



87 Carol Lane
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925-625-3798
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www.diablowater.org

Directors:
Paul Seger
President

Scott R. Pastor
Vice President

Kenneth L. Crockett
Marilyn Tiernan
Joe Kovalick

*General Manager
& Secretary:*
Daniel Muelrath

General Counsel:
Wesley A. Miliband

AGENDA

Due to the current COVID-19 Pandemic, Local Health Order, and the Governor's Health Order, the Regular Meeting of the Board of Directors of Diablo Water District will be held on March 23, 2022 at 6:30 pm and will only be available via conference call / web.

Dial in Number: 1-949-346-1487

Conference ID: 353 377 615#

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.

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. Remote Meeting Access Approval.

Staff Recommendation: Approve remote meeting access for the current agenda.

B. Minutes of the Regular Meeting of February 23, 2022.

Staff Recommendation: Approve.

C. Low Income Water Assistance Enrollment Portal (LIHWAP).

Staff Recommendation: Authorize staff to sign the LIHWAP Direct Payment Agreement with HORNE and enroll in the LIHWAP program via the online portal.

D. Acceptance of Facilities – 18-Inch Offsite Waterline-Carpenter Road Improvements, Subdivision 8760.

Staff Recommendation: Adopt Resolution Number 2022 – 08.

E. Acceptance of Facilities – Oakley RV and Boat Storage Phase III.

Staff Recommendation: Adopt Resolution Number 2022 – 09.

4. Authorization to Execute Agreement with Mann Urrutia Nelson Certified Public Accountants & Associates (MUNCPAs), Limited Liability Partnership to Perform Fiscal Year 2021/22 Audit, in the Amount of \$31,000.

Staff Recommendation: Authorize the General Manager and Board President to Execute the Engagement Letter with Mann Urrutia Nelson CPAs & Associates for the Fiscal Year 2021/22 Audit, in the Amount of \$31,000.

5. Financial Reports.

Staff Recommendation: Approve warrant register 2022-02, ACH and wire transactions, and receive the monthly financial statements.

Discussion Items

6. Fiscal Year 2022/23 Budget Planning Workshop.

7. Mission Statement Update.

8. ESG Investment Policy Update.

9. General Manager's Reports.

- Water Supply Charts.
- Water Supply and Conservation Outlook 2022.
- GSA/GSP Update.

10. Engineer's Reports

- Construction project updates.
- Facilities Reserve Charge and Main Extension Reimbursement Assessment Update.

11. General Counsel's Reports.

12. Directors' Reports.

- Representative verbal reports.
- Other items as needed.

13. Future Agenda Items.

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

14. Next Meetings of the Board of Directors.

- April 27, 2022 Regular Meeting
- May 25, 2022 Regular Meeting
- June 22, 2022 Regular Meeting

Closed Session Items

15. Conference with Legal Counsel - Anticipated Litigation.

(Government Code 54956.9(d)(2))

One Potential Case.

16. Adjournment.

Posted this 18th day of March 2022.



Dan Muelrath, General Manager/Secretary

DIABLO WATER DISTRICT
March 23, 2022 Board Meeting
Item Number 3

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.

3A. Remote Meeting Access Approval.

Staff Recommendation: Approve remote meeting access for the current agenda.

3B. Minutes of the Regular Meeting of February 23, 2022.

Staff Recommendation: Approve.

3C. Low Income Water Assistance Enrollment Portal (LIHWAP).

Staff Recommendation: Authorize staff to sign the LIHWAP Direct Payment Agreement with HORNE and enroll in the LIHWAP program via the online portal.

3D. Acceptance of Facilities – 18-Inch Offsite Waterline-Carpenter Road Improvements, Subdivision 8760.

Staff Recommendation: Adopt Resolution Number 2022 – 08.

3E. Acceptance of Facilities – Oakley RV and Boat Storage Phase III.

Staff Recommendation: Adopt Resolution Number 2022 – 09.

RECOMMENDATION:

Approve.

Dan Muelrath

Dan Muelrath
General Manager

DIABLO WATER DISTRICT
March 23, 2022 Board Meeting
Item Number 3.A

TO: Each Director
FROM: Dan Muelrath, General Manager
SUBJECT: Remote Meeting Access Approval.

During the October 27, 2021 Board Meeting, the Board approved Resolution Number 2021 – 31, which affirmed an ongoing local emergency due to the COVID-19 pandemic so that remote meetings would continue as needed. Remote meetings remain advisable given the Board’s direction and the overall circumstances with the pandemic. The purpose here is to ensure compliance with Assembly Bill 361 that was recently enacted into law by having a local public agency confirm monthly that the agency will continue to meet virtually.

The Resolution cited above re-authorized utilizing remote teleconference and virtual meeting platforms for Board meetings to best ensure equal access and transparency to the public to participate in Board meetings, in addition to District agendas already stating upfront options for the public to use a teleconference line or the virtual platform. This effort now would do the same and best ensure compliance with Assembly Bill 361.

Staff and legal counsel’s recommendation is for an agenda item at each regular meeting with a motion, including for the immediate agenda items, to approve remote access, as the District has been doing and was previously, and is currently authorized by the State of California, arising from the pandemic.

RECOMMENDATION:

Approve remote meeting access for the current agenda.

Dan Muelrath

Dan Muelrath
General Manager



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MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
DIABLO WATER DISTRICT
HELD ON FEBRUARY 23, 2022

Due to the current COVID-19 Pandemic, Local Health Orders, and the Governor's Health Orders, the Regular Meeting of the Board of Directors of Diablo Water District was held on February 23, 2022 at 6:30 pm via conference call / web as noticed in the posted agenda.

1. Call to Order and Roll Call

The special meeting of the Board of Directors of Diablo Water District (District) was called to order by President Seger at 6:30 p.m. on February 23, 2022.

Directors Present: Seger, Pastor, Crockett, Tiernan, Kovalick

Staff Present: Dan Muelrath, Kait Knight, Jennifer McCoy, Nacho Mendoza

General Counsel: Wes Miliband (AARLL)

District Engineer: Bill Brick (CDM Smith)

Others Present: Pete Zirkle (ISD Liaison), Wing-See Fox (Urban Futures, Inc.), Juan Galvan (Jones Hall), Joanne Nghiem (CDM Smith), Josh Chism (Cooperative Strategies), 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).

Pete Zirkle (ISD) informed the board that he and Angela Lowery will be the ISD liaisons for the Recycled Water Ad Hoc Committee.

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. Remote Meeting Access Approval.

Staff Recommendation: Approve remote meeting access for the current agenda.

B. Minutes of the Regular Meeting of January 26, 2022.

Staff Recommendation: Approve.

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

AYES: Tiernan, Kovalick, Crockett, Pastor, Seger

NOES: None

ABSTAIN: None

4. Bethel Island and Sandmound Voluntary Consolidation Planning and Feasibility Study (Project) – California Environmental Quality Act, Notice of Exemption and Approval of Project.

Staff Recommendation: Adopt Resolution Number 2022-04, Determining the Bethel Island and Sandmound Area Voluntary Consolidation Feasibility and Planning Study (Project) is Statutorily Exempt from the California Environmental Quality Act and Approving the Project.

It was moved by Director Tiernan, seconded by Director Kovalick, and approved by the following vote to adopt Resolution Number 2022-04, Determining the Bethel Island and Sandmound Area Voluntary Consolidation Feasibility and Planning Study (Project) is Statutorily Exempt from the California Environmental Quality Act and Approving the Project.

AYES: Crockett, Tiernan, Kovalick, Pastor, Seger

NOES: None

ABSTAIN: None

5. Bond Counsel Training.

Staff Recommendation: Receive.

The board received the presentation from Juan Galvan (Jones Hall).

General Manager Muelrath noted that the bond review includes a line-by-line review of our previously audited documents to ensure accuracy and adjust if any changes have been made since the audit was complete.

6. 2022 Bond Update.

Staff Recommendation: Instruct the Bond Team to prepare bond issuance documents for future Board approval.

General Manager Muelrath reminded the board that the Special Meeting, originally scheduled for March 9, 2022, had been rescheduled to March 16, 2022 and that some of the originally proposed dates would also be pushed out.

Wing-See Fox (Urban Futures, Inc.) informed the board that this was a good opportunity for the District to inform the market of all of the green initiatives that the District has been working on. The bond documents will identify this as a green bond.

It was moved by Director Tiernan, seconded by Vice President Pastor, and approved by the following vote for the Bond Team to prepare bond issuance documents for future Board approval.

AYES: Pastor, Crockett, Kovalick, Tiernan, Seger

NOES: None

ABSTAIN: None

7. LAFCO Special District Seats, Call for Nominations.

Staff Recommendation: If desired, nominate a director from the Board to run for the LAFCO Commission.

Director Kovalick wanted to know what LAFCO was working on and asked if there was any conflict of interest for a board member to serve on LAFCO. He also added that since there was not an actual vacancy, we would have to fight for a seat on LAFCO.

General Manager Muelrath advised LAFCO works with Special Districts as well as city for changes of boundaries and services offered. Every four years a seat comes up - where we normally endorse Mike McGill; this is not what this seat is.

Wes Miliband (Legal Counsel) advised that there is generally no conflict of interest, and this is a good opportunity for the voice of the District to be heard.

Director Tiernan expressed interest in running for the LAFCO seat as she felt it was important to have the District's voice heard.

It was moved by Director Kovalick, seconded by Vice President Pastor, and approved by the following vote to nominate Director Tiernan to run for a regular seat on the LAFCO Commission.

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

8. Art on District Reservoir.

Staff Recommendation: Assign two Board members to the Reservoir Artwork Ad Hoc Subcommittee.

General Manager Muelrath informed the board that the city will be involved in the process of art design review for the reservoir. The city does have grant funds, but they are earmarked for other programs.

Director Crockett and Vice President Pastor both expressed an interest in serving on this ad hoc committee.

President Seger added that he had reached out to a member of the Miwok tribe, and that they would be interested in participating in the design process as well.

It was moved by Director Kovalick, seconded by Director Tiernan, and approved by the following vote to assign Director Crockett and Vice President Pastor to the Reservoir Artwork Ad Hoc Subcommittee.

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

9. Financial Reports.

Staff Recommendation: Approve warrant register 2022-01, ACH and wire transactions, and receive the monthly financial statements.

It was moved by Director Crockett, seconded by Director Tiernan, and approved by the following vote to approve warrant register 2022-01, ACH and wire transactions, and receive the monthly financial statements.

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

10. O&M Repair and Rehabilitation Capital Improvement Plan.

Presentation by Bill Brick (CDM Smith) was received.

Director Kovalick asked if we are truly showing \$18m of infrastructure needing replacement right now.

Bill Brick explained there was an initial list of items that General Manager Muelrath was made aware of that were identified early on.

General Manager Muelrath explained a lot of time was spent evaluating the backlog and described the backlog as minor in the grand scheme of things as some items land on this list but still have life left to them, and some are already budgeted for in the next 5–10 year CIP.

President Seger expressed appreciation that the District has taken this initiative to evaluate and plan for repair and replacement to set the District up for success in the future.

11. Fiscal Year 2022/23 Budget Planning Workshop.

President Seger asked for clarification on the backlog of light-duty electric trucks.

General Manager Muelrath confirmed that Ford is the only viable light-duty truck, and that they are currently backlogged on production. We are brainstorming with managers on how we can bypass the national backlog and reach out directly to vendors and getting ourselves in the queue.

President Seger also inquired about groundwater use and if we are going to move forward with using the wells despite not having upgraded them to the higher water quality as desired in the long run by the board.

General Manager Muelrath said he will be bringing forward a water supply and water demand projection for the year at the March meeting, and showing fiscal impacts of not running the wells, and what expected costs would be. So far it has cost the District \$700k, and this has also been disclosed in our bond documents.

12. 2022 Update to Voting Wards.

Map scenarios were received by demographer Josh Chism (Cooperative Strategies).

Director Tiernan shared that this only allowed us to consider the 2020 Census Data when drawing map lines, which is difficult, especially with the continuing growth down East Cypress.

Josh Chism did confirm that we are constrained to using census data and census blocks. He further explained that we can use census blocks to get through parceling. If a census block runs through the center of a parcel, we will need to adjust the map.

General Manager Muelrath did highlight that general demographic trends have remained the same for the most part over the past few years. He informed the Board that the March 23rd Regular Board meeting would be the absolute deadline; however, he would prefer the board hone it down to a preferred scenario to bring back to the Special Board Meeting on March 16th for final approval.

There was much discussion among the board regarding the variables for the maps, but the general consensus was for the demographer to bring back Map Scenario 4 in as near exact format as shown for final approval.

13. General Manager's Reports.

- Water Supply Charts
- Office Solar Project Update
- New Corporation Yard Project Update
- Water Hardness Follow-Up from Strategic Planning Meeting

General Manager Muelrath noted that the Central Valley Project (CVP) updated their allocations today, and that he would be bringing back water projections at the next board meeting. The Shasta reservoir is in worse condition than last year; however, the snowpack is in a better condition than last year. Recommendations for a shortage declaration will also be made soon.

Office Solar is nearing completion. This is not a traditional solar installation, and the rewiring is taking a while.

A letter of support will be written for AB 2142, which would provide clarity on the District not needing to 1099 customers who take advantage of water conservation rebates (such as turf to garden).

General Manager Muelrath also added that he is now serving on the executive committee for CCSDA as a member at large, and that he will keep the board informed and engaged.

14. Engineer's Reports.

Bill Brick District discussed the District Engineer Standards Update. CDM Smith has processed and received comments on the new standards update that will be posted online and available for contractors and developers to use. The draft will be available to the District within the next two weeks and finalized and posted to the website by the end of March.

He also updated the Board on the Wellhead Treatment Study Update. Have had good discussions with ISD and they are interested in additional information as we talked with vendors. The first draft of the tech memo discussing the different options for treatment has been sent over to the District for review. After, this will be shared with ISD and we will further discuss wellhead treatment options.

The Facilities Reserve Charge and MERA analysis is being further reviewed and will be updated to the board at the regular meeting in March.

15. General Counsel's Reports.

No updates.

16. Directors' Reports.

- Representative verbal reports.

- Other items as needed.

President Seger attended the City of Oakley meetings. He reported that the city is moving forward with waterfront recreational zoning at Big Break Marina that may include retail and apartments. He also commented on traffic study reports regarding McDonalds and Quick Quack and that the city council denied this retail going in. He said there was a lot of public comment and the community seemed excited to be heard. The Strategic Planning Meeting was held, and a lot of good dialogue came from that meeting.

Vice President Pastor shared that the future growth of Jersey Island was the main topic of the ISD board meeting. He added that there has been no involvement with our District regarding providing water services, which raised concerns for Director Kovalick, who inquired if this fell under groundwater protection within the GSP.

General Manager Muelrath explained that Jersey Island is outside of our sphere of influence, but that the District will be looped in for water service discussions in the future.

