

**DSRSD • EBMUD RECYCLED WATER AUTHORITY
(DERWA)
Board of Directors Regular Meeting Minutes
Monday, November 23, 2020**

1. CALL TO ORDER – Chair Vonheeder-Leopold called the DSRSD • EBMUD Recycled Water Authority (DERWA) meeting to order at 6:01 p.m.

Pursuant to Governor Newsom’s Executive Orders N-25-20, N-29-20, and N-33-20, and local health orders issued to address the COVID-19 pandemic, the Board meeting was held via Zoom Teleconference. The Boardroom was closed to the public; the public may observe and comment by electronic means. All votes during the meeting were taken by roll call vote.

2. PLEDGE TO THE FLAG

3. ROLL CALL – Directors present: Chair Georgan Vonheeder-Leopold, Vice Chair Frank Mellon, and Directors Ed Duarte and John Coleman. DERWA Staff present: John Rossi, Authority Manager; Richard Lou, Treasurer; Scott Shapiro and Austin Cho, General Counsel; and Vivian Chiu, Acting Authority Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES – None

5. PUBLIC COMMENT – 6:03 p.m. – None

6. CONSENT CALENDAR

- A. Approve Minutes of Regular Board Meeting of May 18, 2020
- B. Approve Treasurer’s Reports for March 31, April 30, May 31, June 30, July 31, August 31, and September 30, 2020
- C. Quarterly Investment Reports – March 31, June 30, and September 30, 2020

Motion by Director Coleman, Second by Director Duarte, to Approve the Consent Calendar. Motion carried (4-0) by the following vote:

AYES: Coleman, Duarte, Mellon, Vonheeder-Leopold

7. BOARD BUSINESS

- A. Accept the DERWA Independent Auditor’s Report and Financial Statements for Years Ending June 30, 2020 and 2019

Authority Manager Rossi and Treasurer Lou reviewed the item for the Board. Mr. Lou reported the auditors identified one invoice that was received and paid in late July, but did not get included in accruals when the financial statements were submitted to the auditors. No other issues were identified in the findings.

Motion by Vice Chair Mellon, Second by Director Coleman, to Accept the DERWA Independent Auditor's Report and Financial Statements for Years Ending June 30, 2020 and 2019. Motion carried (4-0) by the following vote:

AYES: Mellon, Coleman, Duarte, Vonheeder-Leopold

8. MANAGER'S REPORTS

A. Update on JPA Revision Project

Authority Manager Rossi reported on his meetings with General Counsel and DSRSD and EBMUD staff to review the JPA agreements and related sales agreements and identify key issues and questions. Staff has gathered base financial data for operations and capital contributions to date by each agency including the City of Pleasanton. The next step is to prepare a process flow for presentation to the Board. Mr. Rossi explained the main goal of this revision project is to modernize the agreements that have been in place since DERWA was formed. With over a decade of operations and capital developments, there is a better understanding of the normal and peak demand through historical data. While Pleasanton supplies additional wastewater, it is anticipated that their demand for recycled water will grow. Mr. Rossi requested the Board's direction on Pleasanton's future involvement and engagement with DERWA.

The Board and staff discussed DERWA's relationship with Pleasanton and the opportunity for discussions regarding the City's potential role in the future of the JPA. The Board concurred that initial staff discussions with the City on this project make sense.

B. Supplemental Supply Update

- Central Contra Costa Sanitary District Wastewater Diversion Project

Authority Manager Rossi reported the project is complete and online and the supplemental recycled water supply would be available for next year's peak demand. He thanked DSRSD staff for getting the project up and running. The next step is to confirm the acceptance date with Central Contra Costa Sanitary District, which will trigger the contracted initial three-year period and determine future one-year renewal periods. Mr. Rossi reported on matters that arose during the project: a conflict with PG&E expected to be reimbursed and a change order of approximately \$40,000 related to removal of an unknown asbestos pipe. Overall, the project went well.

C. Operations Update

- Summer Water Demand Peak

Authority Manager Rossi reported there was a 45-day period during peak summer when every drop of wastewater was recycled. There were two PSPS (Public Safety Power Shutoff) events, one of which was due to a PG&E error, that caused no noteworthy disruptions but provided an opportunity to learn DERWA's ability to communicate as a group communication. He thanked the operations staff for the tests performed for the sand filter re-rating project during the summer months.

DSRSD Wastewater Treatment Plant Operations Supervisor Levi Fuller reported the testing is complete and the testing data looks good. The goal is for the consultant to finish the report and submit it to the regulators by the end of the year for approval by the spring.

Authority Manager Rossi also reported staff is analyzing the performance data from the annual report in December and the needs for the distribution backbone system for a potential budget recommendation.

- D. Communications Program Update
 - Update on Roundtable Meeting Scheduling - There was no report.
- E. Confirm Next Board Meeting – February 1, 2021 - There were no comments.

Authority Manager Rossi thanked outgoing Director Duarte for his years of service and noted a proclamation of appreciation will be presented on the next meeting agenda. The Board expressed its appreciation for Director Duarte’s service to DERWA.

Mr. Rossi also thanked EBMUD staff, Amy Underwood, for temporarily providing clerical support needs through December. He noted there will be a proclamation for retiring Administrative Assistant Sue Montague presented on a future meeting agenda for her work at DERWA.

9. BOARD MEMBER ITEMS

Vice Chair Mellon commented he received notice regarding ethics training after General Counsel Shapiro reminded the Board about routine matters covered by other boards on which the Boardmembers serve.

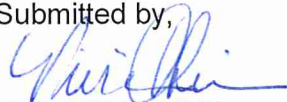
Chair Vonheeder-Leopold commented that 2020 was an atypical year and noted DSRSD’s resilience despite multiple incidents in the past two years.

Director Coleman thanked Authority Manager Rossi and General Counsel Shapiro and Cho for joining DERWA and commented he cannot wait until 2020 is over.

10. ADJOURNMENT

Chair Vonheeder-Leopold adjourned the meeting at 6:48 p.m.

Submitted by,



Vivian Chiu, MMC
Acting Authority Secretary

FOR: Nicole M. Genzale, CMC
Authority Secretary