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AGENDA

The Regular Meeting of the Board of Directors of Diablo Water District will be held on March 27, 2024 at 6:30 pm at the District's office, 87 Carol Lane, Oakley, California. This meeting is being conducted in person and via webinar. Members of the public and District staff may attend the meeting via conference call / web using the credentials below. Members of the public will continue to have the opportunity to provide public input via the webinar or phone features.

Dial in Number: 1-949-346-1487

Conference ID: 181 051 954#

Or

Web Option: 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, or by calling Kait Knight at (925) 625-6587. 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 Kait Knight at (925) 625-6587.

1. Call to Order, Roll Call, and Pledge of Allegiance.

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. **All virtual attendees will remain on mute until called upon to address the Board.**

Presentation Items

3. Presentation - Direct Potable Reuse.

Data Instincts and Black & Veatch

Action Items

4. Consent Calendar.

It is recommended by the General Manager that these items, which are expected to be routine in nature and without controversy, be received and acted upon by the Board without discussion. If any Board member or interested party requests that an item be removed from the Consent Calendar for discussion, it will be considered separately. *The consent calendar may be approved by a single motion to approve, followed by a second and then a call for vote.*

A. Minutes of the Special Meeting of February 22, 2024.

Staff Recommendation: Approve.

B. Minutes of the Regular Meeting of February 28, 2024.

Staff Recommendation: Approve.

5. Financial Reports.

Staff Recommendation: Approve warrant register 2024-2, ACH wire transactions for February 2024, and receive the monthly financial statement for January 2024.

6. Auditor Engagement.

Staff Recommendation: Authorization to Execute Agreement with Mann Urrutia Nelson Certified Public Accountants & Associates (MUN CPAs), Limited Liability Partnership, to Perform Fiscal Year 2023/24 Audit, in the amount of \$37,400.

7. Support Special District Grant Accessibility Act (H.R. 7525).

Staff Recommendation: Authorize the General Manager to submit a letter of support for H.R. 7525 to Representative

DeSaulnier and to sign onto the National Special District Association coalition letter of support.

8. LAFCO Special District Regular Seat Election.

Staff Recommendation: Select a candidate to receive the District's vote and authorize the Board President to sign the ballot.

Discussion Items

9. Contra Costa Special District Association Overview.

10. General Manager's Reports.

- Water Supply Charts
- State Water Resources Control Board Water Conservation Regulations
- Taxpayer Protection and Government Accountability Ballot Initiative

11. District Engineers Report.

12. District Counsel Report.

13. Directors' Reports.

- Representative verbal reports.
- Other items as needed.

14. Future Agenda Items.

- Preliminary list of items for the next two months.
- Other items being tracked and awaiting a scheduled date.

15. Next Meetings of the Board of Directors.

- April 24, 2024 Regular Meeting – 6:30 pm
- May 22, 2024 Regular Meeting – 6:30 pm
- June 12, 2024 Special Meeting - 2:30 pm (pending Director's approval)
- ~~June 26, 2024 Regular Meeting – 6:30 pm – canceled~~

Closed Session Items

**16. Closed Session – Conference with Real Property Negotiations
(Government Code § 54956.8)**

Property Description: Jersey Island located in Contra Costa County
Negotiation: Diablo Water District General Manager Dan Muelrath and
Ironhouse/Reclamation District 830 Representative TBD
Under Negotiation: Terms and Price

**Conference with Legal Counsel – Anticipated Litigation (Paragraph (4) of
subdivision (d) of Gov. Code § 54956.9)**
(One Potential Case)

17. Adjournment.

Posted this 21st day of March 2024.



Dan Muelrath, General Manager

DIABLO WATER DISTRICT
March 27, 2024 Board Meeting
Item Number 3

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Presentation - Direct Potable Reuse.

Data Instincts and Black & Veatch will provide summary results of the District's 1 on 1 interviews regarding recycled water and will give an overview of DPR technologies.

RECOMMENDATION:

Receive.

Dan Muelrath

Dan Muelrath
General Manager





Needs Assessment & Information Gathering for Effective Public Outreach & Education Regarding Potable Reuse

Submitted March 1, 2024



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Attachments

Attachment A – List of Interviewees

Attachment B – In-depth Interview Discussion Guide

Attachment C – DWD Purified Water Information Sheet, Winter 2024

Acronyms

City	City of Oakley
District or DWD	Diablo Water District
DPR	Direct Potable Reuse
EIR	Environmental Impact Report
IDI	In-depth Interview
IPR	Indirect Potable Reuse

Executive Summary

Introduction

Diablo Water District (DWD or District), in partnership with Ironhouse (formerly Ironhouse Sanitary District), is exploring advanced purified water as a potential water source to augment their existing water supply. Data Instincts was retained by the District to develop a public outreach and education communications strategy that will guide the District as it introduces advanced purified water to its community. The first step in developing the strategy is to gain a deeper understanding of the outreach needs in the affected community by conducting a needs assessment and gathering information. This is accomplished by conducting one-on-one interviews, also referred to as in-depth interviews (IDIs), to gather unfiltered viewpoints and initial perceptions of stakeholders in the community. Data Instincts engaged in fourteen IDIs with key community leaders between January 22 and February 13, 2024. This “Needs Assessment and Information Gathering for Effective Public Outreach & Education” report presents a summary of our findings and recommendations for inclusion in the outreach and education strategy.

Observations and Recommendations

Community leaders and others interviewed all agree that more water is needed in the future to meet increasing demands resulting from planned growth in the community and climactic changes that are causing longer, hotter summers and more variable precipitation in the wet season. The interviewees were open to having advanced purified water as a drinking water supply source; however, the interviewees were split between an indirect potable reuse (IPR) and direct potable reuse (DPR) water supply project. Five of the fourteen interviewees preferred IPR over DPR because of the perceived additional safety and boundary with an environmental buffer associated with the IPR process. The interviewees thought that the community could support a purified water project, but it would be important to provide enough time and education to allow community members to understand purified water and to reach their own conclusions. People would want to understand the need for purified water, the process, and the safety measures within the treatment processes and the training of the operators. Community engagement in civic meetings (i.e., City Council and Board meetings) is relatively low. Social media, particularly the Nextdoor platform, appears to be used widely in the community as a local news source. Outreach efforts will require a multi-pronged approach that includes a variety of communication and outreach tools and methods to reach the broadest number of community members.

Building public confidence and acceptance is a process that can take several years and should begin early in the consideration and planning of a purified water project. Based upon the information and insight gathered through the IDI discussions, the following near-term recommendations are suggested for implementation over the next several months. Additional long-term recommendations are provided for future consideration and are listed in the body of this report.

- **Increase community awareness and familiarity with Diablo Water District and Ironhouse.** Many community members do not distinguish between Diablo Water District and Ironhouse from the City, so they will reach out to the City with questions or concerns about water and

wastewater services. Having name and brand recognition of Diablo Water District and Ironhouse can help build community trust in the organizations and a future purified water project.

The District, Ironhouse, and the City should work together to leverage their collective outreach platforms to broaden outreach and share consistent messaging about purified water. Periodic meetings should be held to discuss outreach with the City's communications person and with Ironhouse's communications person. Coordinated project messaging will be important. Sharing common project details, message points, general information will be critical. Consider the following to increase representation in the City: increasing participation in City events and setting up a booth/informational table next to the City at those events, coordinating on the release of news and social media posts regarding water or City events, and presenting at local organizational meetings.

- **Initiate development of strategic outreach and education communications plan.** The strategic plan will provide an approach for informing and engaging the local community and identify a variety of communication tools and methods that can be used throughout planning and implementation of a purified water project.
- **Set up a project email broadcast list.** Preparing and sending periodic permission-based email broadcasts will be vital to update stakeholders, interested parties, and agencies about the Project status. This would be a permission-based email broadcast system for distribution of messages. All outreach materials could include instructions on how to be included in the email notification system.
- **Increase engagement with the City Council and City management.** Schedule informational presentations to City Council and provide councilmembers with periodic updates. Keep the Council and City management informed as the project progresses.
- **Consider developing and assembling a mobile educational trailer.** Use the trailer at schools and community events to educate on local water supply, the water cycle, and to introduce purified water. This will provide educational engagement opportunities and enable the District to reach a broader cross-section of the community.
- **Monitor and utilize social media.** Social media is widely used in the community as a source of local news and information. The District should leverage social media (particularly Instagram and Facebook) to share District news, inform about local and regional water-related news to create more awareness about water in general, and monitor social media posts (particularly on Nextdoor) related to the District and its projects. When appropriate, the District may be required to counter misinformation about the project on social media by quickly making the correct information available through the various outreach channels it can control, like a project website, email broadcast list and perhaps on Instagram, Facebook, and X.

1. Introduction

1.1 Background

Diablo Water District (DWD or District), in partnership with Ironhouse, is exploring advanced purified water (potable reuse) as a potential water source to augment their existing water supply. In the 2021 Recycled Water Feasibility Study for Diablo Water District and Ironhouse (formerly Ironhouse Sanitary District), purified water was identified as a recycled water option to further explore. DWD is taking the steps to develop a strategic outreach plan to introduce this potential new water supply source to the community and to build early support for a potential future purified water project.

In February 2023, FM3 Research conducted a survey to assess the community's opinion about local water supplies and potable reuse. A total of 406 registered voters in the DWD and Ironhouse service area were surveyed through a combination of telephone and online interviews. FM3 concluded "Overall, the survey indicates that the community recognizes the need to expand its water sources and is open to potable reuse as a means to that end." The findings from the 2023 survey were important in providing a snapshot of the community's potable reuse perspective.

Data Instincts was retained to develop a public outreach and education communications strategy. The first step in developing the strategy is to gain an understanding of the outreach needs in the affected communities by conducting a needs assessment and gathering information. One-on-one interviews, also referred to as in-depth interviews (IDIs), were conducted to gather this insight as described in the Purpose and Objectives section of this report. This "Needs Assessment and Information Gathering for Effective Public Outreach & Education" report presents a summary of our findings and recommendations for inclusion in the outreach and education strategy.

1.2 Purpose and Objectives

The purpose of the IDIs was to gather input from various key stakeholders (City Council members, City management, school district officials, and other community leaders identified by the District) in order to shape the best understanding of their unique views and perspectives. IDIs were conducted between January 22 and February 13, 2024. Information gathered from the IDIs will be used to help guide the District in preparing and developing a stakeholder/public outreach strategy based on the prior survey conducted and the District's input and views regarding education and outreach approaches that could be used. Specifically, the interviews sought to:

- Assess current perceptions of water supplies and purified water.
- Learn initial reactions to and perceptions about proposed options of IPR and DPR.
- Listen to views on the best approach for introducing the use of purified water to the community.
- Listen to views on the best approach for delivering outreach messages.
- Hear views on trusted sources of information within the community.
- Answer questions and respond to various perceptions directly with stakeholders during interviews.

- Consider the best approach for the District to educate and engage the community.

Interview participants were identified by the District and were selected to represent their viewpoints as a community member and/or as a community leader. In total, 14 interviews were conducted virtually. A list of the participants is provided in Attachment A.

1.3 Methodology

For the purpose of gathering unfiltered viewpoints and initial perceptions, the IDI technique was employed. IDIs are a qualitative research method best suited for uncovering the range of views, beliefs, attitudes, opinions, and experiences that may exist in a certain population. During the IDI process, an experienced interviewer uses a discussion guide to conduct a structured conversation with participants. Like other qualitative methods, IDIs allow for detailed exploration of topics, but do not provide data that is statistically representative of a larger population. Instead, the information obtained is descriptive and should be considered as representing a range of opinions that may exist among various segments. It should also be noted that some opinions may not necessarily be factually accurate. A copy of the discussion guide used is provided in Attachment B.

1.4 Report Organization

This report is organized into the following sections:

- Section 1 – Introduction
- Section 2 – Core Findings
- Section 3 – Observations/Recommendations

2. Core Findings

Core findings from the interviews are summarized in this section of the report. Findings are generally grouped into these categories:

- Water Supply Perspectives
- Water and Wastewater Services Understanding
- Recycled Water and Potable Reuse Understanding
- Outreach and Communication

2.1 Water Supply Perspectives

Interviewees were asked a series of questions to gauge insight on their perspective of near-term and long-term water supply needs in Oakley. The findings from these discussion points are listed below.

2.1.1. Interviewees were asked whether they thought there is a need for more water in Oakley now or in the future.

- Three of the respondents think there is a need for more water today. Six of the respondents do not think there is a need for more water today, and five responded that

they did not know (either because they did not live within the District's service area or for other reasons).

- In regard to the future, 79% of the respondents think that there is a need for more water in the future. Several respondents cited that more water is needed to meet growth associated with new development. The remaining respondents either replied maybe or did not respond.
- In response to recalling the City's experience with drought or water-shortage periods, 43% of the respondents recall past drought periods, 36% either didn't recall or did not feel that there was an impact to them during drought periods, and 21% either did not recall or were not in the area.

2.1.2. Forty-three percent of the interviewees had heard about ways to increase water supply in Oakley before being contacted for the 1-1 interview. More than half of the interviewees had not heard about it.

2.1.3. More than 70% of the interviewees do not have concerns about water supply reliability in the DWD service area. A few respondents noted that they have always had water flowing from their taps in Oakley. About 20% of the interviewees noted concern with water supply reliability. Some of the reasons noted included the potential of infrastructure failure in the event of an earthquake. The remaining respondents did not have an opinion on this.

2.1.4. In response to concerns with taste or hardness of DWD drinking water, 36% noted concern. The majority of those said that hardness was of concern. One person noted taste was a concern. One noted a smell from their faucet when the faucet is first opened in the morning. Two interviewees did not have a response. It is noted that some of the interviewees do not live within DWD's service area. The responses noted here reflect those of interviewees that live within DWD's service area.

2.2 Water and Wastewater Services Understanding

Interviewees were asked questions to gauge their familiarity with Diablo Water District and Ironhouse and opinion on strengths and areas to improve upon for both agencies.

2.2.1. About 80% of the interviewees were familiar with the services of Diablo Water District. In general, interviewees responded that DWD provides drinking water in Oakley.

2.2.2. Interviewees were asked to share if there was anything they noted that DWD does particularly well. Responses received include: DWD does a good job with providing reliable water service, customer service, and community outreach.

2.2.3. Interviewees were asked to share if there was anything that DWD could improve upon. Responses received include: DWD could increase their presence in the community; more coordination with the City; and continue to be innovative and look at new technologies for water treatment. A few interviewees noted that cost is concerning.

2.2.4. About 80% of the interviewees were familiar with the services of Ironhouse. This is the same amount of people familiar with DWD. In general interviewees responded that

Ironhouse is responsible for collecting, treating, and disposing of Oakley's treated wastewater.

- 2.2.5. Interviewees were asked to share if there was anything they noted that Ironhouse does particularly well. Responses received include: Ironhouse does a good job with the service that they provide and participating in community events.
- 2.2.6. Interviewees were asked to share if there was anything that Ironhouse could improve upon. Responses received include: increase their presence in the community to inform the public of the services that they provide; and perhaps more coordination with the City.
- 2.2.7. Half of the interviewees have been on a tour of the Ironhouse treatment facilities.

2.3 Recycled Water and Potable Reuse Understanding

Interviewees were asked a series of questions to gauge their understanding of recycled water, IPR and DPR. The findings from these discussion points are listed below.

- 2.3.1. Eighty-six percent of the interviewees are familiar with recycled water. None of the interviewees had questions about tertiary treatment. Interviewees familiar with recycled water thought it was a good to use the water for irrigation and other non-potable uses.
- 2.3.2. Seventy-one percent of the interviewees noted that they do drink water from their tap. The majority of those that drink tap water noted that the water goes through a refrigerator filter. The remainder of the respondents live outside of the DWD service area and have a different water source. Interestingly, a few of the interviewees who live outside of the DWD service area noted that their tap water has a higher hardness compared to that within the DWD service area.
- 2.3.3. When asked if they believed it was possible to clean wastewater so that is pure enough to augment a drinking water supply, some respondents initially expressed a typical "yuck factor" reaction to this idea. After additional explanation of the treatment process and sharing of examples of similar, existing purified water projects (e.g., the International Space Station, Orange County Water District, and Pure Water Monterey), there were no respondents interviewed that expressed a personal negative reaction to advanced purified water. Eighty-six percent of the interviewees thought it was possible; fourteen percent thought it might be possible but would want to see more information. Of the 86% who think it is possible, some interviewees noted that they would want to better understand the treatment process and have assurances of the safety and monitoring features of the treatment process and the people operating the system.
- 2.3.4. A general overview of indirect and direct potable reuse was described to the interviewees. The majority of the interviewees did not have questions or concerns about IPR or DPR. A few noted that they would like to see more information on IPR and DPR.
- 2.3.5. Out of the 14 individuals interviewed, five favored IPR over DPR, while another five expressed no preference, citing no concerns with either method. Two interviewees did not state a preference, one showed a preference for DPR over IPR, and one indicated a need for more information before deciding.

Of the five interviewees who did not express preference, two compared direct potable reuse to treated water that is released to the Delta and is extracted as a drinking water supply further downstream the Delta.

