



CONTRA COSTA WATER DISTRICT REGULAR MEETING

AGENDA

Wednesday, September 15, 2021 at 6:30 p.m.
1331 Concord Avenue, Concord – Board Room (in-person) or
Via Teleconference (617) 829-7560

[Click Number to View Report](#)

***Pursuant to Governor Newsom’s Executive Orders N-25-20, N-29-20 and N-33-20,
this meeting may be conducted telephonically or by other electronic means.
If participating telephonically, please call into the teleconference
up to 10 minutes before the scheduled start time.***

The Telephonic Meeting Participation Guide is the final page of this Agenda [\[or click here\]](#).

Members of the public may speak on any matter within the jurisdiction of the Contra Costa Water District: in person by filling out a speaker’s card available at the Board Room entrance and giving it to the District Secretary; during the teleconference when comments are requested; or in writing/email sent to and received by the District Secretary by 4:30 p.m. on the meeting day to be read into the record (up to 3 minutes in length). 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; or 1331 Concord Avenue, Concord, CA 94520.

Agendas, agenda-packet materials, and other supporting documents are available at: 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 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.

BOARD OF DIRECTORS

Lisa M. Borba, AICP
PRESIDENT

Ernesto A. Avila, P.E.
VICE PRESIDENT

John A. Burgh
Constance Holdaway
Antonio Martinez

GENERAL MANAGER

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

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.

1. Approve Directors' Services/Business and Travel Expenses
 - a. Future Services –September/October 2021
 - b. Expenses – August 2021
 - c. Compensation – August 2021
2. Approval of August 18, 2021 meeting minutes.
3. Approve the warrant register dated September 16, 2021.

ACTION

4. Approve the terms and conditions of employment with Unrepresented employees and the Confidential Unit employees, for the term of October 3, 2021 through October 2, 2022, including a base salary adjustment of 4.3 percent effective September 20, 2021.
5. Investment Policy Annual Review
 - a. Conduct the annual review of the District's Investment Policy in accordance with Section 53646 of the California Government Code; and
 - b. Adopt Resolution No. 21-016 amending Chapter 7.16 of the District's Code of Regulations allowing Asset Backed Securities as an authorized investment type and increase the allowable percentage of short-term commercial paper in the portfolio to 40 percent.
6. FY21 Year-End Financial Results and Review
 - a. Review and approve amendment to the District's Reserve Policy;
 - b. Authorize a transfer of \$4.7 million from unrestricted reserves to the Drought Contingency Reserve;
 - c. Authorize a transfer of \$300,000 from unrestricted reserves to the Los Vaqueros Reservoir Refill Reserve;
 - d. Authorize a transfer for \$10.4 million from Capital Improvement Reserve to unrestricted reserves;
 - e. Authorize a transfer of \$195,425 from the Canal Replacement Reserve to unrestricted reserves; and
 - f. Authorize a transfer of \$36,659 from the Emergency Response Reserve to unrestricted reserves.

REPORTS FOR DISCUSSION

7. Schedule Future Meeting Dates and Times

REPORTS

8. General Manager

- 9. Legal Counsel
- 10. Board Members

CLOSED SESSION

- 11. Conference with Legal Counsel – Existing litigation pursuant to paragraph (1) of subdivision (d) of Section 54956.9: (Fred Simon v. Contra Costa Water District; Contra Costa Superior Court Case No. C20-01382).

RECONVENE FROM CLOSED SESSION

- 12. Report on Closed Session

ADJOURNMENT

The next regular meeting of the Board of Directors will be on Wednesday, October 6, 2021 commencing at 6:30 p.m. and held via teleconference.

<u>September 2021</u>		
California Special Districts Assn., Contra Costa Chapter	September 20 – 10:00 a.m.	Teleconference
East Bay Leadership Council – Water & Environment Task Force	September 21 – 8:15 a.m.	Teleconference
ACWA Virtual Region Series – Part 4	September 22 – 10:00 a.m.	Teleconference
ACWA Board of Directors Meeting	September 24 – 9:00 a.m.	Teleconference
Board Meeting	October 6 – 6:30 p.m.	Board Room 1331 Concord Ave., Concord or Teleconference (617) 829-7560
<i>Note: This meeting schedule includes meetings where two or more members of the Board may be in attendance. The schedule may be changed without notice. For the latest information and agendas, contact the District Secretary at (925) 688-8024.</i>		

Teleconference Participation Guide

- Please call (617) 829-7560 to join the Board meeting, up to 10 minutes before the meeting start time of 6:30 p.m.
 - 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.

- Public Comments: Written/emailed comments to be read into the record (up to 3 minutes in length) must be received by the District Secretary by 4:30 p.m. on the meeting day. There will be several opportunities to provide Public Comment 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.