

AGENDA

REGULAR BOARD OF DIRECTORS MEETING

DELTA DIABLO

(a California Special District)

2500 Pittsburg-Antioch Highway | Antioch, CA 94509

WEDNESDAY, MAY 8, 2019

4:30 P.M.

Persons who wish to address the Board during Public Comment or with respect to an item on the Agenda will be limited to three (3) minutes. The Board Chair may reduce the amount of time allotted per speaker at the beginning of each Item or Public Comment period depending on the number of speakers and the business of the day. Your patience is appreciated. A break may be called, or an item may be taken out of order, at the discretion of the Board Chair.

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENTS

D. RECOGNITION

- 1) **Recognize and Congratulate** Angela Lowrey, Public Information Manager, for Receiving the California Association of Public Information Officials 2019 Communicator of the Year Award (Carol Margetich)
- 2) **Recognize and Receive** California Association of Public Information Officials Video Production, PSA/Promotional/Marketing Video – Short Form as a Member of the East County Regional Coalition (Angela Lowrey)

E. CONSENT CALENDAR

- 1) **Approve** Minutes of Regular Board of Directors Meeting, April 10, 2019 (Cecelia Nichols-Fritzler)
- 2) **Receive** Notes from Finance Committee Meeting, May 1, 2019 (Cecelia Nichols-Fritzler)
- 3) **Receive** District Monthly Check Register, March 2019 (Eka Ekanem)
- 4) **Receive** Second Quarter Fiscal Year 2018/2019 District Investment Report (Eka Ekanem)
- 5) **Adopt** Resolution Commending and Congratulating Gary Van Pelt, Maintenance Mechanic II, on his Retirement from the District (Dean Eckerson)

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 at 2500 Pittsburg-Antioch Highway, Antioch, CA 94509 during normal working business hours.

- 6) **Authorize** General Manager to Execute Amendment No. 1 to Consulting Services Contract in an Amount Not to Exceed \$29,219, Maze & Associates, Financial Audit Services (Carol Margetich)
- 7) **Approve** Project, Contract Documents, and Design; **Award** and **Authorize** General Manager to Execute a Construction Services Contract in an Amount Not to Exceed \$860,469, Bayview Engineering & Construction Co., Inc.; **Authorize** General Manager or His Designee to Approve Contract Change Orders in an Amount Not to Exceed 10% of Contract Amount; and **Authorize** General Manager to Execute Amendment No. 1 to Consulting Services Contract in an Amount Not to Exceed \$90,000, V.W. Housen & Associates, Inc., Permanent Brine Transfer Facility, Project No. 18109 (Irene O’Sullivan)
- 8) **Approve** Bay Point Sewer Repairs – Phase IV Project and Determine the Project is Categorically Exempt Under California Environmental Quality Act (CEQA) Guidelines Class 1 and Class 2; and **Authorize** General Manager to File CEQA Notice of Exemption with Contra Costa County Recorder’s Office and State Clearinghouse, Bay Point Sewer Repairs – Phase IV, Project No. 18119 (Patricia Chapman)

F. DELIBERATION ITEMS:

The Board will consider and take action on the following:

None.

G. PRESENTATIONS AND REPORTS:

The Board may consider and take action on the following:

Receive Report on Key Assumptions for Proposed Fiscal Year 2019/2020 Operating Budget (Carol Margetich)

H. MANAGER'S COMMENTS

I. DIRECTORS' COMMENTS

J. CORRESPONDENCE

Receive Monthly Lobbyist Report dated April 2019, Key Advocates, Inc., Western Recycled Water Coalition, Project No. 90024 (Jayne Strommer)

K. CLOSED SESSION

L. ADJOURNMENT

The next regular monthly meeting will be **Wednesday, June 12, 2019 at 5:30 p.m.**

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May 8, 2019

RECOGNIZE AND CONGRATULATE ANGELA LOWREY, PUBLIC INFORMATION MANAGER, FOR RECEIVING THE CALIFORNIA ASSOCIATION OF PUBLIC INFORMATION OFFICIALS 2019 COMMUNICATOR OF THE YEAR AWARD

RECOMMENDATION

Recognize and congratulate Ms. Angela Lowrey for receiving the California Association of Public Information Officials (CAPIO) 2019 Communicator of the Year Award.

Background Information

On April 10, 2019, Ms. Lowrey was recognized with the 2019 Communicator of the Year Award at the CAPIO Annual Conference. This award recognizes her dedication to clean water education and resource recovery outreach, overall expertise in the communications field, and award-winning creativity.

Analysis

As the District's Public Information Manager, Ms. Lowrey is responsible for ensuring that the District's customers are informed about its services, programs, vision, and mission. She is a passionate advocate for sound water quality and wastewater management practices and works tirelessly and creatively to stimulate public awareness of the value of wastewater treatment and resource recovery to public health, our economy, and the water environment. One of her top attributes is the ability to develop and maintain rewarding relationships with a wide variety of stakeholders. She actively maintains these relationships through continuous personal contact and attending events and meetings. The District has a very favorable image in the local community to a great extent due to Ms. Lowrey's outreach and engagement efforts. She is a well-recognized advocate and leader in the community and is frequently asked to present at various events, advisory committee membership, and public outreach advice. She has also helped the District gain recognition at the regional, state, and national levels through innovative projects, as well as regional coalitions.

Following are highlights of her efforts this past year:

1. Led the creation of a five-member public wastewater processing coalition (Delta Diablo, Byron Sanitary District, City of Brentwood, Ironhouse Sanitary District, and the town of Discovery Bay) to undertake a regional community outreach campaign entitled "No Wipes in the Pipes" to help customers understand how wipes marked "flushable" are often not biodegradable.
2. Created a joint marketing outreach campaign with a municipal waste company on changes on trash/recycling pickup days.
3. Worked with local high school students to create an information video about the value of local government agencies, which won 2nd Place (\$1,000 scholarship) in the California Special District Association's annual video competition.



4. Expanded the District's existing plant tours to introduce a program for special needs school students.
5. Won California Association of Sanitation Agencies "2018 Excellence in Public Outreach and Education" award.

Ms. Lowrey is also generous with her knowledge and experience through participating in committees, panels, and discussion forums, judging awards, presenting at industry conferences, and mentoring students and new public relations professionals. As a strong advocate for the government communications profession, she frequently provides industry support such as presenting the CAPIO-branded presentation, entitled "The Time to Tell Your Special District's Success Story to Customer is NOW!" and co-writing an article raising the profile of government communicators and CAPIO for the April 2018 CSDA Magazine.

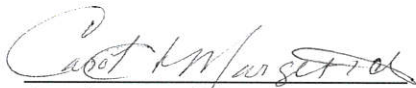
Financial Impact

None

Attachments

Press Release

Signature:



Carol Margetich
Business Services Director

cc: District File CORP.01.02-CORRES-00016544



Angela Lowrey Recognized by CAPIO with 2019 Communicator of the Year Award
Post Date:04/18/2019 11:07 AM

For Immediate Release:
April 15, 2019

For more information contact:
Sarah Macdonald, CAPIO Awards Chair
(760) 744-1050, ext. 3174

Newport Beach, Calif. – Angela Lowrey was named by the California Association of Public Information Officials (CAPIO) as the state’s Communicator of the Year for 2019, recognizing her dedication to clean water education and resource recovery outreach, her overall expertise in the communications field and for her award-winning creativity in her work. She was presented with the Communicator of the Year Award at CAPIO’s annual conference in Newport Beach on April 10, 2019.

“Angela stood out this year for her time, energy and the remarkable impact she’s made for her agency as well as the California communications field as a whole,” said CAPIO President Christine Brainerd, APR and communications manager for the City of Folsom. “We chose Angela for her exceptional contributions to improve Delta Diablo’s outreach efforts through public and media engagement. Her ongoing advancement of the profession made her the top choice for the 2019 Communicator of the Year.”

Lowrey serves as public information manager for Delta Diablo, a public wastewater resource recovery agency serving 212,000 customers in three cities in Northern California. The District provides services for the City of Antioch, the City of Pittsburg, and the unincorporated community of Bay Point. The agency service area encompasses 54 square miles northeast of San Francisco Bay.

“Angela embodies the qualities of a consummate public information professional. She has established strong connections between Delta Diablo and those we serve,” said Joaquin Gonzalez, Operations Manager at Delta Diablo. Her efforts to improve public-sector communications, integrity, and transparency has made a positive impact to the public information profession.”

As a well-recognized advocate and communications leader in the wastewater industry, Lowrey is regularly sought out for speaking presentations, advisory committee membership, and public outreach advice.

Notably, Lowrey was recognized for her ability to strategically build relationships of trust with Delta Diablo customers by executing an extensive government communications public engagement program giving visibility to the challenges and opportunities in wastewater management, water resource development and environmental stewardship. In addition to participating in a wide range of community events and industry meetings, media outreach, advertising, legislative support and educational “linked learning” opportunities over the past

year, Lowrey's unique skillset and diligent efforts resulted in several key accomplishments for the agency's customer base as well as the industry over the past year.

Lowrey holds Bachelors Degree in Communications from San Francisco State University and a Masters Degree in Social and Public Communication from the London School of Economics and Political Science in the United Kingdom.

The Communicator of the Year award is presented to the individual who, in the judgment of the CAPIO Awards Committee and Board of Directors, demonstrates exceptional abilities, skills and talents in leading their organization to greater and more successful communications and public engagement.

For more information about the Communicator of the Year award or CAPIO, visit ww.capio.org.

About CAPIO

The California Association of Public Information Officials (CAPIO) is the leading professional organization dedicated to advancing public sector communicators through training, resources, and networking to strengthen and engage communities – a fundamental piece of good government.

CAPIO serves nearly 700 members from cities, counties, special districts, school districts and state agencies from across the state of California.

May 08, 2019

RECOGNIZE AND RECEIVE CALIFORNIA ASSOCIATION OF PUBLIC INFORMATION OFFICIALS VIDEO PRODUCTION, PSA/PROMOTIONAL/MARKETING VIDEO – SHORT FORM AS A MEMBER OF THE EAST COUNTY REGIONAL COALITION.

RECOMMENDATION

Recognize and receive California Association of Public Information Officials (CAPIO) *Video Production, PSA/Promotional/Marketing Video – Short Form* as a member of the East County Regional Coalition.

Background Information

Serving members from cities, counties, special districts, school districts and state agencies from across the state of California, CAPIO is the leading professional organization dedicated to advancing public sector communicators. Each year CAPIO presents Excellence in Public Information and Communications (EPIC) Awards to honor outstanding public agency information and communications programs. The EPIC Awards honor work that rises above innovation and craft—work that made a lasting impact. EPIC Awards are judged not only from within CAPIO but from partner professional public relations associations. In fall 2018, staff created the East County Regional Coalition (Coalition) to provide an opportunity for agencies to combine resources, target a broader audience, and collaborate with other industry professionals facing similar issues. The Coalition includes five public agencies in East Contra Costa County (Byron-Bethany Irrigation District, City of Brentwood, Delta Diablo, Ironhouse Sanitary District, and the Town of Discovery Bay) with a focus on developing a bilingual, regional public outreach campaign, entitled “No Wipes in the Pipes” to help its 340,019 customers understand the environmental impacts caused by wipes that are marketed as “flushable” or “flush-friendly.” On April 10, 2019, the Coalition received a First Place award in the “Video Production, Public Service Announcement (PSA)/Promotional/Marketing Video – Short Form” category at CAPIO’S annual awards dinner in Southern California. This award category recognizes videos (less than two minutes) that convey informational or persuasive messages benefitting the agency or community(ies) it serves.

Analysis

The Coalition implemented a range of communication tools to show how disposing of wipes in toilets can damage residential sewer systems and clog underground pipes, often resulting in expensive repairs to equipment at local treatment plants. In addition, staff successfully secured a \$1,500 grant from the California Water Environment Association (CWEA), which was used for video development in partnership with Deer Valley High School (DVHS). This effort included a business-education “linked-learning” opportunity for the students at DVHS, who worked on a real-life business video production from start to finish, including topic research, script development, filming, and editing.

The duration of the campaign covered a two-month period (November 1, 2018 through December 31, 2018). Outreach efforts included press releases to local newspapers, newsletters and bloggers, and posters in public restrooms, senior centers, and government buildings. Paid



advertisements were placed in movie theaters, local newspapers, Highway 4 billboards, and on Tri-Delta Transit regional buses. Three videos were made, including two by local students and one professional video shared on websites and social media.

Financial Impact

None.

Attachments

None.

Prepared by: Carol Margetich for Angela Lowrey
Public Information Manager

Reviewed by: Carol Margetich
Carol Margetich
Business Services Director

cc: CORP.01.02-CORRES-00016544



ITEM E/1

May 8, 2019

APPROVE MINUTES OF REGULAR BOARD OF DIRECTORS MEETING, APRIL 10, 2019

RECOMMENDATION

Approve Minutes of the Regular Board of Directors Meeting of April 10, 2019.

DRAFT
Minutes of the Regular Board of Directors Meeting

DELTA DIABLO
April 10, 2019

The meeting was called to order by Chair Wright on Wednesday, April 10, 2019 at 4:35 p.m., in the Board Room, located at 2500 Pittsburg-Antioch Highway, Antioch. Present were Chair Sean Wright and Director Juan Banales. Director Federal Glover arrived at 5:02 p.m. Also present were Mary Ann Mason, District Counsel; Vince De Lange, General Manager; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; Carol Margetich, Business Services Director; Dean Eckerson, Resource Recovery Services Director; Cheryl Rhodes Alexander, Human Resources and Risk Manager; Thanh Vo, Senior Engineer; Matt Gotshall, Computer Analyst/P&T Bargaining Unit Representative; Dustin Bloomfield, Maintenance Supervisor, Michael McKinney, Maintenance Mechanic II; Michael Skillings, Maintenance Mechanic II; and Holland White, City of Pittsburg Councilmember and Supervisor's Aide for Special Projects, Office of Supervisor Federal D. Glover.

