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Marilyn Tieman  
Joe Kovalick

General Manager  
& Secretary:  
Daniel Muelrath

General Counsel:  
Wesley A. Miliband

## AGENDA

The Special Meeting of the Board of Directors of Diablo Water District will be held on January 14, 2021 at 1:00pm at 130 West Wind Place, Bethel Island, CA 94511. Due to the current COVID-19 Pandemic, Local Health Orders, and the Governor's Health Orders, the public should attend via conference call / web.

Dial in Number: 1-949-346-1487

Conference ID: 999 654 913#

Or

Web Option: [www.diablowater.org/webmeetings](http://www.diablowater.org/webmeetings)

*Check your browsers' functionality or download the Microsoft Teams App prior to the meeting.*

The District's agendas and supporting documents are available on the District's website: [www.diablowater.org](http://www.diablowater.org), or by calling Christine Belleci at (925) 625-0588. A fee may be charged for copies.

If you have a special accommodation needs to attend the meeting, please provide at least two (2) working days' notice prior to the meeting by calling Christine Belleci at (925) 625-0588.

- 1. Call to Order and Roll Call.**
- 2. Public Input.** (Anyone present may address the Board of Directors on any subject within the jurisdiction of Diablo Water District. If the subject item is on this Agenda, please hold public comment until the appropriate item).

**3. 2021 Strategic Planning.**

Staff Recommendation: Receive, discuss, and prioritize future new policy objectives.

**4. Adjournment.**

*Posted this 8<sup>th</sup> day of January 2021.*

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**Dan Muelrath, General Manager/Secretary**

**DIABLO WATER DISTRICT**  
January 14, 2021 Board Meeting  
Item Number 3

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: 2021 Strategic Planning.

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The outline below represents large strategic areas of interest that have been identified by the Board and staff. The goal for this strategic planning item is to identify and prioritize any new District policies, so staff and general counsel can draft policies and bring them forward at future meetings, for the Board's consideration.

1. **5-year strategic plan review (5 mins)**
2. **Environmental Proactiveness Regarding New Developments (45 mins)**
  - Discuss how directors will stay informed at policy level.
  - Discuss how staff are going to insert themselves in the CEQA/zoning/entitlement process.
  - City & County General Plans are being updated, how do we want to engage?
  - District policies to consider:
    - Limiting infrastructure or modify District standards in potentially environmentally sensitive and natural disaster-prone areas?
    - Ways to mitigate risk to District should natural disaster occur?
    - Groundwater protection – see next item.
    - Others?
3. **Groundwater Sustainability Agency (30 mins)**
  - Create an inter-agency elected official committee?
  - Ways to generate additional public input?
  - District policies to consider:
    - Limit new well installations where District water is available?
    - Access fees on current / future wells?
    - Groundwater Quality / Quantity Policy for new development areas?
    - Others?
4. **Recycled Water Policy Discussion (30 mins)**
  - Should District create Joint Powers Authority or MOU with ISD, to create agency that can seek recycled water planning and construction grant money from state?
  - Diablo to be lead agency since we already perform customer billing?
  - District policies to consider:
    - Recycled water-use for construction dust control?
    - Others?
5. **Break (15 mins)**

**6. Water Rate Options and Objectives (60 mins)**

- Fiscal requirements of District (a.k.a. revenue needs)
- Long-term financial obligations and objectives
  - CIP funding
  - Debt coverage ratio
  - Cash vs. debt financing
- Revenue recovery options?
  - Additional Tiers, or water budget-based tiers, or?
  - Customer classes
- Rate Study RFP and timing?
- Discount Assistance Program Options?
  - Use non-operating revenue and relationship to water rates?
  - Billing option, opt in program for customer to “round-up bill” and donate for this or other customer assistance programs?
  - Desired assistance levels and income thresholds?

**7. Bethel Island and small system consolidations (15 mins)**

- Many systems on Bethel Island and Sandmound Rd. have water quality issues
- District is in the process of consolidating M-26 Beacon West, M-28 Willows Mobile Home Park, and Santiago Island Village
- State is interested in continuing to work with District to perform additional grant funded consolidations, thoughts?

**8. Staffing levels (15 mins)**

- Proactiveness is our goal
- New or additional initiative require appropriate staffing
- Currently understaffed by 3 positions (1 office – 2 field)

**9. Board Meetings (15 mins)**

- Regulation 101 Revisions
  - Procedure on how to add items to agenda
  - Time of meetings (consider earlier meeting time)?
  - Public comment during Board meeting
  - Agenda format (discussion vs. action items)
  - Public comment format
    - Agenda format (discussion vs. action items)
    - Public comment format
- Roberts Rules of Order
- Future Board trainings

**10. Prioritization (10 mins)**

**RECOMMENDATION:**

Receive, discuss, and prioritize future new policy objectives.

*Dan Muelrath*

Dan Muelrath  
General Manager