

## Minutes of the Special Meeting of the Board of Directors

### DELTA DIABLO

March 30, 2022

The meeting was called to order by Chair Wilson at 4:32 p.m., on Wednesday, March 30, 2022, via Zoom. Present were Vice Chair Juan Banales and Alternate Director Karen Mitchoff. Also present were Mary Ann Mason, District Counsel; Vince De Lange, General Manager; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; Brian Thomas, Acting Business Services Director; Dean Eckerson, Resource Recovery Services Director; Thanh Vo, Acting Engineering Services Director; Anika Lyons, Finance Manager; Dustin Bloomfield, Maintenance Manager; Xeng Her, Accounting Technician; Taylor Amaro, Collection Systems Worker II; Anthony Dejesus, Collection Systems Worker II; and Katherine Garcia, Administrative Assistant I.

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

Ms. Nichols-Fritzler read a statement regarding the process for receiving public comments.

#### PUBLIC COMMENTS

None.

#### DELIBERATION ITEMS

##### Consider Adopting Resolution Authorizing the Board of Directors, in All Its Capacities, and Its Subcommittees to Continue Teleconference Meetings under Government Code Section 54953(e), Make Related Findings, and Take Related Actions

Ms. Nichols-Fritzler presented an overview of Government Code Section 54953(e) and the key provisions of Assembly Bill 361 (AB 361), which amended the teleconferencing provision of the Brown Act effective October 1, 2021. She stated the requirements that the District must follow regarding agenda posting, instructions on how to access the meeting and provide public comment, options for attending a meeting via a call in or internet-based service option, and Board conduct of meetings in a manner that protects the constitutional and statutory rights of the public. In addition, Ms. Nichols-Fritzler noted if there is a disruption in the meeting, the Board must stop the meeting until public access and the ability to comment is restored.

Vice Chair Banales moved approval to adopt a resolution to authorize the Board of Directors, in all its capacities, and its subcommittees, to conduct teleconference meetings under Government Code Section 54953(e) and make related findings; determine that these bodies will hold virtual meetings for the next 30 days; and direct the General Manager to return this matter to the Board for reconsideration as to all bodies covered by the Resolution, seconded by Alternate Director Mitchoff, and by roll call vote (Ayes: *Banales, Mitchoff, Wilson*, Noes: *None*, Abstain: *None*), the Resolution was adopted.

#### RECOGNITION

##### Introduction of Xeng Her, Accounting Technician, to the District

Ms. Lyons introduced Mr. Her, who began his employment with the District on March 21, 2022. Prior to joining the District, he worked for the Yolo County’s Department of Finance and has

over six years of experience in accounting functions. Mr. Her earned a Bachelor of Science degree in Economics from UC Merced. The Board welcomed Mr. Her to the District.

Introduction of Taylor Amaro, Collection Systems Worker II, to the District

Mr. Bloomfield introduced Mr. Amaro, who began employment with the District on March 21, 2022. Prior to joining the District, he worked for the City of Benicia and the Dublin San Ramon Services District. Mr. Amaro holds certifications as a CWEA Collection System Maintenance Grade 2, Water Distribution Operator Grade 2, Water Treatment Operator Grade 2, and will support maintenance and repair of the District's recycled water distribution system, and wastewater collection and conveyance system. The Board welcomed Mr. Amaro to the District and he thanked the Board for the opportunity.

Introduction of Anthony Dejesus, Collection Systems Worker II, to the District

Mr. Bloomfield introduced Mr. Dejesus, who joined the District on March 28, 2022. Prior to joining the District, he worked at Union Sanitary District in a lead capacity in Collection System Maintenance. He holds certifications as a CWEA Collection System Maintenance Grade 3, and NASSCO Pipeline and Manhole Assessment certifications, and will support maintenance and repair of the District's recycled water distribution system, and wastewater collection and conveyance system. The Board welcomed Mr. Dejesus to the District and he thanked the Board.