PUBLIC COMMENTS

None.

RECOGNITION

INTRODUCTION OF MICHAEL MCKINNEY, MAINTENANCE MECHANIC II

Mr. Bloomfield introduced Michael McKinney, Maintenance Mechanic II, who began employment with the District on March 25, 2019. He has worked for the City of Livermore as a Water Resource Mechanic I, journey level. He holds several certifications including California Water Environment Association Mechanical Technologist Grade II, Certified Crane Operator, Flygt pump factory trainer, and Netzsch pump factory trainer.

INTRODUCTION OF MICHAEL SKILLINGS, MAINTENANCE MECHANIC II

Mr. Bloomfield introduced Michael Skillings, Maintenance Mechanic II, who began employment with the District on March 25, 2019. Mr. Skillings most recently worked for Turbo Machinery, Incorporated.

Chair Wright and Director Banales welcomed Mr. McKinney and Mr. Skillings to the District.



CONSENT CALENDAR

Director Banales moved approval, seconded by Wright, and by unanimous voice vote (Ayes: *Banales*, and *Wright*; Noes: *None*; Absent: Glover (arrived after the vote), the Board approved the following Consent Calendar according to staff recommendations: Approve Minutes of Regular Board of Directors Meeting, March 13, 2019; Receive Notes from Finance Committee Meeting, March 19, 2019; Receive Notes from Finance Committee Meeting, April 2, 2019; Receive District Monthly Check Register, February 2019; Authorize General Manager to Execute Amendment No. 3 to Consulting Services Contract in an Amount Not to Exceed \$38,990, Carollo Engineers, Inc., Primary Clarifier Area Improvements, Project No. 17140.

DELIBERATION ITEMS

Receive Presentation on Proposed Fiscal Year 2019/2020 through 2023/2024 Capital Improvement Program and Set Public Hearing for June 12, 2019 to Consider Approval of Five-Year Capital Improvement Program

Mr. Vo thanked staff for their efforts and collaboration in preparing the 5-year capital improvement program (CIP). He provided an overview of the CIP development process, goals, and associated Board interactions. He highlighted that planned capital improvements total \$109 million to support continued investment in critical wastewater collection, conveyance, and treatment system infrastructure. Mr. Vo noted that 17 new projects have been added with an estimated cost of \$12.4 million. He highlighted that over \$44 million is assumed to be funded by State Revolving Fund (SRF) and IBank loans.

Mr. Vo presented the proposed 5-year CIP by fiscal year, noting that the majority (80%) of the estimated cost (\$34 million) for the East County Bioenergy Project (ECBP) is assumed to be rate neutral. He presented a breakdown of planned capital expenditures by major infrastructure area (i.e., collection, conveyance, treatment, advanced treatment, recycled water, and ECBP). Mr. Vo reviewed a breakdown of the nine largest capital projects (not including ECBP), which total \$56.7 million. Mr. Vo presented a list of the 17 new capital projects and closed the presentation with a review of next steps, including consideration of the final CIP and an associated Public Hearing at the June 12, 2019 Board meeting.

Chair Wright thanked Mr. Vo for the presentation.

Director Banales moved approval, seconded by Chair Wright, and by unanimous voice vote (Ayes: *Banales*, and *Wright*; Noes: *None*; Absent: Glover), the Board received the Report and set the Public Hearing for the June 12, 2019 Board Meeting.

Review Proposed Sewer Service Charge Increases, Set Public Hearing for June 12, 2019 and Authorize Distribution of Proposition 218 Notice

Ms. Margetich opened by thanking staff for their tremendous efforts related to the sewer service charge (SSC) and budget development process. She proceeded to outline the budget and rates development schedule, guiding principles, and key assumptions used in the SSC analysis for Fiscal Year 2019/2020 (FY19/20). She presented a table with the proposed SSC increases for Antioch and Pittsburg customers (4.5%) and Bay Point (3.5%) customers. She highlighted the various SSC components by fund and noted that the Advanced Treatment (AT) Reserve Fund component is proposed to be maintained at the same level as FY18/19. Ms. Margetich presented



a breakdown of District expenses paid by SSC with salaries/benefits (39%) and capital improvements (38%) as the largest categories.

Ms. Margetich presented a preliminary rate comparison table for FY19/20, which highlights that the District's ratepayers pay among the lowest rates relative to peer agencies. She reviewed the projected SSCs increases over the next five years and noted that staff has worked diligently to refine both capital and operating budgets to reduce the rate projection relative to last year's estimate. Ms. Margetich provided an overview of the District's efforts to balance various fund balances each year and presented preliminary budget expenditures by fund for the 5-year period. She provided a comparison of planned revenues and expenses in the Wastewater O&M Fund and use of cash reserves to smooth fund balances and rate impacts. She showed a chart illustrating the severe impacts on the District's ability to maintain cash reserves at 40% of operating budget without the proposed SSC increases; in particular, cash reserves would fall below this target by FY22/23 and be nearly depleted by FY23/24.

Director Banales thanked staff and the Finance Committee for their work. He noted the tremendous work and improved outcome in the SSC development process relative to last year's projection of 6.0 to 6.5% SSC increases over the next five years. Chair Wright thanked Ms. Margetich for the presentation.

Director Glover moved approval, seconded by Banales, and by unanimous voice vote (Ayes: *Banales, Glover, and Wright*; Noes: *None*; Absent: *None*), the Board received the Report, set the Public Hearing for the June 12, 2019 Board Meeting at 5:30 pm.

Director Banales moved approval, seconded by Director Glover, and by unanimous voice vote (Ayes: *Banales, Glover, and Wright*; Noes: *None*; Absent: *None*), the Board authorized distribution of the Proposition 218 Notice.

PRESENTATIONS AND REPORTS

Receive Update on Biological Treatment Process Performance at Wastewater Treatment Plant

Mr. Eckerson provided a timeline overview of biological process upset event that began on March 9, 2019, which resulted in elevated secondary effluent total suspended solids (TSS) and biochemical oxygen demand (BOD). He highlighted multiple actions by staff to prevent exceedances of the District's National Pollutant Discharge Elimination System (NPDES) permit requirements, including initial process control adjustments, installation of temporary pumping systems to allow additional secondary effluent treatment at the Recycled Water Facility (RWF), and engagement with industry experts to support additional process control adjustments.

On March 25, 2019, the District engaged with a team of industry experts, who worked side-by-side with staff over the next few days to analyze process data, perform microscopic analyses to understand biomass characteristics, collect additional process samples for laboratory analyses, and assess whether a toxic influent event occurred. This joint team effort yielded several near-term process control actions to assist the District in recovering from the biological process upset event. The team also developed potential working theories to help determine the root cause and contributing factors resulting in the upset condition.



Mr. Eckerson noted that as elevated secondary effluent TSS and BOD concentrations persisted, the quality of recycled water produced at the RWF degraded, which resulted in exceedance of turbidity limits in the District's RWF Title 22 permit on March 22, 2019 and March 23, 2019. and The District notified the Regional Water Quality Control Board (RWB) regarding the exceedances and associated corrective actions. The RWB indicated it will not pursue regulatory action due to the minor exceedance and prompt actions taken by staff.

Mr. Eckerson noted that the District suspended recycled water distribution to all customers, including Calpine, for two days while staff worked to restore recycled water quality. During this period, the District provided raw canal water to Calpine's Los Medanos Energy Center via RWF. Mr. Eckerson explained that staff implemented multiple critical mitigation measures to maintain NPDES permit compliance, including an outstanding staff effort on March 22, 2019 to identify and implement an operating mode to allow both feeding raw water to Calpine and treating secondary effluent at RWF.

Mr. Eckerson reported that since April 1, 2019, plant operation has stabilized and generally returned to producing normal effluent quality characteristics. The District will continue working to understand causes of the upset event and will document and/or implement potential preventative and corrective measures and long-term process control actions. Mr. Eckerson noted that the District's ability to maintain NPDES permit compliance during a significant process upset was entirely due to the tremendous staff responsiveness, dedication, and problem-solving focus at all levels and between multiple workgroups in the organization.

Director Glover thanked Mr. Eckerson for the update. He stated this incident highlights the talented employees at the District and noted the District's exceptional leadership. He recommended a letter be sent to all employees under the Chair Wright's signature to convey that the Board is proud of their actions and to thank them for their professionalism and ability to solve problems. Director Banales thanked Mr. Eckerson and staff for the tremendous effort and dedication. He acknowledged the amount of work and collaboration across departments to resolve the issue. He further stated this is a testament to the talented staff and commented that this is a learning opportunity for the District. Chair Wright stated that the more time he serves on the Board, the more he is impressed by the incredible staff. He concurred with Director Glover regarding sending a thank you letter to all District employees. Chair Wright thanked Mr. Eckerson for the presentation.

MANAGER'S COMMENTS

Mr. De Lange expressed his gratitude and acknowledged the tremendous staff efforts in response to the treatment plant process upset, as well as those working behind the scenes to develop the proposed budget, rates, and CIP. He expressed appreciation to the Board for its support.

DIRECTORS' COMMENTS

None.

CORRESPONDENCE

Receive Monthly Lobbyist Report dated March 2019, Key Advocates, Inc., Western Recycled Water Coalition, Project No.



The Board received and filed the report.

Receive Letter Dated March 7, 2019, California Sanitation Risk Management Authority, Pooled Liability Program Twenty-Seventh Dividend Declaration Letter from CSRMA

The Board received and filed the report.

CLOSED SESSION

None.

ADJOURNMENT

Chair Wright adjourned the meeting at 5:45 pm. The next regular monthly meeting will be Wednesday, May 8, 2019, at 4:30 p.m.

Federal Glover
Board Secretary

(Recording Secretary:

Cecelia Nichols-Fritzler)

DRAFT



ITEM E/2

May 8, 2019

RECEIVE NOTES FROM FINANCE COMMITTEE MEETING, MAY 1, 2019

RECOMMENDATION

Note receipt and file.

Background Information

The Finance Committee met on May 1, 2019. The meeting was attended by Committee Chair Sean Wright; Vince De Lange, General Manager; Carol Margetich, Business Services Director; Dean Eckerson, Resource Recovery Services Director; Brian Thomas, Engineering Services Director; and Stacy Tucker, Senior Administrative Assistant/Records Specialist.

The purpose of the meeting was to review and comment on the Key Assumptions for Proposed Fiscal Year 2019/2020 Operating Budget. Ms. Margetich provided an overview, which is summarized in the meeting notes.

Analysis

Committee Chair Wright recommended the proposed Key Assumptions for Proposed Fiscal Year 2019/2020 Operating Budget be brought forth to the full Board at the May 8, 2019 meeting. Committee meeting notes are provided as an informational report at regular Board Meetings as part of the Consent Calendar.

Financial Impact

None

Attachment

Finance Committee Meeting Notes, May 1, 2019

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

Reviewed by: Vince De Lange
Vince De Lange
General Manager



MEETING NOTES**BOARD OF DIRECTORS FINANCE COMMITTEE MEETING**
DELTA DIABLO**WEDNESDAY, MAY 1, 2019**
2:00 P.M.

The meeting was called to order by Committee Chair Sean Wright on Wednesday, May 1, 2019 at 2:18 pm in the Plant Operations Center Conference Room at Delta Diablo, 2600 Pittsburg-Antioch Highway, Antioch, California. Also present were Vince De Lange, General Manager; Carol Margetich, Business Services Director; Dean Eckerson, Resource Recovery Services Director; Brian Thomas, Engineering Services Director; and Stacy Tucker, Senior Administrative Assistant/Records Specialist.

PUBLIC COMMENTS

None

REVIEW KEY ASSUMPTIONS FOR PROPOSED FY19/20 OPERATING BUDGET

Ms. Margetich provided an overview of the operating budget development process, including the current single-year focus and future plans to transition to multi-year budgeting. She highlighted that staff has focused on implementing operating budget reduction strategies, which has resulted in a reduction of \$0.6 million (preliminary estimate) for FY19/20 relative to FY18/19. Ms. Margetich reviewed a breakdown of the \$28.7 million budget by major category, noting that Salaries and Benefits (\$17 million) comprise 59% of the overall operating budget. Chair Wright asked where the \$0.6 million in reduction occurred. Mr. De Lange stated that the savings were distributed in several categories that will be highlighted in the presentation and that staff would provide additional detail for the full Board meeting presentation.

Ms. Margetich reviewed key assumptions for Salaries and Benefits, including cost-of-living adjustments (2-5%, pending in mid-May), unfunding three positions (\$0.7 million in savings), position reclassifications, reallocation of engineering labor (\$0.85 million), and overlap of critical positions to support succession planning (\$0.1 million budgeted). She highlighted medical insurance premium increases (5%) and retirement program costs (CalPERS, PARS, CCCERA, OPEB).

