

**CONTRA COSTA WATER DISTRICT  
BOARD OF DIRECTORS  
REGULAR MEETING  
May 20, 2020**

**MINUTES**

**CALL TO ORDER**

President Borba called to order a regular meeting of the Board of Directors of the Contra Costa Water District (District) at 6:30 p.m., at 1331 Concord Avenue, Concord, the regular meeting place of the Board. Pursuant to Governor Newsom's Executive Orders N-25-20, N-29-20, and N-33-20, some Directors participated in this meeting remotely. The meeting facilitation procedure was provided.

**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:	Stephen J. Welch
Legal Counsel:	Douglas E. Coty
District Secretary	Mary A. Neher
Executive Management Analyst	Jamie Elsberry

**PLEDGE OF ALLEGIANCE**

President Borba led the pledge of allegiance.

**ADOPTION OF AGENDA**

The Board adopted the agenda by rule.

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

President Borba asked for public comments. East Contra Costa Fire Protection District Chief Brian Helmick provided information about fire protection needs for the eastern portion of the County and the work being done to add three additional fire stations, which includes development of potential revenue measures. He thanked the Board for listening to his comments. Vice President Holdaway thanked Chief Helmick for speaking to the Board, as she is a resident of Oakley. The Board thanked Chief Helmick for the information.

**CONSENT CALENDAR**

1. Approve Directors' Service/Business and Travel Expenses
  - a. Future Services – May 2020
2. Approval of April 15, 2020 meeting minutes.
3. Approve the warrant register dated May 21, 2020.
4. Approve a one-year extension of the Van Iwaarden contract for actuarial services not to exceed \$132,400 for FY21 and authorize the General Manager to execute a second extension for FY22 not to exceed \$117,100 at the General Manager's discretion.
5. Adopt the East Contra Costa County Integrated Regional Water Management Plan.

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 requested for the Board to provide comments and questions. There were none. President Borba asked for public comments. There were none.

**MOTION:** Boatmun/Holdaway to approve the consent calendar. The motion was approved by roll-call vote (Ayes: Avila, Boatmun, Borba, Burgh, Holdaway; Noes: None; Abstain: None; Absent: None).

**ACTION**

6. Receive update and approve continuation of the local emergency, as declared in Contra Costa Water District Resolution No. 20-003, resulting from the COVID-19 pandemic.

Mr. Welch reported the District was investigating a COVID-19 exposure to District staff from a consultant. Security has been increased in response to higher numbers of homeless groups along the Canal. Limited recreation is planned to be reopened at the Los Vaqueros Watershed on June 1. The Phase 3 return-to-work plan for office workers is being developed. The District is launching a pilot COVID-19 testing program.

President Borba asked for Board comments. Director Avila reviewed COVID-19 employee testing at John Muir Medical Center. In response to Director Boatmun, Mr. Welch reviewed the self-assessment questions completed each day by staff and said staff temperatures were not being taken. The District had not done a review of the heating and air conditioning system and could include it as part of the Phase 3 return-to-work plan as more staff will be back in the office. Director Burgh and Vice President Holdaway thanked staff for the detailed report provided to the Board. President Borba did not have any additional comments.

President Borba asked for Public Comment. There were none.

**MOTION:** Burgh/Boatmun to approve continuation of the local emergency, as declared in Contra Costa Water District Resolution No. 20-003, resulting from the COVID-19 pandemic. The motion was approved by roll-call vote (Ayes: Avila, Boatmun, Borba, Burgh, Holdaway; Noes: None; Abstain: None; Absent: None).

***DISCUSSION AND INFORMATION***

7. Review and comment on the proposed FY21-FY22 budget.

The Board was provided with a detailed review of the proposed FY21-FY22 budget that is broken into 13 categories. The complete draft FY21-FY22 budget document, staff report with detailed budget summary, and a completed set of the presentations are available to the public on the District's website.

Following the presentations, the Board provided its comments to staff. Additional explanation for not contributing to the Drought Reserve fund in FY21 was requested to be included in the final budget document. Due to the unknown impacts from COVID-19, the Board asked to be provided with quarterly financial updates. The Board expressed support for the General Manager contingency fund to remain at \$1 million. The Board suggested consideration to reduce staff cost-of-living adjustments considering the impacts statewide and local community impacts from COVID-19. Additional information to clarify why the District needs to rebudget \$14 million of capital project funds from FY20 into FY21 to allow a better understanding of why future rate increases would be needed even though all the FY20 funds were not used. The Board requested for the FY21 capital project budget to be reviewed to identify if additional items could be trimmed. The Board requested updated election fee estimates from the Contra Costa County for the upcoming election of Divisions 3, 4, and 5. More information about the work shift and efficiencies created through the District reorganization, which netted a reduction of one staff position, was requested to be included in the final budget document. Regarding the Los Vaqueros Reservoir Expansion Phase 2, more details to illustrate the sources of funds that include the Local Area Partners and the California Water Commission grants was requested. Another review of credit card processing fees charged to and paid by the District was requested.

The Board thanked staff for the comprehensive reports and budget information and for providing all of the information on the website for transparency.

Board President asked for Public Comments. There were none.

Mr. Welch confirmed the Board comments will be addressed in the budget brought to the Board for consideration at the June 17, 2020 Board meeting.

***REPORTS FOR DISCUSSION***

8. Schedule Future Meeting Dates and Times

There were none.

***REPORTS***

9. General Manager

Mr. Welch reported that the District had issued a letter reinforcing its support to use Proposition 1 funding to pay for state staff to continue working on water rights in relation to its Los Vaqueros Reservoir Expansion Phase 2, which was also signed by Valley Water District to support the Sites Reservoir expansion project.

10. Legal Counsel

Mr. Coty provided a report regarding litigation filed today in the Eastern District of the United States Court against the U.S. Bureau of Reclamation by several environmental groups to set aside the Central Valley Project (CVP) water service contracts that have been converted to repayment contracts in an attempt to have those contract determined as unlawful and prevent conversion of additional contracts. The District is not currently named in the litigation, as it is awaiting final federal approval for its CVP contract conversion. The newly filed litigation may delay the federal decision. The litigation will be evaluated for impacts that may require the District to take action. The Board will be provided an update.

11. Board

Director Burgh did not have a report. The teleconference technology worked well for the meeting.

Vice President Holdaway did not have a report.

Director Boatman reported that she participated in two meetings on May 14, which included the Southern California Water Coalition and the East County Water Management Association Governing Board. On May 18 she and Director Burgh participated in the California Special Districts Association (CSDA), Contra Costa Chapter meeting. She participated in the CSDA Legislative Briefing and the East Bay Leadership Council – Water Task Force meeting on May 19.

Director Avila reported that he provided a presentation to the Walnut Creek Rotary Club on May 19. He participated in the East Bay Leadership Council – Water Task Force meeting on May 19. He also provided a recap from the John Muir Community Health Fund meeting he had attended.

President Borba reported that she had met with the General Manager on May 19.

**ADJOURNMENT**

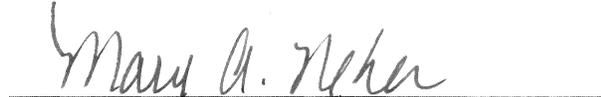
At 9:41 p.m. President Borba adjourned the meeting. The next regular meeting of the Board of Directors will be on June 3, 2020 commencing at 6:30 p.m. and will be held by teleconference.



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Lisa M. Borba, President

Attest:



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Mary A. Neher, District Secretary