

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
DIABLO WATER DISTRICT
HELD ON JUNE 28, 2017

The regular meeting of the Board of Directors of Diablo Water District was called to order by President Edward Garcia, at the District's office, 87 Carol Lane, Oakley, California at 7:33 p.m. on June 28, 2017.

ROLL CALL

Directors Present:	Garcia, Hobbs, Cinquini, de Fremery, and Crockett (via telephone)
Directors Absent:	None
Staff Present:	Mike Yeraka, General Manager
General Counsel:	Jeffrey Polisner
Consultant:	Bill Brick, CDM Smith
Others Present:	Claire Alaura, City of Oakley Councilmember; and Doug Scheer, Ironhouse Sanitary District Director

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Edward Garcia.

PUBLIC INPUT

Claire Alaura informed the Directors of the upcoming Cityhood Celebration and congratulated Director Enrico Cinquini for receiving the Veteran of the Year Award from Assemblymember Jim Frazier.

APPROVAL OF MINUTES OF THE REGULAR MEETING OF MAY 24, 2017.

It was moved by Director Cinquini, seconded by Director Hobbs, and unanimously carried to approve the minutes of the regular meeting of May 24, 2017.

PUBLIC HEARING REGARDING PROPOSAL TO ESTABLISH MONTHLY SERVICE CHARGES FOR WATER METERS LARGER THAN 5/8-INCH WITHIN THE KNIGHTSEN WATER SYSTEM

Mr. Yeraka indicated that the Notice of Public Hearing was mailed to all residence in Knightsen receiving water from Diablo Water District regarding the proposed establishment of monthly service charges for water meters larger than 5/8-inch.

At 7:38 p.m., President Garcia opened the public hearing. There being no comments from the public, Director Garcia closed the public hearing at 7:39 p.m.

RESOLUTION 2017 – 7 ESTABLISHING MONTHLY SERVICE CHARGES FOR WATER METERS LARGER THAN 5/8-INCH WITHIN THE KNIGHTSEN WATER SYSTEM

It was moved by Director Crockett, seconded by Director de Fremery, and unanimously carried to adopt Resolution 2017 – 7 entitled, “A Resolution of the Board of Directors of Diablo Water District Establishing Monthly Service Charges for Water Meters Larger Than 5/8-Inch within the Knightsen Water System and Amending Section 1B of Regulation No. 1 – Rates and Charges for Water Service”.

RESOLUTION 2017 – 8 AMENDING REGULATION NUMBERS 2 AND 4, CHARGING FOR UNAUTHORIZED USE OF WATER THROUGH FIRE SERVICES

After discussion, it was moved by Director Hobbs, seconded by Director de Fremery, and unanimously carried to adopt Resolution Number 2017 – 8 entitled, “A Resolution of the Board of Directors of Diablo Water District Amending Section 4(c) of Regulation Number 2, Adding Section 4(e) to Regulation Number 2, and Amending Section 8 of Regulation Number 4.”

RESOLUTION 2017 – 9 AMENDING REGULATION NUMBER 106, COMPENSATORY TIME OFF

After discussion, it was moved by Director Cinquini, seconded by Director de Fremery, and unanimously carried to adopt Resolution Number 2017 – 9 entitled, “A Resolution of the Board of Directors of Diablo Water District Amending Sections 1(c), 1(d)(3), and 3(b) of Regulation Number 106”.

ADOPTION OF PAY RATE SCHEDULE FOR PAY RATES PREVIOUSLY APPROVED WITH THE FISCAL YEAR 2018 BUDGET AS REQUIRED BY CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTIONS 570.5 AND 571 (b).

It was moved by Director de Fremery, seconded by Director Crockett, and unanimously carried to adopt the Employee Base Pay Schedule in the form presented.

AUTHORIZATION TO WRITE OFF UNCOLLECTIBLE ACCOUNTS FOR FISCAL YEAR 2016 – 2017

After discussion, it was moved by Director Hobbs, seconded by Director Cinquini, and unanimously carried to authorize the write off of bad debts totaling \$13,085.01 for Fiscal Year 2016 – 2017.

UPDATE OF DIABLO WATER DISTRICT LOGO

After discussion, it was moved by Director Crockett, seconded by Director Cinquini, and unanimously carried to approve the blue water, green tree logo in the form presented with authorization for the General Manager to adjust the colors as may be recommended by Martin Rauch.