Ms. Margetich noted that staff has reduced the budget for Utilities costs (\$1.9 million or 7% of total budget) by 3.9% relative to last year. In response to a question from Chair Wright, Mr. Eckerson noted the majority of this savings came from estimated reductions in potable water (i.e., increased use of on-site process water) and natural gas (price drop) costs. Ms. Margetich noted that the budget for Chemicals (wastewater, recycled water) has not increased this year with Mr. Eckerson noting that this is despite a significant increase in chemical unit costs in the 10 to 20% range. Mr. De Lange conveyed that the District has focused on reducing line item contingencies in these types of categories in favor of an overall General Manager operating budget contingency (estimated at \$0.4-0.5 million). Ms. Margetich noted that the presentation to the full Board in June would include a staff request to grant the General Manager authority to use these funds during the course of the fiscal year.

Ms. Margetich reviewed the Outside Services/Repairs and Maintenance budget (\$4.6 million or 16% of total budget), while highlighted a number of organizational improvement efforts (e.g., IT Strategic Planning, MUNIS enhancements, Cost-of-Service studies (Sewer Service Charges, Capital Facilities Capacity Charges), and total compensation studies. Chair Wright questioned whether the CFCC study could consider the benefits of supporting growth of new businesses in the District's service area and whether the District's rates are competitive relative to neighboring agencies and communities. Mr. De Lange responded that staff would consider this issue as the study develops and that there would be

future opportunities for engagement via the Finance Committee. Ms. Margetich closed by noting that the proposed operating budget supports long-term financial sustainability and aligns with SSC assumptions presented to the Board in April, and reviewing next steps.

Chair Wright asked whether the District could shift to a multi-year budget adoption process to reduce resource impacts, while acknowledging that significant improvements have been made in recent years. Mr. De Lange responded that staff has made good progress in developing the operating budget, but the uncertainty regarding future capital budgets (pending completion of condition assessment work in the upcoming master plan) may need to be resolved prior to embarking on a two-year rate-setting process. He noted that staff is continuing to evaluate this approach going forward.

Chair Wright thanked Ms. Margetich for the report and recommended that the item be brought to the full Board at its May 8, 2019 meeting.

ADJOURNMENT

The meeting was adjourned by Chair Wright at 2:44 pm.

(Recording Secretary: Stacy Tucker)

ITEM E/3

May 8, 2019

RECEIVE DISTRICT MONTHLY CHECK REGISTER, MARCH 2019

RECOMMENDATION

Receive District Monthly Check Register for the month ending March 31, 2019.

Background Information

The Check Register for the month of March 2019 is attached. This report reflects payments to the District's suppliers, consultants, service providers, and contractors. A total of \$1,864,401.30 was disbursed in the month of March 2019, which includes 152 checks.

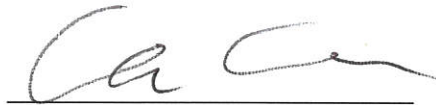
Financial Impact

All payments made during the month are within funding levels included in the adopted operating and capital budgets for Fiscal Year 2018/2019.

Attachment

Check Register, month ending March 31, 2019

Prepared by:



Eka Ekanem
Senior Accountant

Reviewed by:



Carol Margetich
Business Services Director



CHECK REGISTER

DELTA DIABLO

CASH DISBURSEMENTS FOR THE MONTH OF MARCH 2019

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO. INVOICE AMOUNT	CHECK AMOUNT DESCRIPTION
3/7/2019	ALAN PRE-FAB BUILDING CORPORATION		31241	8,238.23
		46588	8,238.23	PN 10187 - NEW 12FT BY 30 FT M
3/7/2019	ANTIOCH UNIFIED SCHOOL DIST		31242	128.00
		46653	128.00	O/S
3/7/2019	MICHAEL AUER		31243	171.00
		46628	171.00	T&M
3/7/2019	CALTEST ANALYTICAL LABORATORY		31244	9,582.50
		46630	378.00	CONTRACT LABORATORY SERVICES
		46631	369.00	CONTRACT LABORATORY SERVICES
		46632	913.50	CONTRACT LABORATORY SERVICES
		46633	958.50	CONTRACT LABORATORY SERVICES
		46634	501.30	CONTRACT LABORATORY SERVICES
		46635	1,144.80	CONTRACT LABORATORY SERVICES
		46636	307.80	CONTRACT LABORATORY SERVICES
		46637	913.50	CONTRACT LABORATORY SERVICES
		46638	378.00	CONTRACT LABORATORY SERVICES
		46639	2,497.70	CONTRACT LABORATORY SERVICES
		46640	389.70	CONTRACT LABORATORY SERVICES
		46654	452.70	CONTRACT LABORATORY SERVICES
		46655	378.00	CONTRACT LABORATORY SERVICES
3/7/2019	CAROLLO ENGINEERS		31245	45,734.65
		46591	45,734.65	CONSULTING SERVICES HEADWORK I
3/7/2019	CHEMTRADE CHEMICALS US LLC		31246	2,998.32
		46644	2,998.32	ALUMINUM SULFATE
3/7/2019	CONCENTRA/OCCUPATIONAL HEALTH CENT		31247	161.50
		46665	161.50	OCCUPATIONAL SAFETY
3/7/2019	VINCENT DE LANGE		31248	169.99
		46619	169.99	T&M
3/7/2019	DEPT OF GENERAL SERVICES		31249	13,569.26
		46666	13,569.26	UTILITIES
3/7/2019	JOHNSON LAM		31250	1,600.00
		46667	1,600.00	CIWQS SOFTWARE SERVICE CONTRAC
3/7/2019	FEDERAL EXPRESS		31251	62.05
		46646	62.05	OE - POSTAGE
3/7/2019	FRAXIA ENGINEERING		31252	48,006.38
		46593	48,006.38	DESIGN SERVICES BP SEWER REHAB

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	CHECK AMOUNT	DESCRIPTION
3/7/2019	GOLDEN STATE WATER CO.		31253	1,707.81	
		46647	669.90		UTILITIES
		46648	1,037.91		UTILITIES
3/7/2019	IN SHAPE HEALTH CLUBS		31254	993.00	
		46674	993.00		GYM
3/7/2019	MANAGED HEALTH NETWORK		31255	369.15	
		46598	369.15		EAP
3/7/2019	MDRR PITTSBURG		31256	3,126.65	
		46597	2,061.55		WASTE
		46670	1,065.10		WASTE
3/7/2019	MSC INDUSTRIAL SUPPLY CO. INC.		31257	2,518.88	
		46623	749.99		INVENTORY
		46624	1,535.00		INVENTORY
		46626	233.89		INVENTORY
3/7/2019	NELSON STAFFING		31258	3,564.00	
		46600	1,980.00		O/S TEMP
		46650	1,584.00		O/S TEMP
3/7/2019	NORTHSTAR ENGINEERING GROUP INC		31259	608.00	
		46599	608.00		APS LEGAL DESCRIPTION UPDATE
3/7/2019	PACIFIC GAS & ELECTRIC COMPANY		31260	110,296.87	
		46586	76,704.26		UTILITIES
		46587	25,267.09		UTILITIES
		46671	8,325.52		UTILITIES
3/7/2019	PETERSON POWER SYSTEMS, INC		31261	226,780.35	
		46660	226,780.35		COGEN ENGINE OVERHAUL FY2019
3/7/2019	CITY OF PITTSBURG		31262	18,449.24	
		46677	18,449.24		STREET SWEEPING - PITTSBURG
3/7/2019	CITY OF PITTSBURG		31263	22,465.09	
		46678	22,465.09		STREET SWEEPING - PITTSBURG
3/7/2019	RED WING SHOE STORE 165		31264	336.09	
		46212	336.09		SAFETY SHOES
3/7/2019	STANDARD INSURANCE COMPANY		31265	4,054.59	
		46601	4,054.59		INSURANCE
3/7/2019	SYSTEM 1 STAFFING		31266	2,088.40	
		46627	2,088.40		O/S TEMP
3/7/2019	TRI-VALLEY JANITORIAL SERVICE & SUPPL'		31267	6,966.00	
		46672	6,966.00		JANITORIAL SERVICES
3/7/2019	TURBO MACHINERY, INC		31268	20,916.68	
		46607	6,824.51		LABOR BACKFILL FOR OPEN MAINTENANCE
		46608	14,092.17		LAMELLA TUBE REPLACEMENT STAFF

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	CHECK AMOUNT	CHECK AMOUNT DESCRIPTION
3/7/2019	BROOK VINNEDGE		31269	4,407.70	
		46614	4,407.70		ENVIRON RESOURCE INFO UPDATE P
3/7/2019	VISION SERVICE PLAN		31270	1,974.50	
		46615	1,852.76		VISION INSURANCE MARCH
		46616	121.74		VISION COBRA INS
3/7/2019	WOLLBORG MICHELSON PERSONNEL		31271	6,547.68	
		46617	4,219.20		O/S TEMP
		46618	2,328.48		O/S TEMP
3/7/2019	AMANDA WONG ROA		31272	271.39	
		46602	68.00		T&M
		46603	137.87		T&M
		46604	65.52		E/R
3/14/2019	CITY OF ANTIOCH- WATER		31273	6,426.49	
		46684	76.90		UTILITIES
		46685	5,048.07		UTILITIES
		46686	111.30		UTILITIES
		46687	111.30		UTILITIES
		46688	111.30		UTILITIES
		46689	111.30		UTILITIES
		46690	856.32		UTILITIES
3/14/2019	SCOT ALLISON CAMPBELL		31274	3,282.48	
		46748	3,282.48		INVENTORY
3/14/2019	BELLECCI & ASSOCIATES, INC.		31275	26,128.00	
		46589	26,128.00		TP ROADWAY MAINTENANCE PN 1811
3/14/2019	CALIFORNIA WATER TECHNOLOGIES,LLC		31276	5,070.95	
		46642	5,070.95		FERROUS CHLORIDE
3/14/2019	COMCAST BUSINESS COMMUNICATIONS, LI		31277	542.57	
		46732	542.57		PHONE EXPENSE
3/14/2019	CONCENTRA/OCCUPATIONAL HEALTH CENT		31278	240.50	
		46693	240.50		PRE EMPLOYMENT COSTS
3/14/2019	CONTRA COSTA WATER DISTRICT		31279	20.87	
		46694	20.87		UTILITIES
3/14/2019	DATCO		31280	52.00	
		46645	52.00		OCCUPATIONAL SAFETY
3/14/2019	VINCENT DE LANGE		31281	364.20	
		46696	364.20		T&M
3/14/2019	FARMER BROS CO		31282	162.76	
		46699	162.76		COFFEE SERVICE PLAN
3/14/2019	GRAINGER		31283	7,263.23	
		46594	7,263.23		RIGID PIPE THREAD MACHINE WITH

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	CHECK AMOUNT	CHECK AMOUNT DESCRIPTION
3/14/2019	KRUGER, INC		31284	7,360.06	
		46669		7,360.06	MICROSAND
3/14/2019	LARRY WALKER ASSOCIATES		31285	17,927.50	
		46595		17,927.50	NPDES PERMIT REISSUANCE ASSIST
3/14/2019	LEE & RO, INC.		31286	24,498.22	
		46749		24,498.22	SWGR DESIGN SERVICES
3/14/2019	LEGAL SHIELD		31287	139.65	
		46701		139.65	LEGAL MEMBERSHIPS
3/14/2019	MDRR PITTSBURG		31288	2,061.55	
		46703		2,061.55	WASTE
3/14/2019	MDRR-PARK (MT. DIABLO RESOURCE RECC		31289	96.00	
		46702		96.00	WASTE
3/14/2019	MOTION INDUSTRIES INC.		31290	1,145.33	
		46744		1,145.33	INVENTORY
3/14/2019	NELSON STAFFING		31291	1,980.00	
		46705		1,980.00	O/S TEMP
3/14/2019	NWN CORPORATION		31292	3,909.18	
		46706		3,909.18	PHONE EXPENSE
3/14/2019	PACIFIC GAS & ELECTRIC COMPANY		31293	48,320.20	
		46707		58.09	UTILITIES
		46708		345.15	UTILITIES
		46709		18,530.30	UTILITIES
		46742		29,386.66	UTILITIES
3/14/2019	PITTSBURG WINSUPPLY		31294	5,917.30	
		46726		700.37	SAPS PIG LAUCH TIE IN FOR EMER
		46727		133.84	SAPS PIG LAUCH TIE IN FOR EMER
		46728		1,800.90	RWF EFFLUENT CHANNEL MATERIALS
		46731		1,897.73	DIGESTER #2 ADAPTER FLANGES
		46745		1,384.46	INVENTORY
3/14/2019	PUBLIC EMPLOYEES UNION		31295	1,831.90	
		3163345		1,831.90	UNION DUES P&T
3/14/2019	PUBLIC EMPLOYEES UNION		31296	4,690.96	
		3163245		4,690.96	UNION DUES O&M
3/14/2019	R & B COMPANY		31297	2,606.64	
		46714		2,606.64	REPAIR OF DAMAGED 24" CMP CULV
3/14/2019	REPUBLIC SERVICES #210		31298	6,576.94	
		46710		5,626.69	WASTE
		46712		950.25	WASTE
3/14/2019	CA STATE DISBURSEMENT UNIT		31299	750.00	
		CS9648276		750.00	GARNISHMENT

