

Board of Directors Meeting Minutes
DELTA DIABLO
October 9, 2024

The meeting was called to order by Chair Monica Wilson at 4:30 pm, on Wednesday, October 9, 2024. Present was Vice Chair Federal Glover. Director Juan Banales was absent. Also present were Rebecca Hooley, District Counsel; Vince De Lange, General Manager; Brian Thomas, Deputy General Manager; Dean Eckerson, Resource Recovery Services Director; Nitish Sharma, Business Services Director; Murat Bozkurt, Engineering Services Director/District Engineer; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; Anika Lyons, Finance Manager; Joaquin Gonzalez, Operations Manager; Jamie Lyn Alfonso, Human Resources and Risk Manager; Hasib Noori, Systems Administrator; Honorina Lam Yuen, Administrative Assistant I; Katherine Garcia, Administrative Assistant II; Ryan O'Rourke, Maintenance Mechanic II; and Michael Sprague, Collection System Worker I.

PUBLIC COMMENTS – None.

RECOGNITION

Introduction of Honorina Lam Yuen, Administrative Assistant I, to the District

Ms. Nichols-Fritzler introduced Ms. Lam Yuen, who joined the District on September 23, 2024, noting she has over ten years of experience in the private sector. Ms. Lam Yuen thanked the Board, who welcomed her to the District.

Introduction of Ryan O'Rourke, Maintenance Mechanic II, to the District

Mr. Eckerson introduced Mr. O'Rourke, Maintenance Mechanic II, who joined the District on September 23, 2024, noting his prior work experience and broad knowledge. Mr. O'Rourke thanked the Board, who welcomed him to the District.

Congratulate Michael Sprague, on His Promotion to Collection System Worker I

Mr. Eckerson congratulated Mr. Sprague on his promotion to Collection System Worker I, noting he joined the District in July 2023 as a Utility Laborer. Mr. Sprague thanked the Board for the opportunity, who congratulated him on his promotion.

CONSENT CALENDAR

Vice Chair Glover moved approval of the Consent Calendar, seconded by Chair Wilson and by roll call vote (Ayes: *Glover and Wilson*; Noes: *None*; Absent: *Banales*; Abstain: *None*), the following Consent Calendar Items were approved: Approve Minutes of Special Board of Directors Meeting, September 18, 2024; Receive Notes of Board of Directors Finance Committee Meeting, September 30, 2024; Receive District Monthly Check Register for September 2024; Receive Delta Household Hazardous Waste Collection Facility FY23/24 Report; Receive Annual Report on Collection of FY23/24 Capital Facilities Capacity Charges; Adopt Resolution Approving Amendment to District Conflict of Interest Code and Direct Staff to Transmit Code to Contra Costa County Clerk of Board of Supervisors; and Receive FY23/24 Report on Surplus District Property.

DELIBERATION ITEMS

Review Proposed Recycled Water Service Charges and Surcharges and Set Public Hearing for November 6, 2024, at 4:30 p.m. to Consider Adopting Ordinance Establishing Recycled Water Service Charges

Ms. Lyons provided background regarding Recycled Water Facility (RWF) operation and Calpine contract obligations, highlighted facility operating cost pressures and associated revenue increase needs, reviewed key financial modeling assumptions, and proposed RWSC adjustments by customer, including a breakdown of fixed and variable cost components, and projected annual revenue by customer based on future recycled water consumption estimates. She reviewed preliminary findings from the Recycled Water Master Plan and RWF Condition Assessment Project and noted that current financial planning assumptions regarding future capital investment needs are not expected to be impacted.

Vice Chair Glover moved approval, seconded by Chair Wilson and by roll call vote (Ayes: *Glover and Wilson*; Noes: *None*; Absent: *Banales*; Abstain: *None*), the Board set the Public Hearing for November 6, 2024, at 4:30 p.m. to Consider Adopting an Ordinance Establishing Recycled Water Service Charges.

PRESENTATIONS AND REPORTS

Review Capital Facilities Capacity Charge Development Overview and Key Assumptions

Mr. Sharma reviewed the CFCC update schedule; provided background regarding current CFCCs, associated revenue, and current fund balance; highlighted recent master planning work to update WWTP flow and loading conditions, available capacity, and capital expansion needs; reviewed guiding principles, the recommended cost allocation methodology, key financial assumptions, and preliminary recommendations, including use of a hybrid cost allocation method, development of a uniform CFCC for all three District zones, updating CFCCs for accessory dwelling units, and adjusting CFCCs annually based on a recommended index. Mr. Sharma discussed planned outreach efforts with key stakeholders and noted following completion of the CFCC Study, staff will present the proposed CFCCs to the Board at its November meeting, along with a request to schedule a public hearing for consideration of approval of the proposed CFCCs at its December Board Meeting. The Board thanked Mr. Sharma for the report.

GENERAL MANAGER COMMENTS

Mr. De Lange provided an update on funding reimbursement through the federal Inflation Reduction Act for the Cogeneration System Improvements Project, noting the District will need to complete significant construction work by the end of the calendar year to qualify for a \$6.5 million tax credit.

BOARD MEMBER COMMENTS – None.

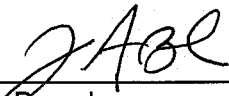
CORRESPONDENCE – None.

CLOSED SESSION

The Board convened to Closed Session at 4:58 pm. The Board reconvened to open session at 5:10 pm and Ms. Hooley reported there was nothing to report out of Closed Session.

ADJOURNMENT

Chair Wilson adjourned the meeting at 5:10 pm and noted a Special Board of Directors Meeting will be held at 4:30 pm on November 6, 2024.



Juan Banales
Board Secretary

(Recording Secretary: Cecelia Nichols-Fritzler)