Pete Zirkle, ISD, added that there have not been any water discussions at this point.

Director Kovalick did not attend the last CCWD board meeting; however, he did review the agenda and the 10-year CIP was on there at \$1.1B – a 7% increase per year for three years.

General Manager Muelrath said this tends to happen and we can make up the rate difference on the pass-through and bill message our customers. President Seger asked if they were using an outdated rate study from 2018 and asked if we were paying for the pumping of the water to Martinez. General Manager Muelrath stated that they weren't using outdated rate studies as CCWD does rate adoptions year-by-year. We should dive in and make sure that we are not paying for the things we are not benefitting from, as we are a large raw water purchaser, and we should be part of the conversation. President Seger requested that we reschedule the Director's dinner between the two districts.

General Manager Muelrath reported on the SGMA meeting for Director Tiernan. The biggest item was the restoration project that the ECC Habitat Conservancy is working on west of Knightsen. We received an overview of the projects in our service area. They also discussed the MOU being finalized and executed for upkeep on annual reports and GSP submittals as needed. They talked about how the County's past practices have led to discussions on things we were not aware of in the past, and how we will be part of the process for things such as abandoning oil wells or drilling. These were great introductory conversations.

Director Tiernan reported on the ad hoc for the Mission Statement. The directors went over the basic spirit of the statement and what they would like to include. The next meeting is scheduled and will include staff from the District.

General Manager Muelrath reported on the new Corpyard. We have submitted our preferences regarding the PG&E power pole relocation and are currently in queue for review. This is not expected to be heard back on for a couple of months. They are also discussing interior branding and exterior signage and will be meeting again next week.

17. Future Agenda Items.

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

General Manager Muelrath reminded the board that the Special Board meeting on March 9th has been moved to March 16th.

18. Next Meetings of the Board of Directors.

- ~~March 9, 2022~~ cancelled
- March 16, 2022 Special Meeting
- March 23, 2022 Regular Meeting
- April 27, 2022 Regular Meeting

General Manager Muelrath stated that board meetings will remain virtual until April due to pre-planned vacations.

President Seger would like staff to make sure we are prepared for the hybrid in-person/remote meetings as it is important to maintain good public relations.

19. Adjournment.

Director Crockett adjourned the meeting at 10:37 p.m.

DIABLO WATER DISTRICT

March 23, 2022 Board Meeting

Item Number 3.C

TO: Each Director

FROM: Jennifer McCoy, Finance & Accounting Manager

SUBJECT: Low Income Water Assistance Enrollment Portal (LIHWAP)

On behalf of the California Department of Community Services & Development (CSD), the District was invited to submit an interest form regarding the new California Low Income Household Water Assistance Program (LIHWAP). The District submitted an interest form on February 25, 2022 (copy attached). LIHWAP is designed to provide financial assistance to qualifying Californians to help manage their residential water utility costs. This program will pay a one-time credit (up to \$2,000) on a qualified, low-income customer's water or wastewater bill. The benefit can cover the customer's past due balance, current charges, and fees (including late fees). This credit can be applied to arrearages outside of the COVID-19 pandemic period and can cover utilities included in rent. Participation in LIHWAP is allowable even if customers have also received Water Board Arrearage Funding.

Enrollment in the LIHWAP program is essential to receive funding and allow your customers the chance to participate. In order for customers to apply for the one-time credit through LIHWAP, the District must complete the LIHWAP Direct Payment Agreement via the portal (application attached). The agreement will allow the District to receive payments from HORNE, CSD's third-party funds disbursement partner. The enrollment due date is April 30, 2022.

RECOMMENDATION:

Authorize staff to sign the LIHWAP Direct Payment Agreement with HORNE and enroll in the LIHWAP program via the online portal.

Jennifer McCoy

Jennifer McCoy
Finance & Accounting Manager

Attached: 1.) Copy of the submitted interest form
2.) Copy of the Direct Payment Agreement
3.) Copy of LIHWAP presentation slides that explains the program

From: Smartsheet Forms <forms@app.smartsheet.com>
Sent: Friday, February 25, 2022 10:53 AM
To: Jennifer McCoy <jlester@diablowater.org>
Subject: Confirmation - CALIFORNIA LIHWAP Interest Form

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Thank you for submitting your entry. A copy is included below for your records.

CALIFORNIA LIHWAP Interest Form

Name of Water/Wastewater System/Billing System (Company Name)	Diablo Water District
Water/Wastewater/Billing System (Company Type)	Water System
Point of Contact - First Name	Jennifer
Point of Contact - Last Name	McCoy (Lester)
Point of Contact - Position Title	Finance & Accounting Manager
Point of Contact - Phone Number	925-625-0484
Point of Contact - Email	jlester@diablowater.org
Point of Contact - Email Confirmation	jlester@diablowater.org
Are you a Water/Waste System using a third party billing company?	No



DIRECT PAYMENT AGREEMENT

THIS DIRECT PAYMENT AGREEMENT (Agreement) is made and entered into effective as of the date signed below (the “Effective Date”), by and between **[Name]** (“the Water System”), **[Address]** and **HORNE LLP**, a Delaware limited liability partnership, having a place of business at 661 Sunnybrook Road, Suite 100, Ridgeland, MS 39157 (“HORNE”).

WHEREAS, the California Department of Community Services and Development (“CSD”) is authorized to administer the Low-Income Household Water Assistance Program (“LIHWAP” or “Program”) to provide financial assistance to help low-income Californians manage their residential water utility costs;

WHEREAS, CSD has contracted with HORNE to disburse direct payments to water systems to apply a LIHWAP credit to households identified as eligible for LIHWAP assistance by CSD or its Local Service Providers (LSPs);

WHEREAS, CSD has authorized HORNE to enter into this Agreement with Water System; and

WHEREAS, the Water System desires to enroll in LIHWAP and participate in the direct payment service established by the Direct Payment Program.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the Water System agrees to receive direct payments from HORNE for the benefit of California residents who qualify for LIHWAP and agrees to abide by all terms and conditions below:

Direct Payment Program General Terms and Conditions

- 1.1 To participate in the Direct Payment Program, a Water System must be defined as a “Community Water System” or “Community Water System Billing Entity”, “Wastewater Treatment Provider” or “Wastewater Billing Entity” (collectively referred to as a “Water System” in this Agreement).
- 1.2 A “Community Water System” means a public water system with at least 15 service connections used by yearlong residents or regularly services at least 25 yearlong residents.
- 1.3 A “Community Water System Billing Entity” means a third-party entity that is the designated billing entity for a community water system.
- 1.4 A “Wastewater Treatment Provider” means a city, county, special district, or joint powers authority that provides wastewater collection, treatment, or disposal service through a publicly owned treatment works.
- 1.5 A “Wastewater Billing Entity” means a local government entity (city, county, or special district) that is the designated billing entity for a wastewater treatment provider.
- 1.6 The Water System enrolled in the Direct Payment Program must be the responsible entity for applying the LIHWAP credit to customer accounts.
- 1.7 Qualified low-income residential customers will be identified by CSD and its LSP partners. CSD will provide HORNE with a direct pay file that contains customer account information as well as the amount for the direct payment to the Water System for each customer. Commercial customers are not eligible for the program.
- 1.8 HORNE will provide the Water System a direct pay file that contains customer account information and the LIHWAP benefit amount for the purpose of crediting the accounts of qualified low-income residential customers of the Water System who have been identified as eligible for water assistance payments under LIHWAP by CSD or its LSPs.
- 1.9 HORNE will establish a secure method to provide the direct pay file and customer information to the Water System and a secure method to receive the Direct Payment Summary from the Water System as described in 2.11.
- 1.10 The Water System is encouraged to offer a payment plan or other forms of assistance to customers who have a remaining balance after the LIHWAP benefit is applied to support the

continuation of services or the restoration of services for accounts where services are terminated due to nonpayment.

Obligations of the Water System

- 2.1 Water System shall provide water and/or wastewater services to each eligible and approved residential household for which payment is provided under LIHWAP.
- 2.2 Water System shall charge LIHWAP residential households using the Water System's normal billing process, the difference between the actual amount due and the amount of the payment made by the LIHWAP payment.
- 2.3 Water System shall restore water services on a timely basis or remove disconnection status upon payment, if applicable, and shall confirm this action to HORNE by submission of the Direct Payment Summary report as specified in provision 2.11.
- 2.4 Water System shall charge all LIHWAP eligible residential households the same price charged for home drinking water and/or wastewater services billed to non-eligible residential households, as determined by the approved rate setting process.
- 2.5 Water System shall not apply LIHWAP payments to account balances that have previously been written off or paid off with other customer assistance program funds. The Water System shall return issued LIHWAP payments to HORNE within 15 business days of receipt for accounts where the owed balance has been paid off with other customer assistance program funds or discharged (written off) in its entirety by the Water System along with the Direct Payment Summary specified in 2.11.
- 2.6 Water System shall apply the LIHWAP benefit to closed accounts to cover the pending balance and shall return any remaining amount of the LIHWAP payment to HORNE within 15 days of receipt along with the Direct Payment Reconciliation Summary specified in 2.11.
- 2.7 Water Systems shall adhere to existing credit return policies when returning funds to a customer that received a LIHWAP benefit, and the account is later closed and there is a remaining LIHWAP credit balance on the account.

- 2.8 Water systems that include other services on the customer's bill shall only apply LIHWAP payments towards the water, wastewater, and/or storm water amount owed including any applicable late fees, reconnection fees, taxes, and other charges.
- 2.9 Water System shall not discriminate against a LIHWAP eligible household with respect to terms, deferred payment plans, credit, conditions of sale, or discounts offered to other customers.
- 2.10 Water System shall post all payments to customer accounts within 5 business days from receipt of payment.
- 2.11 Water System shall submit to HORNE a Direct Payment Summary (in a format provided by HORNE) that reconciles the associated direct pay file and return payments that could not be credited to customer accounts within 15 business days of receipt of payment. The Direct Payment Summary must contain information on the date the credit was posted, direct pay file date; the total number of customer accounts that the Water System was successful in fully crediting; and the total number of customer accounts that the Water System was not successful in crediting. For those customer accounts that were not credited, the Water System shall reflect in the Direct Payment Summary the customer accounts that were not credited to include customer account information (customer name, account number, account address, benefit amount), and reason why the LIHWAP benefit was unable to be applied to the customer's account. The Water System shall use customer and account information contained in the direct pay file to complete the reporting and identification of customer accounts that were not credited.
- 2.12 Water System shall clearly enter, on the LIHWAP recipient's bill, the amount of LIHWAP payment(s) received and identify the payment was received from LIHWAP. The credit should appear on the first billing statement after the credit has been posted. If posting on the LIHWAP recipient's bill is not feasible, the Water System shall send customers a notification of the LIHWAP payment via phone call, letter, text, or email communication as soon as practicable.
- 2.13 Water System shall cooperate with any Federal or State investigation, audit, or program review related to the administration of LIHWAP to ensure funds are accurately applied to customer accounts in compliance with this Agreement, including allowing CSD and its designated representatives access to all books and records related to the receipt and posting of LIHWAP benefits under review.

- 2.14 Water System is informed that failure to cooperate with any Federal or State investigation, audit, or program review may result in the immediate suspension or disqualification from participation in LIHWAP.
- 2.15 Water System shall take corrective action in the time frame specified by the CSD if violations of this Agreement are discovered. Corrective action may include, but is not limited to, providing detailed documentation of changes made and detailed plans for future changes that will bring the Water System into compliance.
- 2.16 Water System is informed that failure to implement corrective actions may result in the immediate suspension or disqualification from participation in LIHWAP.
- 2.17 Water System shall comply with all federal and California privacy laws, and shall take all necessary steps to protect the confidentiality of the information provided by HORNE to the Water System. Water System agrees to provide required security to ensure the confidential, physical security and safekeeping of all data, information files, and documents (“customer information”) pertaining to the recipients of LIHWAP utility assistance payments, while such customer information is in its possession. Water System will, in accordance with applicable law and the terms of this Agreement, protect from unauthorized use and disclosure all sensitive data, documentation, or other customer information provided to Water System by HORNE, CSD, or CSD’s LSPs for purposes of this Agreement.

Term

- 3.1 The term of this Agreement shall be the effective date of this contract through October 31, 2023.

Project Coordinator

- 4.1 The Project Coordinator is designated to manage all HORNE inquiries regarding direct payments, issues with the direct payment process, mishandled or incorrect payments, clarification and updates of reports, and fraud and abuse. The Project Coordinator during the term of this Agreement is listed below. The Water System may designate a different Project Coordinator by notifying HORNE in writing.

Water System's Project Coordinator

Name and Title: _____

Company Name: _____

Address: _____

City, State, and ZIP Code: _____

Email: _____

Phone: (_____) _____ - _____

Additional Provisions

- 5.1 Amendment. All amendments to this Agreement shall be in writing, signed by HORNE and Water System.
- 5.2 Assignment. Neither this Agreement nor any of the rights, interests, or obligations under this Agreement shall be assigned by any party without the prior written consent of the other parties.
- 5.3 Merger/Entire Agreement. This Agreement (including the attachments, documents and instruments referred to in this Agreement) constitutes the entire agreement and understanding of the parties with respect to the subject matter of this Agreement and supersedes all prior understandings and agreements, whether written or oral, among the parties with respect to such subject matter.
- 5.4 Nonwaiver. The waiver by either party of any breach of any term, covenant, or condition contained in this Agreement, or any default in the performance of any obligations under this Agreement, shall not be deemed to be a waiver of any other breach or default of the same or any other term, covenant, condition, or obligation; nor shall any waiver of any incident of breach or default constitute a continuing waiver of the same. All waivers shall be in writing.
- 5.5 Severability. If any provision of this Agreement is found invalid or unenforceable in any respect for any reason, the validity and enforceability of any such provision in any other respect and of the remaining provisions of this Agreement will not be in any way impaired and shall remain in full force and effect.

5.6 Venue. In the event that suit shall be brought by either party to this Agreement, the parties agree that venue shall be exclusively vested in the State Courts of the County of Sacramento, or where otherwise appropriate, exclusively in the United States District Court for the Eastern District of California in Sacramento, California.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement, or caused it to be signed by their duly authorized representatives “below”.