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	CHECK AMOUNT	CHECK AMOUNT DESCRIPTION
3/14/2019	STATE OF CALIFORNIA		31300	325.00	
		4461714		325.00	INCOME TAX WITHOLDING ORDER
3/14/2019	JAYNE STROMMER		31301	500.85	
		46723		500.85	T&M
3/14/2019	SUPERIOR AUTO PARTS WAREHOUSE		31302	13.51	
		46746		13.51	INVENTORY
3/14/2019	SYSTEM 1 STAFFING		31303	5,073.80	
		46716		2,640.40	O/S TEMP
		46743		2,433.40	O/S TEMP
3/14/2019	TURBO MACHINERY, INC		31304	16,374.55	
		46621		16,374.55	LAMELLA TUBE REPLACEMENT STAFF
3/14/2019	UNIFIRST CORPORATION		31305	133.27	
		46679		133.27	UNIFORM/ LAUNDRY SERVICE AGREE
3/14/2019	WEST YOST & ASSOCIATES		31306	6,573.26	
		46721		6,573.26	CONSULTING SERVICES, ASSET MGM
3/14/2019	WM LYLES COMPANY		31307	255,027.50	
		46675		255,027.50	CONSTRUCTION SERVICES PN 17140
3/14/2019	WOLLBORG MICHELSON PERSONNEL		31308	9,792.00	
		46722		3,312.00	O/S TEMP
		46729		4,176.00	O/S TEMP
		46730		2,304.00	O/S TEMP
3/14/2019	YORKE ENGINEERING, LLC		31309	2,244.00	
		46620		2,244.00	CONSULTING SERVICES EAST COUNT
3/14/2019	JASON YUN		31310	171.00	
		46629		171.00	T&M
3/21/2019	MICHAEL BAKALDIN		31311	209.45	
		46851		209.45	REIMBURSEMENT (APRIL)
3/21/2019	BLR - BUSINESS & LEGAL RESOURCES		31312	580.65	
		46837		580.65	OTHER SUPPLIES/SUBSCRIPTION
3/21/2019	CALIFORNIA WATER TECHNOLOGIES,LLC		31313	5,131.97	
		46643		5,131.97	FERROUS CHLORIDE
3/21/2019	CDW GOVERNMENT, INC.		31314	9,357.00	
		46590		9,357.00	MICROSOFT AZURE ANNUAL SUBSCRI
3/21/2019	CHEMTRADE CHEMICALS US LLC		31315	3,093.70	
		46692		3,093.70	ALUMINUM SULFATE
3/21/2019	CLASS C SOLUTIONS GROUP/		31316	369.54	
		46641		369.54	P.O. FOR INVENTORY OF BOLTS AN
3/21/2019	CONTRACT SWEEPING SERVICES		31317	27,881.99	
		46798		27,881.99	STREET SWEEPING
3/21/2019	CORELOGIC INFORMATION SOLUTIONS, INC		31318	165.00	

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		46838		165.00	REALQUEST PROPERTY INFORMATION
3/21/2019	CSRMA		31319	17,502.00	
		46813		17,502.00	WORKERS COMP INS
3/21/2019	DIABLO WATER DISTRICT		31320	533.92	
		46784		533.92	UTILITIES
3/21/2019	DRAKE HAGLAN & ASSOCIATES, INC		31321	6,158.00	
		46592		6,158.00	CONSULTING SERVICES SODIUM BIS
3/21/2019	FARMER BROS CO		31322	136.53	
		46840		136.53	COFFEE SERVICE PLAN
3/21/2019	JWC ENVIRONMENTAL		31323	9,642.84	
		46657		5,691.47	SW1001 GEARBOX
		46676		3,951.37	SW1001 REPLACEMENT SEAL
3/21/2019	KENNEDY/JENKS CONSULTANTS INC.		31324	14,298.01	
		46789		14,298.01	FACILITY CONDITION ASSESSMENT
3/21/2019	McLELLAN INDUSTRIES, INC		31325	2,995.34	
		46724		2,995.34	AMERICAN EAGLE QUOTE # 176702
3/21/2019	MCMASTER CARR SUPPLY CO		31326	173.02	
		46800		173.02	INVENTORY
3/21/2019	MODESTO STEEL CO., INC		31327	2,601.98	
		46801		2,601.98	VARIOUS TYPES OF METAL FOR FAB
3/21/2019	MONUMENT CAR PARTS		31328	97.61	
		46622		97.61	INVENTORY
3/21/2019	MOTION INDUSTRIES INC.		31329	1,905.82	
		46747		1,905.82	INVENTORY
3/21/2019	NELSON STAFFING		31330	1,980.00	
		46842		1,980.00	O/S TEMP
3/21/2019	NV5 INC.		31331	1,290.00	
		46704		1,290.00	RWF EMERGENCY BACKUP GENERATOR
3/21/2019	PACIFIC GAS & ELECTRIC COMPANY		31332	33,962.38	
		46802		33,962.38	UTILITIES
3/21/2019	ABEL PALACIO		31333	736.34	
		46852		736.34	REIMBURSEMENT (APRIL)
3/21/2019	ROTO-ROOTER SERVICES COMPANY		31334	1,900.00	
		46849		1,900.00	Maintenance or Repairs in Bay
3/21/2019	STATE WATER RESOURCES		31335	326,357.73	
		46816		326,357.73	LOAN PAYMENT
3/21/2019	SYSTEM 1 STAFFING		31336	2,640.40	
		46853		2,640.40	O/S TEMP
3/21/2019	TURBO MACHINERY, INC		31337	14,003.54	
		46605		14,003.54	LAMELLA TUBE REPLACEMENT STAFF

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3/21/2019	UNIFIRST CORPORATION		31338	376.68	
		46609	4.11		UNIFORM/ LAUNDRY SERVICE AGREE
		46610	137.73		UNIFORM/ LAUNDRY SERVICE AGREE
		46680	31.75		UNIFORM/ LAUNDRY SERVICE AGREE
		46803	7.20		UNIFORM/ LAUNDRY SERVICE AGREE
		46804	4.11		UNIFORM/ LAUNDRY SERVICE AGREE
		46805	4.11		UNIFORM/ LAUNDRY SERVICE AGREE
		46806	187.67		UNIFORM/ LAUNDRY SERVICE AGREE
3/21/2019	UNIVAR USA INC		31339	14,675.86	
		46611	3,226.34		SODIUM HYPOCHLORITE
		46612	5,117.98		SODIUM BISULFITE
		46613	3,165.91		SODIUM HYPOCHLORITE
		46791	3,165.63		SODIUM HYPOCHLORITE
3/21/2019	V.W. HOUSEN & ASSOCIATES, INC.		31340	15,462.90	
		46719	6,936.40		DESIGN WORK
		46720	8,526.50		DESIGN FOR BLOWDOWN LINE RE-RO
3/21/2019	VERIZON WIRELESS		31341	11,141.68	
		46795	11,141.68		PHONE & HARDWARE EXP
3/21/2019	WOLLBORG MICHELSON PERSONNEL		31342	2,844.00	
		46864	2,844.00		O/S TEMP
3/21/2019	AMANDA WONG ROA		31343	135.16	
		46790	72.82		T&M
		46845	62.34		T&M
3/28/2019	AFLAC		31344	893.50	
		46892	893.50		INSURANCE
3/28/2019	ANDRITZ SEPARATION INC		31345	13,617.33	
		46910	3,794.25		GBT8110 REPLACEMENT PARTS
		46911	1,885.19		GBT8110 REPLACEMENT PARTS
		46912	1,637.22		GBT8110 REPLACEMENT PARTS
		46913	6,300.67		GBT8110 REPLACEMENT PARTS
3/28/2019	AT&T		31346	1,132.77	
		46889	1,132.77		PHONE EXPENSE
3/28/2019	CALIFORNIA WATER TECHNOLOGIES,LLC		31347	5,125.77	
		46779	5,125.77		FERROUS CHLORIDE
3/28/2019	CALTEST ANALYTICAL LABORATORY		31348	1,679.40	
		46691	1,679.40		CONTRACT LABORATORY SERVICES
3/28/2019	CHEMTRADE CHEMICALS US LLC		31349	21,217.97	
		46780	2,960.71		ALUMINUM SULFATE
		46781	3,017.13		ALUMINUM SULFATE
		46865	3,023.84		ALUMINUM SULFATE

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		46866		2,984.89	ALUMINUM SULFATE
		46867		3,197.14	ALUMINUM SULFATE
		46868		3,128.62	ALUMINUM SULFATE
		46869		2,905.64	ALUMINUM SULFATE
3/28/2019	CONTRACT SWEEPING SERVICES		31350	27,881.99	
		46898		27,881.99	STREET SWEEPING
3/28/2019	CONVERGEONE INC		31351	1,082.00	
		46695		1,082.00	SOLARWINDS RENEWAL
3/28/2019	DARRIN G. STANLEY		31352	5,300.00	
		46839		5,300.00	NORTHERN GATE REMOVAL PROJECT
3/28/2019	DEPT OF GENERAL SERVICES		31353	8,170.68	
		46894		8,170.68	UTILITIES
3/28/2019	TIMOTHY J. CLAY		31354	6,074.86	
		46901		2,977.92	BLR10001 ANNUAL PREVENTATIVE S
		46902		3,096.94	ANNUAL PM FOR BLR8180
3/28/2019	DISCOVERY BENEFITS, INC.		31355	136.50	
		46741		136.50	FSA
3/28/2019	DU-ALL SAFETY, LLC		31356	3,875.00	
		46697		3,875.00	FORKLIFT AND AERIAL LIFT TRAIN
3/28/2019	JOSEPH PETRONIO		31357	1,680.00	
		46799		1,680.00	STOP GAP COVERAGE FOR MAINSAVE
3/28/2019	GREENTECH INDUSTRY, INC		31358	8,393.70	
		46740		8,393.70	ANTIOCH PUMP STATION DRYWELL V
3/28/2019	GURMUKH SINGH GREWAL		31359	37.00	
		46735		37.00	MED REIMB
3/28/2019	HIRERIGHT, INC.		31360	86.34	
		46649		86.34	PRE EMPL COSTS
3/28/2019	HUNT & SONS INC		31361	1,584.30	
		46909		1,584.30	FUEL SERVICES FOR THE TP AND R
3/28/2019	INTERACTIVE RESOURCES INC.		31362	3,010.00	
		46882		3,010.00	ROOF REPLACEMENT DESIGN - PN 1
3/28/2019	KEY ADVOCATES INC.		31363	7,250.00	
		46652		7,250.00	FEDERAL ADVOCACY FOR WRWC PN
3/28/2019	KONE. INC.		31364	106.67	
		46915		106.67	ELEVATOR SERVICE AGREEMENT
3/28/2019	LANLOGIC INC		31365	370.00	
		46700		370.00	SECURITY AWARENESS TESTING AND
3/28/2019	LINDE, INC.		31366	636.19	
		46673		636.19	LIQUID OXYGEN
3/28/2019	MEYERS NAVE		31367	514.08	

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		46658		514.08	LEGAL
3/28/2019	SUE THOMASON		31368	265.00	
		46662		265.00	INDOOR PLANT MAINTENANCE
3/28/2019	NELSON STAFFING		31369	1,980.00	
		46883		1,980.00	O/S TEMP
3/28/2019	OCCUMETRIC INC		31370	1,500.00	
		46659		1,500.00	OFFICE AND FIELD ERGONOMIC TRA
3/28/2019	PETTY CASH CUSTODIAN		31371	30.84	
		46887		30.84	PETTY CASH -MARCH
3/28/2019	CITY OF PITTSBURG		31372	665.14	
		46884		665.14	UTILITIES
3/28/2019	CITY OF PITTSBURG		31373	19,996.55	
		46900		19,996.55	STREET SWEEPING - PITTSBURG
3/28/2019	QUALITY SCALE, INC		31374	2,066.00	
		46903		2,066.00	MISCELLANEOUS SCALE REPAIR
3/28/2019	RED WING SHOE STORE 165		31375	292.25	
		46885		155.87	SAFETY SHOES- B. HUFFMAN
		46886		136.38	SAFETY SHOES - T. WENTWORTH
3/28/2019	REGIONAL GOVERNMENT SERVICES		31376	1,098.75	
		46713		1,098.75	JOB DESCRIPTION PROJECT
3/28/2019	CHERYL RHODES ALEXANDER		31377	310.87	
		46871		310.87	T&M
3/28/2019	SCHAAF & WHEELER CONSULTING		31378	384.30	
		46873		384.30	DESIGN FOR PUMP STATION FACILI
3/28/2019	TAC AMERICAS, INC.		31379	1,551.67	
		46916		1,551.67	POC HVAC SYSTEM SERVICE AGREEM
3/28/2019	SHAH KAWASAKI ARCHITECTS		31380	13,792.48	
		46734		13,792.48	CONSULTING DESIGN SERVICES FOR
3/28/2019	SPEARHEAD PROTECTION		31381	1,008.00	
		46888		1,008.00	On-Call Security Service
3/28/2019	CA STATE DISBURSEMENT UNIT		31382	750.00	
		CS9648277		750.00	GARNISHMENT
3/28/2019	STATE OF CALIFORNIA		31383	325.00	
		4461715		325.00	INCOME TAX WITHHOLDING ORDER
3/28/2019	SYSTEM 1 STAFFING		31384	2,640.40	
		46895		2,640.40	O/S TEMP
3/28/2019	STACY TUCKER		31385	143.34	
		46736		54.34	MED REIMB
		46737		89.00	MED REIMB
3/28/2019	TURBO MACHINERY, INC		31386	49,873.92	

