



**BOARD OF DIRECTORS**

Ernesto A. Avila, P.E.

PRESIDENT

Antonio Martinez

VICE PRESIDENT

John A. Burgh

Connstance Holdaway

**GENERAL MANAGER**

Stephen J. Welch, P.E., S.E.

**CONTRA COSTA WATER DISTRICT  
REGULAR MEETING  
AGENDA**

**Wednesday, June 1, 2022 at 6:30 p.m.**

**1331 Concord Avenue, Concord – Board Room (in-person) or  
Via Teleconference (617) 829-7560**

***Pursuant to the authorizations provided by Government Code section 54953(e), this meeting may be conducted telephonically or by other electronic means. One or more Directors may attend via electronic means. If participating telephonically, please call into the teleconference up to 10 minutes before the scheduled start time.***

**[CLICK ITEM NUMBER TO VIEW REPORT](#)**

**The Telephonic Meeting Participation Guide is the final page of this Agenda [\[or CLICK HERE\]](#)**

*Face masks are not required, but highly recommended, for in-person attendance. Members of the public may speak on any matter within the jurisdiction of the Contra Costa Water District: in writing/email sent to and received by the District Secretary by 4:30 p.m. on the meeting day or by filling out a speaker's card available at the Board Room entrance and giving it to the District Secretary. Copies of written/emailed comments will be provided to each Director and made available for the public at the Board room entrance. Comments on matters not listed on the agenda will be taken during the "Public Comment" section of the agenda. Comments on matters listed on the agenda will be taken during consideration of that agenda item. The District Secretary may be contacted at (925) 688-8024; [vsepulveda@ccwater.com](mailto:vsepulveda@ccwater.com); or 1331 Concord Avenue, Concord, CA 94520.*

*Agendas, agenda-packet materials, and other supporting documents are available at: [ccwater.com](http://ccwater.com), 1331 Concord Avenue in Concord, or by calling the District Secretary. A fee may be charged for copies.*

*District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed for you to participate, please contact the District Secretary as soon as possible, but preferably at least two days prior to the meeting. Food will be available for staff and Board members during the hour before and after the Board meeting. If Board members are present, they will not discuss District business.*

**CALL TO ORDER**

**SAFETY BRIEFING**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**ADOPTION OF AGENDA**

**PUBLIC COMMENT (Please observe a three-minute time limit)**

*This section of the agenda is provided so that the public may express comments on any item within the District's jurisdiction not listed on the agenda. Board members can ask questions for clarification, respond to statements or questions from members of the public, refer a matter to staff, or follow Board procedures to direct staff to place a matter of business on a future agenda. The public may express comments on agenda items at the time of Board consideration, per Board President instructions.*

**DIVISION 1 VACANCY**

1. Fill Division 1 Vacancy on the Board of Directors (if continued from June 1 Special Meeting)
  - a. Continue discussion for Division 1 Director appointment;
  - b. Consider appointment of new Division 1 Director; or
  - c. Defer appointment to future Board meeting date or November election

**CONSENT CALENDAR**

*The following items have been reviewed by the General Manager. To his knowledge, there is no opposition to the action. The items can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.*

2. Approve Directors' Services/Business and Travel Expenses
  - a. Future Services – May 2022
3. Approval of meeting minutes April 20, 2022
4. Approve the Warrant Register dated June 2, 2022
5. Adopt Resolution No. 22-018 calling for and providing notice of a consolidated election to be held November 8, 2022 for Contra Costa Water District Board of Directors Divisions 1 and 2.
6. Authorize execution of the Canal Improvements Agreement with ACD-TI Oakley to address impacts resulting from the ACD-TI development at Grand Cypress Preserve that ensures a representative cost-share of canal fees toward the Canal Replacement Project.
7. Authorize the purchase of seven heavy equipment vehicles totaling \$970,136.37 excluding taxes, tire registration, and DMV fees to Sourcewell approved vendors as listed in the attached summary.
8. Authorize execution of a technical services agreement between the District and InfoSend to provide bill data processing, printing, and mailing services in the amount not to exceed \$250,000 for FY23 and \$275,000 for FY24, with the option to extend the agreement for a third year and fourth year in amounts authorized by Board approval of FY25 and FY26 budgets.

**ACTION**

9. Award FY23 water treatment chemical bids to the companies listed on the Bid and Cost Summary at the indicated bid unit prices for a total authority not to exceed \$6,063,581.

