

**DSRSD•EBMUD RECYCLED WATER AUTHORITY
(DERWA)
Board of Directors Regular Meeting Minutes
Monday, May 17, 2021**

1. CALL TO ORDER – Chair Vonheeder-Leopold called the DSRSD•EBMUD Recycled Water Authority (DERWA) meeting to order at 6:06 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 Georgean Vonheeder-Leopold, and Directors Marisol Rubio and John Coleman. DERWA Staff present: John Rossi, Authority Manager; Richard Lou, Treasurer; Scott Shapiro and Austin Cho, General Counsel; and Nicole Genzale, Authority Secretary.

Vice Chair Frank Mellon entered the meeting at 6:09 p.m.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES – Authority Manager Rossi introduced Administrative Assistant Jean Perry who joined the DERWA staff in March. He thanked EBMUD staff Amy Underwood, and DSRSD staff for providing interim administrative support before Ms. Perry was hired. He then suggested the Board take Item 8.B ahead of Board Business to recognize retired DERWA Director Ed Duarte. The Board agreed to take Item 8.B early as suggested.

5. PUBLIC COMMENT – 6:13 p.m. – None

6. BOARD REORGANIZATION

A. Approve Selection of Board Officers for 2021

Motion by Director Coleman, Second by Vice Chair Mellon to nominate and elect Vice Chair Frank Mellon as DERWA Chair and to elect Director Marisol Rubio as DERWA Vice Chair.

Motion carried (4-0) by the following vote:

AYES: Coleman, Mellon, Rubio, Vonheeder-Leopold

Director Vonheeder-Leopold thanked DERWA for the inscribed journal commemorating her service as the 2020 Chair.

Motion by Vice Chair Rubio, Second by Director Vonheeder-Leopold, to appoint Nicole Genzale as Authority Secretary. Motion carried (4-0) by the following vote:

AYES: Rubio, Vonheeder-Leopold, Coleman, Mellon

7. CONSENT CALENDAR

- A. Approve Minutes of Regular Board Meeting of November 23, 2020
- B. Approve Treasurer’s Reports for October 31, November 30, and December 31, 2020; January 31, February 28, and March 31, 2021
- C. Approve Quarterly Investment Reports for December 31, 2020 and March 31, 2021

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

AYES: Vonheeder-Leopold, Coleman, Rubio, Mellon

8. BOARD BUSINESS

- A. Approve and Adopt the Fiscal Year 2021-2022 Capital and Operating Expenditure Budget

Authority Manager Rossi and Treasurer Lou reviewed the item for the Board. Mr. Lou reported that the proposed budget includes some increased expenditures related to power, the wastewater diversion project, and maintenance projects. The proposed budget is on track to support the JPA as needed. Mr. Rossi described the small maintenance projects that have been identified due to aging facilities. DSRSD Operations Director Jeff Carson also conveyed the good news that the State Water Resources Control Board just approved the recycled water plant’s filter rating increase to its intended capacity of 16.2 million gallons per day (mgd).

Motion by Director Coleman, Second by Director Rubio, to Approve and Adopt the Fiscal Year 2021-2022 Capital and Operating Expenditure Budget. Motion carried (4-0) by the following vote:

AYES: Coleman, Rubio, Vonheeder-Leopold, Mellon

- B. Approve Proclamation for Edward “Ed” Duarte’s Service on the DERWA Board of Directors

Item 8.B was taken ahead of Item 5.

Authority Manager Rossi thanked Director Duarte for his years of service to DERWA. The Boardmembers expressed their appreciation to Director Duarte for his service, dedication, level-head, and knowledge. He will be sorely missed.

Mr. Duarte thanked DERWA for the proclamation and shared that he wished he had run for office earlier as he enjoyed his years serving DSRSD and DERWA. His engineering and contractor background in the private sector brought a new perspective to the public agency. He stated his time spent on the DERWA Board was educational and informative, and he made wonderful new friends during his tenure. He wished everyone at DERWA all the best going forward.