AUTHORIZATION TO EXECUTE FACILITIES INSTALLATION AGREEMENT WITH EMPIRE OAK, A CALIFORNIA LIMITED LIABILITY COMPANY FOR THE EMPIRE OAKS PRESCHOOL, ONE 2-INCH AND ONE 5/8-INCH WATER SERVICE, OAKLEY

After discussion, it was moved by Director de Fremery, seconded by Director Cinquini, and unanimously carried to authorize the General Manager to execute the Facilities Installation Agreement with Empire Oak, a California Limited Liability Company for the Empire Oaks Preschool.

AUTHORIZATION TO EXECUTE FACILITIES INSTALLATION AGREEMENT WITH OAKLEY SELF STORAGE PARTNERS, LIMITED LIABILITY COMPANY FOR THE OAKLEY GATEWAY SELF STORAGE PROJECT, TWO 1-INCH WATER SERVICES

It was moved by Director Cinquini, seconded by Crockett, and unanimously carried to authorize the General Manager to execute the Facilities Installation Agreement with Oakley Self Storage Partners, Limited Liability Company for the Oakley Gateway Self Storage Project.

AUTHORIZATION TO EXECUTE SMALL UTILITY ENTERPRISE LICENSE AGREEMENT WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INCORPORATED FOR GEOGRAPHIC INFORMATION SYSTEM SOFTWARE

It was moved by Director Crockett, seconded by Director Cinquini, and unanimously carried to authorize the General Manager to execute the license agreement with Environmental Systems Research Institute in the form presented.

AUTHORIZATION TO ISSUE PURCHASE ORDER TO JW BACKHOE IN THE AMOUNT OF \$44,850 TO INSTALL 46 – 5/8-INCH METERS TO EXISTING WATER SERVICES AT M-27 WILLOW PARK MARINA FOR THE CONDOS ON WELLS ROAD, OAKLEY

After discussion, it was moved by Director de Fremery, seconded by Director Cinquini, and unanimously carried to authorize the General Manager to issue a purchase order to JW Backhoe in the amount of \$44,850.

DISCUSSION ITEMS AND REPORTS

Mr. Yeraka reported on the following items:

1. Notice of Intent and Public Hearing to Adopt a Negative Declaration for the Beacon West Arsenic Elimination 6-Inch Waterline Project.
2. The electronic banking activity report that will be prepared for the Directors on a monthly basis.

ENGINEER

Mr. Bill Brick updated the Board regarding the status of the Delta Coves Project.

COMMENTS OF DIRECTORS

Director de Fremery informed the Board of an event occurring at the Farm Bureau Building in Knightsen on July 6, 2017, honoring Director Cinquini for being Veteran of the Year.

Director Garcia congratulated Director Cinquini on his 93rd birthday and commented on how fortunate he felt to help Director Cinquini celebrate his birthday.

NEXT MEETING OF THE BOARD OF DIRECTORS

The next meeting of the Board of Directors will occur on Wednesday, July 26, 2017; and Mr. Yeraka asked the Board to check their calendars to move the September 27 meeting to September 20, 2017.

MONTHLY FINANCIAL REPORT

The Monthly Financial Report for the period of May 1, 2017, to May 31, 2017, was issued to each Director along with a chart depicting Facilities Reserves and General Operating Fund balances for the previous 13 months.

APPROVAL OF WARRANT REGISTER NUMBER 2017 – 6

It was moved by Director Crockett, seconded by Director Cinquini, and unanimously carried to approve Warrant Register Number 2017 – 6 and that warrants numbered 46547 through 46676, with the exception of void warrants numbered 46547-46564, be issued as thereon indicated.

APPROVAL OF WARRANT REGISTER NUMBER 2017 – 6A

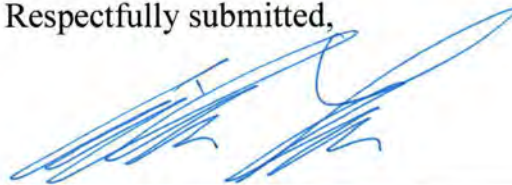
It was moved by Director Hobbs, seconded by Director de Fremery, and carried by the following vote to approve Warrant Register Number 2017 – 6A and that warrants numbered 46677 through 46688 be issued as thereon indicated.

AYES:	Garcia, Hobbs, Cinquini, and de Fremery
NOES:	None
ABSTAIN:	Crockett

ADJOURNMENT

It was moved by Director de Fremery, seconded by Director Cinquini, and unanimously carried to adjourn the meeting at 8:18 p.m.

Respectfully submitted,



Mike Yeraka, Secretary