

**CONTRA COSTA WATER DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
August 21, 2019**

MINUTES

CALL TO ORDER

President Borba called to order a regular meeting of the Board of Directors of the Contract Costa Water District (District) at 6:30 p.m., at 1331 Concord Avenue, Concord, the regular meeting place of the Board.

ROLL CALL

Directors Present:	Lisa M. Borba, President Connstance Holdaway, Vice President Ernesto A. Avila Bette Boatmun John A. Burgh
Directors Absent:	None
General Manager:	Jerry Brown
Legal Counsel:	Robert B. Maddow
District Secretary	Mary A. Neher

PLEDGE OF ALLEGIANCE

Executive Management Analyst Michele Bautista led the pledge of allegiance.

ADOPTION OF AGENDA

The Board adopted the agenda as presented.

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

President Borba asked for public comments. There were none.

CONSENT CALENDAR

1. Approve Directors' Service/Business and Travel Expenses
 - a. Future Services – August/September 2019
 - b. Expenses – July 2019
 - c. Compensation – July 2019
2. Approve July 17, 2019 meeting minutes.
3. Approve the warrant register dated August 22, 2019.

4. Authorize execution of a 10-year license renewal to Stradella Court Owners Association near Canal Milepost 38.63 in Walnut Creek.
5. Award of Contract – Bollman Water Treatment Plant Low Voltage Power Distribution System Renovation – Phase 1 Project
 - a. Authorize execution of a contract with Con J. Franke Electric, Inc. for construction of the Bollman WTP Low Voltage Power Distribution System Renovation – Phase 1 Project in the amount of \$684,844, with a change order authority of \$68,484, for a total amount not to exceed \$753,328; and
 - b. Authorize an amendment to the professional services agreement with Stantec, Inc. in the amount of \$60,000, for a revised total amount not to exceed \$786,000.

President Borba asked if anyone wanted to remove an item from the consent calendar to be separately considered. No items were removed for separate consideration.

President Borba asked for Board questions and comments. There were none.

President Borba asked for public comments. There were none.

MOTION: Boatman/Burgh to approve the consent calendar. The motion carried by unanimous vote.

DISCUSSION AND INFORMATION

6. Receive and comment on the Los Vaqueros Reservoir Expansion Project Partnership update.

Principal Water Resources Specialist Dr. Maureen Martin provided the Board with an update on the Los Vaqueros Reservoir Expansion Project Partnership that included review of the Joint Powers Authority (JPA) Agreement term sheet, proposed structure, and development of work groups to address comments from the partnership agencies. Updates regarding the financial model, independent review of the usage fees for existing District and East Bay Municipal Utility District facilities, process for selecting outside counsel, and partnership formation schedule were provided.

The service agreements will include cost of service, water sources, water rights and associated restrictions, and permitting regulations, which will be administered by the JPA water master. The JPA will have its own general legal counsel post JPA formation. The special outside counsel that will be selected to assist with the JPA formation could also serve as the general counsel to the JPA if the board of JPA so chooses. A discussion ensued regarding concerns of future potential third-party litigations. The Local Area Partners (LAP) remain engaged and have increased participation in the JPA process. Mr. Maddow explained the JPA development process and noted different types of JPAs that could be considered. The JPA's legal counsel could determine if any special legislation is necessary to become a special district or provide the JPA additional powers in the future. The Board will be given updates regarding the JPA work group progress and LAP feedback. A discussion regarding capital costs directly related to the District and to the JPA ensued. The administration costs shown in the financial model included items such as JPA accounting and general counsel. The JPA reserve funds would be related to its debt financing and are included in the financial model. The current financial model is still under development and will be updated to reflect needs and usages of the various partners. The Board asked for more detailed definitions financial model definition and revenues expected by the District from the partnership. The independent review of the usage fees is expected to be completed by the end of the year.

The outside legal counsel request for proposal process was reviewed. The outside legal counsel funding is part of the multi-party agreement. The Los Vaqueros partners' individual legal counsels will review the potential outside legal counsel firms to ensure potential conflicts are identified and provided to the partnership. The Board will be provided an additional update during its October Board study session. A discussion regarding the importance of transparency for the partnership ensued.

President Borba asked for Board additional questions and comments. The Board noted that it would be helpful to be provided with the presentation slides before the meeting in the future, which would also make the presentation available on the District's website.

REPORTS FOR DISCUSSION

7. Future Meeting Dates and Times

There were none.

REPORTS

8. General Manager

Mr. Brown said the District had received and immediately responded to seven treated water quality complaints, which was not unusual at this time of year. The District's calendar contest winners were selected and posted on the website. The contest winners will be brought to a future Board meeting to receive their awards. Executive Management Analyst Michele Bautista announced her retirement from the District after 25 years of service at the District.

9. Legal Counsel

Mr. Maddow did not have a report.

10. Board

Director Boatman reported that she had participated in the August 9 Association of California Water Agencies Energy Task Force Committee meeting. On August 14 she attended the Public Information and Conservation (PIC) Committee meeting. On August 20 she attended the East Bay Leadership Council Water Task Force and the Diablo League of Women Voters meetings, which both discussed power shut off preparedness.

Director Avila reviewed an *East Bay News* article regarding PG&E public safety power shutoffs (PSPS) and anticipated impacts. He reported that he had attended the PIC Committee on August 14.

Director Burgh complimented Director of Operations and Maintenance Pete Schoemann for providing the Program Manager of the Pleasant Hill Community Emergency Response Teams Program with PSPS impacts on water supply.

Vice President Holdaway reported that she had attended a meeting with the General Manager on August 9.

President Borba reported that she had meetings on August 13 and 20 with the General Manager. She commended applicant work done by District staff. She announced that the District was awarded the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting for

the District's Comprehensive Annual Financial Report for the fiscal year ended 2018 and thanked staff for its continued achievements. She thanked Directors Avila and Boatman, as well as staff, for its review of the District's internship program.

CLOSED SESSION

11. Conference with Labor Negotiator as allowed under Government Code Section 54957.6:
 - a. Agency Negotiator: GM: Employee Organization: Local 39 Employees;
 - b. Agency Negotiator: GM: Employee Organization: Local 21 Employees;
 - c. Agency Negotiator: GM: Employee Group: Confidential Employees;
 - d. Agency Negotiator: GM: Employee Group: Unrepresented Employees; and
 - e. Agency Negotiator: GM: Employee Group: District Secretary.

At 7:49 p.m. President Borba announced the Board would move to a closed session regarding labor negotiations, as allowed under Government Code Section 54957.6, and that there were two additional attendees: Assistant General Manager-Administration Ron Jacobsma and Human Resources and Risk Manager Sonja Stanchina.

RECONVENE FROM CLOSED SESSION

12. Report on closed session.

At 8:19 p.m. President Borba reconvened the Board meeting and announced the Board had not taken a reportable action during the closed session.

At 8:20 p.m. President Borba adjourned the meeting. The next regular meeting of the Board of Directors will be on September 4, 2019 commencing at 6:30 p.m. in the Board Room located at 1331 Concord Avenue in Concord.



Lisa M. Borba, President

Attest:



Mary A. Neher, District Secretary