**DISCUSSION AND INFORMATION**

10. Review and comment on the proposed FY23-FY24 budget. ([Proposed FY23-F24 Budget Document](#))

**REPORTS FOR DISCUSSION**

11. Committee Report(s):
  - a. Public Information and Conservation Committee Post Meeting Report (4/27/22)
  - b. Finance Committee Post Meeting Report (4/28/22)

12. Schedule Future Meeting Dates and Times

**REPORTS**

- 13. General Manager
  
- 14. Legal Counsel
  
- 15. Board Members

**CLOSED SESSION**

- 16. Public Employee Performance Evaluation as allowed under Government Code Section 54957, Employee: General Manager.

**RECONVENE FROM CLOSED SESSION**

- 17. Report on Closed Session

**ADJOURNMENT**

The next regular meeting of the Board of Directors will be held on Wednesday, June 15, 2022, commencing at 6:30 p.m. in the Board Room located at 1331 Concord Avenue, Concord, and via teleconference.

<b><u>June 2022</u></b>		
Mayor’s Conference	June 2 – 6:30 p.m.	Teleconference
State Legislative Visits	June 7 – TBD	Sacramento, CA
Los Vaqueros Joint Powers Authority (LV JPA) Board Meeting	June 8 – 9:30 a.m.	Teleconference
Board of Supervisors – Transportation, Water & Infrastructure Meeting	June 13 – 9:00 a.m.	Teleconference
CCWD Board Meeting	June 15 – 6:30 p.m.	Board Room – 1331 Concord Ave. Teleconference (617) 829-7560
East Bay Leadership Council Board (EBLC) Meeting	June 17 – 7:45 a.m.	Teleconference
California Special Districts Association – Contra Costa County Meeting	June 20 - 10:00 a.m.	Teleconference
EBLC Water & Environment Task Force	June 21 – 8:30 a.m.	Teleconference

***Note: This meeting schedule includes meetings where two or more members of the Board may be in attendance and District holidays. The schedule may be changed without notice. For the latest information and agendas, contact the District Secretary at (925) 688-8024.***

### **Teleconference Participation Guide**

- Please call (617) 829-7560 to join the Board meeting, up to 10 minutes before the meeting start time.
  - You will hear an informational recording welcoming you to the meeting
  - Disregard the request to announce yourself when you join the conference call
  - You will hear music while on hold until the meeting begins
  - Please do not place the call on hold
  - Place your phone on mute when you are not speaking to reduce background noise
  - Please call back by dialing the same number if you get disconnected
  - During the call you may hear several different teleconference announcements
  - There will be needed pauses during the meeting to allow for teleconference facilitation and participation
  
- During the meeting, you may hear an announcement: **“Muted.”** This is to prevent unintended background noises, such as dogs barking, sirens, etc., from disrupting the meeting. While the line is muted, you will still be able to hear the meeting. An announcement of **“Unmuted”** signals you are able to be heard by all participants.
  
- There will be several opportunities to provide Public Comments during the meeting: Public Comment Section; Consent Calendar Section; and each Action Item. Depending upon the number of public in attendance, the Public Comments may be taken in one of two ways.
  1. The meeting facilitator will announce: “Callers May Speak Freely.” To provide your comment, you will need to take your phone off “Mute.” Please state your name, so the Board may personally address you and to allow for separation of Public Comments in the minutes; or
  2. “Q&A” Session: All callers are muted following the announcement: **“Q&A Session has started.”** Please follow the voice prompts after the announcement to be placed in the speaker’s queue. Comments will be taken in the order received. The prompts are:
    - “To ask your questions, please press star 6 (\*6)”
    - “Press one (1) to add yourself to the queue”
    - You should then hear the announcement: **“Your request has been received.”**
  - It is your turn when you hear the announcement: **“You may now ask your question.”**
  - Please state your name, so the Board may personally address you and to allow for separation of Public Comments in the minutes; indicate when your Comment is completed.
  - An announcement: **“Muted”** will acknowledge that your Public Comment has ended.
  - When there are no further Public Comments for the item, the Q&A Session will be closed with the announcement: **“Q&A Session is over”**
  
- If a Closed Session is included on the agenda, the teleconference will be placed on hold until the Board returns from Closed Session. You will hear music while on hold.

**Thank you for your patience. Your comments are appreciated.**