely impacted. The Coalition's position is that continuance of that approach for FY24 and beyond is a real problem and counter to the goal of the Bipartisan Infrastructure Law which was to increase CWSRF spending over and above increases in the traditional appropriations process and not in lieu of reductions by that process.

## **President's FY24 Budget**

For the CWSRF, \$1.638B. The President's Budget rejects earmarks as a takedown from the basic SRF funding. For Title XVI, \$4M, the same as the FY23 Biden Budget.

## **2023 WIIN Grants**

Per July 25 USBR communique, they are going through the review and approval of the NOFO now and said its release will likely be by the end of August. West Bay Sanitary is planning on pursuing a 2023 WIIN grant.

## **Issues/Bills of Interest**

Alternative Water Source Program Funding – authorized at \$125M in the Bipartisan Infrastructure Law but not funded. Included the language the Coalition requested that makes USBR recycled water projects that have not received construction funds eligible to apply for AWSP grants. Continue to pursue funding for the Program.

Mega Recycled Water Project Funding – continue to pursue funding for mega recycled water projects over and above the \$450M provided in the Bipartisan Infrastructure Law.

STREAM Act – introduced S.2162 on June 22 by Senator Feinstein with Senators Sinema (I-AZ) and Kelly (D-AZ) as cosponsors. On July 19, a hearing was held on the bill by the Subcommittee on Water and Power of the Energy and Natural Resources Committee. On May 24, at the request of staff of Senator Feinstein, the Coalition sent a letter of support for the the bill regarding its plan introduction. The bill is basically the same bill the Senator introduced last Congress and includes the following: \$300M over five years for water recycling, \$750M for surface and groundwater storage and conveyance projects, \$150M for desalination projects, \$100M for projects to provide drinking water for disadvantaged communities, and \$250M for environmental restoration projects.

Napolitano WIIN Grant Reform Bill - her office said that they are monitoring action on the Feinstein bill to decide next steps.

Infrastructure Items - if there is an effort to pursue non-controversial infrastructure items, advocate for programs of interest such as those included in the House-passed “Build Back Better” bill:

- \$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;
- \$2B for sewer overflow and storm water reuse grants;
- \$4B for reduction of carbon in the surface transportation sector;
- \$4B for affordable and safe transportation access; and,
- \$6B for local surface transportation projects.

No funding for the Clean Water SRF is included in the House BBB. It does include new taxes.

### **Bill Tracking**

Many bills are introduced. Most of them for political reasons. Most do not advance beyond introduction – committee hearing, markup, and Floor action. Accordingly, we will only note bills of interest that are advancing through the legislative process and/or come to our attention.