Among the five interviewees who favored IPR over DPR, three expressed that the extra process of injecting the water into a natural buffer, such as an aquifer, appeared to make it seem safer. One individual found IPR more convincing after learning that the process has already been employed in Orange County for over two decades. The remaining person did not express any particular concerns with DPR but simply had a preference for IPR. Finally, the individual who preferred DPR over IPR highlighted its lower construction costs as the decisive factor.

2.4 Outreach and Communication

Interviewees were asked a series of questions seeking insight on public acceptance challenges and their suggested approach for community outreach and education. The findings from these discussion points are listed below.

- 2.4.1. Interviewees agreed that most people will initially have an emotional response to purified water, or the “yuck” factor. Community members will need to be educated and understand the process, learn where other purified water projects are currently in operations, and have information about its success rates for these projects so that they can individually make an informed decision.
- 2.4.2. Interviewees were asked an open-ended question of about what they see as the most significant public acceptance challenge. Thirteen out of the fourteen individuals interviewed responded that building trust, acceptance and education/understanding of the project will be the most significant challenge. Several interviewees noted that most of the residents commute from outside of the city, are generally busy, and are not very engaged. Respondents agreed that communication with the public needs to start early, and that there needs to be a multi-pronged approach to reach more community members, and that outreach efforts should occur at locations where people gather.

Four interviewees also noted cost as a public acceptance challenge. In general, people are concerned with the increasing living costs (one interviewees cited the rising costs of PG&E as an example). One interviewee thought that the yuck factor could be overcome but that it would be more difficult to overcome the increased cost to ratepayers that would result from a new project.

- 2.4.3. Several interviewees noted that many people in the community have a general mistrust of government. It was also noted by a few interviewees that community members do not like mandates. They stated that community members will want to be informed and make their own decisions about purified water.
- 2.4.4. Nearly half of the respondents feel that it is important that DWD raise awareness about reuse and the need to increase local supply. The remaining interviewees did not respond to this question.

- 2.4.5. Thirteen of the fourteen interviewees think that it would be beneficial for DWD to partner with either a university or an independent third party technical advisory committee. Four of the respondents noted a preference for partnering with a local university, one preferred an independent industry expert, and the others supported either option. One interviewee thought the effort would be costly and was not sure that it would be greatly beneficial.
- 2.4.6. When asked if they could see themselves promoting a purified water project in the region 71% of the interviewees said yes and noted that they would support it. The remaining 29% were unsure but said they might support the project given more time and more information. There were no interviewees who said they were opposed to supporting a purified water project in the region.
- 2.4.7. Some key points/concepts suggested to be included in future messaging are:
- Emphasize “why” purified water is needed
 - Emphasize the safety of purified water
 - Share experiences – describe other communities using purified water, what their experience has been, describe safety measures.
- 2.4.8. Interviewees were asked how they stay current with local news. Several respondents noted by word of mouth, meetings with other leaders in and outside of the City, Contracosta.news, and “The Press”. Most of the interviewees indicated that they look at social media to get a sense of current topics of discussion and the community climate on topics, but not as their source of information. Three interviewees noted that they use social media as one of their primary sources of information.
- 2.4.9. When asked about trusted sources of information in the community the following were noted: police department, fire department, Rotary Club, library, school districts, Lion’s Club, Contracosta.news, “The Press”, churches, senior center, Chamber of Commerce.
- 2.4.10. When asked who else this topic should be discussed with, suggestions received were: City Mayor, school districts, Rotary Club, Senior Center, City Public Works Director, County Supervisor Burgess, County Assemblymember Lori Wilson, Oakley Youth Council, Friends of Marsh Creek Watershed, and members of the development community (e.g., builders, developers, real estate teams).

3. Observations and Recommendations

Community leaders interviewed all agree that more water is needed in the future to meet increasing demands resulting from planned growth in the community and climactic changes that are causing longer, hotter summers and more variable precipitation in the wet season. The interviewees were open to having advanced purified water as a drinking water supply source; however, the interviewees were split between an IPR and DPR water supply project with some indicating a preference for IPR because of perceived additional safety and boundary with an environmental buffer associated with the IPR process. From the interviews, it seemed that the community could support a purified water project, but it would be important to provide enough time and education to allow community members to understand

purified water and to reach their own conclusions. People would want to understand the need for purified water, the process, and the safety measures within the treatment processes and the training of the operators. The interviewees agreed that early education and information about purified water is critical to overcome the “yuck” factor, build trust in the community, and gain support for a purified water project in the area.

Community leaders noted that it is challenging to engage with the community on certain matters such as this because people are busy. Outreach efforts will require a multi-pronged approach that includes a variety of outreach tools to reach the broadest number of community members. Community leaders also noted that, in general, people have a mistrust in government.

Building public confidence and acceptance is a process that can take several years and should begin early in the consideration and planning of a purified water project. Based upon the information and insight gathered through the IDI discussions, the following near-term recommendations are suggested for implementation over the next several months. Additional long-term recommendations are provided for future consideration.

Near-Term Recommendations

- **Increase community awareness and familiarity with Diablo Water District and Ironhouse.** Many community members do not distinguish between Diablo Water District and Ironhouse from the City, so they will reach out to the City with questions or concerns about water and wastewater services. Having name and brand recognition of Diablo Water District and Ironhouse can help build community trust in the organizations and a future purified water project.

The District, Ironhouse, and the City should work together to leverage their collective outreach platforms to broaden outreach and share consistent messaging about purified water. Periodic meetings should be held to discuss outreach with the City’s communications person and with Ironhouse’s communications person. Coordinated project messaging will be important. Sharing common project details, message points, general information will be critical. Consider the following to increase representation in the City: increasing participation in City events and setting up a booth/informational table next to the City at those events, coordinating on the release of news and social media posts regarding water or City events, and presenting at local organizational meetings.
- **Initiate development of strategic outreach and education communications plan.** The strategic plan will provide an approach for informing and engaging the local community and identify a variety of communication tools and methods that can be used throughout planning and implementation of a purified water project.
- **Set up a project email broadcast list.** Preparing and sending periodic permission-based email broadcasts will be vital to update stakeholders, interested parties, and agencies about the Project status. This would be a permission-based email broadcast system for distribution of messages. All outreach materials could include instructions on how to be included in the email notification system.

- **Increase engagement with the City Council and City management.** Schedule informational presentations to City Council and provide councilmembers with periodic updates. Keep the Council and City management informed as the project progresses.
- **Consider developing and assembling a mobile educational trailer.** Use the trailer at schools and community events to educate on local water supply, the water cycle, and to introduce purified water. This will provide educational engagement opportunities and enable the District to reach a broader cross-section of the community.
- **Monitor and utilize social media.** Social media is widely used in the community as a source of local news and information. The District should leverage social media (particularly Instagram and Facebook) to share District news, inform about local and regional water-related news to create more awareness about water in general, and monitor social media posts (particularly on Nextdoor) related to the District and its projects. When appropriate, the District may be required to counter misinformation about the project on social media by quickly making the correct information available through the various outreach channels it can control, like a project website, email broadcast list and perhaps on Instagram, Facebook, and X.

Long-Term Recommendations

- **Identify and engage influencers in the community.** Influencers can be community members, leaders and organizations that are well-respected and trusted in the community. They would be champions for the project and help spread information and foster support of others in the community. Potential influencers suggested by the interviewees are listed in the Section 2.4 of this report.
- **Engage community preferred local media news outlets.** Contracosta.news and “The Press” were noted as preferred news outlets in the community. The District should consider utilizing these platforms to generate more conversations about local and regional water topics and to inform the community of water supply options, including advanced purified water.
- **Consider construction of a demonstration site** (or “Learning Center”) where people can observe the water purification process, see the operators operating the facilities, and learn about the monitoring and safeguards in place to ensure that only safe, high-quality water from the facility will enter their drinking water supply. The demonstration site can also provide samples of the purified water for visitors to taste. The demonstration/pilot facility can also be used to train operators, and to demonstrate the technology, treatment operations, and system monitoring to regulators.
- **Take elected officials and city management to see existing purified water projects.** These tours would provide local leaders the opportunity to taste advanced purified water and to meet the leaders of those projects. These local leaders should be well informed about the project so that they become a trusted source of information to their communities.
- **Consider utilizing a recognized third party for evaluating the project’s viability and safety.** The majority of the interviewees agreed that an independent research study prepared by a local university, or an independent industry expert, would add credibility in the eyes of the public. Most of the recent potable reuse projects in the nation have used the National Water Research

Institute (NWRI) to assemble a panel of experts to conduct an independent review and make recommendations about those proposed projects.

- **Consider adopting a purified water project name and brand.** A project name and brand can also be used to identify the lead organization for the project. This will help reduce confusion on which organization is leading the project.

ATTACHMENT B

In-depth Interview Discussion Guide

Stakeholder One-on-One Meeting Discussion Guide

Diablo Water District

Name:

Organization:

Date:

Interviewer:

Introduction:

Thank you very much for taking time to talk with me today. I am working on behalf of the Diablo Water District (DWD), which provides water services to residents and businesses in your area. They have asked me to speak with key community leaders and stakeholders like yourself. DWD provides drinking water supply to residents and businesses within the City of Oakley, the downtown area of the Town of Knightsen, and portions of Bethel Island. DWD's mission is to be environmentally responsible stewards of the water resources in its care for the benefit of its community. To achieve this, DWD strives to be a leader in providing high-quality drinking water, customer service, public engagement, technical innovation, and responsible fiscal management. DWD is focused on long-term water solutions that are sustainable, resilient, and that maintain integrity with ratepayers' funds. DWD has partnered with Ironhouse to study the feasibility of including recycled water and advanced purified water within the DWD service area.

The purpose of this conversation is to gain an understanding of your knowledge about the DWD's water supplies in general, to tell you about the water re-use evaluation efforts underway, and to learn how we can best communicate with you and your colleagues/constituency about these issues.

For our conversation today, I will ask you a series of questions and will be taking detailed notes as we move along. My notes will be compiled and summarized, but I will not attribute statements to a specific person, so you can be assured of your anonymity when responding. I respect your time and busy schedule, and do not expect to keep you longer than an hour. Do you have any questions before we begin?

Discussion Questions:

1. Do you/your group or organization/constituency think there is a need for more water in Oakley today? Why or why not? What about future needs? Do you recall Oakley experiencing drought or water-short periods in past years? If so, please tell me what you recall about those periods.
2. Before we requested time to meet with you, had you heard anything about ways to increase the supply of water available in Oakley?
 - If yes, what did you hear and how or in what context did you hear about it?

3. Do you have any concerns about the water supply reliability in the DWD's service area? If so, what are your concerns?
4. Do you have any concerns about the taste or hardness of your drinking water?
5. Are you familiar with services provided by DWD's water and Ironhouse wastewater services?
 - Please tell me what you think DWD does particularly well.
 - Are there any areas in which you think they can improve? If so, what suggestions can you offer?
 - Please tell me what you think Ironhouse does particularly well.
 - Are there any areas in which you think they can improve? If so, what suggestions can you offer?
6. Are you familiar with water reuse or water that is referred to as "recycled water"? If so, how would you describe that water?
 - Where have you heard about or seen it used?
 - What do you think about this type of water and how it is used?
 - Do you have any special interests or concerns associated with water reuse or recycled water in general?
 - What about concerns with any specific water reuse or uses of recycled water?
 - What about your organization/members or constituency/business – what questions or concerns might they have about water reuse?
7. Recycled water (sometimes also referred to as reclaimed water) is used in many locations in the United States and other countries. It starts as wastewater and is cleaned several times so that it meets regulatory standards for uses such as irrigation of landscape/parks/playing fields, industrial applications such as cooling towers or manufacturing processes, agricultural irrigation, and more. Do you have any questions or concerns about this concept?
8. Are you comfortable with terms such as recycled water or water reuse?
 - What are the first things that come to mind when you hear those terms?
 - Do you have a preference for either of these terms or does one make more sense to you than the other?
 - At home, do you drink water unfiltered from your tap or sink?
 - If not, what types of water do you drink at home (filtered in refrigerator, other types of filtration device, bottled water, etc.)?
9. Have you ever taken a tour of the Ironhouse water recycling facility?
10. Do you believe it is possible to clean wastewater so that it is pure enough to be used to augment – by placing it back into – drinking water supplies/sources, such as a reservoir or groundwater basin/aquifer?

- Augmenting drinking water supplies with this highly treated recycled water – often called “purified water” – through replenishment of surface water reservoirs or groundwater basins/aquifers is known as potable reuse. Have you heard of potable reuse or groundwater replenishment before or are you familiar with these terms? *[Describe the types of processes used to purify reclaimed water and talk about some potable reuse projects, especially those at Hampton Roads, VA or locations in FL, GA, TX, etc.]*

11. Do you have any questions or concerns about the concept of indirect potable reuse/replenishing surface water supplies with purified water? Do you have any questions or concerns about the concept of direct potable reuse?

- What information do you need to feel more comfortable with the concept of augmenting drinking water supplies with purified water?
- What about information your members/constituency/business would need to feel more comfortable?

12. Moving forward, as more communities consider augmenting their water supplies with Purified Water what do you see as the most significant public acceptance challenge?

13. How do you stay up-to-date about current events related to your community and the region? (Word of mouth, email, newspapers, newsletters, television, radio, direct mail, social media, etc.) What about issues related to water or water supply?

- a. Would you be interested in receiving updates from the DWD regarding the water re-use initiative? If so, how would you prefer to receive updates?

☐ E-mail ☐ Web ☐ Phone ☐ Mail ☐ Facebook ☐ Twitter ☐ Newspaper ☐ TV ☐ Radio ☐ Other

b. If so, how often would you like to receive information?

c. Do you have any suggestions about the best ways to communicate with stakeholders, your constituency, residents and businesses in this area about water issues?

d. Does your organization have regular meetings where we could make a presentation about water supplies and the water re-use initiative? How can we get on your schedule? Do you send electronic or written communications to your membership? Can we include a written article about beneficial recycled water uses or other water issues?

14. Who (individual/s) and/or what (organization/s) do you think are the most trusted sources of public information in Oakley? How about in Contra Costa County or in California?

15. DWD is committed to raising awareness about the water re-use initiative and the need to increase our local water supplies so that our economy and quality of life are not vulnerable in drought or other low water availability conditions. Do you think this is important for DWD to do so?

- What suggestions do you have that can help raise awareness?

16. Who else do you think we should meet with to discuss the potential for Purified Water uses in Oakley or related issues?
17. Do you or (could you) see yourself or your organization supporting a Purified Water project in the region? What would you want to see that would be useful in your decision making about this as a new drinking water supply? *(Probe for types of studies they might want to see, information that should be available, even format of information...* Would you like to see DWD partner with major research university or work with an independent technical advisory committee of expert industry professionals, focused on the science supporting the ability to treat all types of source water to drinking water standards?
- a. Yes
 - b. No. Why?
 - c. Unsure/DK
18. Are there any other issues you want to discuss, or suggestions you'd like to make as we continue this outreach effort?

ATTACHMENT C

DWD Purified Water Information Sheet, Winter 2024



Winter 2024

Exploring the Potential Use of Advanced Purified Water

What is Advanced Purified Water?

Advanced purified water is groundwater, surface water, or recycled water cleaned through an advanced water treatment system that produces high-quality drinking water. The purified water meets and/or exceeds state and federal drinking water standards. Purified water can be blended into the drinking water system so that all customers receive the same high-quality water that has lower hardness and enhanced taste compared to water treated through traditional treatment.

The advanced purification process produces water that is more pure than most bottled waters.

A multi-barrier process is used to separate water from pollutants through a series of purification processes that yield a high-quality water that is safe for drinking. The purification system includes some of the most advanced, proven technologies used in water treatment such as reverse osmosis and advanced oxidation (hydrogen peroxide plus ultra-violet light disinfection).



Diablo Water District and Ironhouse Explore the Potential Use of Advanced Purified Water



Regional Water Supply Challenges

Several factors can impact the reliability of our water supply which include: recurring drought conditions; climate variability; vulnerability of the Delta conveyance system to floods and seismic events; and regulatory limitations on surface water and groundwater pumping. To address these issues, Diablo Water District (DWD) remains focused on long-term water solutions and maintaining integrity with ratepayer's funds. This approach aligns with our mission to be environmentally responsible stewards of the water resources in our care for the benefit of our community by continually striving to be leaders in: high-quality water, customer service, public engagement, technical innovation, and responsible fiscal management.

Advanced purified water is a valuable resource currently used to supplement drinking water in many communities in the United States and around the world.

Why are we Considering Advanced Purified Water?

Purified water as an additional water source would provide many benefits:

- Provide a local, sustainable, and drought-proof water source.
- Enhance the quality of the existing drinking water supply.
- Augment DWD's groundwater supply and improve sustainability of the groundwater basin.
- Reduce reliance on imported Delta water supply.
- Increase the region's water supply resiliency.

About Diablo Water District

DWD obtains, treats, and supplies water for about 44,000 people within the City of Oakley, Cypress Corridor, Hotchkiss Tract, as well as Summer Lakes, and portions of Bethel Island and Knightsen. More than 80 percent of DWD's water supply comes from the Sacramento-San Joaquin River Delta, a water system that provides drinking water to nearly two-thirds of the state's population and water for agricultural irrigation. The remaining 20 percent of water supply comes from local groundwater that DWD pumps and blends with imported Delta water.