Motion by Director Coleman, Second by Vice Chair Mellon, to Approve the Proclamation for Edward "Ed" Duarte's Service on the DERWA Board of Directors.

Motion carried (4-0) by the following vote:

AYES: Mellon, Coleman, Rubio, Vonheeder-Leopold

9. MANAGER'S REPORTS

A. JPA Revision Project Update

Authority Manager Rossi reported on his meetings with DERWA General Counsel, and DSRSD and EBMUD staff regarding possible agreement revisions. Staff intends to present an update to the Board in late summer. The Board will need to provide direction on Pleasanton's future involvement and engagement with DERWA once the key JPA elements are agreed upon. Chair Mellon offered that Directors Coleman and Vonheeder-Leopold, being two of DERWA's founding Boardmembers, could provide useful historical insight if called upon.

B. Supplemental Supply Update

- Central Contra Costa Sanitary District Wastewater Diversion Project

Authority Manager Rossi reported the Central Contra Costa Sanitary District (Central San) diversion project is online. The additional recycled water supply will be available this summer to supplement DERWA's peak demand by approximately 1.3 mgd if needed to meet expected demand of approximately 11.5 mgd. He does not expect to utilize potable water to supplement recycled water deliveries this year. He thanked DSRSD staff for their work completing this key supply project.

- Filter Re-Rating Project

Authority Manager Rossi restated that the State Water Resources Control Board (Water Board) re-rated the recycled water plant, approving production capacity at 16.2 mgd. With the additional supply coming in from Central San, DERWA is expected to produce over 11 mgd, and now has the capability to produce more if supply increases. He acknowledged the consultant and DSRSD staff who made this feat possible. Staff also confirmed that neither DERWA, nor its partner agencies (DSRSD and EBMUD), have received notification from the Water Board of impending restrictions on recycled or potable water to date.

C. Operations Update

- Summer Water Demand Peak - There was no additional report given as the topic was addressed during the preceding reports.

D. Communications Program Update

Authority Manager Rossi reported that DERWA's public information consultant ICF (ICF Jones Stokes) and staff are looking into planning the annual Roundtable Meeting for this fall since it was not possible to hold it earlier this year. Some communications workload was brought in-house due to possible revenue disruptions stemming from the pandemic. ICF continues to send

out program messaging and make necessary website updates. Staff reviewed the current agreement with ICF and determined that an additional task order is not necessary to extend services at this time. DERWA has \$35,000 in remaining budget for program support and ICF expressed its comfort moving forward under the existing agreement.

E. Conflict of Interest Code Update

Authority Manager Rossi reported that staff reviewed DERWA's current Conflict of Interest Code (COI) and proposed one non-substantial change clarifying certain staff roles. Staff submitted the proposal to the Fair Political Practices Commission for its review and is awaiting a response. Staff will share an update with the Board at such time. Additionally, staff will work with DSRSD and EBMUD staff to gather the DERWA Directors' current completions of required ethics and harassment trainings.

F. Confirm Next Board Meeting – July 26, 2021

The Board confirmed the July Board meeting will be held if business needs require one.

10. BOARDMEMBER ITEMS

Director Vonheeder-Leopold reported on long-term DERWA Administrative Assistant Sue Montague recently stepping down from her position. The Directors asked Director Vonheeder-Leopold to give Sue their best.

Director Coleman stated he was happy to see how far DERWA has come since its inception. It has successfully progressed to a maintenance mode requiring less Board meetings. He acknowledged DSRSD and EBMUD staff for making its success possible.

Chair Mellon welcomed Vice Chair Rubio to DERWA. He wished everyone to stay safe and be well.

11. ADJOURNMENT

Motion by Director Rubio, Second by Director Vonheeder-Leopold, to Adjourn the Meeting. Motion carried (4-0) by the following vote:

AYES: Rubio, Vonheeder-Leopold, Coleman, Mellon

Chair Mellon adjourned the meeting at 6:38 p.m.

Submitted by,


Nicole Genzale, CMC
Authority Secretary