



CONTRA COSTA WATER DISTRICT REGULAR MEETING

AGENDA

Wednesday, November 4, 2020 at 6:30 p.m.

[Click Agenda Number to View Report](#)

***** Held Via Teleconference *****

BOARD OF DIRECTORS

Lisa M. Borba, AICP

PRESIDENT

Connstance Holdaway

VICE PRESIDENT

Ernesto A. Avila, P.E.

Bette Boatman

John A. Burgh

GENERAL MANAGER

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

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. The District boardroom remains closed to the public at this time.

Directors and the public may participate in this open, public meeting remotely by calling (617) 829-7560 up to 10 minutes before the scheduled start time.

For a Meeting Participation Guide, go to 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; mneher@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.

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 – November 2020

2. Approval of October 7, 2020 meeting minutes.

3. Approve the warrant register dated November 5, 2020.

4. Amendment of Security Services Agreement with SVT Gruppe Inc.
 - a. Authorize an amendment to the services agreement with SVT Gruppe Inc. for \$75,000, for an amended agreement amount not to exceed \$175,000; and
 - b. Extend the services agreement term through January 31, 2021.

5. Adopt Resolution No. 20-016 authorizing acceptance of the non-standard easement agreements from HM Grant Street LLC for treated water pipelines and appurtenant facilities to serve the Grant Street Mixed-Use Development in Concord.

ACTION

6. Approve Extension of Authority for Goods and Services and COVID-19 Related Leave Provisions
 - a. Authorize individual procurements for the last six months of FY21 (January 1 through June 30, 2021) for routine goods and services in the not-to-exceed amounts listed on Attachments 1 through 3 at a total amount not to exceed \$13,371,700;
 - b. Authorize continued automatic payout of excess accrued vacation and administrative leave through the pay period that includes June 30, 2021; and
 - c. Extend the negative leave balance cap of 96 hours, after which an employee may request leave without pay at the discretion of the General Manager, to an end date of June 30, 2021 for accruing any additional negative leave.

DISCUSSION AND INFORMATION

7. Review and comment on the Phase 2 Los Vaqueros Reservoir Expansion Project governance formation to the extent required to finalize terms of agreement for JPA formation.

8. 2021 Rate Review – Rate Assumptions and Revenue Requirements
 - a. Review and concur with the 2021 rate analysis assumptions and revenue requirements, and
 - b. Approve recommended changes to Rate Setting Policy.

REPORTS FOR DISCUSSION

9. Schedule Future Meeting Dates and Times

REPORTS

10. General Manager

11. Legal Counsel

12. Board Members

ADJOURNMENT

The next regular meeting of the Board is on Wednesday, November 18, 2020 commencing at 6:30 p.m. and held via teleconference.

<u>November 2020</u>		
Assoc. of Calif. Water Agencies Regional Virtual Region Event Series (Part 3)	November 3 – 10:00 a.m.	Teleconference
Board Meeting	November 4 – 6:30 p.m.	Teleconference (617) 829-7560
Retirement Plan Cost of Living Adjustment Ad Hoc Committee	November 5 – 9:30 a.m.	Teleconference
Mayors' Conference	November 5 – 6:30 p.m.	Teleconference
Finance Committee	November 6 – 10:00 a.m.	Teleconference (617) 941-8263
Board of Supervisors – Transportation and Water Infrastructure Committee	November 9 – 9:00 a.m.	Teleconference
Assoc. of Calif. Water Agencies Regional Virtual Region Event Series (Part 4)	November 10 – 10:00 a.m.	Teleconference
<i>Veterans Day</i>	<i>November 11</i>	<i>Holiday Observed</i>
Operations & Engineering Committee	November 12 – 9:00 a.m.	Teleconference (617) 941-8263
Industrial Association Forum	November 12 – 10:30 a.m.	Teleconference
California Special Districts Assn. Contra Costa Chapter	November 16 – 10:00 a.m.	Teleconference
East Bay Leadership Council – Water & Environmental Task Force	November 17 – 8:15 a.m.	Teleconference
Board Meeting	November 18 – 6:30 p.m.	Teleconference (617) 829-7560
Joint Meeting of the Retirement and Other Post-Employment Benefits Committees	November 19 – 8:15 a.m.	Teleconference (617) 941-8263
<i>Thanksgiving Day</i>	<i>November 26</i>	<i>Holiday Observed</i>
<i>Day After Thanksgiving</i>	<i>November 27</i>	<i>Holiday Observed</i>
<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.