HORNE LLP

By: _____

Name: _____

Title: _____

Date: _____

Water System: [_____]

By: _____

Name: _____

Title: _____

Date: _____

Low Income Household Water Assistance Program (LIHWAP)

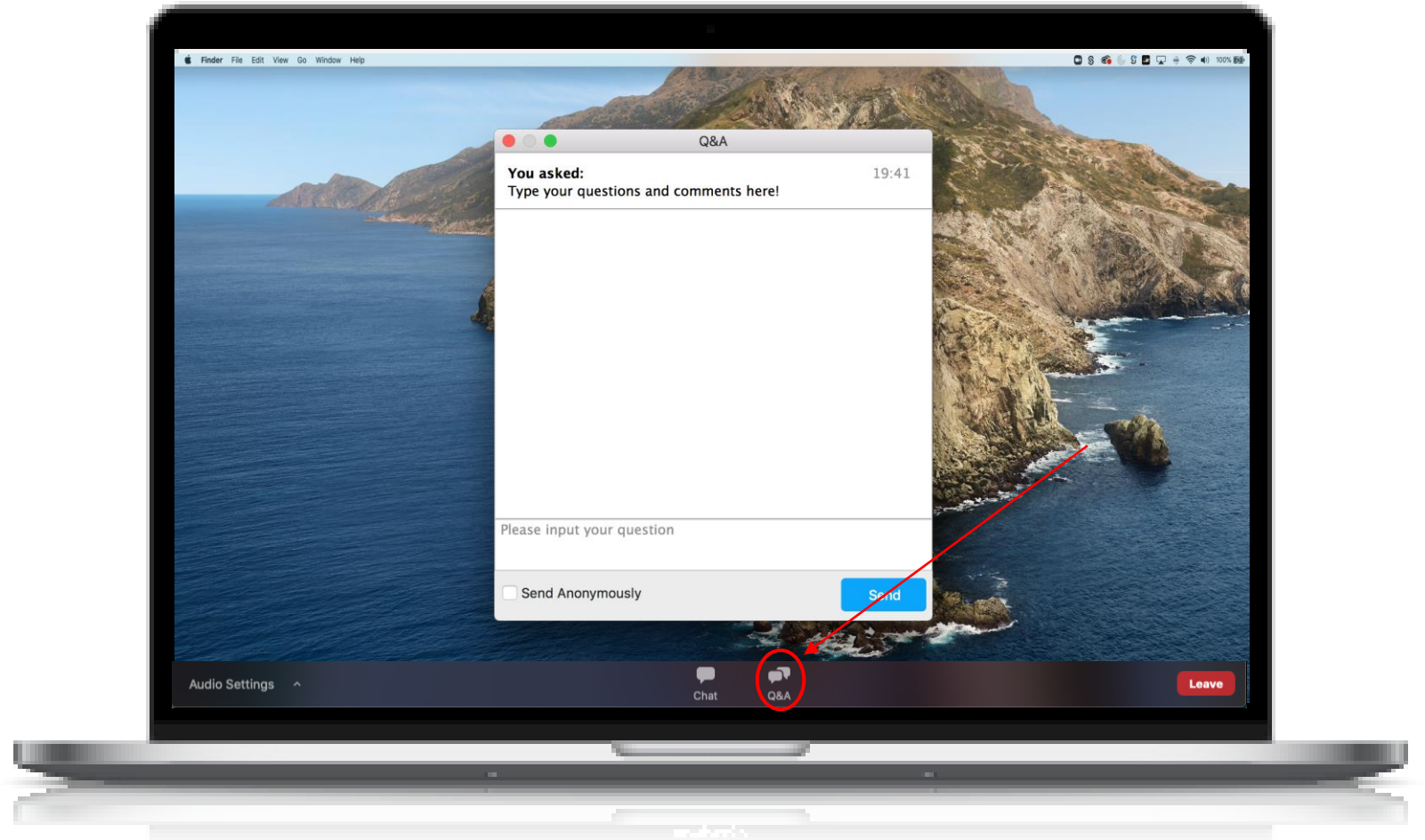
Water/Wastewater System Introduction

February 16, 2022



California Department of
Community Services & Development

Q&A



California Department of
Community Services & Development

AGENDA

1. Introduction to CSD
2. LIHWAP Overview
3. The landscape of Local Service Providers
4. Overview of draft program guidelines
 - Eligibility, payment process, and reporting requirements
5. Introduction to HORNE (Funds Disbursement Partner)
6. Enrollment Process Overview
7. Enrollment System Demo



About CSD

Who We Are

- CA Department of Community Services and Development (CSD)
- Under CA Department of Health and Human Services

Mission:

- Reduce poverty for Californians by helping low-income families achieve and maintain economic security, meet their home energy and water needs, and reduce their utility costs through energy efficiency upgrades and access to clean renewable energy.

Provide services via Network of Local Service Providers (LSPs)

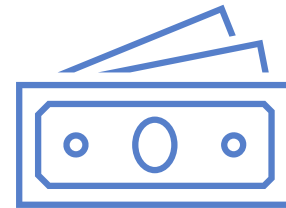


California Department of
Community Services & Development

LIHWAP Overview



CSD designated as the administrator of LIHWAP for California



CA awarded \$116 million (\$87 million for direct household benefits)



Funds are to be used to ensure **low-income households** have access to safe and clean **drinking water and wastewater services**



California Department of
Community Services & Development

LIHWAP Implementation Timeline

- **November 8, 2021** – State Plan approved by HHS. May access here: <https://www.csd.ca.gov/Pages/LIHWAP.aspx>
- **February 15th & 16th** – Intro Webinars for Water/Wastewater Systems (may host additional)
- **TBD Late February 2022** – Public input session on program guidelines
 - *Draft guidelines released week prior*
- **May/June 2022** – Program launch (customers can apply)
- **August 31, 2023** – Program ends



LIHWAP Overview



ARREARAGE RESPONSE PROGRAM

Arrearage: money owed to a water/wastewater system from nonpayment of residential accounts that **accrued during any time period.**

Benefit Amount

- \$2,000 Maximum, one-time payment (first-come, first-served)
- Applied to drinking water or wastewater service costs (customer will select the bill to apply)
- If water/wastewater is bundled with other services (i.e. garbage):
 - only water or wastewater charges apply
 - *LSP will determine payment amount*
- Benefit amount can cover:
 - customer's past due balance
 - current charges
 - fees (included late fees)
 - and taxes
- Goal to restore services or prevent service disconnections



California Department of
Community Services & Development

LIHWAP Overview

**“FILL THE GAP”
AFTER CA
WATER AND
WASTEWATER
ARREARAGE
PAYMENT
PROGRAM**



Gaps after Water Board Arrearage Program

- LIHWAP can be applied to arrearages outside of COVID-19 pandemic bill relief period (March 4, 2020 through June 15, 2021)
- LIHWAP can cover utilities included in rent

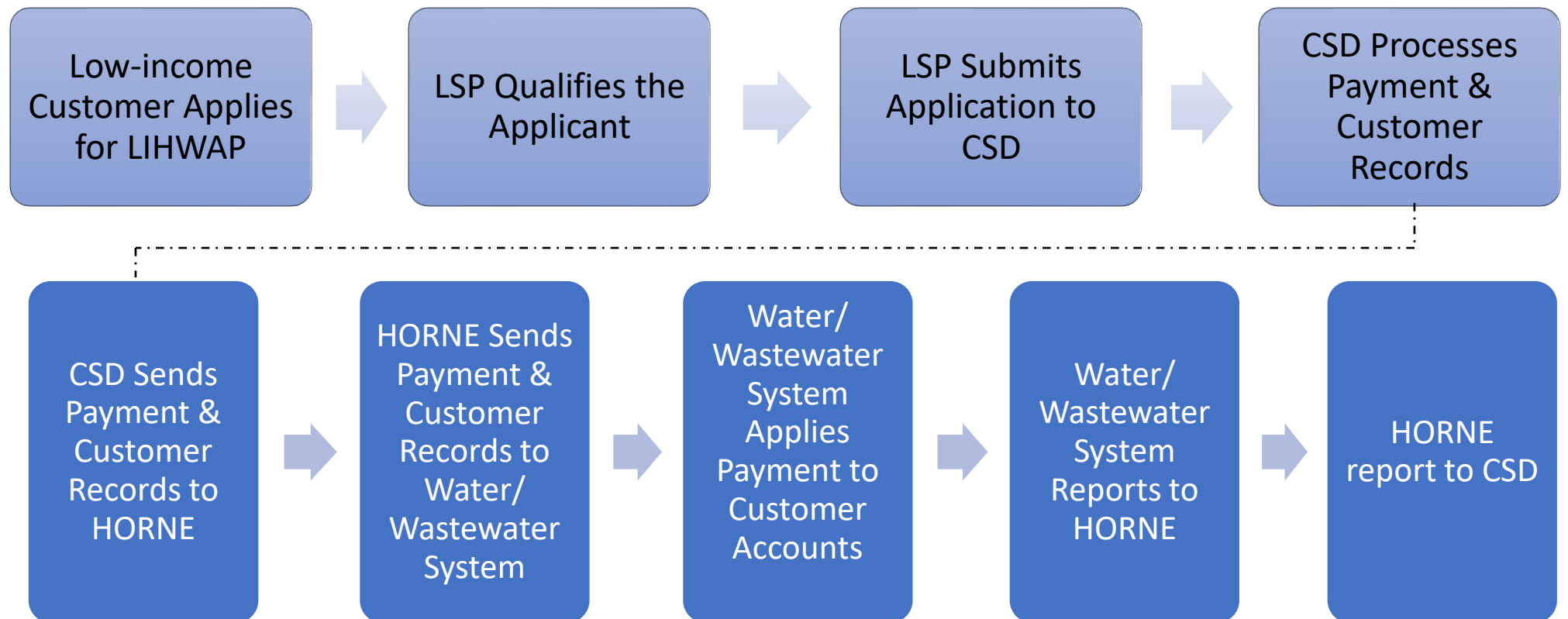
Please Note: participation in LIHWAP is allowable if you also received Water Board Arrearage funding



**California Department of
Community Services & Development**

Service Delivery Model

Coordination between: CSD/HORNE, Local Service Providers (LSPs), and Water/Wastewater Systems



LIHWAP Overview: Local Service Providers

Who are Local Services Providers (LSPs)?

- LIHWAP modeled after Low Income Home Energy Assistance Program (LIHEAP)
- LIHEAP Local Service Providers (LSPs) administer program at local level
 - Network of 41 agencies
 - Non-profit and local government agencies

LSP Responsibilities:

- Marketing and outreach to low-income customers
- Applicant intake and eligibility verification
- Identification of LIHWAP benefit payment amount
- Request to CSD for payment

Find an LSP: <https://csd.ca.gov/Pages/FindServicesInYourArea.aspx>

“Energy Agency” or “Utility Assistance and Weatherization Provider”



California Department of
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Customer Application Process

How Do Customers Apply?

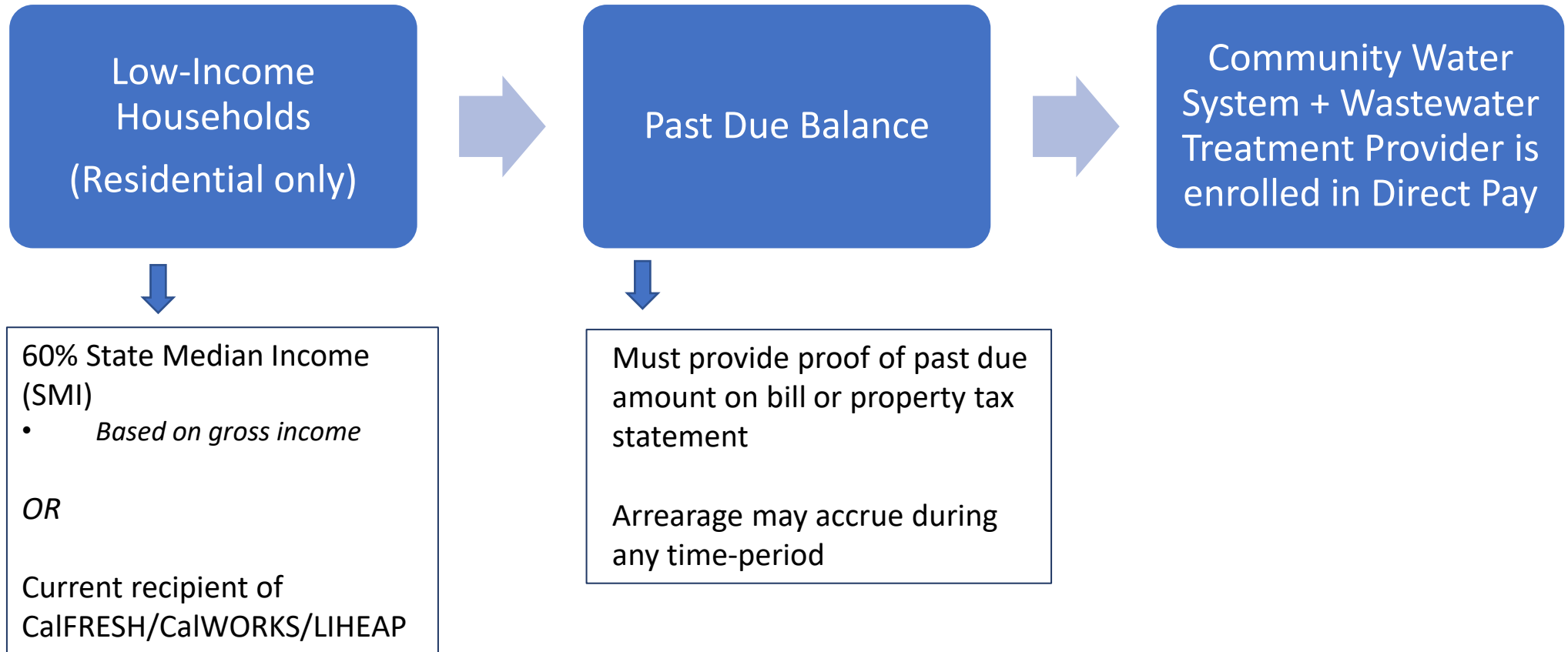
- Customers apply to the Local Service Provider (LSP)
- The LSP
 - Verifies income and eligibility
 - Identifies LIHWAP benefit amount

How Do Customers Find Out About LIHWAP?