Building a Sustainable Water Supply for Our Future

DWD is committed to providing a high-quality, reliable drinking water supply to its customers. Our strategic initiatives include:

- Innovative planning to increase the capacity of groundwater available for use and to ensure a resilient water supply for the future.
- Continued investments in infrastructure.
- Finding alternative water sources will ensure that DWD can continue to meet customer's water demands, even during extended drought periods.

DWD is continuing to diversify our water supply resources with the addition of recycled water. Utilizing recycled water aligns with our commitment to a sustainable water supply while keeping water costs affordable to our customers.

Researching advanced purified water as a potential alternative future drinking water supply source aligns with these goals.



Study Recommendations and Potential Project

DWD has partnered with Ironhouse to explore the feasibility of advanced purified water. In 2021, DWD and Ironhouse completed a recycled water feasibility study to analyze alternatives to expand the use of Ironhouse's high-quality recycled water use within the community. The study looked at different options for installing new purple pipes to deliver recycled water for landscape irrigation and considered options for using recycled water as a source for purified water that would exceed drinking water standards. Several considerations for each option were analyzed including volume of new water supply, offset of drinking water supply, constructability, and cost. The study recommended further evaluation of advanced purified water. A copy of the report can be found on DWD's website (diablowater.org/your-water/recycledwater/).

The study recommended further evaluation of advanced purified water.

Recycled water from Ironhouse would be purified in a new advanced water treatment facility. The project could provide over two million gallons per day of a new water supply.

Anticipated Project Schedule

Over the next five years, DWD will continue engaging with and informing the community while concurrently building a demonstration facility for advanced purified water. The demonstration facility will be used to train water system operators and to serve as an educational site where community members can see the purification process and taste the water.



Project Partner

For over 75 years, Ironhouse has been providing wastewater treatment services in the community. Since 2011, Ironhouse has been producing recycled water by collecting wastewater in the area and cleaning it at its state-of-the-art recycled water facility using a membrane bioreactor and ultra-violet light disinfection. The recycled water is either provided to customers at the Ironhouse Recycled Water Fill Station where they can pick up water for landscape irrigation, construction applications and other uses approved by the state, or it is released to the San Joaquin River.

Ironhouse recycled water treatment facilities, and the use of recycled water, are strictly regulated by the state. Water is routinely monitored and tested throughout the treatment process for the protection of public health. Ironhouse's recycled water treatment facilities, operators, and management have won numerous awards over the years, including California Water Environment Association – San Francisco Bay Section's Small Agency Plant of the Year Award in 2019 and 2021.



Diablo Water District
87 Carol Lane, PO Box 127
Oakley, CA 94561
925-625-3798

[diablowater.org/
recycledwater](http://diablowater.org/recycledwater)

DIABLO WATER DISTRICT

March 27, 2024 Board Meeting

Item Number 4

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Consent Calendar.

It is recommended by the General Manager that these items, which are expected to be routine in nature and without controversy, be received and acted upon by the Board without discussion. If any Board member or interested party requests that an item be removed from the Consent Calendar for discussion, it will be considered separately.

The consent calendar may be approved by a single motion to approve, followed by a second, and then a call for vote.

4A. Minutes of the Special Meeting of February 22, 2024.

Staff Recommendation: Approve.

4B. Minutes of the Regular Meeting of February 28, 2024.

Staff Recommendation: Approve.

RECOMMENDATION:

Approve.

Dan Muelrath

Dan Muelrath
General Manager





BOARD OF DIRECTORS:
MARILYN M. TIERNAN
PRESIDENT

SCOTT R. PASTOR
VICE PRESIDENT

PAUL SEGER
JOE KOVALICK
JASON SHAW

GENERAL MANAGER:
DANIEL MUEL RATH

GENERAL COUNSEL:
WESLEY A. MILIBAND

BOARD SECRETARY:
KAIT KNIGHT

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF
DIABLO WATER DISTRICT AND CONTRA COSTA WATER DISTRICT
HELD ON FEBRUARY 22, 2024

The Special Meeting of the Board of Directors of Diablo Water District was held on February 22, 2024 at 10:00 am at the District’s office, 87 Carol Lane, Oakley, California, as noticed in the posted agenda.

1. Call to Order, Roll Call and Pledge of Allegiance.

The joint special meeting of the Board of Directors of Diablo Water District (District) and Contra Costa Water District (CCWD) was called to order by President Tiernan at 10:00 am. on February 22, 2024.

DWD Directors Present:	Tiernan, Pastor, Seger, Kovalick, Shaw
DWD Staff Present:	Dan Muelrath, Kait Knight, Jennifer McCoy, Christine Belleci, Wayne Weaver, Nacho Mendoza
DWD General Counsel:	Wes Miliband (AARLL)
CCWD Directors Present:	Ernesto Avila, Antonio Martinez, John Burgh, Patt Young
CCWD Staff Present:	Rachel Murphy, Veronica Sepulveda
CCWD General Counsel:	Doug Coty
Others Present:	CCWD Staff and Members of the General Public.

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. DWD's Request for Engagement with Governance and Oversight of RBWTP.

The Boards received a presentation from General Manager Muelrath concerning the District's desire for involvement in governance and oversight of the Randall-Bold Water Treatment Plant (RBWTP).

Rachel Murphy, General Manager of CCWD, emphasized that staff-to-staff collaboration remains the optimal method for addressing future water supply opportunities and discussions.

The DWD Board of Directors highlighted that the expenses associated with the RBWTP are currently managed without input or decision-making authority from the District, and the Board would like more oversight and representation in the Joint Powers Authority (JPA), including additional seats.

4. Randall-Bold Water Treatment Plant Master Plan Update.

The Boards received a presentation from Jeff Quimby, Assistant General Manager of Planning and Water Resources for CCWD.

Jeff Quimby highlighted that while the Master Plan update typically occurs every 10 years, it has been expedited to Fiscal Year 2026, partly due to the District's previous request for increased oversight and involvement in decisions concerning RBWTP.

Rachel Murphy, General Manager for CCWD, proposed including the District in the consultant selection process, especially in cases where there's overlap and the same consultant would execute the study of a shared project.

5. RBWTP Operations & Capital Improvement Program Update.

The Boards received a presentation from Dave Huey, Director of Operations and Maintenance for CCWD.

General Manager Muelrath acknowledged CCWD for addressing the budget spikes associated with electrical upgrades by distributing them across multiple years.

6. Canal Improvements Update.

The Boards received a presentation from Miki Tsubota, Assistant General Manager of Engineering and Construction for CCWD.

Miki Tsubota highlighted the complexity of section 5A of the canal, and he discussed that CCWD will be completing canal replacement in phases. President Avila of CCWD noted that the process of locating records for the transfer of canal ownership has been taking a significant amount of time.

7. Adjournment.

President Tiernan adjourned the meeting at 11:28 a.m.

Kait Knight, Board Secretary



BOARD OF DIRECTORS:
MARILYN M. TIERNAN
PRESIDENT

SCOTT R. PASTOR
VICE PRESIDENT

PAUL SEGER
JOE KOVALICK
JASON SHAW

GENERAL MANAGER:
DANIEL MUEL RATH

GENERAL COUNSEL:
WESLEY A. MILIBAND

BOARD SECRETARY:
KAIT KNIGHT

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
DIABLO WATER DISTRICT
HELD ON FEBRUARY 28, 2024

The Regular Meeting of the Board of Directors of Diablo Water District was held on February 28, 2024 at 6:30 pm at the District's office, 87 Carol Lane, Oakley, California and via conference call / web as noticed in the posted agenda.

Director Kovalick attended the meeting remotely as noticed in the agenda.

1. Call to Order and Roll Call and Pledge of Allegiance.

The regular meeting of the Board of Directors of Diablo Water District (District) was called to order by Director Tiernan at 6:30 p.m. on February 28, 2024.

Directors Present:	Tiernan, Pastor, Seger, Kovalick, Shaw
Staff Present:	Dan Muelrath, Kait Knight, Nacho Mendoza, Wayne Weaver
General Counsel:	Wes Miliband (AARLL)
Others Present:	Bill Brick (CDM Smith), Angela Lowrey (Ironhouse)

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.

General Manager Muelrath noted that District staff were currently conducting field repairs.

Action Items

3. Consent Calendar.

It is recommended by the General Manager that these items, which are expected to be routine in nature and without controversy, be received and acted upon by the Board without discussion. If any Board member or interested party requests that

an item be removed from the Consent Calendar for discussion, it will be considered separately. *The consent calendar may be approved by a single motion to approve, followed by a second and then a call for vote.*

A. Minutes of the Special Meeting of January 18, 2024

Staff Recommendation: Approve.

B. Minutes of the Regular Meeting of January 24, 2024.

Staff Recommendation: Approve.

It was moved by Director Seger, seconded by President Tiernan and approved by the following vote to approve the Consent Calendar.

AYES: Pastor, Seger, Kovalick, Shaw, Tiernan

NOES: None

ABSTAIN: None

4. Financial Reports.

Staff Recommendation: Approve warrant register 2024-1, ACH wire transactions for January 2024, and receive the monthly financial statement for December 2023.

General Manager Muelrath pointed out that water revenue continued to decline due to rainfall and informed the Board of the recent pump replacement at M-27.

It was moved by Director Seger, seconded by President Tiernan, and approved by the following vote to approve warrant register 2024-1, ACH wire transactions for January 2024, and receive the monthly financial statement for December 2023.

AYES: Pastor, Seger, Kovalick, Shaw, Tiernan

NOES: None

ABSTAIN: None

5. Authorization to Extend Audit Services with MUN CPAs, LLP.

Staff Recommendation: Authorize District staff to extend audit services with MUN CPAs, LLP for the next three years with the option of an additional two-year extension.

It was moved by Director Seger, seconded by Director Kovalick, and approved by the following vote to authorize District staff to extend audit services with MUN CPAs, LLP for the next three years with the option of an additional two-year extension.

AYES: Pastor, Seger, Kovalick, Shaw, Tiernan
NOES: None
ABSTAIN: None

6. LAFCO Special District Seat Nomination.

Staff Recommendation: If desired, adopt Resolution 2024 – 02 nominating Mr. McGill for the LAFCO Special District Seat.

Vice President Pastor acknowledged Mr. McGill's engagement with LAFCO, and the Board reached a consensus in support of his nomination.

It was moved by President Tiernan, seconded by Director Kovalick, and approved by the following vote to adopt Resolution 2024 – 02 nominating Mr. McGill for the LAFCO Special District Seat.

AYES: Pastor, Seger, Kovalick, Shaw, Tiernan
NOES: None
ABSTAIN: None

7. District Ad Hoc Committees.

Staff Recommendation: Appoint ad hoc members to the Recycled Water ad hoc through 2024 with a scope of vetting potential recycled water projects and developing a contract with Ironhouse to secure future recycled water supply.

General Manager Muelrath advised the Board that the New Corporation Yard ad hoc would remain active for approximately six more months. Additionally, if a rate study is included in the new budget, a new ad hoc committee would be necessary.

Director Kovalick proposed re-establishing the Recycled Water ad hoc with the same membership and re-establishing the Cybersecurity ad hoc to address the recent cyber-attack on the City of Oakley and its vulnerabilities. General Manager

Muelrath suggested that the Cybersecurity ad hoc should be set to sunset on June 30, 2024.

It was moved by Director Kovalick, seconded by President Tiernan, and approved by the following vote to appoint the existing members to the Recycled Water ad hoc through 2024 with a scope of vetting potential recycled water projects and developing a contract with Ironhouse to secure future recycled water supply, and re-establish the Cybersecurity ad hoc through June 30, 2024.

AYES: Pastor, Seger, Kovalick, Shaw, Tiernan
NOES: None
ABSTAIN: None

8. Policy Position on AB 2257.

Staff Recommendation: Authorize the General Manager to execute a letter of support for AB 2257 and sign ACWA's coalition letter of support.

General Manager Muelrath highlighted the opportunity to collaborate directly with Assemblymember Wilson, and the Board consensus supported the bill.

It was moved by Director Kovalick, seconded by Director Seger, and approved by the following vote to authorize the General Manager to execute a letter of support for AB 2257 and sign ACWA's coalition letter of support.

AYES: Pastor, Seger, Kovalick, Shaw, Tiernan
NOES: None
ABSTAIN: None

Discussion Items

9. Fiscal Year 2024/25 Budget Policy Planning Workshop.

President Tiernan inquired about staffing requirements beyond the noted water operator. General Manager Muelrath indicated that the rate impact for current position needs would be approximately 15-18%. The rate model does not support changes in demands and expenses or added positions this year.

Director Seger recognized Staff for providing advanced notice of budget items being presented, demonstrating true transparency.

Director Shaw suggested that the salary savings for this fiscal year be allocated to management to purchase items needed to improve job efficiency.

10. General Manager's Reports.

- Water Supply Charts
- CalPERS
- FEMA Local Hazard Mitigation Plan

General Manager Muelrath reported that the snowpack anticipated this week should raise levels to 100%, and nearly all California reservoirs are currently at full capacity. He also noted that the draft of the FEMA Local Hazard Mitigation Plan would initially be made public shortly, and any comments from the Board would be incorporated during that period.

11. Engineer's Reports.

- Construction project updates.

Bill Brick, CDM Smith, reported on the status of construction projects, and mentioned that Elm Lane should be ready for the consent calendar at a future board meeting.

12. General Counsel's Reports.

General Counsel Miliband reported on a housing bill reintroduced by Senator Padilla that combines efforts and programs primarily targeted at the homelessness crisis.

He also informed the Board about the submission of a change petition for the Delta Conveyance Project by DWR. The final EIR was released in December 2023, resulting in nine cases. The SWRCB will need to review the petition and determine its completeness before initiating a public protest period. During this period, agencies can identify any impacts on their legal rights and/or the environment. The timing of these proceedings is yet to be determined, and the Board will receive updates accordingly.

13. Directors' Reports.

- Representative verbal reports.
- Other items as needed.

President Tiernan reported on the meetings for the City of Oakley, highlighting approval for a stormwater contract and that there is no funding for current basin expenses – some of which cost \$250k a year. She also mentioned discussions regarding the challenges associated with widening East Cypress Road.

Vice President Pastor provided updates from the Ironhouse meeting, confirming with Director Lowrey that their education trailer would be launched within the next month. He reported on the ongoing updates to their website and literature, as well as the Directors' participation in media training. He also highlighted the difficulties staff are having to define job salary classifications as their staff cover many roles that are not comparable to other agencies.

Regarding the LAFCO meeting, Vice President Pastor informed the Board about the unresolved issues with the Alamo Cemetery, which are currently at a standstill. He also noted that there is an open seat for a citizen to join LAFCO, but as of February 14th, no applications had been received.

Director Seger reported that CCWD was meeting tonight and had nothing to report.

General Manager Muelrath updated the Board on the discussions held during discussions at the ECC Groundwater Sustainability meeting regarding the additional guidance on annual updates from DWR. It was decided by a slim majority to utilize the funds available to move forward with LSCE incorporating the updates into the plan.

General Manager Muelrath advised that CCSDA will next meet on March 18, 2024.

14. Future Agenda Items.

- Preliminary list of items for the next two months.
- Other items being tracked and awaiting a scheduled date.

15. Next Meetings of the Board of Directors.

- March 27, 2024 Regular Meeting – 6:30 pm
- April 24, 2024 Regular Meeting – 6:30 pm
- May 22, 2024 Regular Meeting – 6:30 pm

Closed Session

**16. Closed Session – Conference with Real Property Negotiations
(Government Code § 54956.8)**

Property Description: 3760 Neroly Road, Oakley CA 94561

Negotiation: Diablo Water District General Manager Dan Muelrath and Contra Costa Water District Representative TBD

Under Negotiation: Terms and Price

**Closed Session – Conference with Real Property Negotiations
(Government Code § 54956.8)**

Property Description: Jersey Island located in Contra Costa County

Negotiation: Diablo Water District General Manager Dan Muelrath and
Ironhouse/Reclamation District 830 Representative TBD

Under Negotiation: Terms and Price

No reportable action.

Open Session

17. Adjournment.

Director Tiernan adjourned the meeting at 9:12 p.m.

Kait Knight, Board Secretary

DIABLO WATER DISTRICT

March 27, 2024 Board Meeting

Item Number 5

TO: Each Director

FROM: Jennifer McCoy, Finance & Accounting Manager

SUBJECT: Financial Reports.

Items included for discussion:

- Warrant Register Number:
 - 2024-2
 - ACH and Wire Transactions – February 2024
- Monthly Financial Statements
 - January 2024

RECOMMENDATION:

Approve warrant register 2024-2, ACH wire transactions for February 2024, and receive the monthly financial statement for January 2024.