Introduction of Katherine Garcia, Administrative Assistant I, to the District

Ms. Nichols-Fritzler introduced Katherine Garcia, who began her employment with the District on March 28, 2022. Prior to joining the District, Ms. Garcia worked in both the public and private sectors for over eight years, where she developed excellent administrative and customer service skills. The Board welcomed Ms. Garcia to the District and she thanked the Board.

CONSENT CALENDAR

Chair Wilson moved approval of Item F/1, Approve Minutes of the Board of Directors Meeting, February 9, 2022, seconded by Vice Chair Banales, and by a roll call vote (Ayes: *Banales and Wilson*, Noes: *None*; Absent: *None*, Abstain: *Mitchoff*); Item F/1 was approved.

Alternate Director Mitchoff moved approval of Items F/2 to F/5, seconded by Vice Chair Banales, and by a roll call vote (Ayes: *Banales, Mitchoff, and Wilson*, Noes: *None*; Absent: *None*, Abstain: *None*), the following Consent items were approved: Receive District Monthly Check Register, January 2022; Authorize General Manager to Approve Construction Contract Change Orders in an Amount Not to Exceed 15% of Construction Contract Amount, for a New Total Construction Contract Authorization of \$7,644,170, Cupertino Electric, Inc., Treatment Plant Electrical Switchgear Replacement, Project No. 17120; Receive Second Quarter Fiscal Year 2021/2022 District Investment Report; and Authorize General Manager to Transfer Monies to Shore Acres Interceptor Emergency Repair Project from Wastewater Capital Asset Replacement Fund Reserves in the Amount of \$125,000, for a Total Project Budget of \$475,000, and Authorize General Manager to Execute Amendment No. 1 to Construction Services Contract in the Amount of \$60,000, for a New Total Contract Amount Not to Exceed \$410,000, Con-Quest Contractors, Inc., Shore Acres Interceptor Emergency Repair, Project No. 22129.

## PRESENTATIONS AND REPORTS

### Receive Report on Major Factors Impacting Development of New 5-Year Capital Improvement Program (CIP)

Mr. Vo highlighted key infrastructure investment needs in the District's wastewater collection, conveyance, and treatment systems, which is expected to increase the new 5-year CIP (FY22/23-FY26/27) total to \$134 million, which is an increase of \$7 million from the current 5-year CIP. Mr. Vo provided an overview of condition assessment activities, and completed and planned capital investments in the wastewater collection and conveyance systems. He highlighted the upcoming Antioch Pump Station and Conveyance System Improvements Project (\$18.5 million), as well as the Manhole, Gravity Interceptor, and Road Easement Improvements Project (\$1.2 million). Mr. Vo noted recently completed major capital projects at the District's Wastewater Treatment Plant, as well as in progress projects (Switchgear Replacement, \$11.2 million) and upcoming projects (Digester Gas Handling and Cogeneration Engine Improvements, \$7.0 million; Secondary Process Improvements, \$60 million). In support driving sustained organizational improvement over time, Mr. Vo highlighted formation of a cross-divisional team to address critical challenges and enhance capital project delivery at the District. In closing, he reviewed the upcoming 5-year CIP development, review, and approval process.

Chair Wilson thanked Mr. Vo for the report.

## MANAGER'S COMMENTS

None.

## DIRECTORS' COMMENTS

None.

## CORRESPONDENCE

### Receive Monthly Lobbyist Report Dated January 2022, Key Advocates, Inc., Western Recycled Water Coalition, Project No. 90024

The Board received and filed the report

## CLOSED SESSION

Before convening to Closed Session, the Secretary to the Board asked for public comments on the Closed Session item. No comments were made. At 5:13 p.m., Chair Wilson convened the Board of Directors meeting to Closed Session. Following Closed Session, Chair Wilson reconvened the Board of Director meeting in open session at 6:11 p.m. and stated there was nothing to report from Closed Session.

## ADJOURNMENT

Chair Wilson adjourned the meeting at 6:11 p.m. and noted the next meeting scheduled for April 13, 2022 at 4:30 p.m. will be rescheduled to a Special Meeting on April 20, 2022 at 4:30 p.m.



Federal Glover  
Board Secretary

(Recording Secretary:  
Cecelia Nichols-Fritzler)