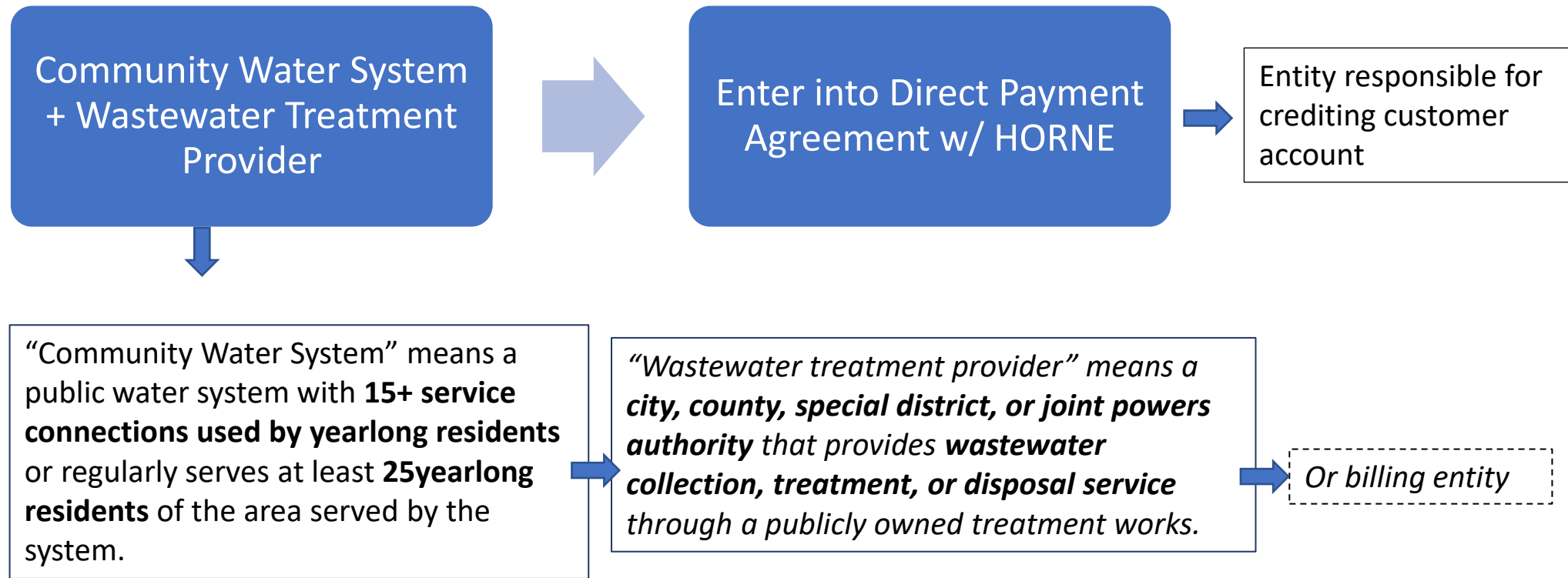
- LSP outreaches to local community
 - Primarily referrals from Low Income Household Energy Assistance Program (LIHEAP)
- CSD encourages water or wastewater systems to share with customers
 - Communications released closer to the May/June 2022 Program Launch
 - Coordination with LSP
 - Customer facing LIHWAP webpage: <https://www.csd.ca.gov/waterbill>
 - CSD can provide language for water board recipients



Customer Eligibility



Water/Wastewater System Eligibility



Water/Wastewater System Reporting Requirements

To comply with federal reporting, water and wastewater systems must submit the following information to HORNE:



- amount of assistance credited to each account
- return payments
- whether assistance restored water services or prevented shutoff, if applicable

CSD and HORNE will host an enrollment orientation to explain payments and reporting



California Department of
Community Services & Development

LIHWAP VS CA Water & Wastewater Arrearage Payment Program

Program Component	 LIHWAP	 CWWAPP
Applicant	Low-income customer applies	Water/wastewater system applies
Arrearage Accrual Period	Any time period	March 4, 2020 – June 15, 2021
Arrearage	Past due on bill, property tax rolls	Past due on bill, property tax rolls, 3 rd party debt collector
Late Fees	Covered by payment	Must waive late fees
Customers	Low-income, residential	Residential & commercial
Customer Enrollment in Payment Plan	Encouraged	Required
Admin Costs	Not Covered	Covered (3% or \$1 million – whichever is less)




California Department of
Community Services & Development

Enrollment Process

Initial Enrollment Period – 2/21/22-4/30/22

Step 1: Water or Wastewater System to Complete Web Form

CA-LIHWAP POC Registration Form

<p>Company Information</p> <p>Name of Water/Wastewater System/Billing System (Company Name) * Please enter your company name.</p> <input type="text"/> <p>Water/Wastewater/Billing System (Company Type) * Select</p> <p>Primary Point of Contact Information</p> <p>Point of Contact - First Name * Please enter the Company Point of Contact's First Name.</p> <input type="text"/> <p>Point of Contact - Last Name * Please enter the Company Point of Contact's Last Name.</p> <input type="text"/>	<p>Point of Contact - Position Title * Please enter the Company Point of Contact's Position Title.</p> <input type="text"/> <p>Point of Contact - Phone Number * Please enter the Primary Point of Contact Direct Phone Number</p> <input type="text"/> <p>Point of Contact - Email * Please enter the email address where the Company Point of Contact can be reached regarding enrollment in the CA-LIHWAP Program.</p> <input type="text"/> <p>Point of Contact - Email Confirmation * Please re-enter the email address where the Company Point of Contact can be reached regarding enrollment in the CA-LIHWAP Program.</p> <input type="text"/>	<p>Third Party Billing Information</p> <p>Are you a Water/Waste System using a third party billing company? * If yes, please complete as much of the Billing Company information as possible.</p> <p>Select</p> <p><input type="checkbox"/> Send me a copy of my responses</p> <p>Submit</p> <p>Powered by  smartsheet Privacy Notice Report Abuse</p>
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California Department of
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Enrollment Process

Step 2: HORNE to Verify Eligibility of Water or Wastewater System

Step 3: HORNE Sends Invitation to Enroll in System via Email

Step 4: Water or Wastewater System Follows Link in Email to Complete Enrollment

Step 5: HORNE's Enrollment Specialist Reviews for Completeness & Accuracy



California Department of
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Payment Reporting Compliance

- W9 Upload Required to Determine 1099 Requirements
 - W9 Used to determine if company is exempt from 1099 requirements
- 1099 Reporting Not required for Governmental or Incorporated Companies

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.		
2 Business name/disregarded entity name, if different from above		
Print or type. See Specific Instructions on page 3.	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.	
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)		
5 Address (number, street, and apt. or suite no.) See instructions.		Requester's name and address (optional)
6 City, state, and ZIP code		
7 List account number(s) here (optional)		
Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.		
		Social security number [] [] [] - [] [] - [] [] [] [] or Employer identification number [] [] - [] [] [] [] [] [] [] []



California Department of
 Community Services & Development

Enrollment System Demo



California Department of
Community Services & Development

Questions/ Comments?

CONTACT

For general questions:

LIHWAP@csd.ca.gov

<https://csd.ca.gov/Pages/LIHWAP.aspx>

Customer facing LIHWAP webpage:

<https://www.csd.ca.gov/waterbill>

For enrollment questions & technical support in enrollment process contact:

- support@ca-lihwap.com

Please whitelist the following accounts to avoid important communication going to spam:

- NoReply-OutSystems@hornellp.com
- @ca-LIHWAP.com



California Department of
Community Services & Development

DIABLO WATER DISTRICT
March 23, 2022, Board Meeting
Item Number 3.D

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Acceptance of Facilities – 18-Inch Offsite Waterline-Carpenter Road Improvements, Subdivision 8760

Per the Facilities Installation Agreements with Stonewood Oakley, LLC, a California limited liability company, all District facilities have been completed and are ready for District acceptance. All required tests and inspections have been performed on the following facilities:

1. The water mains, service lines, meters, and appurtenances necessary to extend the District's water distribution system to the Developer's future Subdivision 8760.

These facilities will be accepted via District Resolution Number 2022 – 08.

RECOMMENDATION:

Adopt Resolution Number 2022 – 08.

Dan Muelrath

Dan Muelrath
General Manager

Attached: Resolution Number 2022 - 08

RESOLUTION NO. 2022 – 08

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF DIABLO WATER DISTRICT
ACCEPTING DISTRICT FACILITIES**

WHEREAS, Diablo Water District (“District”) and Stonewood Oakley, LLC, a California limited liability company, (“Developer”), entered into a Facilities Installation Agreement for the 18-Inch Offsite Waterline Extension, Carpenter Road Improvements for Subdivision 8760; and

WHEREAS, the Developer has satisfied the requirements for the installation of certain District facilities, appurtenances and easements; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Diablo Water District that the District hereby accepts the following facilities and appurtenances:

1. The water mains, service lines, meters, and appurtenances necessary to extend the District’s water distribution system to the Developer’s land.

* * * * *

I certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Directors of Diablo Water District at a regular meeting thereof, held on March 23, 2022, by the following vote:

AYES:

NOES:

ABSENT:

DATED:

Dan Muelrath, Secretary

DIABLO WATER DISTRICT
March 23, 2022, Board Meeting
Item Number 3.E

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Acceptance of Facilities – Oakley RV and Boat Storage Phase III.

Per the Facilities Installation Agreements with Hayworth Fabian, LLC, all District facilities have been completed and are ready for District acceptance. All required tests and inspections have been performed on the following facilities:

1. The water mains, service lines, meters, and appurtenances necessary to extend the District's water distribution system to the Developer's land.

These facilities will be accepted via District Resolution Number 2022 – 09.

RECOMMENDATION:

Adopt Resolution Number 2022 – 09.

Dan Muelrath

Dan Muelrath
General Manager

Attached: Resolution Number 2022 - 09

RESOLUTION NO. 2022 – 09

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF DIABLO WATER DISTRICT
ACCEPTING DISTRICT FACILITIES**

WHEREAS, Diablo Water District (“District”) and Hayworth Fabian, LLC, (“Developer”), entered into a Facilities Installation Agreement for the Oakley RV and Boat Storage Phase III; and

WHEREAS, the Developer has satisfied the requirements for the installation of certain District facilities, appurtenances and easements; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Diablo Water District that the District hereby accepts the following facilities and appurtenances:

1. The water mains, service lines, meters, and appurtenances necessary to extend the District’s water distribution system to the Developer’s land.

* * * * *

I certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Directors of Diablo Water District at a regular meeting thereof, held on March 23, 2022, by the following vote:

AYES:

NOES:

ABSENT:

DATED:

Dan Muelrath, Secretary

DIABLO WATER DISTRICT

March 23, 2022 Board Meeting

Item Number 4

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Authorization to Execute Agreement with Mann Urrutia Nelson Certified Public Accountants & Associates (MUNCPAs), Limited Liability Partnership to Perform Fiscal Year 2021/22 Audit, in the Amount of \$31,000.

Staff is anticipating fiscal year 2021/22 interim field work to take place in mid-May. 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 late 2022. This is our final year of our 5-year contract with MUNCPAs. It is recommended that if we choose to continue working with their firm, that next Audit year (FY 22/23) we rotate the partner on the audit.

RECOMMENDATION:

Authorize the General Manager and Board President to Execute the Engagement Letter with Mann Urrutia Nelson CPAs & Associates for the Fiscal Year 2021/22 Audit, in the Amount of \$31,000.

Dan Muelrath _____

Dan Muelrath
General Manager

Attached: Auditor's 2022 Engagement Letter
Planning Letter



March 7, 2022

To the Board of Directors
Diablo Water District
87 Carol Lane
Oakley, California 94561

Audit Scope and Objectives

We will audit the financial statements of the business-type activities, including the related disclosures, which collectively comprise the basic financial statements of Diablo Water District as of and for the year ended June 30, 2022. 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 Diablo Water 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 Diablo Water 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 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 Plan's Net Pension Liability.
- 3) District's Contributions to the Pension Plan.
- 4) Funding Progress – Other Post- Employment Benefits Plans.

We have also been engaged to report on supplementary information other than RSI that accompanies Diablo Water 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 Revenues Coverage.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions 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 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; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, 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 or noncompliance 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, any fraudulent financial reporting, or misappropriation of assets that come 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. We will include such matters in the required reports. 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, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, 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.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, 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. 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. 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*.

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, *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 Diablo Water District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures 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 Diablo Water District in conformity with accounting principles generally accepted in the United States of America 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 statements and related notes 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.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) 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; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) 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 (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements).

You are also 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) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit; (3) additional information that we may request for the purpose of the audit; and (4) 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 the financial statements; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management 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. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. 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 thereon. 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 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.

You agree to assume all management responsibilities for 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.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to Diablo Water 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 Mann, Urrutia, Nelson CPAs & Associates, 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 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 Mann, Urrutia, Nelson CPAs & Associates, 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, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

Justin Williams is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$31,000. 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 each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 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 engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Reporting

We will issue written reports upon completion of audit. Our reports will be addressed to the Board of Directors 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.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) 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 or on compliance, and (2) 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 state that the report is not suitable for any other purpose.

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 (Mann, Urrutia, Nelson, CPAs & Associates, LLP) both agree that any dispute over fees charged 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.

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,



Mann, Urrutia, Nelson CPAs & Associates, LLP

RESPONSE:

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

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



March 10, 2022

The Board of Directors
Diablo Water District
Oakley, California

We are engaged to audit the financial statements of the business-type activities of Diablo Water District for the year ended June 30, 2022. 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 Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated March 7, 2022, 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.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the RSI, 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 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, 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 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 audit planning; however modifications may be made:

- Management override of control
- Impact of coronavirus pandemic to the financial statement and disclosure
- Impact of new GASB accounting standards
- Revenue recognition
- Timing and recording of accruals

We expect to begin our audit in June 2022. Justin Williams is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of 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,



Mann, Urrutia, Nelson CPAs & Associates, LLP

DIABLO WATER DISTRICT
March 23, 2022 Board Meeting
Item Number 5

TO: Each Director

FROM: Jennifer McCoy, Finance & Accounting Manager

SUBJECT: Financial Reports.

Items included for discussion:

- Warrant Register Numbers:
 - 2022-02
 - ACH and Wire Transactions

- Monthly Financial Statements
 - February 2022

RECOMMENDATION:

Approve warrant register 2022-02, ACH and wire transactions, and receive the monthly financial statements.