Jennifer McCoy

Jennifer McCoy

Finance & Accounting Manager

Attached: 1.) Warrant Registers 2024-2
3.) ACH and Wire Transactions for February 2024
4.) January 2024 Financial Statement



DIABLO WATER DISTRICT
WARRANT REGISTER 2024 - 2
March 27, 2024

<u>Check Numbers</u>	<u>Detail</u>	<u>Amount</u>
February AP Checks 56643-56681	See Detail Check Register	252,278.16
February Utility Billing Refund Checks 56682-56709	See Detail Check Register	6,076.12
February AP Checks 56710-56747	See Detail Check Register	506,148.19
Payroll Checks 56748-56752	February Payroll Checks	25,160.02
Payroll Direct Deposit Employees	February Payroll Direct Deposit	151,322.42
February AP Checks 56753-56758	See Detail Check Register	140,320.22
TOTAL WARRANTS		1,081,305.13

The foregoing Accounts Payable Warrants 56643 through 56758, payroll for February 2024,
Federal, State Income Taxes withheld and retirement are hereby approved for payment.

General Manager

Director

Director

Director

Director

Director

Signatures Required: General Manager and minimum of three (3) Directors



Diablo Water District, CA

Packet: APPKT00594 - FEBRUARY 2024 WARRANTS 2-8-24 LP

Check Register

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank -AP Bank						
AANTEX01	AANTEX PEST CONTROL	02/08/2024	Regular	0.00	355.00	56643
ACCBUSINESS	ACC BUSINESS	02/08/2024	Regular	0.00	598.66	56644
ALTAMONT	ALTAMONT LANDSCAPE INC	02/08/2024	Regular	0.00	634.00	56645
AQUATRAX	AQUATRAX	02/08/2024	Regular	0.00	2,500.00	56646
AT&T	AT&T	02/08/2024	Regular	0.00	318.08	56647
AT&TUVRS	AT&T	02/08/2024	Regular	0.00	96.30	56648
BWAUTO01	BRENTWOOD AUTO PARTS INC	02/08/2024	Regular	0.00	363.54	56649
LINNCHCK	CHUCK LINN	02/08/2024	Regular	0.00	219.95	56650
CITYOFBW	CITY OF BRENTWOOD	02/08/2024	Regular	0.00	302.42	56651
CITYOAKL	CITY OF OAKLEY	02/08/2024	Regular	0.00	5,360.00	56652
CITYOAKL	CITY OF OAKLEY	02/08/2024	Regular	0.00	1,000.00	56653
COMCAST2	COMCAST	02/08/2024	Regular	0.00	210.83	56654
CCFIREQP	CONTRA COSTA FIRE EQUIPMENT	02/08/2024	Regular	0.00	1,966.81	56655
CCWD-RB	CONTRA COSTA WATER DIST	02/08/2024	Regular	0.00	195,286.48	56656
CORE&MAIN	CORE & MAIN	02/08/2024	Regular	0.00	4,562.05	56657
COMCOL01	CREDIT CONSULTING SER INC	02/08/2024	Regular	0.00	249.62	56658
BOWERS01	DANNY BOWERS	02/08/2024	Regular	0.00	219.95	56659
EBERT	EBERT ENTERPRISES, INC	02/08/2024	Regular	0.00	1,575.00	56660
ENDRESS	ENDRESS + HAUSER, INC.	02/08/2024	Regular	0.00	396.61	56661
HARRING	HARRINGTON IND PLASTICS	02/08/2024	Regular	0.00	262.46	56662
USABLUE	HD SUPPLY FACILITIES MAIN	02/08/2024	Regular	0.00	128.21	56663
HILLCHEM	HILL BROTHERS CHEMICAL CO	02/08/2024	Regular	0.00	1,223.59	56664
HUNTSONS	HUNT AND SONS INC	02/08/2024	Regular	0.00	216.85	56665
LESSCHW1	LES SCHWAB TIRE CENTER	02/08/2024	Regular	0.00	1,387.84	56666
LOWES	LOWE'S	02/08/2024	Regular	0.00	109.38	56667
MANNURR1	MANN, URRUTIA, NELSON CPA	02/08/2024	Regular	0.00	2,500.00	56668
MCCAMP01	MCCAMPBELL ANALYTICAL INC	02/08/2024	Regular	0.00	1,100.00	56669
OAKDISPO	MT DIABLO	02/08/2024	Regular	0.00	443.75	56670
NATIONALTRENCH	NATIONAL TRENCH SAFETY	02/08/2024	Regular	0.00	503.31	56671
OKLYACE	OAKLEY ACE HARDWARE	02/08/2024	Regular	0.00	522.13	56672
PACG&E03	PACIFIC GAS & ELECTRIC	02/08/2024	Regular	0.00	527.43	56673
PACG&E04	PACIFIC GAS & ELECTRIC	02/08/2024	Regular	0.00	9,223.75	56674
PACG&E01	PACIFIC GAS & ELECTRIC CO	02/08/2024	Regular	0.00	13,899.87	56675
PURPOSE BUILT	PURPOSE BUILT TRADE CO	02/08/2024	Regular	0.00	255.52	56676
QUADIENT LEASING	QUADIENT LEASING USA, INC	02/08/2024	Regular	0.00	570.36	56677
ID INSURANCE FUND	STATE INSURANCE FUND	02/08/2024	Regular	0.00	157.00	56678
USPOST01	U.S. POSTAL SERVICE	02/08/2024	Regular	0.00	436.00	56679
VIP CLEANING	VIP CLEANING SERVICE	02/08/2024	Regular	0.00	900.00	56680
WATERSAV	WATERSAVERS IRRIGATION	02/08/2024	Regular	0.00	1,695.41	56681

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	80	39	0.00	252,278.16
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	80	39	0.00	252,278.16

Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash	2/2024	252,278.16
			<u>252,278.16</u>



Diablo Water District, CA

Refund Check Register

Refund Check Detail

UBPKT05319 - REFUNDS

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
012-04519-04	MOURA, RAY	2/12/2024	56682	82.03			82.03	Generated From Billing
013-06854-09	LEE, KING-JAU	2/12/2024	56683	81.54			81.54	Generated From Billing
013-07151-04	DUARTE, YVONNE	2/12/2024	56684	91.68			91.68	Generated From Billing
024-09778-03	LOW, MARIA	2/12/2024	56685	139.01			139.01	Generated From Billing
099-10956-06	GOODFELLOW BROS CALIFORNIA LLC	2/12/2024	56686	1,170.21			1170.21	Generated From Billing
099-13269-01	LENNAR HOMES OF CALIFORNIA	2/12/2024	56687	1,010.86			1010.86	Generated From Billing
101-08176-00	KRISTON, CHRISTINE AND MIHALY	2/12/2024	56688	1,395.60			1395.60	Deposit
101-08340-03	MOHAMMED, BASHIR	2/12/2024	56689	183.52			183.52	Generated From Billing
101-09010-00	MAIN STREET 108 LLC	2/12/2024	56690	82.47			82.47	Generated From Billing
104-01186-05	WATROUS, EVERETT D & NANCY	2/12/2024	56691	78.32			78.32	Generated From Billing
104-05985-08	ZUCCARO, TANIS AND RONALD	2/12/2024	56692	92.33			92.33	Generated From Billing
108-00224-01	FOJAS, NICOLE	2/12/2024	56693	192.33			192.33	Generated From Billing
110-06259-02	ESTATE, WELLS & PARKER REAL	2/12/2024	56694	72.14			72.14	Generated From Billing
118-01607-03	HOUSE HACK	2/12/2024	56695	67.19			67.19	Generated From Billing
119-04049-02	GASCA, VANESSA	2/12/2024	56696	191.43			191.43	Generated From Billing
122-06240-01	BAKER, ROGER	2/12/2024	56697	179.23			179.23	Generated From Billing
122-07494-04	HARDING, GEORGE AND MARY	2/12/2024	56698	4.42			4.42	Generated From Billing
122-07503-04	BARROW, JESSICA	2/12/2024	56699	196.04			196.04	Generated From Billing
127-07913-06	MAVROUDIS, CHRISTOPHER AND WENDY	2/12/2024	56700	170.66			170.66	Generated From Billing
128-10583-01	VINCENT, RONALD AND RITA	2/12/2024	56701	40.70			40.70	Deposit
130-06219-02	KAMBOJ, PUNEET	2/12/2024	56702	86.34			86.34	Generated From Billing
131-08897-05	WU, NAI PENG	2/12/2024	56703	111.13			111.13	Generated From Billing
137-12043-05	KECK, THOMAS	2/12/2024	56704	89.08			89.08	Generated From Billing
137-12450-03	DINH, LOUISE	2/12/2024	56705	73.21			73.21	Generated From Billing
139-13448-00	BLUE MOUNTAIN CONSTRUCTION SERV	2/12/2024	56706	31.41			31.41	Deposit
139-13478-00	PULTE GROUP - 1055	2/12/2024	56707	109.57			109.57	Deposit
139-13479-00	PULTE GROUP - 1055	2/12/2024	56708	25.31			25.31	Deposit
139-13484-00	PULTE GROUP - 1055	2/12/2024	56709	28.36			28.36	Deposit
Total Refunds: 28		Total Refunded Amount:		6,076.12				

Revenue Code Summary

Revenue Code	Amount
996 - Unapplied Credits	6076.12
Revenue Total:	6076.12

General Ledger Distribution

Posting Date: 02/12/2024

	Account Number	Account Name	Posting Amount	IFT
Fund:	01 - General Operating			
	01-00-109-000	Claim on Pooled Cash	-6,076.12	Yes
	01-00-110-000	Accounts Receivable - Water Bills	6,076.12	
		01 Total:	0.00	
Fund:	99 - Pooled Cash			
	99-00-100-000	Pooled Cash	-6,076.12	
	99-00-209-000	Due To Other Funds	6,076.12	Yes
		99 Total:	0.00	
		Distribution Total:	0.00	



Diablo Water District, CA

Packet: APPKT00600 - FEB 2024 WARRANTS 2-21-24 LP

Check Register

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank -AP Bank						
ALLSTAR1	ALL STAR RENTS	02/22/2024	Regular	0.00	472.82	56710
AWWA	AMERICAN WATER WORKS ASSOCIA	02/22/2024	Regular	0.00	105.00	56711
AQUA	AQUA METRIC	02/22/2024	Regular	0.00	25,406.18	56712
AT&T	AT&T	02/22/2024	Regular	0.00	213.91	56713
BIGBLUMB	BIG "B" LUMBERTERIA INC	02/22/2024	Regular	0.00	32.42	56714
BWAUTO01	BRENTWOOD AUTO PARTS INC	02/22/2024	Regular	0.00	415.95	56715
BWPRESS	BRENTWOOD PRESS & PUBLISH	02/22/2024	Regular	0.00	349.00	56716
CDM01	CDM SMITH	02/22/2024	Regular	0.00	47,649.19	56717
CITYOAKL	CITY OF OAKLEY	02/22/2024	Regular	0.00	8,709.00	56718
CITYOAKL	CITY OF OAKLEY	02/22/2024	Regular	0.00	6,907.60	56719
CCWD01	CONTRA COSTA WATER DIST	02/22/2024	Regular	0.00	323,831.68	56720
CORE&MAIN	CORE & MAIN	02/22/2024	Regular	0.00	10,954.07	56721
DATA INSTINCTS	DATA INSTINCTS	02/22/2024	Regular	0.00	10,561.25	56722
EKIENVIR	EKI ENVIRONMENT & WATER	02/22/2024	Regular	0.00	86.58	56723
FERGUSON ENT	FERGUSON ENTERPRISES LLC #3325	02/22/2024	Regular	0.00	252.40	56724
GUYREED1	GUY REED TRUCKING	02/22/2024	Regular	0.00	3,044.54	56725
USABLUE	HD SUPPLY FACILITIES MAIN	02/22/2024	Regular	0.00	2,588.81	56726
HOMEDEPOT	HOME DEPOT CREDIT SERVICES	02/22/2024	Regular	0.00	81.46	56727
INFOSEND	INFOSEND	02/22/2024	Regular	0.00	8,201.53	56728
LOWES	LOWE'S	02/22/2024	Regular	0.00	256.39	56729
LUHDORFF	LUHDORFF & SCALMANINI,	02/22/2024	Regular	0.00	1,133.25	56730
MARTELL	MARTELL WATER SYSTEMS	02/22/2024	Regular	0.00	28,633.49	56731
NATIONALTRENCH	NATIONAL TRENCH SAFETY	02/22/2024	Regular	0.00	163.62	56732
OKLYACE	OAKLEY ACE HARDWARE	02/22/2024	Regular	0.00	495.81	56733
PACG&E04	PACIFIC GAS & ELECTRIC	02/22/2024	Regular	0.00	5,802.61	56734
PACG&E03	PACIFIC GAS & ELECTRIC	02/22/2024	Regular	0.00	1,137.21	56735
PACG&E01	PACIFIC GAS & ELECTRIC CO	02/22/2024	Regular	0.00	421.03	56736
PAULSAUT	PAUL'S AUTOMOTIVE CENTER	02/22/2024	Regular	0.00	1,011.00	56737
QUADIENT FINANCE	QUADIENT FINANCE USA, INC	02/22/2024	Regular	0.00	300.00	56738
RGS	REGIONAL GOVERNMENT SERVICES	02/22/2024	Regular	0.00	352.50	56739
RPLG	RENNE PUBLIC LAW GROUP, LLP	02/22/2024	Regular	0.00	6,978.84	56740
SABRE1	SABRE BACKFLOW, INC	02/22/2024	Regular	0.00	629.06	56741
TELSTAR1	TELSTAR INSTRUMENTS, INC	02/22/2024	Regular	0.00	1,670.00	56742
US BANK	US BANK	02/22/2024	Regular	0.00	6,282.91	56743
	Void	02/22/2024	Regular	0.00	0.00	56744
	Void	02/22/2024	Regular	0.00	0.00	56745
VIKINGSHRED	VIKING SHRED	02/22/2024	Regular	0.00	163.99	56746
WATERSAV	WATERSAVERS IRRIGATION	02/22/2024	Regular	0.00	853.09	56747

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	81	36	0.00	506,148.19
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	81	38	0.00	506,148.19

Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash	2/2024	506,148.19
			<u>506,148.19</u>



Diablo Water District, CA

Payroll Check Register Checks

Pay Period: 1/27/2024-2/26/2024

Packet: PYPKT00353 - FEB 2024 PAYROLL 02-27-24 LP

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Check Type	Date	Amount	Number
PADILLA, GINO L	P02	Regular	02/29/2024	5,129.77	56748
ROMERO, LUIS J	R22	Regular	02/29/2024	8,114.84	56749
SEGER, PAUL S	S65	Regular	02/29/2024	323.22	56750
TIERNAN, MARILYN M	T57	Regular	02/29/2024	169.70	56751
WEAVER, WAYNE A	W27	Regular	02/29/2024	11,422.49	56752



Diablo Water District, CA

Payroll Check Register

Direct Deposits

Pay Period: 1/27/2024-2/26/2024

Packet: PYPKT00353 - FEB 2024 PAYROLL 02-27-24 LP

Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
BELLECI, CHRISTINE	B32	02/29/2024	9,305.14	801
CASTOR, LaVONDA	C03	02/29/2024	7,809.48	802
CRAWFORD, CHAD D	C09	02/29/2024	5,971.72	803
DEJESUS, HUNTER J	D10	02/29/2024	6,181.94	804
FORD, WILLOW	F01	02/29/2024	4,953.88	805
GONZALEZ, JORGE R	G17	02/29/2024	9,148.28	806
GROOVER, MATTHEW J	G21	02/29/2024	4,974.49	807
GONZALES, SOPHIA M	G91	02/29/2024	7,724.07	808
HERRERA, JOHN P	H02	02/29/2024	5,204.02	809
KOVALICK, JOSEPH A	K01	02/29/2024	184.70	810
KNIGHT, KATHLEEN MARIE	K24	02/29/2024	7,911.28	811
KEMP, SIMON A	K92	02/29/2024	5,967.26	812
McCOY, JENNIFER	L21	02/29/2024	11,380.91	813
LIRA, MICHAEL	L28	02/29/2024	7,119.10	814
LEYBA, SANDRA	L85	02/29/2024	6,891.73	815
MENDOZA, ATANACIO	M20	02/29/2024	10,803.02	816
MILINA, CHERI	M21	02/29/2024	4,589.89	817
MUELRATH, DANIEL B	M22	02/29/2024	15,013.42	818
PASTOR, SCOTT R	P03	02/29/2024	230.87	819
POSADA, LAUREN A	P89	02/29/2024	7,270.66	820
BALESTERI, REBECCA	R20	02/29/2024	5,669.95	821
SHAW, JASON R	S74	02/29/2024	184.70	822
VELAZQUEZ, CAMILO R	V01	02/29/2024	6,831.91	823



Diablo Water District, CA

Payroll Check Register Report Summary

Pay Period: 1/27/2024-2/26/2024

Packet: PYPKT00353 - FEB 2024 PAYROLL 02-27-24 LP

Payroll Set: Payroll Set 01 - 01

Type	Count	Amount
Regular Checks	5	25,160.02
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	23	151,322.42
Total	28	176,482.44