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		46917	25,722.24	P2403 TEARDOWN AND INSPECT FOR
		46918	13,914.91	SERVICE WATER PIPING REHABILIA
		46919	10,236.77	SERVICE WATER PIPING REHABILIA
3/28/2019	UNIFIRST CORPORATION		31387	328.12
		46681	132.52	UNIFORM/ LAUNDRY SERVICE AGREE
		46682	163.85	UNIFORM/ LAUNDRY SERVICE AGREE
		46683	31.75	UNIFORM/ LAUNDRY SERVICE AGREE
3/28/2019	UNITED PARCEL SERVICE		31388	127.79
		46897	127.79	OE POSTAGE
3/28/2019	UNIVAR USA INC		31389	11,596.45
		46651	3,236.12	SODIUM HYPOCHLORITE
		46717	5,131.81	SODIUM BISULFITE
		46718	3,228.52	SODIUM HYPOCHLORITE
3/28/2019	GARY A. VAN PELT		31390	62.34
		46794	62.34	MED REIMB
3/28/2019	WOLLBORG MICHELSON PERSONNEL		31391	3,024.00
		46877	3,024.00	O/S TEMP
3/28/2019	YORKE ENGINEERING, LLC		31392	433.25
		46890	433.25	CONSULTING SERVICES EAST COUNT
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3012019	473.00
		46750	473.00	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3022019	389.65
		46752	389.65	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3032019	1,267.74
		46753	1,267.74	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3042019	1,242.60
		46754	1,242.60	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3052019	540.06
		46755	540.06	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3062019	166.82
		46756	166.82	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3072019	631.32
		46757	631.32	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3082019	1,117.92
		46758	1,117.92	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3092019	1,395.91
		46759	1,395.91	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3102019	161.89
		46760	161.89	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3112019	87.99

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	CHECK AMOUNT	CHECK AMOUNT DESCRIPTION
		46762		87.99	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3122019		599.77
		46763		599.77	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3132019		867.12
		46764		867.12	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3142019		2,725.06
		46765		2,725.06	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3152019		240.00
		46766		240.00	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3162019		3,180.62
		46767		3,180.62	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3172019		3,193.68
		46768		3,193.68	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3182019		1,023.16
		46769		1,023.16	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3192019		618.03
		46770		618.03	CALCARD
3/14/2019	I.M.P.A.C. GOVERNMENT SERVICES		3202019		2,114.87
		46771		2,114.87	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3212019		20.00
		46772		20.00	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3222019		5,250.15
		46773		5,250.15	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3232019		844.00
		46774		844.00	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3242019		281.23
		46775		281.23	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3252019		1,224.20
		46776		1,224.20	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3262019		9,999.90
		46778		9,999.90	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3272019		525.92
		46782		525.92	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3282019		7,791.12
		46783		7,791.12	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3292019		178.92
		46785		178.92	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3302019		17.40
		46786		17.40	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3312019		1,259.08

CHECK DATE	VENDOR NAME	INVOICE NO.	CHECK NO.	CHECK AMOUNT	CHECK AMOUNT DESCRIPTION
		46787		1,259.08	CALCARD
3/15/2019	I.M.P.A.C. GOVERNMENT SERVICES		3322019		513.50
		46788		513.50	CALCARD
3/21/2019	I.M.P.A.C. GOVERNMENT SERVICES		3332019		553.05
		46855		553.05	CALCARD
3/21/2019	I.M.P.A.C. GOVERNMENT SERVICES		3342019		416.70
		46856		416.70	CALCARD
3/21/2019	I.M.P.A.C. GOVERNMENT SERVICES		3352019		766.40
		46858		766.40	CALCARD
3/21/2019	I.M.P.A.C. GOVERNMENT SERVICES		3362019		464.78
		46859		464.78	CALCARD
3/21/2019	I.M.P.A.C. GOVERNMENT SERVICES		3372019		2,467.54
		46860		2,467.54	CALCARD
3/21/2019	I.M.P.A.C. GOVERNMENT SERVICES		3382019		719.44
		46861		719.44	CALCARD
3/21/2019	I.M.P.A.C. GOVERNMENT SERVICES		3392019		58.00
		46862		58.00	CALCARD
3/21/2019	I.M.P.A.C. GOVERNMENT SERVICES		3402019		111.04
		46863		111.04	CALCARD
	GRAND TOTAL				<u><u>1,864,401.30</u></u>

May 8, 2019

RECEIVE SECOND QUARTER FISCAL YEAR 2018/2019 DISTRICT INVESTMENT REPORT

RECOMMENDATION

Receive Second Quarter Fiscal Year 2018/2019 (FY18/19) Second Quarter District Investment Report.

Background Information

Attached is the Investment Report (Quarterly Schedule of Cash and Investments) showing results for the second quarter of FY18/19. The purpose of this report is to inform the Board regarding the status of the District's investment portfolio as of the end of the first quarter in accordance with the District's Investment Policy, which was adopted on February 14, 2018. Included in the report are the District's portfolio composition, portfolio performance, and other key investment and cash flow information.

The primary objectives of the investment portfolio, in priority order, are safety of the principal invested, sufficient liquidity to meet ongoing cash flow requirements, and a return (or yield) on investment that exceeds the State of California's Local Agency Investment Fund (LAIF) and is comparable to the six-month Treasury return.

Analysis

The District's total Cash and Investments as of December 31, 2018 was \$61.2 million, including \$19.9 million (32.5%) in cash, \$36.2 million (59.2%) in LAIF, and \$5.1 million (8.3%) in California Asset Management Program (CAMP). This was an increase of \$14.4 million from the quarter ending September 30, 2018, and an increase of \$5.7 million from the same period last year of \$55.5 million. Cash and Investment balances fluctuate from quarter to quarter primarily due to the timing of when service charges and/or loan proceeds are received, and debt service and/or large progress payments are disbursed.

At the recommendation of the District's investment advisor, PFM, the District invested \$5.1 million in CAMP. CAMP is a California Joint Powers Authority (JPA) that was established in 1989 to provide public agencies with professional investment services. The District's most recent Investment Policy revisions adopted by the Board in February 2018 included the ability to use the CAMP pool to provide further diversification of invested funds. It is a permitted short-term cash reserve portfolio for all local agencies under Government Code Section 53601(p) and aligns with the District's planned short-term cash flow needs to support several large capital improvement projects.

Cash on deposit with Wells Fargo Bank accounts is used for operating purposes and the interest earned on the cash is used to offset the Wells Fargo account service fees. For investment yield calculation purposes, the Wells Fargo balance is excluded. For the quarter ending December 31, 2018, LAIF had an effective yield of 2.4% while CAMP had a yield of 2.39%. The blended yield



for the quarter was 2.4%. This yield was on par with the target rate of return for the overall portfolio, which was benchmarked with the LAIF yield of 2.06% and slightly lower than the six-month Treasury Bill rate of 2.56% at December 31, 2018.

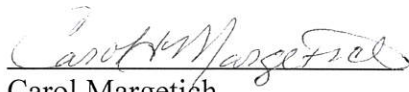
Financial Impact

Investment earnings contributed close to \$0.7 million or 1.75% to the District's total revenue of \$38.8 million in FY17/18. As the economy continues to expand, interest rates are expected to increase. With rising interest rates and an increase in the District's available balance for investment, it is anticipated that investment income will also increase. Staff will continue to monitor yields and implement strategies within the District's Investment Policy to maximize yields for fiscal stewardship.

Attachment

Quarterly Schedule of Cash and Investments as of December 31, 2018

Prepared by: 
Eka Ekanem
Senior Accountant

Reviewed by: 
Carol Margetich
Business Services Director

cc: FIN.12-REP-XX




Delta Diablo
Quarterly Schedule of Cash and Investments Ending December 31, 2018

DESCRIPTION OF SECURITY	CUSIP NUMBER	SECURITY TYPE	COUPON RATE	MATURITY DATE	INVESTED AMOUNT	% OF TOTAL INVESTMENTS	PAR VALUE	MARKET VALUE	Quarterly Yield	PRICING SOURCE
<u>FUNDS SUBJECT TO INVESTMENT POLICY</u>										
Cash Accounts										
Cash - Wells Fargo			N/A	N/A	\$ 1,311,120.75	2.14%	\$ 1,311,120.75	\$ 1,311,120.75	See note (1)	
Cash - Cash Held at the County			N/A	N/A	18,552,182.26	30.33%	\$ 18,552,182.26	\$ 18,552,182.26		
Cash - Petty Cash			N/A	N/A	600.00	0.00%	\$ 600.00	\$ 600.00		
Total Cash					\$ 19,863,903.01	32.47%	\$ 19,863,903.01	\$ 19,863,903.01		
Investment										
LAIF:										
County Treasurer-Capital Exp Project Funds		Public Agency Pool	N/A	N/A	\$ 74,815.42	0.12%	\$ 74,815.42	\$ 74,744.43	2.400%	LAIF
District/Integrated Finance		Public Agency Pool	N/A	N/A	36,134,894.57	59.07%	36,134,894.57	36,100,607.14	2.400%	LAIF
California Asset Management Program (CAMP)		Short-term Cash Portfolio	N/A	N/A	5,099,179.06	8.34%	5,099,179.06	5,130,989.49	2.390%	CAMP
Total LAIF:					\$ 41,308,889.05	67.53%	\$ 41,308,889.05	\$ 41,306,341.06		
Grand Total					\$ 61,172,792.06	100.00%	\$ 61,172,792.06	\$ 61,170,244.07		

NOTE: 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 certify that this report reflects all District investments and is in conformity with the Investment Policy of Delta Diablo.
 A copy of the investment policy is available at the Administrative building.
 The Investment Program provides sufficient cash flow liquidity to meet the next six (6) months expenditure requirements.



 Eka Ekanem
 Senior Accountant

ITEM E/5

May 8, 2019

ADOPT RESOLUTION COMMENDING AND CONGRATULATING GARY VAN PELT,
MAINTENANCE MECHANIC II, ON HIS RETIREMENT FROM THE DISTRICT

RECOMMENDATION

Adopt Resolution commending and congratulating Mr. Gary Van Pelt on his retirement from the District.

Background Information

Mr. Van Pelt began his employment with the District as a Maintenance Mechanic II on October 1, 2007.

Analysis

Mr. Van Pelt is retiring after over 11 years of service with the District. His last day of work was April 19, 2019. Prior to joining the District, Mr. Van Pelt worked at the City of San Leandro for 17 years, performing a variety of maintenance and repair activities at the water pollution control plant, gaining valuable mechanical skills and abilities working on wastewater equipment, which benefited the District.

In 2012, Mr. Van Pelt was recognized for his contributions to the wastewater industry by being named the Mechanical Technician of the Year by the California Water Environment Association (CWEA) San Francisco Bay Section. Mr. Van Pelt was selected to receive this award by his peers from many treatment plants within the San Francisco Bay Area in recognition of his outstanding technical skills, fabrication abilities, and commitment to the District.

Mr. Van Pelt was a valuable Maintenance Division team member and contributed significantly to operational excellence at the District. He is well-respected by his peers for his ability to effectively analyze equipment performance and develop action plans to restore proper performance and operational reliability. We wish him well in all his future endeavors.

Financial Impact

None

Attachment

Proposed Resolution

Prepared by: _____



Dean Eckerson
Resource Recovery Services Director

cc: Gary Van Pelt, Maintenance Mechanic II
District File No. HR.01-PEF-460



**BEFORE THE BOARD OF DIRECTORS
OF
DELTA DIABLO
(a Special District)**

**RE: Commending and Congratulating)
Gary Van Pelt,)
Mechanic II on his)
Retirement from the District)**

RESOLUTION NO. X/2019

THE BOARD OF DIRECTORS OF DELTA DIABLO HAS DETERMINED THAT:

WHEREAS, Gary Van Pelt was hired by Delta Diablo as a Maintenance Mechanic II on October 1, 2007; and

WHEREAS, he served in that capacity until his retirement on April 19, 2019, a period of over 11 years; and

WHEREAS, he contributed significantly to operational excellence at the District performing a variety of maintenance and repair activities; and

WHEREAS, he was named the 2012 Mechanical Technician of the Year by the California Water Environment Association San Francisco Bay Section for his outstanding technical skills, fabrication abilities, and commitment to the District; and

WHEREAS, he earned the respect of his peers for his ability to effectively analyze equipment performance issues and develop action plans to restore proper performance and operational reliability.

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

Gary Van Pelt is hereby commended and thanked for his outstanding service and dedication to the District. The Board of Directors and District staff wish him well in all his future endeavors.

PASSED AND ADOPTED on May 8, 2019, by the following vote:

AYES:
NOES:

ABSENT:
ABSTAIN:

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution adopted by the Board of Directors of Delta Diablo on May 8, 2019.

ATTEST: Federal Glover
Board Secretary

By: _____

May 8, 2019

AUTHORIZE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 1 TO CONSULTING SERVICES CONTRACT IN AN AMOUNT NOT TO EXCEED \$29,219, MAZE & ASSOCIATES, FINANCIAL AUDIT SERVICES

RECOMMENDATION

Authorize the General Manager to execute Amendment No. 1 to the Consulting Services Contract with Maze & Associates (Maze) to conduct financial audit services in an amount not to exceed \$29,219, for a total new contract amount of \$169,219.

Background Information

The Government Finance Officers Association (GFOA) best practice for procurement of financial auditing services recommends that “governmental entities should enter into multi-year agreements of at least five years in duration when obtaining the services of independent auditors.” Multi-year agreements allow for greater continuity and help reduce audit costs. State law requires local agencies to rotate audit partners every six years, but does not require audit firm rotation, commencing with Fiscal Year 2013/2014 (FY13/14).

The District’s last competitive request for proposal (RFP) selection process for audit services was conducted in April 2014 and resulted in a contract with Maze for a five-year period through the FY17/18 audit.