Jennifer McCoy
Jennifer McCoy
Finance & Accounting Manager

Attached: 1.) Warrant Register 2022-02
2.) ACH and Wire Transactions
3.) February 2022 Financial Statements

DIABLO WATER DISTRICT
WARRANT REGISTER 2022 - 2
MARCH 23, 2022

<u>Check Numbers</u>	<u>Detail</u>	<u>Amount</u>
February AP Checks 53499 - 53530	See Detail Check Register	622,309.52
February Utility Billing Refund Checks 53531 - 53565	See Detail Check Register	7,943.35
Payroll Checks 53566-53572	February Payroll Checks	27,883.44
Payroll Direct Deposit Employees	February Payroll Direct Deposit	111,821.33
February AP Checks 53573-53614	See Detail Check Register	838,783.63
February AP Checks 53615-53622	See Detail Check Register	36,870.94
 TOTAL WARRANTS		 1,645,612.21

The foregoing Accounts Payable Warrants 53499 through 53622, payroll for February 2022,
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



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	02/03/2022	Regular	0.00	355.00	53499
ACCBUSINESS	ACC BUSINESS	02/03/2022	Regular	0.00	593.58	53500
AQUA	AQUA METRIC	02/03/2022	Regular	0.00	28,848.00	53501
AT&T	AT&T	02/03/2022	Regular	0.00	154.70	53502
AT&TUVRS	AT&T	02/03/2022	Regular	0.00	150.73	53503
AALR&R	ATKINSON, ANDELSON, LOYA, RUUD &	02/03/2022	Regular	0.00	17,298.00	53504
BROWN&01	BROWN & CALDWELL	02/03/2022	Regular	0.00	1,248.00	53505
CALSOLAR	CALIFORNIA SOLAR INTEGRATORS, INC	02/03/2022	Regular	0.00	91,432.30	53506
CITYOFBW	CITY OF BRENTWOOD	02/03/2022	Regular	0.00	4,246.20	53507
CITYOAKL	CITY OF OAKLEY	02/03/2022	Regular	0.00	154.04	53508
COMCAST2	COMCAST	02/03/2022	Regular	0.00	174.65	53509
CCHEALTH	CONTRA COSTA HEALTH SERV	02/03/2022	Regular	0.00	3,132.00	53510
CCWD01	CONTRA COSTA WATER DIST	02/03/2022	Regular	0.00	299,365.03	53511
CCWD-RB	CONTRA COSTA WATER DIST	02/03/2022	Regular	0.00	7,961.49	53512
USABLUE	HD SUPPLY FACILITIES MAIN	02/03/2022	Regular	0.00	792.51	53513
HUNTSONS	HUNT AND SONS INC	02/03/2022	Regular	0.00	219.89	53514
INFOSEND	INFOSEND	02/03/2022	Regular	0.00	6,715.83	53515
JWBACKHO	JW BACKHOE &	02/03/2022	Regular	0.00	15,782.49	53516
LESSSCHW1	LES SCHWAB TIRE CENTER	02/03/2022	Regular	0.00	783.11	53517
LOWES	LOWE'S	02/03/2022	Regular	0.00	547.86	53518
OKLYACE	OAKLEY ACE HARDWARE	02/03/2022	Regular	0.00	8.11	53519
PACG&E03	PACIFIC GAS & ELECTRIC	02/03/2022	Regular	0.00	1,091.20	53520
PACG&E04	PACIFIC GAS & ELECTRIC	02/03/2022	Regular	0.00	2,198.56	53521
PACG&E01	PACIFIC GAS & ELECTRIC CO	02/03/2022	Regular	0.00	325.94	53522
PAULSAUT	PAUL'S AUTOMOTIVE CENTER	02/03/2022	Regular	0.00	1,284.00	53523
QUADIENT LEASING	QUADIENT LEASING USA, INC	02/03/2022	Regular	0.00	570.36	53524
RAUCHCOM	RAUCH COMM CONSULTANT INC	02/03/2022	Regular	0.00	105.00	53525
SWRCB	SWRCB	02/03/2022	Regular	0.00	3,146.00	53526
TELSTAR1	TELSTAR INSTRUMENTS, INC	02/03/2022	Regular	0.00	128,106.71	53527
TRENCH	TREN PLATE RENTAL CO	02/03/2022	Regular	0.00	2,608.20	53528
USBANK	U.S. BANK	02/03/2022	Regular	0.00	2,910.03	53529
	Void	02/03/2022	Regular	0.00	0.00	53530

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	55	31	0.00	622,309.52
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	55	32	0.00	622,309.52

Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash	2/2022	622,309.52
			<u>622,309.52</u>



UBPKT01719 - REFUNDS

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
099-09936-10	MOZINGO CONSTRUCTION	2/15/2022	53531	1,163.72			1163.72	Generated From Billing
099-10049-10	GOODFELLOW BROS CALIFORNIA LLC	2/15/2022	53532	918.32			918.32	Generated From Billing
099-13252-02	EMERALD SITE SERVICES	2/15/2022	53533	965.64			965.64	Generated From Billing
101-08246-00	CLARK, ALLISON AND EDWARD	2/15/2022	53534	3.92			3.92	Deposit
101-08972-02	PAHWA, INDER	2/15/2022	53535	76.26			76.26	Generated From Billing
102-04183-01	COOPER, SARA WEANER AND EVAN	2/15/2022	53536	218.54			218.54	Generated From Billing
103-02107-01	CANLAS, DARYLL	2/15/2022	53537	95.33			95.33	Generated From Billing
103-03106-04	NORTHROP, SKYE	2/15/2022	53538	96.41			96.41	Generated From Billing
103-04208-02	SOLARSKI, KAYTLYNN	2/15/2022	53539	10.13			10.13	Deposit
104-05987-05	MILLER, STACEY	2/15/2022	53540	45.76			45.76	Generated From Billing
110-06244-06	LETTERMAN, KATHLEEN	2/15/2022	53541	38.15			38.15	Generated From Billing
112-04426-01	D'ONOFRIO, GINA AND MIKE	2/15/2022	53542	87.84			87.84	Generated From Billing
118-05107-03	HSU, EDWARD TAN AND LING LING	2/15/2022	53543	95.91			95.91	Generated From Billing
119-00600-00	TOBAR, SANTOS AND ANASTASIA	2/15/2022	53544	1.66			1.66	Generated From Billing
119-00937-02	SANCHEZ, MELISSA	2/15/2022	53545	127.51			127.51	Generated From Billing
120-00215-02	BROWN, STEVEN	2/15/2022	53546	7.38			7.38	Generated From Billing
120-00831-03	NALLAS, EMMANUEL AND MARIA	2/15/2022	53547	169.94			169.94	Generated From Billing
120-01166-05	LIU, PUDA	2/15/2022	53548	80.14			80.14	Generated From Billing
121-03292-03	WILLIAMS-MADDEN, HAILEY	2/15/2022	53549	155.22			155.22	Generated From Billing
122-06305-03	BURNS, ERIC AND CLAUDIA	2/15/2022	53550	180.94			180.94	Generated From Billing
124-09469-07	REDFIN NOW BORROWER LLC	2/15/2022	53551	44.46			44.46	Generated From Billing
126-09127-05	LONG, KAYLA	2/15/2022	53552	144.18			144.18	Generated From Billing
126-11264-00	WILLIAMS, REGINA	2/15/2022	53553	2,156.06			2156.06	Deposit
127-08696-04	RICE, RONALD THOMAS	2/15/2022	53554	171.57			171.57	Generated From Billing
128-10848-00	BOSWELL, JENNIFER AND DANIEL	2/15/2022	53555	13.91			13.91	Generated From Billing
129-11116-00	HOOPES, AMANI AND RANDY	2/15/2022	53556	393.44			393.44	Generated From Billing
131-08532-01	GELFER, ANATOLY AND GALINA	2/15/2022	53557	42.16			42.16	Generated From Billing
131-09044-07	LAMBERT, HARRY	2/15/2022	53558	137.49			137.49	Generated From Billing
134-10815-06	TOLEN, WILLIAM HARPER AND KACI	2/15/2022	53559	80.04			80.04	Generated From Billing
137-12488-02	LAU, HZNG WING	2/15/2022	53560	151.46			151.46	Generated From Billing
138-13537-00	KB HOME	2/15/2022	53561	7.70			7.70	Deposit
138-13540-00	KB HOME	2/15/2022	53562	15.54			15.54	Deposit
138-13541-00	KB HOME	2/15/2022	53563	15.54			15.54	Deposit
138-13542-00	KB HOME	2/15/2022	53564	15.54			15.54	Deposit
138-13543-00	KB HOME	2/15/2022	53565	15.54			15.54	Deposit

Total Refunds: 35

Total Refunded Amount: 7,943.35

Revenue Code Summary

Revenue Code	Amount
996 - Unapplied Credits	7943.35
Revenue Total:	7943.35

General Ledger Distribution

Posting Date: 02/15/2022

Account Number	Account Name	Posting Amount	IFT
Fund: 01 - General Operating			
01-00-109-000	Claim on Pooled Cash	-7,943.35	Yes
01-00-110-000	Accounts Receivable - Water Bills	7,943.35	
	01 Total:	0.00	
 Fund: 99 - Pooled Cash			
99-00-100-000	Pooled Cash	-7,943.35	
99-00-209-000	Due To Other Funds	7,943.35	Yes
	99 Total:	0.00	
	Distribution Total:	0.00	



Diablo Water District, CA

Payroll Check Register Checks

Pay Period: 1/21/2022-2/20/2022

Packet: PYPKT00152 - February 2022 Payroll 2/22/22 - Jen & Lauren
Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Check Type	Date	Amount	Number
CROCKETT, KENNETH L	C08	Regular	02/23/2022	92.35	53566
DEJESUS, HUNTER J	D10	Regular	02/23/2022	5,283.13	53567
PADILLA, GINO L	P02	Regular	02/23/2022	4,796.68	53568
ROMERO, LUIS J	R22	Regular	02/23/2022	5,248.20	53569
SEGER, PAUL S	S65	Regular	02/23/2022	92.35	53570
TIERNAN, MARILYN M	T57	Regular	02/23/2022	77.35	53571
WEAVER, WAYNE A	W27	Regular	02/23/2022	12,293.38	53572



Diablo Water District, CA

Payroll Check Register

Direct Deposits

Pay Period: 1/21/2022-2/20/2022

Packet: PYPKT00152 - February 2022 Payroll 2/22/22 - Jen & Lauren
Payroll Set: Payroll Set 01 - 01

Employee	Employee #	Date	Amount	Number
BELLECI, CHRISTINE	B32	02/23/2022	8,418.90	287
CASTOR, LaVONDA	C03	02/23/2022	6,318.87	288
CRAWFORD, CHAD D	C09	02/23/2022	5,361.09	289
FORD, WILLOW	F01	02/23/2022	3,874.38	290
GONZALEZ, JORGE R	G17	02/23/2022	10,487.33	291
HERRERA, JOHN P	H02	02/23/2022	5,826.42	292
KOVALICK, JOSEPH A	K01	02/23/2022	92.35	293
KNIGHT, KATHLEEN MARIE	K24	02/23/2022	6,215.16	294
McCOY, JENNIFER	L21	02/23/2022	9,897.44	295
LIRA, MICHAEL	L28	02/23/2022	7,092.00	296
MENDOZA, ATANACIO	M20	02/23/2022	13,052.79	297
MILINA, CHERI	M21	02/23/2022	3,965.82	298
MUELRATH, DANIEL B	M22	02/23/2022	13,731.23	299
PASTOR, SCOTT R	P03	02/23/2022	92.35	300
POSADA, LAUREN A	P89	02/23/2022	6,681.90	301
RUGRODEN, REBECCA	R20	02/23/2022	5,022.11	302
VELAZQUEZ, CAMILO R	V01	02/23/2022	5,691.19	303



Diablo Water District, CA

Payroll Check Register

Report Summary

Pay Period: 1/21/2022-2/20/2022

Packet: PYPKT00152 - February 2022 Payroll 2/22/22 - Jen & Lauren

Payroll Set: Payroll Set 01 - 01

Type	Count	Amount
Regular Checks	7	27,883.44
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	17	111,821.33
Total	24	139,704.77



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	02/24/2022	Regular	0.00	2,000.00	53573
ACWAHPIT	ACWA/JPIA	02/24/2022	Regular	0.00	45,658.53	53574
ALTAMONT	ALTAMONT LANDSCAPE INC	02/24/2022	Regular	0.00	552.00	53575
AQUA	AQUA METRIC	02/24/2022	Regular	0.00	36,788.80	53576
AT&T	AT&T	02/24/2022	Regular	0.00	210.53	53577
AT&TUVRS	AT&T	02/24/2022	Regular	0.00	96.30	53578
BAYAREA	BAY AREA AIR QUALITY ATT: ACCOUN	02/24/2022	Regular	0.00	379.00	53579
BLUEMOUNTAIN	BLUE MOUNTAIN CONSTRUCTION SER	02/24/2022	Regular	0.00	43,245.00	53580
CDM01	CDM SMITH	02/24/2022	Regular	0.00	38,424.70	53581
LINNCHECK	CHUCK LINN	02/24/2022	Regular	0.00	216.16	53582
CITYOFBW	CITY OF BRENTWOOD	02/24/2022	Regular	0.00	5,904.81	53583
CCWD-RB	CONTRA COSTA WATER DIST	02/24/2022	Regular	0.00	152,212.06	53584
CCWD01	CONTRA COSTA WATER DIST	02/24/2022	Regular	0.00	310,833.43	53585
CORE&MAIN	CORE & MAIN	02/24/2022	Regular	0.00	22,575.31	53586
COMCOLO1	CREDIT CONSULTING SER INC	02/24/2022	Regular	0.00	309.54	53587
CUMMINS	CUMMINS WEST, INC.	02/24/2022	Regular	0.00	207.10	53588
BOWERS01	DANNY BOWERS	02/24/2022	Regular	0.00	216.16	53589
DWPYRLTX	DIABLO WATER DISTRICT	02/24/2022	Regular	0.00	59,989.87	53590
EBERT	EBERT ENTERPRISES, INC	02/24/2022	Regular	0.00	60.00	53591
HACH001	HACH COMPANY	02/24/2022	Regular	0.00	796.76	53592
HUNTSONS	HUNT AND SONS INC	02/24/2022	Regular	0.00	113.36	53593
INFOSEND	INFOSEND	02/24/2022	Regular	0.00	6,770.29	53594
INSIGHT	INSIGHT PUBLIC SECTOR, INC	02/24/2022	Regular	0.00	105.69	53595
CASTOR, L	LAVONDA CASTOR	02/24/2022	Regular	0.00	202.96	53596
LININS01	LINCOLN NAT'L LIFE INS	02/24/2022	Regular	0.00	2,783.33	53597
LOEWKE	LOEWKE PLANNING ASSOCIATES, INC	02/24/2022	Regular	0.00	360.00	53598
MANNURR1	MANN, URRUTIA, NELSON CPA	02/24/2022	Regular	0.00	2,500.00	53599
OAKDISPO	MT DIABLO	02/24/2022	Regular	0.00	452.59	53600
OKLYACE	OAKLEY ACE HARDWARE	02/24/2022	Regular	0.00	484.88	53601
PACG&E03	PACIFIC GAS & ELECTRIC	02/24/2022	Regular	0.00	1,218.16	53602
PACG&E04	PACIFIC GAS & ELECTRIC	02/24/2022	Regular	0.00	2,389.99	53603
PACG&E01	PACIFIC GAS & ELECTRIC CO	02/24/2022	Regular	0.00	3,715.06	53604
PACG&E	PACIFIC GAS AND ELECTRIC COMPANY	02/24/2022	Regular	0.00	9,558.45	53605
RELIABLE	RELIABLE TRANSLATIONS	02/24/2022	Regular	0.00	150.00	53606
SOLUTIONS	SOLUTIONS-II, INC.	02/24/2022	Regular	0.00	956.25	53607
STANDINS	STANDARD INSURANCE CO	02/24/2022	Regular	0.00	2,344.85	53608
TYLERTEC	TYLER TECHNOLOGIES INC	02/24/2022	Regular	0.00	80,248.00	53609
USPOST01	U.S. POSTAL SERVICE	02/24/2022	Regular	0.00	398.00	53610
VIKINGSHRED	VIKING SHRED	02/24/2022	Regular	0.00	99.98	53611
VIP CLEANING	VIP CLEANING SERVICE	02/24/2022	Regular	0.00	720.00	53612
VISIONSR	VISION SERVICE PLAN	02/24/2022	Regular	0.00	467.00	53613