Diablo Water District, CA

Check Register

Packet: APPKT00605 - PAYROLL AP 2-29-24 LP

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank -AP Bank						
CCCEFCU0	1st NORTHERN CA	02/29/2024	Regular	0.00	3,500.00	56753
ACWAHPIT	ACWA/JPIA	02/29/2024	Regular	0.00	56,148.86	56754
DWPYRLTX	DIABLO WATER DISTRICT	02/29/2024	Regular	0.00	73,579.44	56755
LININS01	LINCOLN NAT'L LIFE INS	02/29/2024	Regular	0.00	3,566.36	56756
STANDINS	STANDARD INSURANCE CO	02/29/2024	Regular	0.00	2,988.51	56757
VISIONSR	VISION SERVICE PLAN	02/29/2024	Regular	0.00	537.05	56758

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	9	6	0.00	140,320.22
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	9	6	0.00	140,320.22

Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash	2/2024	140,320.22
			<u>140,320.22</u>

DIABLO WATER DISTRICT MONTHLY FINANCIAL REPORT FOR PERIOD JANUARY 1, 2024 TO JANUARY 31, 2024

Balance as of December 31, 2023		<u><u>\$20,457,542.80</u></u>
Receipts, January 2024		
Operating	1,138,488.05	
Non-Operating (MERA, Admin, Inspection & Eng Fees & Contract Services)	51,281.73	
Facilities Reserve	48,395.84	
Interest		
General	40,189.19	
MERA	2,146.58	
Facilities Reserve	40,252.47	
Investment activity (+ or -)	218,409.77	
Disbursements, January 2024		
Operating	(1,513,575.26)	
Facilities Reserve	(676,347.89)	
Quarterly Bank Analysis Charges	0.00	
Balance as of January 31, 2024		<u><u>\$19,806,783.28</u></u>

FUNDS		AMOUNT
(as of close of business on January 31, 2024)		
District General Fund		4,600,138.01
Restricted funds		
2019 Series Held in Trust by US Bank		4,942.27
2022 Loan Project Funds - LAIF Account		5,814,000.00
Facilities Reserve (<i>AB-1600 Requirements</i>)		6,254,292.68
Designated Funds		
Rate Stabilization Fund (Target \$1M)		1,000,000.00
Reserve Fund - Capital Reserve (Target \$2M by 2025)		750,000.00
Reserve Fund - Emergency Reserve (Target \$5M by 2030)		0.00
Main Extension Reimbursement (MERA)		509,169.14
Knightsen Well System (M25)		38,986.39
Willow Park Marnia Well System (M27)		21,120.44
Customer Deposits		344,880.00
Developer Admin, Inspection & Eng Deposit Totals		(128,203.40)
Current Active Projects	\$ (97,318.09)	
Archived Projects	\$ 3,075.20	
Projects on Hold	\$ (16,379.55)	
Project for Tracking Purposes Only	\$ (16,294.42)	
Accidents Pending Collection	\$ (1,286.54)	
Subdivision #4990 Phase 3 Bond Deposit		300,000.00
51 Carol Lane Performance Bond		105,000.00
Cypress Self Storage Maintenance Bond		0.00
Substandard Street Investment		
Future Relocation of Bethel Island Road Offsite Waterline		192,000.00
District's Portion of Investment		457.75
TOTAL		<u><u>\$19,806,783.28</u></u>

DIABLO WATER DISTRICT MONTHLY FINANCIAL REPORT FOR PERIOD JANUARY 1, 2024 TO JANUARY 31, 2024 PAGE 2

INVESTMENTS/BANK ACCOUNTS (as of close of business on January 31, 2024)

INSTITUTION	PAR VALUE	RATE OF INTEREST	MARKET VALUE
California Local Agency Investment Fund	*	4.012	10,348,807.16
BMO, General Checking Account	*		3,082,318.18
US Bank - 6712258600 <i>Held US Bank</i> - Value with Interest Earnings/Res Fund 2019			4,942.27
US Bank 6712258602 Reserve Fund - Series 2019	1.00	Varies	
US Bank 6712258603 Corpyard Project Fund - Series 2019	4,941.27	Varies	
MBS RMB-028036 <i>Held Bank of New York</i> - Value with Interest Earnings			6,370,715.67
MD 02/21/24 07371CE54 Beal BK USA Las Vegas Nev/CD	220,000.00	1.25	
MD 02/29/24 TSRY5638349 United States Treasury Bills	2,500,000.00	4.744	
MD 08/26/24 03065Q-AK-4 Americu Credit Union Rome N/CD	249,000.00	3.25	
MD 09/10/24 649447-VN-6 New York Cmnty Bk Westbury New York/CD	240,000.00	0.70	
MD 09/23/24 34520L-AF-0 Forbright BK Potomac/CD	245,000.00	3.45	
MD 09/30/24 550551-FY-6 Luther Burbank CVGS Santa Rosa Calif/CD	245,000.00	3.80	
MD 04/07/25 02589AC34 American Express Natl Bk Brokered Intl/CD	240,000.00	2.55	
MD 04/21/25 3133EMWH1 Federal Farm CR BKS Bond Rated AA+ Callable 4/21/22	400,000.00	0.71	
MD 04/30/25 20415QHS1 Community West BK N A Goleta Calif/CD	249,000.00	0.40	
MD 05/20/25 58404D-HB-0 Medallion BK Salt Lake City Utah/CD	249,000.00	0.85	
MD 06/19/25 29278TPQ7 Enerbank USA Salt Lake City/CD	245,000.00	0.70	
MD 06/30/25 740367LJ4 Preferred BK Los Angeles Calif/CD	151,000.00	0.70	
MD 09/25/25 05580A-XF-6 BMW BK North Amer Salt Lake City Utah/CD	249,000.00	0.50	
MD 10/23/25 88241TJJ0 Texas Exchange BK SSB Crowley/CD Callable 01/23/21	125,000.00	0.60	
MD 05/14/26 06048W-L9-9 Bank Amer Corp Medium Term Rated A2 Callable 5/14/2	200,000.00	1.40	
MD 11/27/26 052392CC9 Austin Telco Fed Cr Un Tex Sc/CD	200,000.00	5.05	
MD 01/29/27 42869G-AA-4 Hickam Fed Cr Un Honolulu Hawaii SH CTF/CD	220,000.00	4.40	
MD 05/18/27 14042RRF0 Capital One Natl Assn Mclean VA/CD	230,000.00	3.20	
Multibank Interest, Money Management Fund	2,006.16		

TOTAL	<u>\$19,806,783.28</u>
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* Demand Account

The monthly Financial Report is in compliance with the District's Investment Policy (Reg. 111).
It is expected that there are sufficient funds to meet anticipated expenses for the next 6 months.

ACRONYMS

ADMIN - Administration

BK - Bank

CD - Certificate of Deposit

ENG - Engineering

MBS - Multi-Bank Securities, Inc

MD - Maturity Date

MERA - Main Extension Reimbursement Account

Mtg - Meeting

RES - Reserve

DIABLO WATER DISTRICT
MONTHLY FINANCIAL REPORT
FOR PERIOD JANUARY 1, 2024 TO JANUARY 31, 2024
PAGE 3

HELD IN TRUST BY DIABLO WATER DISTRICT
For Board of Directors Information Only
(as of close of business on January 31, 2024)

<u>INSTITUTION</u>	<u>RATE OF INTEREST</u>	<u>MARKET VALUE</u>
Lincoln National, Deferred Compensation (Quarterly)	Varies	1,090,574.65
CERBT Funds (Quarterly)	8.279% year/year	1,119,622.37
<i>TOTAL</i>		<i><u><u>\$2,210,197.02</u></u></i>

Deferred Compensation is pre tax money that has been deposited by District employees into the District's 457 Deferred Compensation Plan. All monies in the plan are held in trust by the District for the exclusive benefit of each employee.

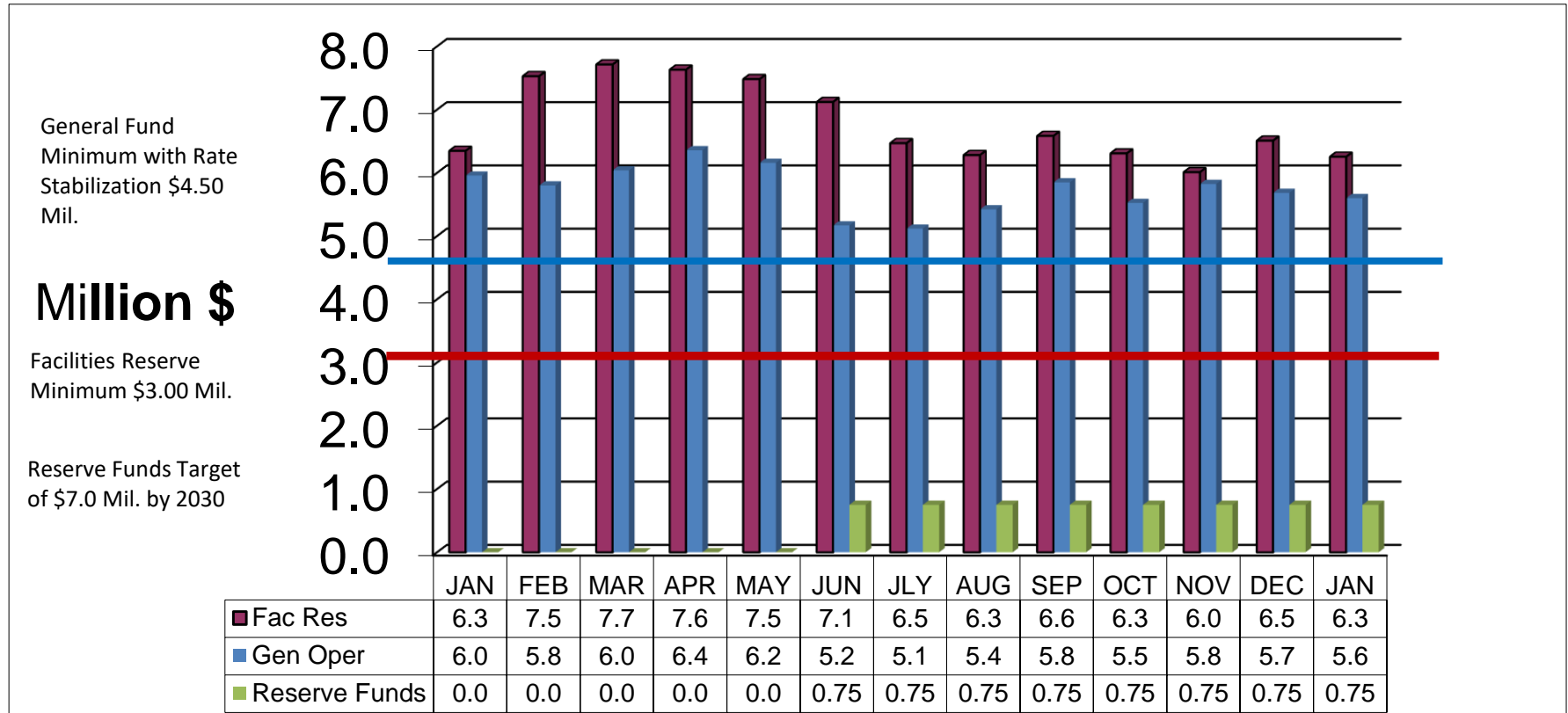
CERBT Funds - California Employers' Retiree Trust Fund is administered by CalPERS. The interest earned on the District's balance in this Trust Fund is used to pay the Diablo Water District portion of retiree medical benefit premiums. If requested by the District, CalPERS reimburses the District each July from the Trust Fund for the previous year's total cost of retiree medical benefit premiums.

COUNTY WELL FUND BALANCES

<u>Knightsen (M25)</u>	<u>Expenses</u>	<u>Income</u>	<u>Total Fund Balance</u>
FY 07/08	(6,686.92)	6,234.61	(23,573.85)
FY 08/09	(7,727.20)	6,678.44	(24,622.61)
FY 09/10	(10,755.47)	6,597.68	(28,780.40)
FY 10/11	(14,038.87)	6,436.27	(36,383.00)
FY 11/12	(12,396.89)	8,286.50	(40,493.39)
FY 12/13	(10,137.89)	8,883.84	(41,747.44)
FY 13/14	(6,200.51)	12,272.06	(35,675.89)
FY 14/15	(6,932.58)	15,655.41	(26,953.06)
FY 15/16	(8,416.99)	16,875.62	(18,494.43)
FY 16/17	(8,785.34)	17,273.74	(10,006.03)
FY 17/18	(7,922.88)	20,365.36	2,436.45
FY 18/19	(11,864.02)	17,841.20	8,413.63
FY 19/20	(9,223.40)	19,299.15	18,489.38
FY 20/21	(15,538.25)	16,817.08	19,768.21
FY 21/22	(11,441.81)	18,374.15	26,700.55
FY 22/23	(9,348.58)	20,744.48	38,096.45
FY 23/24 (As of Jan)	(11,574.70)	12,464.64	38,986.39

<u>Willow Park (M27)</u>	<u>Expenses</u>	<u>Income</u>	<u>Total Fund Balance</u>
FY 07/08	(18,540.27)	35,856.74	93,589.03
FY 08/09	(22,923.46)	37,741.56	108,407.13
FY 09/10	(18,061.81)	36,018.24	126,363.56
FY 10/11	(23,516.61)	36,036.01	138,882.96
FY 11/12	(24,035.34)	36,667.17	151,514.79
FY 12/13	(47,529.75)	34,738.68	138,723.72
FY 13/14	(49,171.53)	39,995.81	129,548.00
FY 14/15	(13,720.87)	40,031.50	155,858.63
FY 15/16	(15,238.28)	40,514.09	181,134.44
FY 16/17	(71,763.56)	40,811.23	150,182.11
FY 17/18	(127,061.18)	42,658.12	65,779.05
FY 18/19	(115,739.39)	44,305.39	(5,654.95)
FY 19/20	(36,613.13)	46,080.33	3,812.25
FY 20/21	(98,331.00)	48,344.04	(46,174.71)
FY 21/22	(35,917.18)	56,310.23	(25,781.66)
FY 22/23	(49,426.10)	67,652.30	(7,555.46)
FY 23/24 (As of Jan)	(12,377.01)	41,052.91	21,120.44

DIABLO WATER DISTRICT FUNDS AVAILABLE 2023 - 2024



DIABLO WATER DISTRICT
BANKING ACTIVITY for FEBRUARY 2024
March 27, 2024

TRANSACTION TYPE	DATE	PAYABLE TO	FOR	AMOUNT
Electronic Debit	02/01/24	CalPERS	SIP 457 Deferred Comp - January 2024 Payroll Deductions	4,691.66
Electronic Debit	02/01/24	CalPERS	CalPERS Retirement Contributions - January 2024 Payroll	50,471.46
Electronic Debit	02/01/24	Multibank	New Investment - Hickam Federal Credit Union CD	220,000.00
Electronic Debit	02/02/24	Global Payments	Credit Card Processing Fees - Open Edge (Jan)	11,205.03
Electronic Debit	02/06/24	Merchant Bankcard	Credit Card Processing Fees - Vantiv (Jan)	69.49
Electronic Debit	02/29/24	DWD Direct Deposit	Payroll January 2024 - Direct Deposit (See Warrant Reg)	151,322.42
TOTAL ACTIVITY				437,760.06

The above Banking Transactions for February 2024 were given to the Board of Directors for their review
as part of the March 27, 2024 Board Meeting.

Jennifer McCoy

Jennifer McCoy
Finance & Accounting Manager

March 19, 2024

Date

DIABLO WATER DISTRICT

March 27, 2024 Board Meeting

Item Number 6

TO: Each Director

FROM: Jennifer McCoy, Finance & Accounting Manager

SUBJECT: Authorization to Execute Agreement with Mann Urrutia Nelson Certified Public Accountants & Associates (MUN CPAs), Limited Liability Partnership, to Perform Fiscal Year 2023/24 Audit, in the amount of \$37,400.

Staff is anticipating fiscal year 2023/24 interim work to take place in mid-June. The final field work will occur after the June 30th closing of the fiscal year, with the final audit results being presented to the Board in December 2024. This year we will see a rotation on the partner handling the audit; however, the associate staff working on the audit will remain the same as the previous six years.

RECOMMENDATION:

Authorize the General Manager and Board President to execute the Engagement Letter with Mann Urrutia Nelson CPAs & Associates for the Fiscal Year 2023/24 Audit, in the amount of \$37,400.

Jennifer McCoy

Jennifer McCoy

Finance & Accounting Manager

Attached: Auditor's 2024 Engagement Letter
Planning Letter





March 19, 2024

To Board of Director and Management
Diablo Water District
P.O. Box 127
Oakley, California 94561

We are pleased to confirm our understanding of the services we are to provide Diablo Water District (the District) for the year ended June 30, 2024.