Analysis

After expiration of the current contract, staff considered options for future audit services. Because the District’s Finance Manager position is currently vacant, staff recommends that the District retain Maze for an additional year to maintain the high level of audit services Maze has provided over the past several years. This strategy will support audit process continuity and effectiveness with efficient use of available staff resources.

The contract amendment amount is \$29,219 for the FY18/19 audit and related services and increases the total contract amount to \$169,219. Staff anticipates it will conduct an RFP selection process in FY19/20 for audit services over the next five fiscal years.

Financial Impact

The adopted FY18/19 operating budget has sufficient funds to cover the additional costs of the audit and related services.

Attachments

- 1) Offer to Extend Audit Services Agreement
- 2) FY17/18 Engagement Letter

Signature:


Carol Margetich,
Business Services Director

cc: Finance Audit Binder FY18/19
Maze & Associates





March 25, 2019

Carol Margetich
Business Services Director
Delta Diablo
2500 Pittsburg-Antioch Highway
Antioch, CA 94509

Dear Carol,

Pursuant to Delta Diablo’s recent request, coupled with the terms of the most recent engagement letter dated May 7, 2018, we are pleased to offer to extend our audit contract to include the fiscal year ended June 30, 2019 at the following prices:

Service	Fee
Basic Financial Statements	\$22,770
CAFR Prep Assistance	1,000
Single Audit (One Program)	4,000
SCO Report	1,449
Total	<u>\$29,219</u>

- (1) – Out-of-pocket expenses are included in the fees above.
- (2) – The fee for additional tests associated with GASB 68 and 75 are also included above.

We appreciate the opportunity and we look forward to continuing to improve our service to you.

Yours very truly,

Maze & Associates

RESPONSE:

If you agree with the terms of this contract modification, please sign below and rerun a copy to our office.

By: _____

Title: _____

Date: _____



May 7, 2018

Carol Margetich, Business Services Director
Delta Diablo
2500 Pittsburg-Antioch Highway
Antioch, CA 94509-1373

Dear Carol:

We are pleased to confirm our understanding of the services we are to provide for Delta Diablo for the year ended June 30, 2018. The services we have been engaged to provide are outlined below, but we are also available to provide additional services at your request:

1. Audit of the Basic Financial Statements and issuance of Memorandum on Internal Control.
2. Testing for compliance with the Single Audit Act and applicable laws and regulations and issuance of our reports thereon. (One program).
3. Preparation of the District's Annual Report of Financial Transactions (Controller's Report) and issuance of a compilation report. (See Compilation Attachment for Our Responsibilities and Your Responsibilities related to the compilation report)

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis, to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

If the District's financial statements are accompanied by supplementary information other than RSI, we will subject the supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and will provide an opinion on it in relation to the financial statements as a whole.

Other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information.

Accountancy Corporation
3478 Buskirk Avenue, Suite 215
Pleasant Hill, CA 94523

t 925.930.0902
f 925.930.0135
e maze@mazeassociates.com
w mazeassociates.com

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the accompanying supplementary information when considered in relation to the financial statements as a whole. The objective also includes reporting on:

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control or on compliance, and the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with generally accepted auditing standards in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provision of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon the completion of our Single Audit. Our reports will be addressed to the Board of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with District management in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. Because the determination of abuse is subjective, *Governmental Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of physical existence of inventories, and direct confirmation of cash, investments and certain other assets and liabilities by correspondence with selected customers, creditors and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill the District for responding to this inquiry. At the conclusion of our audit we will also require certain written representations from management about management's responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls, and accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and the Board internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the District has complied with federal statutes, regulations and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and the applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each major program. The purpose of these procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Agreed-Upon Procedures

Our services to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described in the report either for the purpose for which the report had been requested or for any other purpose. If, for any reason, we are unable to complete the procedures, we will describe any restrictions on the performance of the procedures in our report, or will not issue a report as a result of this engagement. Because agreed-upon procedures do not constitute an examination, we will not express an opinion. In addition, we have no obligation to perform any procedures beyond those agreed to.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards and related notes in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and the related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management's responsibilities.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. Management is also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Management's responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Management is also responsible for providing us with access to all information of which management is aware is relevant to the preparation and fair presentation of the financial statements; access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; additional information that we may request for the purpose of the audit; and unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. We understand that the District will provide us with the Closing Checklist information required for our audit and that the District is responsible for the accuracy and completeness of that information.

Management's responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of its knowledge of any allegations of fraud or suspected fraud or illegal acts affecting the District received in communications from employees, former employees, grantors, regulators, or others. In addition, management is responsible for identifying and ensuring that it complies with applicable laws, regulations, contracts, agreements and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings must be made available for our review.

Management is also responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. Management agrees to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. Management also agrees to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Management's responsibilities include acknowledging to us in the written representation letter that: you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; that you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

Management is also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. Management agrees to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. Management also agrees to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Management's responsibilities include acknowledging to us in the representation letter that: management is responsible for presentation of supplementary information in accordance with GAAP; that management believes the supplementary information, including its form and content, is fairly presented in accordance with GAAP; that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and management has disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining of a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objective section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits or studies. Management is also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Management agrees to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. Management will be required to acknowledge in the management representation letter our assistance with the preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, management agrees to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accepting responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report to you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is our property and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request in a timely manner to a federal agency providing oversight of direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Maze & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

We will retain audit documentation for seven years after the report release date pursuant to state regulations. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

We expect to begin our audit in May 2018 and to issue our reports no later than December 31, 2018. Tim Krisch is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fees for these services are billed based on our contract with the District. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if the District's account becomes thirty days or more overdue and may not be resumed until the District's account is paid in full.

These fees are based on anticipated cooperation from District personnel, the completion of schedules and data requested on our Checklists, and the assumption that there will be no unexpected increases in work scope, such as new Single Audit Act programs, new debt issues, etc., or delays which are beyond our control, as discussed on the Fees Attachment to this letter. If significant additional time is necessary, we will discuss it with District management and arrive at a new fee before we incur any additional costs.

We understand you will provide us with basic workspace sufficient to accommodate the audit team assigned to your audit. We understand the basic workspace will be equipped with a telephone and direct Internet access, preferably a temporary network outside of your network, a public IP address and a wired connection. We understand you will also provide us with access to a fax machine and read only access to your general ledger system.

Government Auditing Standards require that we provide the District with a copy of our most recent external peer review report and any subsequent peer review reports received during the period of the contract. Our most recent peer review report accompanies this letter.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return the entire copy to us.

Maze & Associates

Maze & Associates

RESPONSE:

This letter correctly sets forth the understanding of the District.

By:

Carl Muscard

Title:

Business Services Director

Date:

5-10-18

May 8, 2019

APPROVE PROJECT, CONTRACT DOCUMENTS, AND DESIGN; AWARD AND AUTHORIZE GENERAL MANAGER TO EXECUTE CONSTRUCTION SERVICES CONTRACT IN AN AMOUNT NOT TO EXCEED \$860,469, BAYVIEW ENGINEERING & CONSTRUCTION CO., INC.; AUTHORIZE GENERAL MANAGER OR HIS DESIGNEE TO APPROVE CONTRACT CHANGE ORDERS IN AN AMOUNT NOT TO EXCEED 10% OF CONTRACT AMOUNT; AND AUTHORIZE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 1 TO CONSULTING SERVICES CONTRACT IN AN AMOUNT NOT TO EXCEED \$90,000, V.W. HOUSEN & ASSOCIATES, INC., PERMANENT BRINE TRANSFER FACILITY, PROJECT NO. 18109

RECOMMENDATION

1. Approve the Permanent Brine Transfer Facility Project, including contract documents and design.
2. Award and authorize the General Manager to execute a Construction Services Contract with Bayview Engineering & Construction Co., Inc. (Bayview) in an amount not to exceed \$860,469.
3. Authorize the General Manager or his Designee to approve construction contract change orders not to exceed 10% of the contract amount, for a total authorization of \$946,516.
4. Authorize the General Manager to execute Amendment No. 1 to the Consulting Services Contract with V.W. Housen & Associates, Inc. (VWHA) to provide design services during construction in an amount not to exceed \$90,000, for a new total contract amount of \$255,000.

Background Information

In March 2018, the Board awarded a consulting services contract to VWHA for design of the Permanent Brine Transfer Facility Project. This project involves planning, design, and construction of a new brine facility to replace the existing temporary facility installed in 2013 to receive brine wastewater from The Dow Chemical Co. (Dow) pursuant to the Temporary License and Brine Discharge Agreement executed between the District and Dow in July 2013. Plans and Specifications have been placed on file in the Administrative Office of the District for review by members of the Board and other interested persons.

The project was issued for public bids in March 2019. A mandatory pre-bid meeting and site visit were held in early April 2019 for contractors to thoroughly review the project requirements and site conditions. Staff publicly opened bids on April 16, 2019.

Analysis

Three bids were received for the project as shown in Attachment 1. The apparent low bid was submitted by Bayview in the base bid amount of \$860,469. Based on a detailed review of the submitted bid documents, staff determined Bayview to be the lowest responsive, responsible bidder for the project. It is recommended that the Board authorize the General Manager to execute a construction services contract with Bayview in the amount of \$860,469 to perform the work. In addition, staff requests that the Board authorize the General Manager or his Designee to



execute change orders up to 10% of the original contract amount to account for unknown issues, for total contract authorization of \$946,516.

As the project transitions into the construction phase, engineering services during construction are necessary for submittal reviews and to respond to information requests related to the design documents. VWHA should conduct these activities as the Engineer-of-Record for the project. Staff recommends that the Board authorize the General Manager to execute Amendment No. 1 to VWHA's existing consulting services contract in an amount not to exceed \$90,000 for a total agreement amount of \$255,000. A summary of the scope of work and anticipated costs associated with these services is shown in Attachment 2.

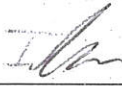
California Code of Regulations Section 15062 requires that the District's governing body approve the project prior to filing the California Environmental Quality Act (CEQA) Notice of Exemption for the project. Additionally, Government Code Section 830.6 provides the District with immunity from liability for injuries caused by a plan of construction for, or improvements to, public property in the event that a causal relationship exists between the design and the accident and that the contract documents were reasonably approved in advance of construction by the Board. To comply with these respective codes, staff recommends approval of the project and the associated contract documents.

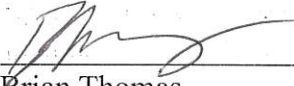
Financial Impact

The adopted Fiscal Year 2018/2019 – 2022/2023 (FY18/19 – FY22/23) Capital Improvement Program includes an appropriation of \$1 million through FY18/19 for the Permanent Brine Transfer Facility Project in the Wastewater Capital Asset Fund. Dow is responsible for all costs incurred for the project and will reimburse the District in accordance with the 2016 Brine Facility Construction Agreement. Sufficient funding is available to complete the planned work.

Attachments

- 1) Bid Summary
- 2) VWHA Amendment No. 1 Scope of Work and Cost Estimate Summary

Prepared by: 
Irene O'Sullivan
Associate Engineer

Reviewed by: 
Brian Thomas
Engineering Services
Director/District Engineer

cc: District File No. P.18109.01.04



DELTA DIABLO
PERMANENT BRINE TRANSFER FACILITY
PROJECT NO. 18109

Bid Opening: Tuesday, April 16, 2019

BID SUMMARY

<u>BIDDER</u>	<u>BASE BID AMOUNT</u>
<u>Bayview Engineering & Construction^(*)</u>	<u>\$ 860,469</u>
<u>Valentine Corporation</u>	<u>\$ 927,369</u>
<u>Bartley Pump PM, LLC</u>	<u>\$1,046,000</u>

* Lowest responsible and responsive bidder

**PERMANENT BRINE TRANSFER FACILITY
PROJECT NO. 18109**

AMENDMENT NO. 1
V.W. HOUSEN & ASSOCIATES, INC. (CONSULTANT)

SCOPE OF WORK AND COST ESTIMATE SUMMARY

<u>DESCRIPTION</u>	<u>PROPOSED COST</u>
<u>Projected Expenses:</u>	
<i>Amendment No. 1 Scope of Work:</i>	
Project management and meetings	\$15,300
Conformed documents and pre-construction conference	\$4,000
Submittal reviews, respond to requests for information, site visits, and observations	\$46,200
Change order assistance	\$9,400
Final records drawings and operations and maintenance manual	\$17,300
<i>Subtotal for Amendment No. 1 Scope of Work</i>	<i>\$90,000</i>
Current Contract Amount (Board approved on March 14, 2018)	\$165,000
<i>NEW CONTRACT GRAND TOTAL</i>	<i>\$255,000</i>

May 8, 2019

APPROVE BAY POINT SEWER REPAIRS – PHASE IV PROJECT AND DETERMINE THE PROJECT IS CATEGORICALLY EXEMPT UNDER CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES CLASS 1 AND CLASS 2; AND AUTHORIZE GENERAL MANAGER TO FILE CEQA NOTICE OF EXEMPTION WITH CONTRA COSTA COUNTY RECORDER’S OFFICE AND STATE CLEARINGHOUSE, BAY POINT SEWER REPAIRS – PHASE IV, PROJECT NO. 18119

RECOMMENDATION

1. Approve the Bay Point Sewer Repairs – Phase IV Project and determine the project is categorically exempt under California Environmental Quality Act (CEQA) Guidelines Class 1 and Class 2.
2. Authorize General Manager to file a CEQA Notice of Exemption (NOE) with the Contra Costa County Recorder’s Office and the State Clearinghouse for the Project, in accordance with CEQA Guidelines 15062 and in compliance with Public Resources Code Section 21152.