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
WATERSAV	WATERSAVERS IRRIGATION	02/24/2022	Regular	0.00	2,068.73	53614

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	71	42	0.00	838,783.63
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
	71	42	0.00	838,783.63

Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash	2/2022	838,783.63
			<hr/>
			838,783.63



Diablo Water District, CA

Check Register

Packet: APPKT00249 - FEB 2022 WARRANTS 2-24-22 LP

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank -AP Bank						
AT&T	AT&T	02/25/2022	Regular	0.00	35.96	53615
AALR&R	ATKINSON, ANDELSON, LOYA, RUUD &	02/25/2022	Regular	0.00	16,745.81	53616
CC CAER	CONTA COSTA CAER GROUP, INC	02/25/2022	Regular	0.00	550.00	53617
CCC - PUBLIC WORKS	COUNTY OF CONTRA COSTA - PUBLIC	02/25/2022	Regular	0.00	853.30	53618
OKLYCOLL	OAKLEY COLLISION	02/25/2022	Regular	0.00	11,720.63	53619
PROGBUS	PROGRESSIVE BUSINESS PUBLICATION	02/25/2022	Regular	0.00	118.56	53620
STAPLES	STAPLES CREDIT PLAN	02/25/2022	Regular	0.00	731.79	53621
WEX BANK - CHEVRON	WEX BANK	02/25/2022	Regular	0.00	6,114.89	53622

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	8	8	0.00	36,870.94
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
	8	8	0.00	36,870.94

Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash	2/2022	36,870.94
			<hr/>
			36,870.94

DIABLO WATER DISTRICT
 BANKING ACTIVITY for FEBRUARY 2022
 March 23, 2022

TRANSACTION TYPE	DATE	PAYABLE TO	FOR	AMOUNT
Electronic Debit	02/02/22	Global Payments	Credit Card Processing Fees - Open Edge (January)	9,359.08
Electronic Debit	02/07/22	Merchant Bankcard	Credit Card Processing Fees - Vantiv (January)	46.45
Electronic Debit	02/24/22	DWD Direct Deposit	Payroll February 2022 - Direct Deposit (See Warrant Reg)	111,821.33
Electronic Debit	02/25/22	State EDD	State Withholding - February 2022 Payroll	10,853.83
Electronic Debit	02/28/22	CalPERS	CalPERS Retirement Contributions - February 2022 Payroll	37,435.07
Electronic Debit	02/28/22	CalPERS	SIP 457 Deferred Comp - February 2022 Payroll Deductions	3,258.33
TOTAL ACTIVITY				172,774.09

The above Banking Transactions for February 2022 were given to the Board of Directors for their review as part of the March 23, 2022 Board Meeting.

Jennifer McCoy

 Jennifer McCoy
 Finance & Accounting Manager

March 14, 2022

 Date

**DIABLO WATER DISTRICT
MONTHLY FINANCIAL REPORT
FOR PERIOD FEBRUARY 1, 2022 TO FEBRUARY 28, 2022**

<i>Balance as of January 31, 2022</i>		<u><u>\$17,191,810.68</u></u>
Receipts, February 2022		
Operating	851,917.35	
Non-Operating (MERA, Admin, Inspection & Eng Fees & Contract Services)	23,558.79	
Facilities Reserve	152,068.67	
Interest		
General	550.77	
MERA	38.77	
Facilities Reserve	674.29	
Investment activity (+ or -)	(26,314.52)	
Disbursements, February 2022		
Operating	(1,512,014.65)	
Facilities Reserve	260,616.20	
Quarterly Bank Analysis Charges	323.60	
<i>Balance as of February 28, 2022</i>		<u><u>\$16,943,229.95</u></u>

	FUNDS	
(as of close of business on February 28, 2022)		AMOUNT
District General Fund		3,500,000.00
Restricted funds		
2013 Series Held in Trust by Union Bank		521,035.86
2019 Series Held in Trust by Union Bank		3,840,665.72
Rate Stabilization Fund (Target \$1M)		819,365.51
Reserve Fund - Capital Reserve (Target \$2M)		0.00
Reserve Fund - Emergency Reserve (Target \$5M)		0.00
Facilities Reserve		7,027,363.15
Main Extension Reimbursement (MERA)		388,914.37
South Park Well System (M24)		350,393.95
Knightsen Well System (M25)		21,666.94
Willow Park Marnia Well System (M27)		(46,757.49)
Rock Island Well System (RI)		131,082.32
Customer Deposits		389,260.00
Developer Admin, Inspection & Eng Deposit Totals		(604,718.13)
Current Active Projects	\$ (361,690.10)	
Projects on Hold	\$ 13,946.74	
Project for Tracking Purposes Only	\$ (67,665.66)	
Accidents Pending Collection	\$ (83,417.87)	
Grant Funding - Santiago Island Village	\$ (102,954.09)	
Grant Funding - AMI LEAK	\$ (2,937.15)	
Subdivision #4990 Phase 3 Bond Deposit		300,000.00
51 Carol Lane Performance Bond		105,000.00
Cypress Self Storage Maintenance Bond		7,500.00
Substandard Street Investment		
Future Relocation of Bethel Island Road Offsite Waterline		192,000.00
District's Portion of Investment		457.75
TOTAL		<u><u>\$16,943,229.95</u></u>

DIABLO WATER DISTRICT
MONTHLY FINANCIAL REPORT
FOR PERIOD FEBRUARY 1, 2022 TO FEBRUARY 28, 2022
PAGE 2

INVESTMENTS/BANK ACCOUNTS
(as of close of business on February 28, 2022)

<u>INSTITUTION</u>	PAR VALUE	RATE OF INTEREST	MARKET VALUE
California Local Agency Investment Fund *		0.278	5,928,823.23
Bank of the West, General Checking Account *			3,211,304.23
UBS EM 01208 - Value with Interest Earnings			510,631.97
MD 08/02/22 795450B61 Sallie Mae Bank UT US/CD	245,000.00	2.30	
MD 08/09/22 1404204F4 Capital One Bank VA US/CD	110,000.00	2.35	
MD 08/30/22 38148PNS2 Goldman Sachs Bank NY US/CD	145,000.00	2.35	
Union Bank - 6712258600 <i>Held Union Bank</i> - Value with Interest Earnings/Res Fund 2019			3,840,665.72
Union Bank 6712258601 Certificate Payment Fund - Series 2019	-	Varies	
Union Bank 6712258602 Reserve Fund - Series 2019	1.00	Varies	
Union Bank 6712258603 Corpyard Project Fund - Series 2019	3,840,664.72	Varies	
MBS RMB-028036 <i>Held Bank of New York</i> - Value with Interest Earnings			2,930,768.94
MD 10/23/25 88241TJJ0 Texas Exchange BK SSB Crowley/CD Callable 01/23/21	125,000.00	0.60	
MD 06/19/25 29278TPQ7 Enerbank USA Salt Lake City/CD	245,000.00	0.70	
MD 05/14/26 06048W-L9-9 Bank Amer Corp Medium Term Rated A2 Callable 5/14/26	200,000.00	1.40	
MD 05/20/25 58404D-HB-0 Medallion BK Salt Lake City Utah/CD	249,000.00	0.85	
MD 09/10/24 649447-VN-6 New York Cmnty Bk Westbury New York/CD	240,000.00	0.70	
MD 03/01/22 949763FE1 Wells Fargo BK NA Sioux Falls S D/CD	100,000.00	2.30	
MD 04/05/22 02587DN38 American Express Centurion/CD	240,000.00	2.45	
MD 11/30/22 62384RAD8 Mtn. Amer Fed Cr Un West Utah/CD	200,000.00	2.40	
MD 12/20/22 14042RKZ3 Capital One Natl Assn Mclean VA/CD	230,000.00	2.60	
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 04/21/25 3133EMWH1 Federal Farm CR BKS Bond Rated AA+ Callable 4/21/22	400,000.00	0.70	
MD 04/30/25 20415QHS1 Community West BK N A Goleta Calif/CD	249,000.00	0.40	
Multibank Interest, Money Management Fund	123,743.32		
Union Bank - 6712029100 <i>Held Union Bank</i> - Value with Interest Earnings/Res Fund 2013			521,035.86
MD 08/29/22 02587CFU9 American Express Fed SVGS BK Instl/CD	200,000.00	2.40	
MD 11/29/22 38148PTQ0 Goldman Sachs BK USA NY/CD	100,000.00	2.50	
Union Bank of California Money Management Fund Series 2013	221,035.86	Varies	
TOTAL			<u>\$16,943,229.95</u>

* Demand Account

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

UBS - UBS Financial Services, Incorporated

DIABLO WATER DISTRICT
MONTHLY FINANCIAL REPORT
FOR PERIOD FEBRUARY 1, 2022 TO FEBRUARY 28, 2022
PAGE 3

HELD IN TRUST BY DIABLO WATER DISTRICT
For Board of Directors Information Only
 (as of close of business on February 28, 2022)

<u>INSTITUTION</u>	<u>RATE OF INTEREST</u>	<u>MARKET VALUE</u>
Lincoln National, Deferred Compensation	Varies	1,111,565.74
CERBT Funds (Updated Quarterly)	8.299% year/year	1,330,035.54
<i>TOTAL</i>		<u><u>\$2,441,601.28</u></u>

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

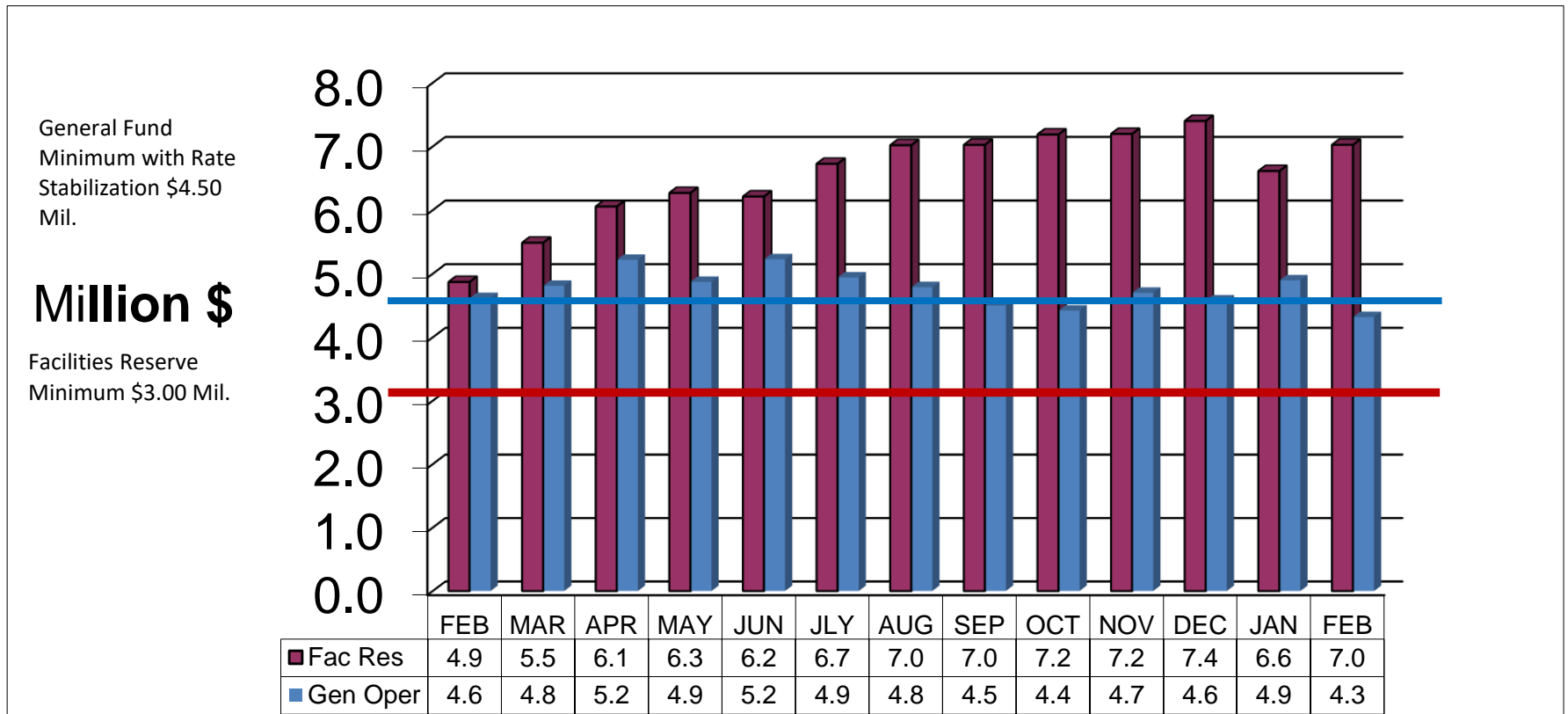
<u>Knightsen (M25)</u>	<u>Expenses</u>	<u>Income</u>	<u>Total Fund Balance</u>
FY 11/12	(12,396.89)	8,286.50	(40,493.39)
FY 12/13	(10,137.89)	8,883.84	(41,747.44)
FY 13/14	(6,200.51)	12,272.06	(35,675.89)
FY 14/15	(6,932.58)	15,655.41	(26,953.06)
FY 15/16	(8,416.99)	16,875.62	(18,494.43)
FY 16/17	(8,785.34)	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 (As of Feb)	(9,611.57)	11,510.30	21,666.94

<u>Willow Park (M27)</u>	<u>Expenses</u>	<u>Income</u>	<u>Total Fund Balance</u>
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 (As of Feb)	(31,553.41)	30,970.63	(46,757.49)

<u>Rock Island (RI)</u>	<u>Expenses</u>	<u>Income</u>	<u>Total Fund Balance</u>
FY 11/12	0.00	370.87	120,504.50
FY 12/13	0.00	409.09	120,913.59
FY 13/14	0.00	355.75	121,269.34
FY 14/15	0.00	370.22	121,639.56
FY 15/16	0.00	762.55	122,402.11
FY 16/17	0.00	964.64	123,366.75
FY 17/18	0.00	1,321.56	124,688.31
FY 18/19	0.00	2,396.21	127,084.52
FY 19/20	0.00	2,309.65	129,394.17
FY 20/21	0.00	1,195.17	130,589.34
FY 21/22 (As of Feb)	0.00	492.98	131,082.32

<u>South Park (M24)</u>	<u>Expenses</u>	<u>Income</u>	<u>Total Fund Balance</u>
FY 11/12	(18,224.35)	31,507.30	134,832.75
FY 12/13	(17,341.44)	41,850.59	159,341.90
FY 13/14	(15,339.36)	39,724.90	183,727.44
FY 14/15	(18,281.94)	36,995.15	202,440.65
FY 15/16	(31,991.77)	28,678.51	199,127.39
FY 16/17	(16,908.12)	36,153.23	218,372.50
FY 17/18	(19,152.52)	41,858.73	241,078.71
FY 18/19	(18,996.46)	47,701.07	269,783.32
FY 19/20	(17,415.21)	47,821.74	300,189.85
FY 20/21	(43,117.57)	50,190.44	307,262.72
FY 21/22 (As of Feb)	(21,607.17)	64,738.40	350,393.95

DIABLO WATER DISTRICT FUNDS AVAILABLE 2021 - 2022



DIABLO WATER DISTRICT
March 23, 2022 Board Meeting
Item Number 6

TO: Each Director
FROM: Dan Muelrath, General Manager
SUBJECT: Fiscal Year 2022/23 Budget Planning Workshop.