Audit Scope and Objectives

We will audit the financial statements of the business-type activities and the disclosures, which collectively comprise the basic financial statements of Diablo Water District as of and for the year ended June 30, 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) District's Proportionate Share of the Net Pension Liability
- 3) Schedule of Contributions to the Pension Plan
- 4) Schedule of Changes in the Net Other Post Employment Benefit (OPEB) Liability and Related Ratios
- 5) Schedule of Contributions to the OPEB Plan

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

- 1) Schedule of Cash and Investments Available for Operations
- 2) Schedule of Debt Service Net Revenue Coverage

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of the District and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our

report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of the District in conformity with accounting principles generally accepted in the United States of America based on information provided by you. We will also assist in preparing the 2023-24 Special District Financial Transactions Report in accordance with Government Code 53891 based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations and audit schedules we request and will locate any documents selected by us for testing. We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of MUN CPAs, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a regulator or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of MUN CPAs, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the regulator. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Erica Pastor is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, confirmation service provider fees, etc.) except that we agree that our gross fee, including expenses, will not exceed \$33,500 for the audit and \$3,900 for the preparation of the Financial Transactions Report. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Rules for Professional Accounting and Related Services Disputes before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

Client (Diablo Water District) and accountant (MUN CPAs, LLP) both agree that any dispute over fees charges by the accountant to the client will be submitted for resolution by arbitration in accordance with the Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association. Such arbitration shall be binding and final. IN AGREEING TO ARBITRATION, WE BOTH ACKNOWLEDGE THAT, IN THE EVENT OF A DISPUTE OVER FEES CHARGED BY THE ACCOUNTANT, EACH OF US IS GIVING UP THE RIGHT TO HAVE THE DISPUTE DECIDED IN A COURT OF LAW BEFORE A JUDGE OR JURY AND INSTEAD WE ARE ACCEPTING THE USE OF ARBITRATION FOR RESOLUTION.

Reporting

We will issue a written report upon completion of our audit of the District's financial statements. Our report will be addressed to the Board of Directors and Management of Diablo Water District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to Diablo Water District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



MUN CPAs, LLP

RESPONSE:

This letter correctly sets forth the understanding of Diablo Water District.

At least two weeks prior to the start of year-end fieldwork we will provide MUN CPAs a fully reconciled trial balance and certain schedules as listed in the Suralink client portal. We understand that failure to meet this deadline may result in fieldwork getting rescheduled, which could cause significant delays in completion of the audit.

Management signature: _____

Title: _____

Date: _____



March 19, 2024

The Board of Directors
Diablo Water District
Oakley, California

We are engaged to audit the financial statements of the business-type of Diablo Water District (the District) for the year ended June 30, 2024. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Our Responsibilities under U.S. Generally Accepted Auditing Standards and Government Auditing Standards

As stated in our engagement letter dated March 19, 2024, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the system of internal control of the District. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of the District's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the management's discussion & analysis, pension related schedules, and other-post employment benefit related schedules, which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on the Schedule of Cash and Investments Available for Operations and the Schedule of Debt Service Revenue Coverage, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, Significant Risks, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including the system of internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We have identified the following significant risks of material misstatement as part of our auditing planning; however, audit planning has not concluded and modifications may be made:

- Management override of controls
- Impact of new GASB accounting standards
- Revenue recognition
- Timing and recording of accruals

Erica Pastor is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

At least two weeks prior to the start of year-end fieldwork, management has agreed to provide a fully reconciled trial balance and certain schedules as listed in the Suralink client portal. FAILURE TO MEET THIS DEADLINE MAY RESULT IN THE FIELDWORK GETTING RESCHEDULED, WHICH COULD CAUSE SIGNIFICANT DELAYS IN COMPLETION OF THE AUDIT.

This information is intended solely for the use of the Board of Directors and management of Diablo Water District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,



MUN CPAs, LLP

DIABLO WATER DISTRICT
March 27, 2024 Board Meeting
Item Number 7

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Support Special District Grant Accessibility Act (H.R. 7525).

A key piece of legislation is coming up for a potential hearing in the House of Representatives. This bill is the result of special districts not being eligible for COVID-19 stimulus funds. The reason that special districts did not receive stimulus funding was because the current definition used by the federal Office of Management and Budget (OMB) does not recognize special districts as local government.

H.R. 7525 would require the OMB to issue guidance to federal agencies requiring special districts to be recognized as local governments for the purpose of federal financial assistance determinations. The bill would also codify in federal law a long-overdue, formal definition of “special district.”

RECOMMENDATION:

Authorize the General Manager to submit a letter of support for H.R. 7525 to Representative DeSaulnier and to sign onto the National Special District Association coalition letter of support.

Dan Muelrath

Dan Muelrath
General Manager

Attached: HR 7525 Fact Sheet
HR 7525 Draft



Approximately 35,000 special districts are local governments providing critical infrastructure and essential services in thousands of communities across the country. They exist when a community demands a service that another unit of government is not otherwise providing. These agencies are established and locally governed under an enabling act or special act of a state to provide a limited and specific set of public services.

The Problem

Despite the significant presence of special districts in the U.S.,
Federal law lacks a consistent definition and reference to special purpose units of local government.

As a result, special districts:

- May have difficulties directly accessing funding opportunities.
- Are commonly omitted as eligible in the definitions of “local government” for proposed legislation and laws intended to assist all local governments.
- Are mistaken for small businesses or nonprofit corporations.
- Lack official population figures, as they are not federally recognized as “geographic units of government.”

The Solution: H.R. 7525

The Special District Grant Accessibility Act
















- Requires Federal agencies to recognize special districts as local government for the purpose of Federal financial assistance determinations.
- Codifies in Federal law a first-ever, formal definition of “special district.”

“Special District” Defined

H.R. 7525 - The Special District Grant Accessibility Act, defines “special district” as follows:

“ The term “special district” means a **political subdivision of a State**, with specified boundaries and significant budgetary autonomy or control, created by or pursuant to the laws of the State, for the **purpose of performing limited and specific governmental or proprietary functions** that distinguish it as a significantly separate entity from the administrative governance structure of any other form of local government unit within a State. ”

Common Services Provided

- | | | |
|--|--|---|
|  Water & Wastewater |  Healthcare & Hospital |  Road & Highway |
|  Irrigation |  Park & Recreation |  Airport |
|  Fire Protection |  Port/Harbor/Navigation |  Electricity |
|  Ambulance |  Library |  Mosquito Control |
|  Transit |  Cemetery |  Resource Conservation |

Quick Facts

35,000

Special District Governments

17%


All local government revenue

50 states

Connect & Engage on Solutions

NSDC is the only national organization representing and advocating for all types of special districts at the federal level.

 jk@paragonlobbying.com

 (877) 924-2732

WWW.NATIONALSPECIALDISTRICTS.ORG

118TH CONGRESS
2D SESSION

H. R. 7525

To require the Director of the Office of Management and Budget to issue guidance to agencies requiring special districts to be recognized as local government for the purpose of Federal financial assistance determinations.

IN THE HOUSE OF REPRESENTATIVES

MARCH 5, 2024

Mr. FALLON (for himself and Ms. PETTERSEN) introduced the following bill;
which was referred to the Committee on Oversight and Accountability

A BILL

To require the Director of the Office of Management and Budget to issue guidance to agencies requiring special districts to be recognized as local government for the purpose of Federal financial assistance determinations.

1 *Be it enacted by the Senate and House of Representa-*
2 *tives of the United States of America in Congress assembled,*

3 **SECTION 1. SHORT TITLE.**

4 This Act may be cited as the “Special District Grant
5 Accessibility Act”.

1 **SEC. 2. AGENCY FINANCIAL ASSISTANCE GUIDANCE ON**
2 **SPECIAL DISTRICTS.**

3 (a) REQUIREMENTS FOR AGENCY ACKNOWLEDG-
4 MENT OF SPECIAL DISTRICTS AS GRANT RECIPIENTS.—

5 (1) OMB GUIDANCE.—Not later than 180 days
6 after the date of the enactment of this Act, the Di-
7 rector shall issue guidance that clarifies how an
8 agency recognizes a special district as a unit of local
9 government for the purpose of being eligible to re-
10 ceive Federal financial assistance.

11 (2) AGENCY REQUIREMENTS.—Not later than 1
12 year after the date on which the guidance is issued
13 pursuant to paragraph (1), the head of each agency
14 shall implement the requirements of such guidance
15 and conform any policy, principle, practice, proce-
16 dure, or guideline relating to the administration of
17 the Federal financial assistance programs of the
18 agency.

19 (3) REPORTING REQUIREMENT.—Not later than
20 2 years after the date of the enactment of this Act,
21 the Director shall submit to the Committee on Over-
22 sight and Accountability of the House of Represent-
23 atives and the Committee on Homeland Security and
24 Governmental Affairs of the Senate a report that
25 evaluates agency implementation of and conformity
26 to the guidance issued pursuant to paragraph (1).

1 (b) DEFINITIONS.—In this section:

2 (1) AGENCY.—The term “agency” has the
3 meaning given the term in section 552 of title 5,
4 United States Code.

5 (2) DIRECTOR.—The term “Director” means
6 the Director of the Office of Management and Budg-
7 et.

8 (3) FEDERAL FINANCIAL ASSISTANCE.—The
9 term “Federal financial assistance”—

10 (A) means assistance that a non-Federal
11 entity receives or administers in the form of a
12 grant, loan, loan guarantee, property, coopera-
13 tive agreement, interest subsidy, insurance, food
14 commodity, direct appropriation, or other as-
15 sistance; and

16 (B) does not include an amount received as
17 reimbursement for services rendered to an indi-
18 vidual in accordance with guidance issued by
19 the Director.

20 (4) SPECIAL DISTRICT.—The term “special dis-
21 trict” means a political subdivision of a State, with
22 specified boundaries and significant budgetary au-
23 tonomy or control, created by or pursuant to the
24 laws of the State, for the purpose of performing lim-
25 ited and specific governmental or proprietary func-

1 tions that distinguish it as a significantly separate
2 entity from the administrative governance structure
3 of any other form of local government unit within a
4 State.

5 (5) STATE.—The term “State” means each of
6 the several States, the District of Columbia, each
7 commonwealth, territory, or possession of the United
8 States, and each federally recognized Indian Tribe.

○

DIABLO WATER DISTRICT
March 27, 2024 Board Meeting
Item Number 8

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: LAFCO Special District Regular Seat Election.

At the Board's February meeting, a resolution of support was passed for Michael McGill to nominate him for the seat he currently holds on LAFCO: Special District Regular Seat. The nomination period has end and two candidates are in the Ballot.

VOTE FOR ONE:

- ☐ Michael R. McGill
(Central Contra Costa Sanitary District)
- ☐ John Mackenzie
(Crockett Community Services District)

RECOMMENDATION:

Select a candidate to receive the District's vote and authorize the Board President to sign the ballot.

Dan Muelrath

Dan Muelrath
General Manager

Attached: Special District Member Election 2024 Ballot
McGill Statement
Mackenzie Statement



**INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE
CONTRA COSTA LAFCO
OFFICIAL BALLOT**

Election of **REGULAR** Special District Member - term of office on
Contra Costa LAFCO to May 2028

VOTE FOR ONE:

- ☐ **Michael R. McGill**
(Central Contra Costa Sanitary District)
- ☐ **John Mackenzie**
(Crockett Community Services District)

Name of Voting District: _____
Name of Voting Member: _____
Signature of Voting Member: _____

*Please return ballot to the LAFCO office no later than **April 19, 2024**
via email to LouAnn.Texeira@lafco.cccounty.us **or** mail to Contra Costa LAFCO
40 Muir Road, 1st Floor, Martinez, CA 94553*

To: Contra Costa Independent Districts

From: Michael McGill, P.E.
BSCE, MSCE and MSE Water Resources

Date: March 19, 2024

Subject: Nominee's Statement

I respectfully ask for your continued support and vote for my re-election to the Contra Costa LAFCO Commission.

Currently I am President Pro-Tem of Central Contra Costa Sanitary District on which Board I have served for 18 years. I served previously as this Board's President three times.

During my years on LAFCO, I acquired a very good understanding of the complexities of LAFCO's empowering legislation - the Cortese-Knox-Hertzberg Act. Understanding this Act, that enables LAFCO, helps us comply with the law while making decisions.

As a Professional Civil Engineer, I understand adequate, efficient and effective infrastructure and land use. As a Contra Costa LAFCO Commissioner, I recognize the need, and responsibility, to make decisions on behalf of, and in the best interest of, the entire County. I know decisions must be made based on information and data presented.

As former Chair and current elected member of the CALAFCO Board I have a statewide perspective on decisions. CALAFCO is a professional organization representing 57 of the State's 58 LAFCOs. I am one of 16 State Board Members. My re-election to Contra Costa LAFCO will allow me to continue in this position, which brings Contra Costa's ideas and values to statewide issues. I currently serve on CALAFCO's Legislative Committee.

I am proud to represent Contra Costa County on LAFCO and CALAFCO and ask for your support to continue our important work.

Again, I ask for your vote.

Thank you.

From the Desk of
JOHN MACKENZIE

March 11, 2024

LAFCO
40 Muir Road, 1st Floor
Martinez, CA 94553

RE: Nomination for LAFCO Special District Election

Dear LAFCO Members of the Board,

Please accept this Statement of Qualifications for consideration for the role of Board Member for Contra Costa LAFCO.

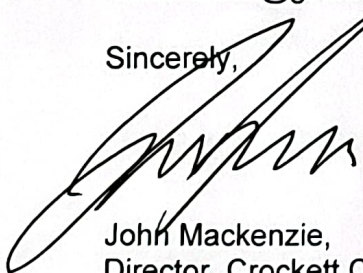
I have been on the Board of Directors with Crockett Community Services District (CCSD) since 2006 when it was first created and served on the Contra Costa SD 5 Advisory Board for 9 years before the CCSD creation. As a Port Costa resident, I felt it was my duty and honor to participate in the development of policy that affects not only me but the communities of Crockett and Port Costa that I live in and serve as a firefighter.

For almost 30 years, I have actively participated in shaping our community with important policy considerations for the aging sanitation infrastructure proposed fees, as well as the health of our communities through our recreation department. I feel my three decades of experience have prepared me to be a suitable candidate to represent the citizens of not only my communities but also the communities of West and Central Contra Costa County on the LAFCO Board.

I wish to bring my experiences and contribute to other special districts. It would be an honor to serve on the LAFCO Board.

Should you have any questions, please contact me at (510) 367-6098 or via email at 1mackbuild@gmail.com.

Sincerely,



John Mackenzie,
Director, Crockett Community Services District
Crockett Fire

DIABLO WATER DISTRICT

March 27, 2024 Board Meeting

Item Number 9

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Contra Costa Special District Association Overview.

History: Started in 1989.

Mission: To promote the efficient, economical, and responsive public services offered by the independent special districts of Contra Costa County.

Members: Alamo-Lafayette Cemetery District, Alamo Cemetery, Lafayette Cemetery, Ambrose Recreation and Park District, Byron-Brentwood-Knightesen Union Cemetery District, Central Contra Costa Sanitary District, Contra Costa Mosquito & Vector Control District, Contra Costa Resource Conservation District, Contra Costa Water District, Crockett Community Services District, Delta Diablo Sanitation District, Diablo Water District, Dublin San Ramon Services District, East Bay Regional Park District, Green Valley Recreation and Park District, Ironhouse Sanitary District, Kensington Police Protection and Community Services District, Mt. View Sanitary District, Pleasant Hill Recreation and Park District, Reclamation District 800, and Stege Sanitary District.

Value: Industry presentations on hot topics:

- Delta Conveyance Project
- Special District Redistricting Requirements
- Public, Private Partnerships
- Cybersecurity
- Surplus Land Act
- State elected official attend

Meetings: Bi-monthly (odd months), 3rd Monday, 10am to Noon (social 9:30-10am)

RECOMMENDATION:

Receive.

Dan Muelrath

Dan Muelrath
General Manager



DIABLO WATER DISTRICT
March 27, 2024 Board Meeting
Item Number 10

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: General Manager's Reports.

Items included for discussion:

- Water Supply Charts.
 - Statewide Reservoirs.
 - Los Vaqueros Reservoir = 133,176 AF – 83.2% full (83.0% last month)
 - Total Water Demand.
 - Local Well Production.
- State Water Resources Control Board Water Conservation Regulations.
 - The State has released the most recent draft conservation regulations, expected to be substantially adopted.
 - These regulations span 40 pages and will regulate every drop of water the District is allowed to sell to residents, regardless of local water supply conditions.
 - Although the newest language extends compliance timeframes out a few years for indoor and outdoor conservation, it is still anticipated to be a significant lift for the District to comply with these regulations (ramp up period). Additionally, other conservation regulations, such as annual water supply assessments and verifications and water loss standards, will take considerable staff time.
 - The unfunded state mandate is estimated to cost District customers \$375,000 to \$525,000 (excluding lost revenue) per year. The cost of compliance is based on staff time, public information campaigns, customer rebates, reporting, notifications, onsite water assessments, GIS analysis, and enforcement of regulations.
- Taxpayer Protection and Government Accountability Ballot Initiative.
 - Currently headed to CA Supreme Court to determine fall 2024 ballot eligibility.
 - Decision expected by June.

RECOMMENDATION:

Discuss.