Background Information

The Bay Point Sewer Repairs – Phase IV Project is the final phase of the multi-year Wastewater Infrastructure Repair and Rehabilitation Project. It will be partially funded with a low-interest Clean Water State Revolving Fund (SRF) loan. An NOE for all phases of SRF-funded work was filed with Contra Costa County and the State Clearinghouse in December 2013 under the Wastewater Infrastructure Repair and Rehabilitation Project. The work covered under the 2013 filing included repair and rehabilitation of four to five miles of existing sewer pipeline in Bay Point streets over a multi-year period.

In 2018, the District continued to perform closed-circuit television (CCTV) inspection of the collection system in Bay Point to comply with terms of the Settlement Agreement and Mutual Release of Claims (Settlement Agreement) with Northern California River Watch. The CCTV inspection identified approximately 3,000 lineal feet of additional sewer mains with significant structural defects. These segments were evaluated and added to the Bay Point Sewer Repairs – Phase IV Project for immediate replacement and/or rehabilitation.

The final design for the project was completed in March 2019. The project is currently being advertised for bid, with bids to be publicly opened on May 21, 2019. Construction is anticipated to commence in summer 2019.

Analysis

California Code of Regulations Section 15062 requires the District’s governing body approve the project prior to filing the CEQA NOE for the project. The additional segments are categorically exempt under CEQA Guidelines (California Code of Regulations Title 14) Class 1 and Class 2. A Class 1 exemption “consists of the...repair [or] maintenance...of existing public structures, facilities, mechanical equipment...involving negligible or no expansion of use beyond that existing at the time of the lead agency’s determination.” A Class 2 exemption “consists of



replacement or reconstruction of existing structures and facilities...and will have substantially the same purpose and capacity of the structure replaced..." In order for these new segments to be included with the overall project, staff recommends approval of the project so that the NOE for the additional segments can be filed with the Contra Costa County Clerk's Office and the State Clearinghouse in compliance with Public Resources Code Section 21152.


CEQA action is required to be filed prior to the commencement of construction for the additional segments to satisfy State of California's requirements. If the NOE is not filed at this time, the statute of limitations period for legal challenges of these additional segments and/or project will increase from 35 days to 180 days, resulting in a risk of project delays and associated costs.


Financial Impact

The adopted Fiscal Year 2018/2019 – 2022/2023 (FY18/19 – FY22/23) Capital Improvement Program includes an appropriation of \$1.1 million through FY18/19, with an overall project budget of \$6.2 million, for the Bay Point Sewer Repairs – Phase IV Project. Sufficient funding is available to complete the recommended action.

Attachments

Draft Notice of Exemption

Prepared by: 
Patricia Chapman
Associate Engineer

Reviewed by: 
Brian Thomas
Engineering Services
Director/District Engineer

cc: District File No. P.18119.01.04



NOTICE OF EXEMPTION

TO: County Clerk
County of Contra Costa
555 Escobar Street
Martinez, CA 94553

FROM: Vince De Lange, General Manager
Delta Diablo
2500 Pittsburg-Antioch Highway
Antioch, CA 94509-1373
Telephone: (925) 756-1900

Signature

SUBJECT: FILING OF NOTICE OF EXEMPTION IN COMPLIANCE WITH PUBLIC RESOURCES CODE 21152

PROJECT TITLE: WASTEWATER INFRASTRUCTURE IMPROVEMENTS – BAY POINT SEWER REPAIRS, PHASE IV ADDITIONAL WORK AREAS

STATE CLEARINGHOUSE NUMBER:

PROJECT LOCATION: Additional work areas in Bay Point, Contra Costa County not previously covered under the Notice of Exemption for the Wastewater Infrastructure Improvements Project filed on December 13, 2013. Locations include: Manor Drive approximately 70 feet south of Willow Pass Road; Alberts Avenue in vicinity of Water Street at the EBMUD pipelines crossing; Shell easement from Willow Pass Road and northerly to a location about 400 feet north of Sycamore Court and also work in the private roadway adjacent to 2840 Willow Pass Road; and Mary Ann Apartments easement in the roadway and complex parking area at 2901 Mary Ann Lane, Bay Point.

PROJECT DESCRIPTION: Existing 6” to 10” diameter sewer pipeline repair, replacement, and rehabilitation using open cut replacement and/or trenchless lining technology.

AGENCY APPROVING AND CARRYING OUT PROJECT: Delta Diablo

EXEMPT STATUS: The Board of Directors of the District finds this project is categorically exempt from CEQA as a Class 1 and Class 2 Categorical Exemptions under Public Resources Code Section 21152.

REASONS WHY PROJECT IS EXEMPT: Work involves the repair, replacement, or reconstruction of existing structures and facilities with the same purpose and negligible expansion of capacity. In accordance with the Public Resources Code Section 21152 the District is filing a Notice of Exemption for the subject work.

AFFIDAVIT OF POSTING

I declare that on _____, I received and posted this Notice as required by Public Resources Code 21152 (c). It will remain posted for 30 days.

Signature

Title

ITEM G

May 8, 2019

RECEIVE REPORT ON KEY ASSUMPTIONS FOR PROPOSED FISCAL YEAR 2019/2020 OPERATING BUDGET

RECOMMENDATION

Receive report on key assumptions for the proposed Fiscal Year 2019/2020 (FY19/20) Operating Budget.

Background

In FY18/19, the District transitioned from submitting a three-year operating budget proposal for Board consideration and approval to a single-year budget approval process. Staff has prepared a single-year operating budget for FY19/20 and will continue to evaluate multi-year budget development approval processes with the goal of aligning the operating budget, capital improvement program, and sewer service charge (SSC) development processes. Staff will submit the FY19/20 Budget, which includes revenue, operating expenses, and capital expenditures, for Board consideration on June 12, 2019. Staff has conducted a rigorous review of the proposed FY19/20 operating budget with the goal of identifying and implementing applicable budget reduction opportunities. This successful effort directly supports the District's long-term financial sustainability and effective stewardship of limited ratepayer funds to support operation of the District's wastewater collection, conveyance, and treatment system infrastructure; household hazardous waste collection facility; and street sweeping services program.

The key operating budget assumptions were presented to the Finance Committee for review and comment on May 1, 2019. The Committee concurred with presenting the key assumptions to the Board on May 8, 2019 for review and comment. For additional information, please refer to Notes from the Finance Committee Meeting, May 1, 2019 within this Board meeting agenda packet. After receiving Committee and Board comments on key assumptions, the proposed FY19/20 Budget will be presented to the Board for consideration of approval on June 12, 2019.

Analysis

Staff has implemented key budget reduction strategies, which has allowed the District to reduce its proposed operating budget for FY19/20 by approximately \$0.6 million relative to FY18/19. This section highlights key assumptions associated with major cost categories in the FY19/20 operating budget, including salaries and benefits, utilities, chemicals, and outside services/repairs and maintenance.

Salaries and Benefits: This category represents approximately 59% of the District's FY19/20 operating budget.

- Cost-of-Living Adjustment: (COLA). An annual COLA is provided for in the memoranda of understanding (MOUs) for each of the three bargaining units. The MOUs provide that the District will adjust salaries for the first full pay period after July 1 each year, from a minimum of 2% up to 5% based on the April to April change in the Consumer Price Index (CPI), San Francisco/Bay Area Wage Earners. The percentage will



be available in May and COLAs will be included in the FY19/20 Salaries and Benefits budget for the Board's consideration in June.

- Unfunded Positions: Based on an assessment of resource needs, staff estimates that three of the District's current vacancies will remain unfilled and unfunded in FY19/20. The reduction in budgeted full-time equivalents (FTEs) from 81.5 to 78.5 will result in an annual savings of \$0.7 million.
- New Position/Reclassification Requests: No new positions are recommended, but there are two proposed position reclassifications to allow staffing flexibility in FY19/20. Because staff is currently assessing conversion of the vacant Buyer position to a Purchasing Manager to oversee the District's procurement function, additional funding is included in the proposed budget. In addition, the budget includes funding to support reclassification of a Maintenance Mechanic III position to a Maintenance Planner/Scheduler position to provide a dedicated and skilled resource for planning maintenance work in advance so that all needed equipment, parts and tools are prepared and organized for scheduling each work activity. This will improve the efficiency of the staff working to repair and maintain the District's assets for the appropriate operational reliability.
- Labor Reallocation: Staff has reallocated approximately \$0.85 million in salaries and benefits associated with Engineering Services Department staff from the operating budget to the capital budget.
- Medical Insurance: This cost has been increased by 5% while all other health benefits are not expected to increase.
- California Public Employees' Retirement System (CalPERS) Funding: In November 2011, the Board adopted CalPERS Tier 2 (2.0% at age 55), which applies to employees hired between July 1, 2012 and December 31, 2012, or hired on or after January 1, 2013, as a member of a qualified public pension plan (e.g., CalPERS, Contra Costa County Employee Retirement Plan, etc.). Prior to July 1, 2012, 100% of all employees were enrolled in CalPERS Tier 1 (2.7% at age 55). Furthermore, the Public Employees' Pension Reform Act of 2013 (PEPRA), effective January 1, 2013, established Tier 3 (2.0% at age 62), which applied to employees hired on or after January 1, 2013, who are not members of a qualified public pension plan. As of FY18/19, 43% of all employees are in either Tier 2 or Tier 3 and since new hires are no longer eligible to become members of Tier 1, there are ongoing savings as employees leave the District and vacant positions are filled at Tiers 2 and 3. The District assumes that new journey level, professional, and management hires will be Tier 2, because it is likely that they would have been a member in CalPERS or a reciprocal plan. The District assumes that new entry level hires will be Tier 3, because it is unlikely that these hires would have been members in CalPERS or a reciprocal plan. In addition to the lower employer-paid contributions into CalPERS, all new hires pay their full employee contributions into CalPERS, as well as contributions into the Other Post-employment Benefits (OPEB) trust, which is at 3% of base salary.
- CalPERS Pension Unfunded Liability Contribution: This cost is budgeted at \$1.0 million, which is an increase of approximately \$0.18 million from FY18/19.
- Succession Planning: Staff has reduced the allowance for overlap of new hires and incumbents in critical positions from \$0.2 million in FY18/19 to \$0.1 million in FY19/20.
- Contra Costa County Retirees' Association (CCCERA) Funding: In July 2014, the Board established Contributed Benefit Savings (CBS) funding levels of 3.75% of salaries to



maintain the integrity of the CCCERA plan for District retirees and employees who remained in the CCCERA system after the District transitioned from the CCCERA pension plan to CalPERS in July 2004.

- OPEB Trust Fund Annual Funding: The Board's adopted OPEB Funding Policy states the intent to fully fund the District's Actuarially Determined Contribution (ADC), which the Board has done each year since the trust fund was established in February 2010. District employees pay 3% of base salaries into the trust and the District budgets the required 3% match, as well as actual retiree medical costs which are deposited into the OPEB trust fund. The FY19/20 budget includes an ADC of \$1.0 million.
- Public Agency Retirement Services (PARS) Funding: The FY19/20 budget includes a one-time payment of \$0.1 million to PARS. The PARS trust account was established to pre-fund both CalPERS pension obligations and/or OPEB obligations. The additional funds in PARS will provide funding to mitigate future rate revenue required for projected sharp increases in pension or OPEB costs due to decreases in discount rates, an accelerated amortization schedule, and/or investment losses.

Utilities: This category represents approximately 7% of the District's FY19/20 operating budget.

- Energy Costs: Staff continues to identify opportunities to reduce on-site energy demand and increase renewable energy production. Staff has identified and implemented changes to operating strategies based on variable energy cost schedules to reduce energy costs; for example, operating high-electricity demand solids dewatering centrifuges in a batch dewatering mode during off-peak hours. The budget assumes a 90% uptime for the on-site cogeneration engine, which is expected to meet over 60% of wastewater treatment plant power demand.

Chemicals: This cost is approximately 7% of the FY19/20 operating budget. The District continues to participate in the Bay Area Chemical Consortium to leverage purchasing power and receive cost-effective bids. As external factors (e.g., tariffs) cause chemical prices to rise, this approach allows the District to benefit from the most competitive market prices. Staff has conducted a comprehensive review of chemical unit costs, estimated quantities, and associated contingencies. The FY19/20 chemical budget totals \$1.9 million, including \$1.1 million for wastewater and \$0.8 million for recycled water, which represents no increase from FY18/19.

Outside Services/Repairs and Maintenance: This category represents approximately 16% of the District's FY19/20 operating budget. Staff has included funding to support a broad number of organizational improvement initiatives, including IT Strategic Planning, Munis Enterprise Resource Planning enhancements, as well as Cost-of-Service (SSC, Capital Facilities Capacity Charges) and total compensation studies.

As part of the operating budget development process, the District assumes a 3% inflation for selected line items, which is consistent with long-term historical averages.

Financial Impact

The key budget assumptions provided herein are geared toward assisting the District in recovering its operating expenses, while also highlighting the District's efforts to implement budget reduction strategies that support long-term financial sustainability and responsible



stewardship of limited ratepayer funds. Staff has included these assumptions in the District's long-term 5-year SSC rate model.

Attachments

None

Signature:


Carol S. Margetich
Business Services Director

cc: District File CORP.08-CORRES



ITEM J

May 8, 2019

RECEIVE MONTHLY LOBBYIST REPORT DATED APRIL 2019, KEY ADVOCATES, INC., WESTERN RECYCLED WATER COALITION, PROJECT NO. 90024

RECOMMENDATION

Receive and file Report.