Budget Process for Operations and Maintenance Fund (01):



Major over/under for current Fund 01 budget FY 2021/22:

Revenue

- Over budget:
 - Reimbursement for labor from developers.
- Under budget:
 - Water sales are overall down due to atmospheric river in the fall.

Expenses

- Over budget:
 - CCWD Water Purchases (due to reduced well usage).
 - RBWTP Annual True-up (due to reduced well usage).
- Under budget:
 - Payroll (delayed hiring of budgeted position).
 - Public Right of Way relocations (city/train projects).
 - Delayed vehicle purchase to next fiscal year.

RECOMMENDATION:

Discuss.

Dan Muelrath _____

Dan Muelrath
General Manager

DIABLO WATER DISTRICT
March 23, 2022 Board Meeting
Item Number 7

TO: Each Director
FROM: Dan Muelrath, General Manager
SUBJECT: Mission Statement Update.

As a result of the 2022 Strategic Planning meeting in January, a Board item was agendized at the Board's January 26, 2022 meeting to establish a mission statement ad hoc subcommittee. Vice President Pastor and Director Tiernan were nominated to represent the Board, and General Manager Muelrath along with Program Analyst – New Construction (Cheri Milina), and Accounting Analyst (Lauren Posada) completed the committee. The scope of the committee as approved by the Board is to:

- Collaboratively work towards a new District mission statement.
- Review other agency's mission statements.
- Identify deficiencies in existing mission statement.
- Develop new mission statements to be presented to the full Board for consideration.

After two meetings, the committee has completed the above scope and is ready to present a new draft mission statement for discussion by the full Board.

Current Mission:

The mission of Diablo Water District is to provide a safe, dependable, and adequate supply of high-quality, potable water to meet the requirements of the residents and businesses in our service area.

Proposed Mission:

Diablo Water District's 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.

RECOMMENDATION:

Discuss.

Dan Muelrath

Dan Muelrath
General Manager

DIABLO WATER DISTRICT
March 23, 2022 Board Meeting
Item Number 8

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: ESG Investment Policy Update.

Based on the Board's input from the January Strategic Planning Meeting, staff has been researching Environmental, Social and Governance (ESG) factors as they relate to District investments. The following is a list of ESG factors the District may include in a future policy.

- | Environmental | Social | Governance |
|---|---|---|
| <ul style="list-style-type: none">• Climate change• Carbon emissions• Air pollution• Water pollution• Biodiversity• Deforestation• Energy intensity• Waste management• Water scarcity | <ul style="list-style-type: none">• Customer satisfaction• Data and privacy protection• DEI• Employee engagement• Community giveback• Human rights• Labor standards | <ul style="list-style-type: none">• Board composition• Audit criteria• Bribery, fraud, and corruption• Lobbying• Political contributions• Whistleblower issues |

Staff recommends the development of an operating policy that is separate from the District's Investment Regulation. This policy will be included by reference in the District's Regulation and will allow the flexibility to update the operating policy as the ESG field matures.

Issues that need to be worked through:

- Most of the District's investments are in CDs of large banks, so researching ESG initiatives, compliance/non-compliance, and personal subjectivity make this area of investments difficult to apply an ESG policy to.
- No third-party certifying organization to base an ESG rating on.
- ESG factors are only part of the equation, with security and liquidity being paramount.
- There are few bond investment options that are direct ESG-related items (environmental restoration, water infrastructure upgrades, solar installations, etc.).

RECOMMENDATION:

Discuss.

Dan Muelrath

Dan Muelrath
General Manager

DIABLO WATER DISTRICT
March 23, 2022 Board Meeting
Item Number 9

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: General Manager's Reports.

Items included for discussion:

- Water Supply Charts.
 - Statewide Reservoir Conditions.
 - Total Water Demand.
 - Local Well Production.

- Water Supply and Conservation Outlook 2022.
 - Initial CVP allocations to CCWD 25% of historical.
 - Updated allocation expected at start of April.
 - April/May DWD to perform annual water supply assessment.
 - Based on results, a corresponding level of water shortage will be declared.
 - Groundwater stable and unimpacted by drought (see attached).
 - Maximize groundwater resources.

- GSA/GSP Update.
 - Annual Report.

RECOMMENDATION:

Discuss.

Dan Muelrath

Dan Muelrath
General Manager

Attached: Statewide Reservoir Conditions
Total Water Demand
Local Well Production
Groundwater Elevations

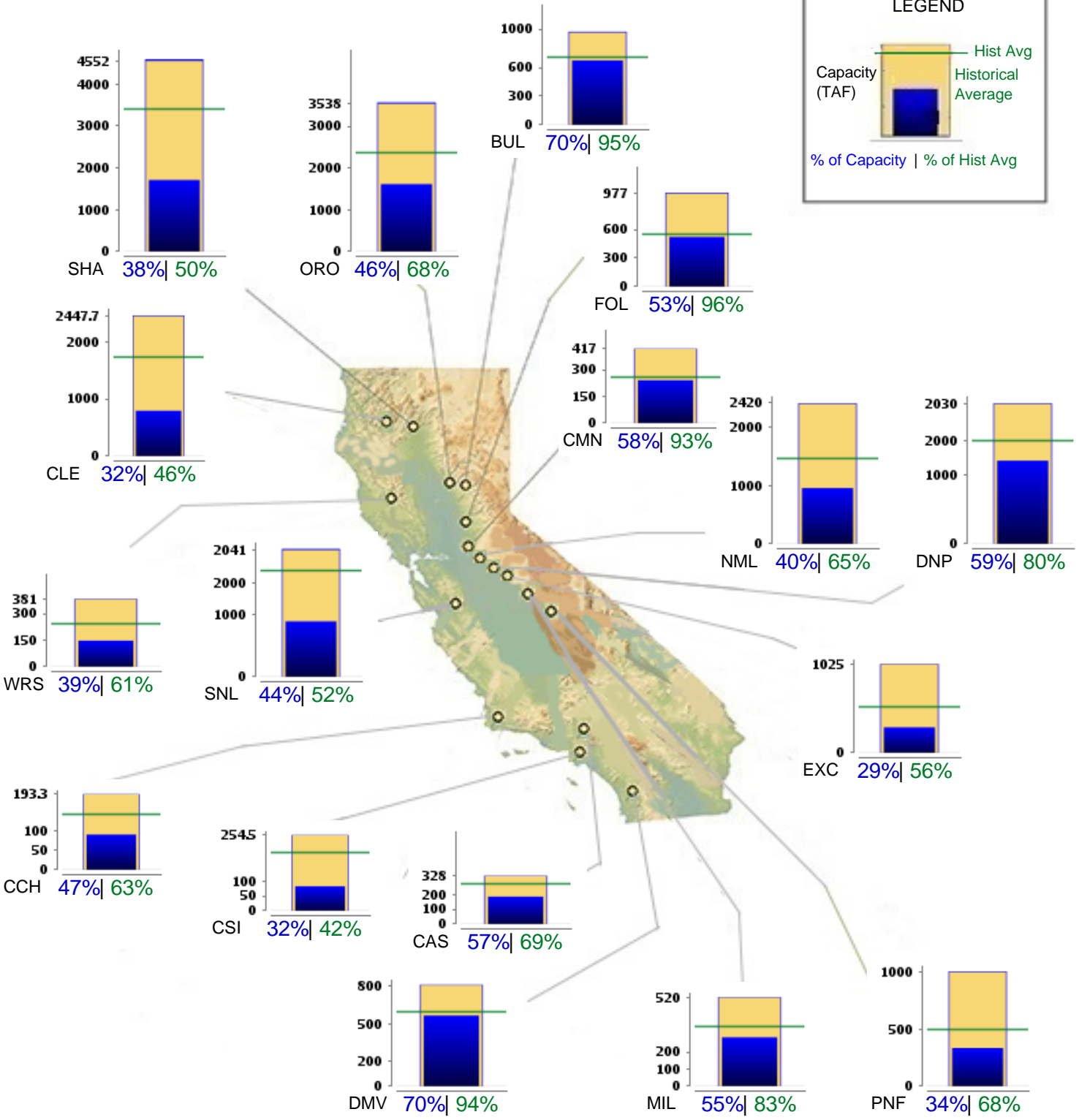
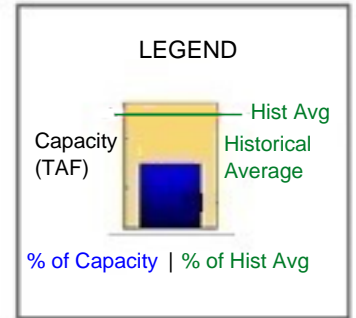


CURRENT RESERVOIR CONDITIONS

CALIFORNIA MAJOR WATER SUPPLY RESERVOIRS

Midnight - March 14, 2022

CURRENT CONDITIONS



DIABLO WATER DISTRICT WATER USE IN MILLION GALLONS

(This chart does not include Utility Water)



SBX7-7 Water Conservation Compliance (20% by 2020)

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Average
Target	163	163	163	163	163	163	163	163	163	163	163	163	163
3 Year Average	95	89	105	141	185	208	222	221	197	174	133	98	156
Gross GPCD	81	100											90

Million Gallons (MG)

Population as of April 2020 = 43,357
(United States Census Bureau)

Gallons Per Capita Per Day (GPCD)

SB 1668 Water Management Compliance (Indoor Water Use)

	2020	2025	2030
Residential Indoor Target	55	52.5	50
FY 15/16	50.43		
FY 16/17	49.97		
FY 17/18	60.28		
FY 18/19	55.02		
FY 19/20	73.67		
FY 20/21	72.89		

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

	<u>Jul-21</u>	<u>Aug-21</u>	<u>Sep-21</u>	<u>Oct-21</u>	<u>Nov-21</u>	<u>Dec-21</u>	<u>Jan-22</u>	<u>Feb-22</u>	<u>Mar-22</u>	<u>Apr-22</u>	<u>May-22</u>	<u>Jun-22</u>
1	0.160	0.000	0.000	0.000	0.000	0.000	0.000	0.415	0.000			
2	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000			
3	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000			
4	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000			
5	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000			
6	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.052			
7	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.166			
8	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000			
9	0.000	0.049	0.000	0.000	0.000	0.000	0.000	0.187	0.000			
10	0.000	0.022	0.000	0.000	0.000	0.000	0.000	0.106	0.134			
11	0.000	0.127	0.000	0.000	0.000	0.000	0.000	0.139	0.168			
12	0.000	0.203	0.000	0.000	0.000	0.000	0.000	0.000	0.327			
13	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000			
14	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000			
15	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000			
16	0.000	0.000	0.000	0.199	0.000	0.000	0.000	0.000	0.000			
17	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000			
18	0.000	0.000	0.000	0.040	0.000	0.000	0.000	0.000	0.000			
19	0.054	0.000	0.000	0.000	0.000	0.000	0.042	0.000	0.000			
20	0.000	0.000	0.000	0.155	0.000	0.000	0.000	0.000	0.000			
21	0.000	0.000	0.055	0.078	0.000	0.000	0.000	0.109	0.000			
22	0.000	0.000	0.000	0.102	0.000	0.000	0.000	0.000	0.000			
23	0.000	0.000	0.000	0.377	0.000	0.000	0.000	0.000	0.000			
24	0.000	0.000	0.000	0.361	0.000	0.000	0.000	0.000	0.000			
25	0.000	0.000	0.000	0.497	0.000	0.000	0.000	0.000	0.000			
26	0.000	0.000	0.000	0.334	0.000	0.000	0.000	0.000	0.000			
27	0.000	0.000	0.000	0.479	0.000	0.000	0.000	0.000	0.000			
28	0.000	0.000	0.000	0.065	0.000	0.000	0.000	0.000	0.000			
29	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000			
30	0.000	0.000	0.000	0.000	0.000	0.000	0.202	0.000	0.000			
31	0.000	0.000	0.000	0.000	0.000	0.000	0.424	0.000	0.000			
TOTAL	0.2140	0.4010	0.0548	2.6867	0.0000	0.0000	0.6681	1.0075	0.7947	0.0000	0.0000	0.0000

Jul-21 to Jan-22 at \$2280.00/MG	4.0246 MG
Feb-22 to Jun-22 at \$2440.00/MG	1.8022 MG
GRAND TOTAL:	5.8268 MG

FY 21/22 SAVINGS	\$ 13,573.46
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 **\$ 7,151,943.61**