Dan Muelrath

Dan Muelrath
General Manager

Attached: Statewide Reservoir Conditions
Total Water Demand
Local Well Production
Fact Sheet: Making Conservation a Way of Life



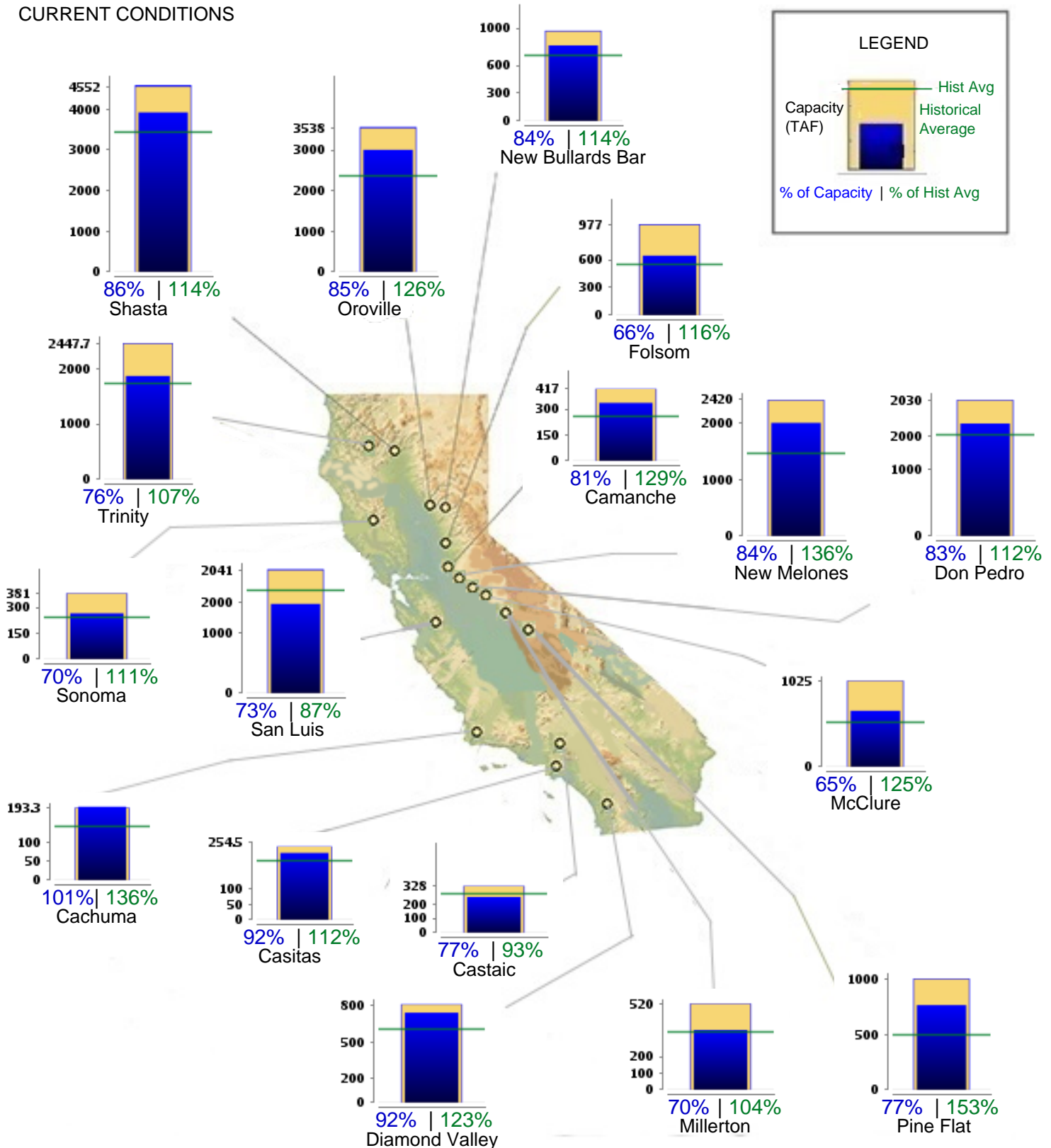


CURRENT RESERVOIR CONDITIONS

CALIFORNIA MAJOR WATER SUPPLY RESERVOIRS

Midnight - March 17, 2024

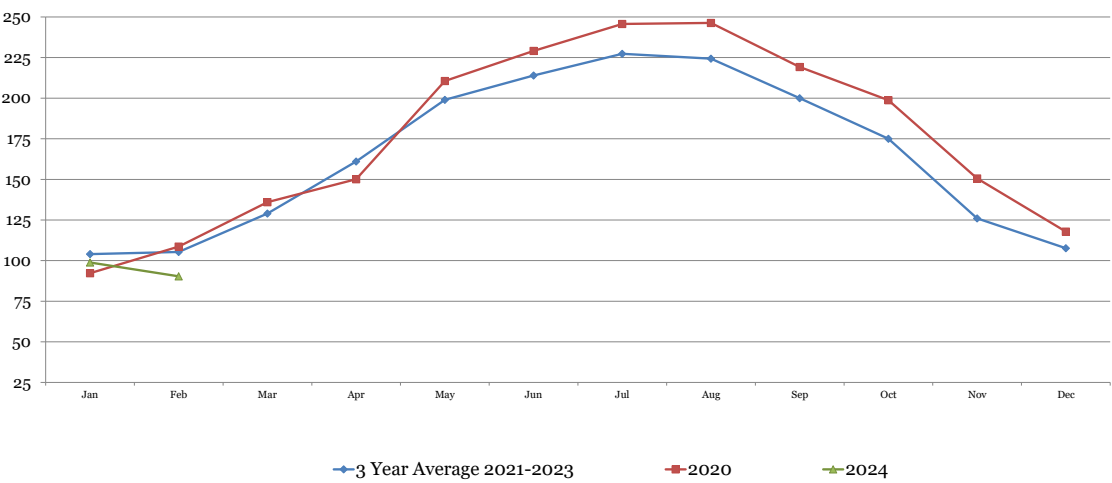
CURRENT CONDITIONS



DIABLO WATER DISTRICT

WATER USE IN MILLION GALLONS

(This chart does not include Utility Water)



	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Average
3 Year Average	104	105	129	161	199	214	227	224	200	175	126	108	164
2020 Usage	92	109	136	150	211	229	246	246	219	199	151	118	175
2024 Usage	99	90											95
% Reduction (+/-)	-6.7%	20.2%											6.2%
% new Connections 2023 vs. 2020						9.6%						9.7%	

WELL WATER BLENDED INTO DISTRIBUTION SYSTEM
MILLION GALLONS(MG)

	<u>Jul-23</u>	<u>Aug-23</u>	<u>Sep-23</u>	<u>Oct-23</u>	<u>Nov-23</u>	<u>Dec-23</u>	<u>Jan-24</u>	<u>Feb-24</u>	<u>Mar-24</u>	<u>Apr-24</u>	<u>May-24</u>	<u>Jun-24</u>
1	1.212	1.103	1.001	0.892	0.883	0.686	0.529	0.325	0.000			
2	0.973	1.051	0.933	1.258	1.049	0.716	0.409	0.360	0.000			
3	1.211	1.035	0.946	1.011	0.731	0.553	0.424	0.289	0.000			
4	1.186	1.017	0.975	1.027	0.780	0.796	0.274	0.379	0.000			
5	1.138	0.946	1.053	0.981	0.363	0.665	0.349	0.306	0.000			
6	1.107	1.024	0.994	0.996	0.889	0.715	0.254	0.334	0.000			
7	1.156	1.115	0.991	0.965	0.777	0.579	0.354	0.297	0.000			
8	1.032	1.041	0.998	0.839	0.872	0.611	0.340	0.339	0.000			
9	1.062	1.061	0.968	1.069	0.825	0.583	0.348	0.298	0.000			
10	1.085	1.022	0.897	0.883	0.913	0.757	0.359	0.365	0.000			
11	1.220	1.018	1.118	0.918	0.919	0.657	0.318	0.303	0.000			
12	1.220	0.914	0.872	0.953	0.681	0.586	0.320	0.379	0.000			
13	1.137	0.962	1.114	0.997	0.951	0.675	0.402	0.306	0.000			
14	1.219	1.112	0.915	0.821	0.814	0.685	0.270	0.367	0.000			
15	1.054	1.012	0.952	0.851	0.733	0.578	0.406	0.280	0.000			
16	1.133	1.006	1.099	1.297	0.736	0.690	0.329	0.341	0.000			
17	1.117	1.070	0.874	0.959	0.682	0.547	0.328	0.338	0.000			
18	0.945	1.013	0.838	1.017	0.715	0.730	0.304	0.275	0.000			
19	1.128	1.034	1.053	0.915	0.641	0.528	0.386	0.426				
20	1.014	0.945	0.956	0.954	0.798	0.528	0.308	0.268				
21	1.071	1.046	0.927	0.945	0.691	0.550	0.337	0.381				
22	0.980	0.965	0.978	0.860	0.758	0.638	0.353	0.360				
23	0.973	1.024	0.957	1.005	0.852	0.545	0.311	0.136				
24	1.106	1.110	0.930	1.077	0.815	0.672	0.323	0.493				
25	1.104	0.993	0.972	1.031	0.708	0.544	0.298	0.287				
26	0.969	1.026	0.891	0.837	0.693	0.518	0.310	0.162				
27	1.107	0.955	0.974	0.954	0.871	0.647	0.341	0.309				
28	0.931	1.111	0.995	0.834	0.720	0.631	0.354	0.010				
29	1.026	0.975	0.948	0.813	0.735	0.505	0.337	0.061				
30	0.971	0.958	0.908	0.939	0.703	0.633	0.315					
31	1.189	1.100		0.883		0.472	0.292					
TOTAL	33.7752	31.7609	29.0244	29.7779	23.2967	19.2189	10.5770	8.7716	0.0000	0.0000	0.0000	0.0000

Jul-23 to Jan-24 at \$2590.00/MG

177.4310 MG

Feb-24 to Jun-24 at \$2590.00/MG

8.7716 MG

GRAND TOTAL:

186.2026 MG

FY 23/24	SAVINGS	\$ 482,264.73
FY 22/23	SAVINGS	\$ 529,110.41
FY 21/22	SAVINGS	\$ 210,402.64
FY 20/21	SAVINGS	\$ 278,518.31
FY 19/20	SAVINGS	\$ 679,590.16
FY 18/19	SAVINGS	\$ 614,245.45
FY 17/18	SAVINGS	\$ 634,030.91
FY 16/17	SAVINGS	\$ 444,895.41
FY 15/16	SAVINGS	\$ 397,766.92
FY 14/15	SAVINGS	\$ 580,430.65
FY 13/14	SAVINGS	\$ 509,579.93
FY 12/13	SAVINGS	\$ 382,228.02
FY 11/12	SAVINGS	\$ 637,659.61
FY 10/11	SAVINGS	\$ 590,057.39
FY 09/10	SAVINGS	\$ 496,279.31
FY 08/09	SAVINGS	\$ 371,579.65
FY 07/08	SAVINGS	\$ 486,615.14
FY 06/07	SAVINGS	\$ 326,985.06

TOTAL SAVINGS IN WATER PURCHASES FROM CCWD TO DATE \$8,169,974.98

**WELL WATER BLENDED INTO DISTRIBUTION SYSTEM
MILLION GALLONS(MG)**

	<u>Jul-22</u>	<u>Aug-22</u>	<u>Sep-22</u>	<u>Oct-22</u>	<u>Nov-22</u>	<u>Dec-22</u>	<u>Jan-23</u>	<u>Feb-23</u>	<u>Mar-23</u>	<u>Apr-23</u>	<u>May-23</u>	<u>Jun-23</u>
1	0.276	0.642	0.888	0.696	0.000	0.381	0.451	0.118	0.584	0.570	0.878	1.091
2	0.340	0.724	0.895	0.665	0.000	0.359	0.211	0.381	0.650	0.587	0.899	1.142
3	0.307	0.932	0.720	0.850	0.112	0.276	0.260	0.506	0.302	0.584	0.859	1.022
4	0.391	0.777	0.814	0.637	0.376	0.281	0.263	0.320	0.609	0.621	0.946	1.123
5	0.337	0.949	0.859	0.750	0.424	0.317	0.288	0.526	0.539	0.553	0.698	1.206
6	0.379	0.716	1.031	0.562	0.312	0.295	0.245	0.636	0.553	0.697	0.803	0.980
7	0.359	0.790	0.748	0.460	0.414	0.263	0.227	0.512	0.573	0.531	0.708	0.960
8	0.426	0.861	0.935	0.550	0.346	0.190	0.242	0.587	0.539	0.639	1.014	1.077
9	0.286	0.893	0.861	0.428	0.382	0.116	0.324	0.549	0.566	0.677	0.800	1.027
10	0.294	0.893	0.834	0.515	0.347	0.156	0.327	0.576	0.531	0.599	0.962	0.990
11	0.432	0.828	0.780	0.352	0.312	0.191	0.356	0.578	0.424	0.722	0.997	1.033
12	0.209	0.839	0.916	0.253	0.319	0.000	0.375	0.574	0.632	0.670	0.989	0.988
13	0.035	0.594	0.884	0.364	0.342	0.000	0.257	0.419	0.624	0.677	1.039	1.049
14	0.373	0.605	0.786	0.000	0.414	0.000	0.119	0.164	0.465	0.745	0.989	1.177
15	0.347	0.691	0.765	0.000	0.304	0.000	0.326	0.576	0.569	0.699	1.163	1.025
16	0.342	0.743	0.886	0.000	0.339	0.000	0.364	0.618	0.331	0.701	1.114	1.107
17	0.342	0.839	0.758	0.000	0.345	0.133	0.369	0.586	0.672	0.925	1.059	1.010
18	0.381	0.786	0.635	0.000	0.373	0.308	0.310	0.576	0.557	0.683	1.166	0.987
19	0.357	0.943	0.719	0.107	0.353	0.306	0.179	0.640	0.487	0.924	1.056	1.026
20	0.397	0.742	0.655	0.000	0.339	0.223	0.083	0.624	0.590	0.807	0.937	1.160
21	0.384	0.754	0.675	0.000	0.354	0.088	0.303	0.708	0.469	1.482	0.997	0.992
22	0.372	0.787	0.583	0.000	0.387	0.000	0.382	0.589	0.541	0.684	1.286	1.126
23	0.352	0.865	0.773	0.000	0.395	0.000	0.455	0.650	0.430	1.038	0.876	1.212
24	0.350	0.832	0.682	0.000	0.371	0.000	0.358	0.558	0.546	1.064	1.232	0.940
25	0.414	0.848	0.677	0.000	0.342	0.000	0.449	0.540	0.508	1.019	0.968	1.070
26	0.325	0.844	0.821	0.000	0.298	0.000	0.542	0.615	0.564	0.809	1.177	1.117
27	0.385	0.706	0.796	0.168	0.372	0.000	0.192	0.567	0.553	0.882	0.932	1.144
28	0.691	0.859	0.684	0.474	0.394	0.000	0.469	0.536	0.608	1.126	0.998	1.002
29	0.600	0.802	0.763	0.330	0.380	0.000	0.419		0.453	0.825	1.180	1.123
30	0.575	0.802	0.849	0.000	0.339	0.143	0.413		0.583	1.110	1.062	1.142
31	0.567	0.923		0.000		0.220	0.000		0.374		1.029	
TOTAL	11.6219	24.8048	23.6689	8.1611	9.7861	4.2448	9.5601	14.8274	16.4251	23.6483	30.8143	32.0463

Jul-22 to Jan-23 at \$2440.00/MG 91.8477 MG
 Feb-23 to Jun-23 at \$2590.00/MG 117.7614 MG
GRAND TOTAL: **209.6091 MG**

FY 22/23	SAVINGS	\$ 529,110.41
FY 21/22	SAVINGS	\$ 210,402.64
FY 20/21	SAVINGS	\$ 278,518.31
FY 19/20	SAVINGS	\$ 679,590.16
FY 18/19	SAVINGS	\$ 614,245.45
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FY 07/08	SAVINGS	\$ 486,615.14
FY 06/07	SAVINGS	\$ 326,985.06

TOTAL SAVINGS IN WATER PURCHASES FROM CCWD TO DATE \$ 8,169,974.98

MONTHLY WELL NUMBERS
Million Gallons (MG)

<u>DATE</u>	<u>GLEN PARK</u>	<u>STONECREEK</u>
03/01/24	0.3235	0.0000
03/02/24	0.3235	0.0000
03/03/24	0.3235	0.0000
03/04/24	0.3235	0.0000
03/05/24	0.3211	0.0000
03/06/24	0.0000	0.0000
03/07/24	0.3216	0.0000
03/08/24	0.3044	0.0000
03/09/24	0.3206	0.0000
03/10/24	0.3206	0.0000
03/11/24	0.3207	0.0049
03/12/24	0.3204	0.0011
03/13/24	0.3209	0.0000
03/14/24	0.3211	0.0000
03/15/24	0.3207	0.0000
03/16/24	0.3205	0.0000
03/17/24	0.3205	0.0000
03/18/24	0.3203	0.0000
03/19/24		
03/20/24		
03/21/24		
03/22/24		
03/23/24		
03/24/24		
03/25/24		
03/26/24		
03/27/24		
03/28/24		
03/29/24		
03/30/24		
03/31/24		
Totals	5.4474	0.0060
Combined Totals		5.4534



Fact Sheet

Making Conservation a California Way of Life

What is *Making Conservation a California Way of Life*?

