

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF
DIABLO WATER DISTRICT
HELD ON JUNE 20, 2018

The special meeting of the Board of Directors of Diablo Water District was called to order by President Edward Garcia, at the District's office, 87 Carol Lane, Oakley, California at 7:32 p.m. on June 20, 2018.

ROLL CALL

Directors Present: Garcia, Crockett (via telephone), Hobbs, Cinquini, and de Fremery
Directors Absent: None
Staff Present: Mike Yeraka, General Manager
General Counsel: Jeffrey Polisner
Others Present: None

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Director Jack de Fremery.

PUBLIC INPUT

There were no comments from members of the public.

APPROVAL OF MINUTES OF THE REGULAR MEETING OF MAY 23, 2018.

It was moved by Director Hobbs, seconded by Director de Fremery, and unanimously carried to approve the minutes of the regular meeting of May 23, 2018.

AUTHORIZATION TO WRITE OFF UNCOLLECTIBLE ACCOUNTS FOR FISCAL YEAR 2017 - 2018

After discussion, it was moved by Director de Fremery, seconded by Director Cinquini, and unanimously carried to authorize the write off of bad debts totaling \$10,938.39 for Fiscal Year 2017 – 2018.

AUTHORIZATION TO EXECUTE DISASTER RECOVERY AGREEMENT WITH UNITED COMPUTER GROUP, INCORPORATED IN THE AMOUNT OF \$15,275 FOR THE FIRST YEAR BACKUP AND DISASTER RECOVERY SERVICE

After discussion, it was moved by Director Hobbs, seconded by Director de Fremery, and unanimously carried to authorize the General Manager to execute the Agreement with United Computer Group, Incorporated in the amount of \$15,275 for the first year backup and disaster recovery service.

AUTHORIZATION TO EXECUTE ADVANCED METERING INFRASTRUCTURE AGREEMENT WITH SENSUS USA, INCORPORATED

After discussion, it was moved by Director Cinquini, seconded by Director Crockett, and unanimously carried to authorize the General Manager to execute the Agreement with Sensus, USA, Incorporated for advanced metering infrastructure.

RESOLUTION 2018 – 5 ORDERING EVEN-YEAR BOARD OF DIRECTORS ELECTION; CONSOLIDATION OF ELECTIONS; AND SPECIFICATIONS OF THE ELECTION ORDER

After discussion, it was moved by Director Hobbs, seconded by Director de Fremery, and unanimously carried to adopt Resolution 2018 – 5, entitled, “A Resolution of the Board of Directors of Diablo Water District Ordering Even-Year Board of Directors Election; Consolidation of Elections; and Specifications of the Election Order”.

ADOPTION OF PAY RATE SCHEDULE FOR PAY RATES PREVIOUSLY APPROVED WITH THE FISCAL YEAR 2019 BUDGET AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTIONS 570.5 AND 571 (b)

After discussion, it was moved by Director de Fremery, seconded by Director Cinquini, and unanimously carried to adopt the Employee Base Pay Schedule which is to become effective July 1, 2018.

AUTHORIZATION TO EXECUTE TASK ORDER NUMBER 2018 – 1 WITH CDM SMITH FOR UPDATE OF THE DISTRICT’S FACILITIES PLAN IN AN AMOUNT NOT TO EXCEED \$245,000

After discussion, it was moved by Director Crockett, seconded by Director Cinquini, and unanimously carried to authorize the General Manager to execute Task Order Number 2018 – 1 with CDM Smith to update the District’s Facilities Plan in an amount not to exceed \$245,000.

ELECTION TO FILL SPECIAL DISTRICT VACANCY ON THE CONTRA COSTA COUNTY REDEVELOPMENT AGENCY OVERSIGHT BOARD

After discussion, it was moved by Director Crockett, seconded by Director de Fremery, and unanimously carried to authorize the President of the Board of Directors to vote for Susan Morgan, Ironhouse Sanitary District Director, for the Special District vacancy on the Contra Costa County Redevelopment Agency Oversight Board.

AUTHORIZATION TO EXECUTE AUTOMATED CLEARING HOUSE (ACH) APPLICATION WITH BANK OF THE WEST FOR DIRECT DEPOSIT

After discussion, it was moved by Director Hobbs, seconded by Director Cinquini, and unanimously carried to authorize the President and Secretary to execute the ACH form with Bank of the West for direct deposit.

REVIEW AND APPROVAL OF SUMMER 2018 NEWSLETTER

After Discussion, it was moved by Director Cinquini, seconded by Director de Fremery, and unanimously carried to authorize issuing the Summer 2018 Newsletter in the form presented.

AUTHORIZATION TO SET AUGUST 22, 2018, AS THE PUBLIC HEARING DATE FOR THE TEMPORARY PARTIAL SUSPENSION OF THE DISTRICT'S FACILITIES RESERVE CHARGES AND INCREASE IN MAIN EXTENSION REIMBURSEMENT CHARGES FOR NEW CONNECTIONS TO THE DISTRICT'S WATER SYSTEM

After discussion it was moved by Director Cinquini, seconded by Director de Fremery, and unanimously carried to set August 22, 2018, as the Public Hearing date for the Temporary Partial Suspension of the District's Facilities Reserve Charges and Increase in the Main Extension Reimbursement Charges for New Connections to the District's Water System.

AUTHORIZATION TO PURCHASE 2017 BACKHOE FROM PAPE MACHINERY, INCORPORATED IN THE AMOUNT OF \$98,875.75

After discussion, it was moved by Director Cinquini, seconded by Director Crockett, and unanimously carried to authorize the General Manager to purchase a used 2017 backhoe from PAPE Machinery in the amount of \$116,375.75 less a credit back for the District's skip loader in the amount of \$17,500 for a total of \$98,875.75.

DISCUSSION ITEMS AND REPORTS

Mr. Yeraka reported on the following items:

1. Status of Delta Coves Project.
2. District employee Derek Coley leaving to work for the City of Pittsburg and the hiring of Hunter Dejesus.
3. Status of the Spinnaker Cove project going to the Local Agency Formation Commission for annexation to Contra Costa Water District.
4. Status of the Corp Yard Pump Base repair and balancing of the pumps and motors.

NEXT MEETINGS OF THE BOARD OF DIRECTORS

It was the consensus of the Board of Directors that the next meetings would be on July 25, 2018, and August 22, 2018.

APPROVAL OF WARRANT REGISTER NUMBER 2018 – 6

It was moved by Director Crockett, seconded by Director de Fremery, and unanimously carried to approve Warrant Register Number 2018 – 6 and that warrants numbered 48177 through 48253 be issued as thereon indicated.

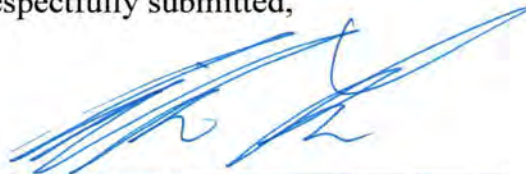
MONTHLY FINANCIAL REPORT

The Monthly Financial Report for the period of May 1, to May 31, 2018, was issued to each Director along with the May 2018, banking activity as well as a chart depicting Facilities Reserves and General Operating Fund balances for the previous 13 months.

ADJOURNMENT

It was moved by Director Crockett, seconded by Director Cinquini, and unanimously carried to adjourn the meeting at 8:07 p.m.

Respectfully submitted,



Mike Yeraka, Secretary