Background Information

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

Analysis

Attached is the report for April 2019, which was produced by KA and distributed to members of the Western Recycled Water Coalition.

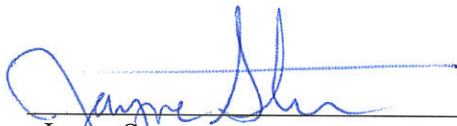
Financial Impact

None


Attachment

Monthly Report, April 2019

Prepared by:


Jayne Strommer
Government Affairs Manager

Reviewed by:


Brian Thomas
Engineering Services
Director/District Engineer

cc: Project File No. P.90024.06.01





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April 30, 2019

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

Infrastructure

In their meeting today with the President on infrastructure, Speaker Pelosi and Minority Leader Schumer stated their commitment to working together to pass a bold, comprehensive, bipartisan infrastructure bill and urged the President to take under consideration some of their priorities for any bipartisan infrastructure bill. Specifically, Pelosi and Schumer said a comprehensive infrastructure bill must include new and real revenue, clean energy and resiliency priorities, and strong Buy America, labor, and women, veteran and minority-owned business protections. The Democratic leaders also said that to truly be a game changer for the American people, the legislation should go beyond transportation and into broadband, water, energy, schools, housing, and other initiatives, as well as invest in resiliency and risk mitigation of the nation's current infrastructure to deal with climate change. In the House, the Transportation Committee is planning a "Member's Day" tomorrow, May 1, to hear from anyone in the House who wants to weigh in on the committee's legislative agenda, and specifically on infrastructure. In addition, a House delegation led by Transportation Chairman DeFazio will tour the Gateway Tunnel project on May 2. To date, the project has pitted Democrats and members of the New York and New Jersey delegations against the Trump administration, which has refused to fund it. The Senate Environment and Public Works Committee has already started its own work on polling Members about their desires for a surface transportation reauthorization bill and are moving towards a planned bill release sometime this summer. Lastly, stakeholders continue to weigh in. For example, the Portland Cement Association, one of many groups hoping policymakers can reach agreement on a big infrastructure package, wants Trump, Pelosi and Schumer to address a gas tax. PCA called on all three to "provide cover" for the Members of Congress in their respective parties to support an increase. Some Republican Members, generally opposed to the idea, have said that if Trump were to take his reported support for a gas tax increase public, they would consider coming around.

Hearings

A number of hearings were held in the House on infrastructure. The Energy and Commerce Committee held a hearing on April 10 on energy infrastructure. The Transportation and

Infrastructure Committee held hearings on airport (March 26), roadway (April 9) and waterway infrastructure (April 10).

Napolitano H.R. 1162, the “Water Recycling Investment and Improvement Act”

As the request of the Congresswoman’s office, because the Congresswoman is meeting with Secretary Bernhardt and wants to emphasize support for Title XVI program, the Coalition sent a bill support letter. To review, on Feb.13, the Congresswoman introduced the above bill (with 17 cosponsors, now 24 – all Dems) which the Coalition reported to her office its support. The Coalition supported her bill last Congress. Two changes were made from last year’s version: 1) the EPA grant program was dropped so the focus could be on Title XVI; and, 2) the cap on the Federal share for individual projects was kept but increased from \$20M to \$30M. Per the Congresswoman’s office, the following summary was provided:

- Increases the WIIN Act authorization for Title XVI from \$50 million to \$500 million
- Makes the WIIN Act Title XVI program permanent as it currently expires in 2021.
- Strikes the requirement that projects must be in drought or disaster areas
- Strikes the requirement that the projects need to be designated in an appropriations legislation
- Increase the limitation on the federal share of individual Title XVI projects from the current \$20 million in October 1996 prices to \$30 million in January 2019 prices.
 - *Does not change the 25% federal cost share.*

DeFazio H.R.1497, the “Water Quality Protection and Job Creation Act of 2019.”

To review, on March Chair DeFazio, Subcommittee Chair Napolitano, and Representatives Don Young and John Katko introduced the above bill (now with 18 cosponsors) which the Coalition sent a letter of support to the Committee. The bill:

- Authorizes \$20 billion in Federal grants over five years for Clean Water SRFs.
- Authorizes \$1.5 billion over five years for grants to implement state water pollution control programs.
- Provides \$600 million over five years for Clean Water pilot programs (including Federal technical assistance and/or grants) for watershed-based or system-wide efforts to address wet weather discharges, to promote storm water best management practices, to undertake integrated water resource management, and to increase the resiliency of treatment works to natural or man-made disasters.
- Authorizes \$375 million in grants over five years for alternative water source projects including projects that reuse wastewater and storm water to augment the existing sources of water.

Our issue with the bill has to do with existing law for the AWSP which prohibits a project that has received any recycled water funding from USBR from applying for grants. Over the past couple years, we’ve argued for this text to be stricken or modified to specify limitations based on receiving “construction” funding. In our D.C. meetings, we met with staff of various California T&I Members about this and they appeared to support our request. One such meeting was with

the staff of Congressman Garamendi who recently reported that the Congressman would sponsor an amendment in markup to strike the prohibition section. The “construction” approach would be a fallback. Garamendi’s staff said they would be reaching out to other Committee Members for support and would consult T&I staff. Joe Sheehy, Legislative Director for Congresswoman Napolitano who is Chair of the T&I Water Resources Subcommittee, also reached out to the Coalition and advised that he is pursuing this as well.

Coalition Projects Bill

A draft was provided to the office of Congressman McNerney for introduction consideration. No decision yet but Congress has just returned this week after a two-week recess.

McNerney “West Act”

Last Congress, Congressman McNerney (D-CA-9) introduced an omnibus water and energy bill which the Coalition helped draft and supported. No decision has been made at this time on reintroducing the bill or moving pieces of it in the committees of jurisdiction.

FY20 Appropriations Process

Underway with hearings. Tentative goals are for House passage of all bills by the July recess; Senate by the August recess; conferences in September; and final passages by Oct. 1. Have met, and will continue meeting with, various subcommittee staffs to advocate for highest funding levels.

FY20 President’s Budget

SRF’S: The Budget includes \$1.98 billion for the State Revolving Funds, \$83 million to begin implementation of the new America’s Water Infrastructure Act of 2018 (AWIA) legislation, and \$25 million for the Water Infrastructure Finance and Innovation Act (WIFIA) program.

Title XVI and WIIN Grants: Title XVI Water Reclamation and Reuse Projects, \$3M, @ \$55.6M below the FY19 enacted level (\$0 for WIIN).

WaterSMART Grants: \$10M, \$24M below the FY19 enacted level.

FY20 Congressional Budget Resolution

The Senate reported out its 5-year budget resolution. The Category 300 Natural Resources & Environment number is a little higher than last year. More importantly, they included a deficit neutral reserve fund for transportation and infrastructure, which listed various categories including water. The purpose is that funds moved in here do not increase the overall deficit. The House had a different approach. H.R. 2021 “Investing for the People Act” includes a 2-year budget. It raised the budget caps on domestic and defense spending. They were ready to bring it to the Floor but some democrats had issues (moderates thought too much money and

progressives too much pentagon money). Once they work this out it will be ready to go to the Floor.

WIIN Grants

USBR has released the funding opportunity - the last \$20M under the current authorization - for Title XVI recycled water projects under the WIIN Act, with applications due June 28. Jayne Strommer emailed the details to Western Recycled Water Coalition members. The disbursement of FY18 funds is still pending inclusion of the awardees in an appropriations bill.

Bill Tracking - 116th Congress (2019-2020)

S.352 — **A bill to amend the Internal Revenue Code of 1986 to increase the national limitation amount for qualified highway or surface freight transfer facility bonds.**

Sponsor: Sen. Cornyn, John [R-TX] (Introduced 02/06/2019) Cosponsors: (1)

Committees: Finance Increases from \$15 billion to \$20.8 billion the national limitation on the amount of tax-exempt highway or surface freight transfer facility bonds.

H.R.180 — **Build America Act of 2019**

Sponsor: Rep. Hastings, Alcee L. [D-FL-20] (Introduced 01/03/2019) Cosponsors: (7, now 10)

Committees: Transportation and Infrastructure and Ways and Means Directs the Department of Transportation (DOT) to carry out a national infrastructure investment grant program for capital investments in surface transportation infrastructure. Projects eligible for funding under the program include, at a minimum, highway and bridge projects, public transportation projects, passenger and freight rail transportation projects, and port infrastructure investments. In distributing grants under the program, DOT shall ensure an equitable geographic distribution of funds, an appropriate balance in addressing the needs of urban and rural areas, and investment in a variety of transportation modes. At least 20% of grant funds must be set aside for projects in rural areas. The bill amends the Internal Revenue Code to: (1) establish a National Infrastructure Investment Trust Fund, and (2) increase the tax on gasoline other than aviation gasoline and on diesel fuel or kerosene.

S.146 — **Move America Act of 2019**

Sponsor: Sen. Hoeven, John [R-ND] (Introduced 01/16/2019) Cosponsors: (1)

Committees: Finance Allows tax exempt Move America bonds and Move America tax credits to be used for certain infrastructure projects. A Move America bond is treated as a tax-exempt private facility bond with certain exceptions. At least 95% of the net proceeds from the issuance of the bond must be used for infrastructure projects. The bill specifies exceptions and modifications to existing rules for bonds regarding land acquisition, government ownership, rehabilitation expenditures, and the alternative minimum tax. The bonds are subject to a volume cap equal to 50% of a state's current private activity bond volume cap. States may exchange all or a portion of the volume cap for Move America tax credits to be allocated to taxpayers. The credits include (1) an equity credit for a portion of the basis of each qualified facility; and (2) an infrastructure fund credit for investments in qualified infrastructure funds, including a state infrastructure bank, a water pollution control revolving fund, or a drinking water treatment revolving loan fund.

H.R.658 — National Infrastructure Development Bank Act of 2019

Sponsor: Rep. DeLauro, Rosa L. [D-CT-3] (Introduced 01/17/2019) Cosponsors: (60, now 61)
Committees: Energy and Commerce, Transportation and Infrastructure, Financial Services and Ways and Means

S.353 —RAPID Act

Sponsor: Sen. Cornyn, John [R-TX] (Introduced 02/06/2019) Cosponsors: (1)
Committees: Environment and Public Works

S.403 —IMAGINE Act

Sponsor: Sen. Whitehouse, Sheldon [D-RI] (Introduced 02/07/2019) Cosponsors: (5, now 7)
Committees: Environment and Public Works

H.R.680 —Securing Energy Infrastructure Act

Sponsor: Rep. Ruppel, C. A. Dutch [D-MD-2] (Introduced 01/17/2019) Cosponsors: (1)
Committees: Science, Space, and Technology Establishes a two-year pilot program within the Department of Energy's (DOE) national laboratories to (1) identify the security vulnerabilities of certain entities in the energy sector, and (2) evaluate technology that can be used to isolate the most critical systems of such entities from cyberattacks. In addition, DOE must establish a working group to evaluate the technology solutions proposed by the national laboratories and to develop a national strategy to isolate the energy grid from attacks.

H.R.228 —Increase Transportation Alternatives Investment Act of 2019

Sponsor: Rep. Velazquez, Nydia M. [D-NY-7] (Introduced 01/03/2019)
Cosponsors: (2) Committees: Transportation and Infrastructure Directs the Department of Transportation (DOT) to ensure that states give preference under the Surface Transportation Block Grant Program to eligible projects that (1) are located in areas that are undergoing extensive repair or reconstruction of transportation infrastructure, including federal-aid highways, federally owned roads open for public travel, passenger rail facilities, and public transportation facilities; and (2) will provide transportation alternatives related to the closure of transportation infrastructure in such areas. DOT shall (1) carry out a competitive grant program to support community efforts to invest in transportation alternatives; and (2) give preference in awarding grants to projects located in such areas. Entities eligible for grants include state and local governments, metropolitan planning organizations, and rural planning organizations.

H.R.2220 — To amend the Intermodal Surface Transportation Efficiency Act of 1991 with respect to high priority corridors on the National Highway System, and for other purposes.

Sponsor: Rep. Babin, Brian [R-TX-36] (Introduced 04/10/2019) Cosponsors: (10)
Committees: Transportation and Infrastructure

S.611 —Water Affordability, Transparency, Equity, Reliability Act of 2019

Sponsor: Sen. Sanders, Bernard [I-VT] (Introduced 02/28/2019) Cosponsors: (2, now 3)
Committees: Environment and Public Works

H.R.880 — Surface Transportation Investment Act of 2019

Sponsor: Rep. Brownley, Julia [D-CA-26] (Introduced 01/30/2019) Cosponsors: (1)

Committees: Ways and Means and Transportation and Infrastructure

S.40 —Bureau of Reclamation Transparency Act

Sponsor: Sen. Barrasso, John [R-WY] (Introduced 01/08/2019) Cosponsors: (1) Committees: Energy and Natural Resources Directs the Department of the Interior to publish, and update every two years, an Asset Management Report. The report must describe the Bureau of Reclamation's efforts to (1) maintain in a reliable manner its reserved works (e.g., buildings, structures, facilities, or equipment); and (2) standardize and streamline data reporting and processes across regions and areas for the purpose of maintaining reserved works. The report must include (1) an assessment of major repair and rehabilitation needs for reserved works, and (2) an itemized and prioritized list of major repair and rehabilitation needs of individual facilities. Interior must coordinate with the nonfederal entities responsible for the operation and maintenance of Reclamation facilities, known as transferred works, in developing reporting requirements for their major repair and rehabilitation needs.