Making Conservation a California Way of Life is a new regulatory framework proposed by State Water Board staff that establishes individualized efficiency goals for each Urban Retail Water Supplier. These goals are based on the unique characteristics of the supplier's service area and give suppliers the flexibility to implement locally appropriate solutions. Once implemented, these goals are expected to reduce urban water use, helping California adapt to the water supply impacts brought on by climate change.

Why is the framework needed?

California has always experienced large swings between dry and wet weather, and due to climate change, these swings are becoming more severe. The recent storms and flooding seen statewide--following years of back-to-back extreme drought--make clear the importance of staying prepared. Hotter and drier periods that are increasing in frequency, reduced snowpack, and drier soils are making our water supplies more vulnerable. As part of the state's all-of-the-above strategy to expand storage, develop new water supplies, and promote more efficient water use, the proposed regulation seeks to cultivate long-term practices that help communities adapt to California's ongoing water challenges and lessen the need for the kinds of emergency water use reduction targets that were important in recent droughts.

Who is impacted by the framework?

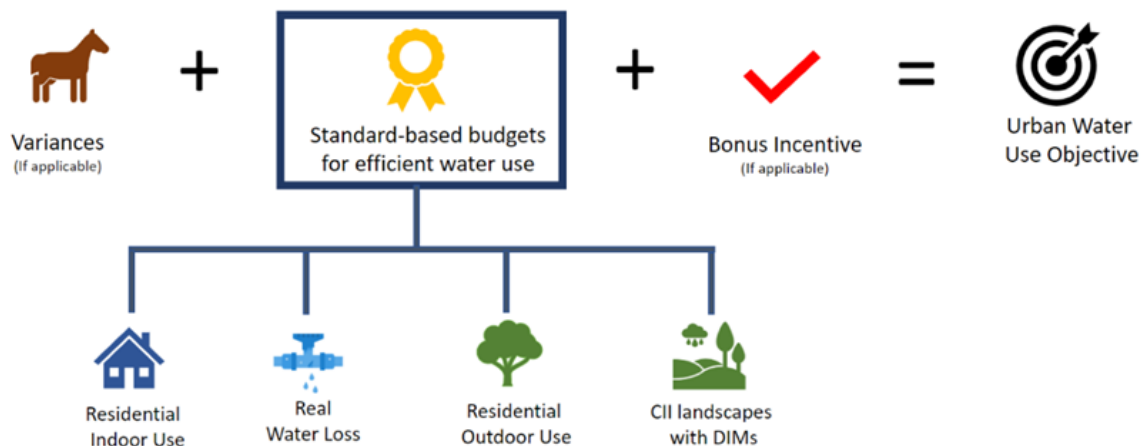
In 2018, the California State Legislature passed [Assembly Bill \(AB\) 1668](#) and [Senate Bill \(SB\) 606](#), directing the State Water Board to adopt efficiency standards and also performance measures for commercial, industrial, and institutional water use.

As part of the proposed regulation, *Urban Retail Water Suppliers – not individual households or businesses* – will be held to annual “urban water use objectives.” Urban Retail Water Suppliers are publicly and privately run agencies that deliver water to 95% of Californians. The regulation gives suppliers significant flexibility to meet objectives in a way that works best for them.

To meet annual objectives, suppliers may use a wide variety of tools to encourage customers to use water wisely, indoors and outdoors. Examples include education and outreach, leak detection, rate reform, incentives to plant “climate ready” landscapes, and rebates to replace old and inefficient fixtures and appliances.



How would objectives be calculated?



The proposed regulation would require suppliers to annually calculate their objective, which is the sum of efficiency budgets for a subset of urban water uses: residential indoor water use, residential outdoor water use, real water loss and commercial, industrial and institutional landscapes with dedicated irrigation meters. Each efficiency budget will be calculated using a statewide efficiency standard and local service area characteristics such as population, climate, and landscape area. Where relevant, suppliers may also include in their objective “variances” for unique uses, or a bonus incentive for potable recycled water use.

Suppliers would need to meet the overall objective, not each individual budget. The one exception is the budget for water loss, which was set by a [separate regulation](#).

What else would the framework do?

The proposed regulation would help realize the water savings outlined in California’s [Water Supply Strategy](#), released in 2022. The framework also is expected to result in suppliers making investments and programmatic changes that encourage individuals, businesses, and local governments to adapt how they use water. Such changes have the potential to advance the State Water Board’s mission of preserving, enhancing, and restoring the quality of water resources and the statutory directive to advance California’s climate change mitigation and adaptation goals. Specifically, the transition to climate-ready landscapes may:

- Bolster nature-based solutions.
 - Example: Increase the prevalence of native and pollinator-friendly plants.
- Create healthier soils and divert organic waste from landfills.
 - Example: Increase the use of compost and mulch.

- Advance equity.
 - Examples: Encourage suppliers to reevaluate rate structures and invest in partnerships that reduce urban heat.

What is the process and timeline for the State Water Board to consider adopting the framework?

Looking forward

A second public comment period will begin on March 12 and run through March 27, 2024. A Board workshop will be held on March 20th.

Looking Back

The regular rulemaking process for the proposed regulation to Make Conservation a California Way of Life began on August 18, 2023, and was followed by a public comment period and public hearing.

The standards for efficient residential indoor water use and water loss have already been set. The Legislature set the residential indoor standard in 2022 with the passage of Senate Bill 1157. The State Water Board adopted the water loss standard in early 2023.

Additional information

To learn more about the proposed regulation and upcoming opportunities to participate, visit: <https://waterboards.ca.gov/conservation/framework/>

(This fact sheet was last updated on March 12, 2024.)

DIABLO WATER DISTRICT
March 27, 2024 Board Meeting
Item Number 11

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: District Engineer's Reports.

The District Engineer will provide an update on:

- Projects that have made significant progress month over month.

RECOMMENDATION:

Discuss.

Dan Muelrath

Dan Muelrath
General Manager

Attached: Construction List



Development Status Report

[Link to Development List - Project Information](#)

Project Description	Location	Type of Project	Number and Size of Connections	Project Status	FIA Status	Additional Notes (see footer for detail)	Percent Facilities Intallation Complete
Elm Lane Apartments	Elm Lane, Oakley	Multi-Family	One 4" Domestic and One 1 1/2" Irrigation	Finalizing Paperwork for Final Acceptance	Projected Acceptance at Future Board Meeting	--	99%
Oakley - Contra Costa Logistics Center -24" Butterfly Valve Installation	6000 Bridgehead Road, near Wilbur Avenue	Isolation Valve Installation	No Connections	Finalizing Paperwork for Final Acceptance	Projected Acceptance at Future Board Meeting	--	99%
8734 - Stonewood Unit 2A	West of Rose Ave; south of Longhorn Way; North of Carpenter Road	Subdivision	27 Lots (1" services for fire sprinklers)	Working on As-Built	Board Approved	--	98%
8736 & 8836 Pheasant Meadows & Vintner View	Off of O'Hara Avenue, south of Grapevine Lane	Subdivision	50 Lots for both 8736 & 8836 (1" services for fire sprinklers)	Working on As-Built	Board Approved	--	98%
8904 Cypress Crossings (formerly Baldocchi Property) - Sellers Avenue Offsite Improvements	6390 Sellers Avenue; SE corner of E. Cypress Rd & Sellers Ave.	Mainline Extension	24" Watermain Extension down Sellers Avenue	Waiting on As-Built	Board Approved	--	98%
9284 - Ranchette (Discovery Builders)	Oakley Road at Neroly Road	Subdivision	13 Lots (1" services for fire sprinklers)	Waiting on As-Built	Board Approved	--	98%
9426 - Delta Coves Marina - Fire Services	West Wind Place, Bethel Island	Commercial	Three 1-1/2" Irrigation Services; Five 2" services for the Docks	Waiting for Plan Revisions and As-Built	Board Approved	--	98%
8904 Cypress Crossings (Tuscany Estates-Baldocchi Property) In-Tract Improvements - East Cypress	East Cypress Road, Oakley	Subdivision	98 Lots for both 8736 & 8836 (1" services for fire sprinklers)	Punch List of Items has been Developed	Board Approved	--	95%
9426 - Delta Coves Marina - Cottages - Pulte Homes	West Wind Place, Bethel Island	Subdivision/Condos	64 Services (1" for fire sprinklers) and Two 1 1/2" Irrigation Services	Working on Punch List Items & As-Built	Board Approved	--	93%

Notes:

RW = Project identified to install recycled water piping system.

GWMW = Project to install one, or more, groundwater monitoring wells.

CN = Carbon Neutrality (solar offset of pump station and/or building)

Updated 3/21/2024

Development Status Report

Project Description	Location	Type of Project	Number and Size of Connections	Project Status	FIA Status	Additional Notes (see footer for detail)	Percent Facilities Intallation Complete
Oakley Logistics Center Phase 1- Backbone Infrastructure	6000 Bridgehead Road, near Wilbur Avenue	Commercial/ Light Industrial	Three 6" Services	Under Construction - Pending upgrades to 8" connections	Board Approved	--	90%
6013 - BIRS Bethel Island Res. & Pump Station	Delta Coves Project, Bethel Island	Reservoir & Pump Station for Delta Coves	No Connections	Under DWD Plan Review	Future Board Meeting	CN	0%
637 Brownstone Road	APN 034-170-006; Brownstone Rd; east of O'Hara Ave.	Subdivision	Pending	City Planning Stage/On Hold	Future Board Meeting	--	0%
6610 - Spinnaker Cove	Cypress Road to Sandmound Blvd	Subdivision	Pending	Planning Stage	Future Board Meeting	--	0%
8760 - Stonewood 1B	West of Rose Ave; south of Longhorn Way; North of Carpenter Road	Subdivision	133 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	GWMW	0%
8787 Rosewood Subdivision (61 Lots)	4073 Rose Avenue, Oakley	Subdivision	61 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	GWMW	0%
8803 - Brownstone (Clyde Miles Construction)	Brownstone Road, Oakley	Subdivision	108 Lots (1" services for fire sprinklers)	Revised Plans Rechecked; Ready for DWD Signature	Future Board Meeting	GWMW	0%
8807 - Villa Grove (35 Lots)	2080 O'Hara Avenue	Subdivision	35 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	--	0%

Notes:

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CN = Carbon Neutrality (solar offset of pump station and/or building)

Updated 3/21/2024

Development Status Report

Project Description	Location	Type of Project	Number and Size of Connections	Project Status	FIA Status	Additional Notes (see footer for detail)	Percent Facilities Intallation Complete
9088 - Cedarwood	4192 Live Oak Avenue (Near Knox Lane)	Subdivision	34 Lots (1" services for fire sprinklers)	City Planning Stage/On Hold	Future Board Meeting	--	0%
9156 - Bethel Island LLC (Biggs) (Part of Cypress Preserve)	South of Summer Lake South, Rock Slough, Oakley	Subdivision	195 Apt Units (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9183 Stonewood 3	SE & SW Corners of Carpenter Rd/Simoni Ranch Rd and Rose	Subdivision	31 Lots (1" services for fire sprinklers)	City Planning Stage/On Hold	Future Board Meeting	--	0%
9307 - Summer Lake North-Backbone	North of E. Cypress Road; East of Bethel Island Road	Subdivision	Backbone Infrastructure for Future Subdivisions; Services for Irrigation	Preconstruction Stage; Expect start of water system construction before end of Mar 2024	Board Approved	RW, GWMW, CN	0%
9311 KT-KB Oakley, LLC (Part of Cypress Preserve)	APN 032-082-001; East of Jersey Island Road; North of East Cypress Road	Subdivision	276 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9404 - Leshner Property (Part of Cypress Preserve)	Northwest corner of Bethel Island & East Cypress Road	Subdivision	1056 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9488 Castro Property	East side of Machado Ln; South of East Cypress Road	Subdivision	10 Lots (1" services for fire sprinklers)	City Planning Stage/On Hold	Future Board Meeting	--	0%
9534 - Stonewood 3 Unit 2	West of Rose Ave; south of Longhorn Way' North of Carpenter Road	Subdivision	Pending	Under DWD Plan Review	Future Board Meeting	--	0%
9537 - 2480 Oakley Road	2480 Oakley Road, near Live Oak Avenue, Oakley	Subdivision	22 Lots (1" services for fire sprinklers)	City Planning Stage/On Hold	Future Board Meeting	--	0%
9557 Burroughs Property	E. Cypress Road & Knightsen Avenue	Subdivision	208 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	GWMW	0%

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CN = Carbon Neutrality (solar offset of pump station and/or building)

Updated 3/21/2024

Development Status Report

Project Description	Location	Type of Project	Number and Size of Connections	Project Status	FIA Status	Additional Notes (see footer for detail)	Percent Facilities Intallation Complete
9579 Honey/Creekside Subdivision	463 & 560 Honey Lane	Subdivision	57 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	GWMW	0%
9580 Golden Oak	West Ruby Street and Fuschia Way	Subdivision	7 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	--	0%
9615 Machado Lane - Cosetti Property	APNs 033-190-003 & 033-190-004	Subdivision	76 Lots (1" services for fire sprinklers)	Plans Ready for DWD Signature	Future Board Meeting	GWMW	0%
9616 Summer Lake North Phase 1 Village 1	North of E. Cypress Road; East of Bethel Island Road	Subdivision	88 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9617 Summer Lake North Phase 1 Village 2	North of E. Cypress Road; East of Bethel Island Road	Subdivision	52 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9618 Summer Lake North Phase 1 Village 3	North of E. Cypress Road; East of Bethel Island Road	Subdivision	54 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9619 Summer Lake North Phase 1 Village 4	North of E. Cypress Road; East of Bethel Island Road	Subdivision	63 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9620 Summer Lake North Phase 1 Village 5	North of E. Cypress Road; East of Bethel Island Road	Subdivision	79 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9624 Grand Cypress Preserve Ph. 1 Village 1 R-21	South of E. Cypress Road; West of Bethel Island Road	Subdivision	83 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9625 Grand Cypress Preserve Ph. 1 Village 1 R-22	South of E. Cypress Road; West of Bethel Island Road	Subdivision	111 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9626 Grand Cypress Preserve Ph. 1 Village 1 R-25	South of E. Cypress Road; West of Bethel Island Road	Subdivision	65 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%

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GWMW = Project to install one, or more, groundwater monitoring wells.

CN = Carbon Neutrality (solar offset of pump station and/or building)

Updated 3/21/2024

Development Status Report

Project Description	Location	Type of Project	Number and Size of Connections	Project Status	FIA Status	Additional Notes (see footer for detail)	Percent Facilities Intallation Complete
9627 Grand Cypress Preserve Ph. 1 Village 1 R-26	South of E. Cypress Road; West of Bethel Island Road	Subdivision	78 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
Brownstone and Main Commercial Development	Brownstone and Main Street	Commercial/ Restaurant/ Retail/Car Wash	Pending	City Planning Stage/On Hold	Future Board Meeting	GWMW	0%
East Cypress Road Precise Alignment (Part of Cypress Preserve)	East Cypress Road; Between Knightsen Ave. and Bethel Island Road	Subdivision	Pending	Under DWD Plan Review	Future Board Meeting	--	0%
IBN Sina Community Center	Oakley Road and Neroly Road	Public Assembly/Residential	Pending	City Planning Stage/On Hold	Future Board Meeting	--	0%
Live Oak and Main Street	Live Oak Avenue and Main Street	Subdivision	49 Lots (1" services for fire sprinklers)	City Planning Stage/On Hold	Future Board Meeting	--	0%
Oakley Village	West of Sellers Road	Subdivision	42 Lots (1" services for fire sprinklers)	City Planning Stage/On Hold	Future Board Meeting	--	0%
The Honey Lane Development	637 Honey Lane, Oakley (adjacent to Marsh Creek)	Subdivision	19 Lots (1" services for fire sprinklers)	Under DWD Plan Review	Future Board Meeting	--	0%

Notes:
RW = Project identified to install recycled water piping system.
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DIABLO WATER DISTRICT
March 27, 2024 Board Meeting
Item Number 12

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: District Counsel's Reports.

District Counsel will provide any relevant updates regarding legislative, regulatory, and/or court case matters.

RECOMMENDATION:

Receive.

Dan Muelrath _____

Dan Muelrath
General Manager



DIABLO WATER DISTRICT
March 27, 2024 Board Meeting
Item Number 13

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Directors' Reports.

Representative assignments verbal reports:

- City of Oakley – Director Tiernan
- Ironhouse – Director Pastor
- LAFCO – Director Pastor
- Contra Costa Water District – Director Seger
- ECC Groundwater Sustainability – Director Tiernan
- CCSDA – Director Pastor
- Recycled Water ad hoc - Directors Pastor and Kovalick

RECOMMENDATION:

Discuss.

Dan Muelrath

Dan Muelrath
General Manager

DIABLO WATER DISTRICT
March 27, 2024 Board Meeting
Item Number 14

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Future Agenda Items.

April 24, 2024	
Sub Awardee Approval for RW Grant via EPA / Ironhouse	Action
Stonecreek PUMP PO	Action
Blue Sky Planning Draft Results	Discussion
FY 2024/25 Draft Budget	Discussion
May 22, 2024	
Well Systems Prop 218	Action
FY 2024/25 Draft Budget Progress	Discussion
Sustainable CoCo Partnership	Discussion
Other Items	Future Date
EPA WaterSense New Home Certification	TBD