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

	<u>Jul-20</u>	<u>Aug-20</u>	<u>Sep-20</u>	<u>Oct-20</u>	<u>Nov-20</u>	<u>Dec-20</u>	<u>Jan-21</u>	<u>Feb-21</u>	<u>Mar-21</u>	<u>Apr-21</u>	<u>May-21</u>	<u>Jun-21</u>
1	1.065	1.050	0.444	0.511	0.318	0.146	0.577	0.248	0.000	0.000	0.000	0.000
2	1.356	1.309	0.523	0.491	0.373	0.472	0.000	0.314	0.000	0.000	0.000	0.000
3	1.038	1.335	0.493	0.363	0.547	0.515	0.529	0.212	0.000	0.000	0.000	0.000
4	1.160	1.273	0.564	0.410	0.483	0.294	0.303	0.387	0.000	0.000	0.000	0.000
5	1.062	1.235	0.371	0.523	0.381	0.347	0.240	0.191	0.000	0.000	0.000	0.000
6	1.384	0.658	0.380	0.458	0.426	0.526	0.489	0.579	0.000	0.000	0.000	0.000
7	1.364	0.698	0.579	0.515	0.360	0.397	0.107	0.098	0.000	0.000	0.000	0.000
8	1.162	0.638	0.561	0.427	0.335	0.445	0.548	0.572	0.000	0.000	0.000	0.000
9	1.319	0.562	0.566	0.562	0.515	0.432	0.107	0.044	0.000	0.000	0.000	0.000
10	1.322	0.698	0.439	0.250	0.466	0.307	0.350	0.517	0.000	0.000	0.000	0.000
11	1.100	0.674	0.504	0.367	0.446	0.577	0.347	0.089	0.000	0.000	0.000	0.000
12	1.369	0.584	0.311	0.562	0.530	0.316	0.449	0.362	0.000	0.000	0.000	0.000
13	1.368	0.603	0.513	0.344	0.446	0.153	0.158	0.000	0.000	0.000	0.000	0.000
14	1.100	0.603	0.496	0.572	0.400	0.577	0.416	0.000	0.000	0.000	0.000	0.000
15	1.321	0.603	0.477	0.332	0.578	0.237	0.457	0.000	0.000	0.000	0.031	0.000
16	1.303	0.436	0.569	0.583	0.282	0.478	0.298	0.000	0.000	0.000	0.000	0.000
17	0.978	0.604	0.365	0.313	0.578	0.216	0.165	0.107	0.000	0.000	0.000	0.000
18	1.385	0.603	0.562	0.373	0.371	0.382	0.577	0.424	0.000	0.000	0.000	0.000
19	0.871	0.603	0.572	0.475	0.308	0.231	0.143	0.000	0.000	0.048	0.000	0.000
20	1.384	0.603	0.380	0.562	0.474	0.274	0.578	0.000	0.000	0.000	0.000	0.000
21	1.328	0.527	0.415	0.451	0.579	0.557	0.109	0.000	0.000	0.024	0.000	0.105
22	0.971	0.529	0.571	0.394	0.300	1.575	0.000	0.000	0.000	0.067	0.000	0.000
23	1.365	0.493	0.389	0.563	0.540	0.335	0.000	0.000	0.000	0.000	0.000	0.000
24	1.262	0.607	0.475	0.388	0.359	0.577	0.000	0.333	0.000	0.000	0.000	0.000
25	1.025	0.483	0.411	0.345	0.533	0.000	0.000	0.155	0.000	0.000	0.000	0.000
26	0.998	0.568	0.370	0.505	0.345	0.493	0.000	0.157	0.000	0.000	0.000	0.000
27	1.068	0.452	0.355	0.457	0.579	0.318	0.000	0.000	0.000	0.000	0.000	0.000
28	1.394	0.474	0.571	0.413	0.306	0.491	0.000	0.000	0.000	0.000	0.000	0.000
29	1.307	0.398	0.460	0.496	0.445	0.152	0.000	0.000	0.000	0.000	0.000	0.000
30	1.167	0.483	0.447	0.453	0.565	0.339	0.000	0.000	0.000	0.000	0.000	0.000
31	1.344	0.564		0.240		0.274	0.218		0.000		0.000	
TOTAL	37.6389	20.9499	14.1323	13.7010	13.1671	12.4305	7.1642	4.7895	0.0000	0.1380	0.0313	0.1054

Jul-20 to Jan-21 at \$2240.00/MG 119.1839 MG
Feb-21 to Jun-21 at \$2280.00/MG 5.0642 MG
GRAND TOTAL: 124.2481 MG

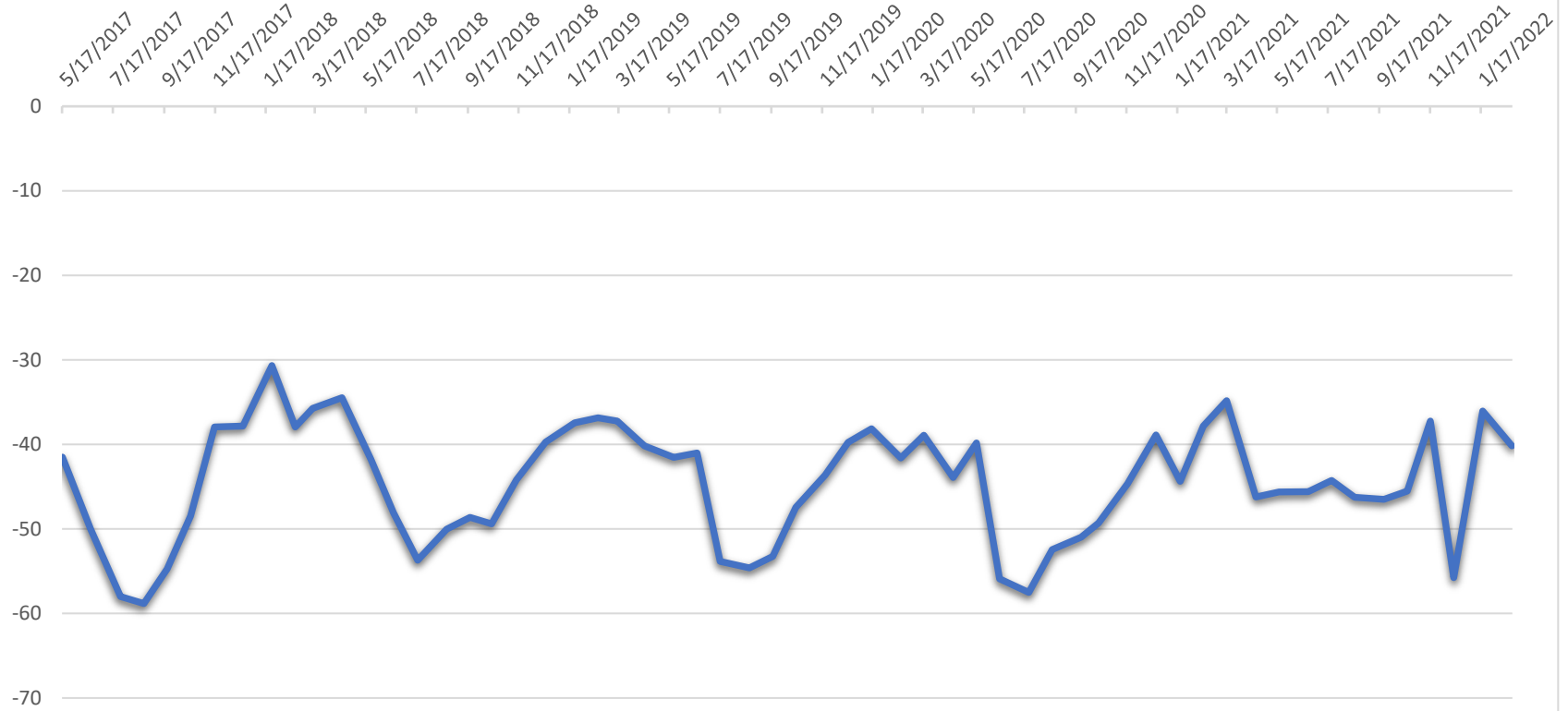
FY 20/21 SAVINGS	\$ 278,518.31
FY 19/20 SAVINGS	\$ 679,590.16
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FY 17/18 SAVINGS	\$ 634,030.91
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FY 06/07 SAVINGS	\$ 326,985.06

TOTAL SAVINGS IN WATER PURCHASES FROM CCWD TO DATE \$7,151,943.61

MONTHLY WELL NUMBERS
Million Gallons (MG)

<u>DATE</u>	<u>GLEN PARK</u>	<u>STONECREEK</u>
03/01/22	0.3143	0.0000
03/02/22	0.3144	0.0000
03/03/22	0.3210	0.0000
03/04/22	0.3230	0.0191
03/05/22	0.3218	0.0000
03/06/22	0.3209	0.0000
03/07/22	0.3196	0.1862
03/08/22	0.3200	0.0000
03/09/22	0.3219	0.0000
03/10/22	0.3243	0.1636
03/11/22	0.3212	0.2077
03/12/22	0.2886	0.3272
03/13/22	0.3220	0.0000
03/14/22	0.3198	0.0196
03/15/22		
03/16/22		
03/17/22		
03/18/22		
03/19/22		
03/20/22		
03/21/22		
03/22/22		
03/23/22		
03/24/22		
03/25/22		
03/26/22		
03/27/22		
03/28/22		
03/29/22		
03/30/22		
03/31/22		
Totals	4.4528	0.9234
Combined Totals		5.3762

Glen Park - Depth to Water



DIABLO WATER DISTRICT
March 23, 2022 Board Meeting
Item Number 10

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.
- Facilities Reserve Charge and Main Extension Reimbursement Assessment Update.

RECOMMENDATION:

Discuss.

Dan Muelrath

Dan Muelrath
General Manager

Attached: Construction Project List

DEVELOPMENT STATUS REPORT

Project Description	Location	Type of Project	Number and Size of Connections	Link to Public Hearing Notice/ Additional Information	Status	FIA Status	Additional Notes (see abbreviations below)	Percent Facilities Installation Complete
8760 Carpenter 18-Inch Extension	Carpenter Road	Main Line Extension for Subdivision	No Connections	Vicinity Map	Acceptance at the March Board Meeting	Board Approved	--	100%
Executive RV & Boat Storage	Neroly Road	Storage Facility	Fire Services	Public Hearing Notice	Acceptance at the March Board Meeting	Board Approved	--	100%
7662 - Stonewood, Unit 1A (82 Lots)	West of Rose Ave; south of Longhorn Way' North of Carpenter Road	Subdivision	82 Lots (1" services for fire sprinklers)	7662 Stonewood Unit 1A Plotting Plan	Proposed Acceptance at the April Board Meeting	Board Approved	--	100%
Chevron - Reconstruction	5433 Neroly Road, Oakley	Gas Station	One 2" and One 1-1/2" Services	Chevron Approved Plans	Proposed Acceptance at the April Board Meeting	Board Approved	--	100%
8728 - Cypress Estates (30 Lots)	Fuschia Way and Fuschia Court	Subdivision	30 Lots (1" services for fire sprinklers)	Approved Plans	Proposed Acceptance at the April Board Meeting	Board Approved	--	100%
8975 - Shiloh (KB Homes)	Main Street and Simoni Road, Oakley	Subdivision	69 Lots (1" services for fire sprinklers); and Two 1" Irrigation Services	Approved Plans-Cover Sheet	Working on Punch List Items	Board Approved	--	99%

Notes:

RW = Project identified to install recycled water piping system.

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

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

DEVELOPMENT STATUS REPORT

Project Description	Location	Type of Project	Number and Size of Connections	Link to Public Hearing Notice/ Additional Information	Status	FIA Status	Additional Notes (see abbreviations below)	Percent Facilities Installation Complete
9498 - Acacia Offsite	5360 Main Street	Offsite Improvements for Subdivision	No Connections	Public Hearing Notice	Working on Punch List Items	Board Approved	--	95%
Twin Oaks Senior Residence, Main Street	2605 Main Street	Multi-Family/Senior Facility	One 2" Domestic and One 1" Irrigation Services	Public Hearing Notice	Working on Punch List Items	Board Approved	--	95%
9516 - Woodbury (Lennar) (104 Lots)	E. Cypress Road and Emerson Ranch Way	Subdivision	104 Lots (1" services for fire sprinklers)	Public Hearing Notice	Working on Punch List Items	Board Approved	--	95%
Santiago Island Village Project	Gateway Road, Bethel Island	Multi-Family	Two 1-1/2" Services	Annexation Resolution	Finalizing Paperwork and Easement Survey	Board Approved	--	97%
9498 - Acacia (Signature Homes) (108 Lots)	5360 Main Street	Subdivision	108 Lots (1" services for fire sprinklers)	Public Hearing Notice	Under Construction	Board Approved	--	90%
9426 - Delta Coves Marina - Fire Services	West Wind Place, Bethel Island	Commercial	Three 1-1/2" Irrigation Services; Five 2" services for the Docks	Parcel Map	Waiting for Plan Revisions and As-Builts	Board Approved	--	95%

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DEVELOPMENT STATUS REPORT

Project Description	Location	Type of Project	Number and Size of Connections	Link to Public Hearing Notice/ Additional Information	Status	FIA Status	Additional Notes (see abbreviations below)	Percent Facilities Installation Complete
Oakley Logistics Center Phase 1- Backbone Infrastructure	6000 Bridgehead Road, near Wilbur Avenue	Commercial/ Light Industrial	Three 6" Services	Public Hearing Notice	Under Construction	Board Approved	--	80%
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)	Public Hearing Notice	Passed 2 nd Pressure Test. Bac-T Testing Soon.	Board Approved	--	85%
8734 - Stonewood Unit 2A	West of Rose Ave; south of Longhorn Way; North of Carpenter Road	Subdivision	27 Lots (1" services for fire sprinklers)	Master Plotting Plan	Passed 2 nd Pressure Test. Bac-T Testing Soon.	Board Approved	--	85%
8904 Cypress Crossings (formerly 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)	8904 Tuscany Estates - Baldocchi Property - In-Tract Improvements	Under Construction	Board Approved	--	75%
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	Sub 8904 Sellers Avenue Offsite Improvements	Plans Approved- Pending Submittal Review Process	Board Approved	--	10%

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DEVELOPMENT STATUS REPORT

Project Description	Location	Type of Project	Number and Size of Connections	Link to Public Hearing Notice/ Additional Information	Status	FIA Status	Additional Notes (see abbreviations below)	Percent Facilities Installation Complete
Oakley - Contra Costa Logistics Center -24" Relocation	6000 Bridgehead Road, near Wilbur Avenue	Main Line Relocation	No Connections	Public Hearing Notice	Under Construction	Board Approved	--	10%
CIP 215 Downtown Parking Project	Main Street at Norcross Lane	Mainline Extension/ Fire Service	One 2" Domestic and one 1" Irrigation	CIP 215 Plans-Cover Sheet	Board Approved	Board Approved	--	5%
Elm Lane Apartments	Elm Lane, Oakley	Multi-Family	One 4" Domestic and One 1 1/2" Irrigation	Elm Lane-Workforce Housing Prelim Plans	Reviewing Pothole Info and RFIs	Board Approved	--	10%
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	Parcel Map	Under DWD Plan Review	Proposed for April 27, 2022 Board Meeting	--	0%
9284 - Ranchette (Discovery Builders)	Oakley Road at Neroly Road	Subdivision	13 Lots (1" services for fire sprinklers)	9284 Ranchette - Master Plan	Under DWD Plan Review	Proposed for April 27, 2022 Board Meeting	--	0%
3350 Main Street	3350 Main Street, Oakley (Downtown, near Norcross Lane)	Commercial	One 2" Domestic, One 1" Irrigation & an 8" Fire Service	Public Hearing Notice	Plans Under Review	Scheduled for April 27, 2022 Board Meeting	--	0%

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DEVELOPMENT STATUS REPORT

Project Description	Location	Type of Project	Number and Size of Connections	Link to Public Hearing Notice/ Additional Information	Status	FIA Status	Additional Notes (see abbreviations below)	Percent Facilities Installation Complete
CIP 247 East Cypress Road Improvement	East Cypress Road - Broadway Street to Jersey Island Road	City Road Improvements	Pending	Information Coming Soon	Under DWD Plan Review	Future Board Meeting	--	0%
DWD Corporation Yard	3990 Main Street	DWD Project	Pending	DWD Corporation Yard Office & Shop Tentative Parcel Map	Under DWD Design Review	Future Board Meeting	RW, CN	0%
9307 - Summer Lake North	North of E. Cypress Road; East of Bethel Island Road	Subdivision	824 Lots (1" services for fire sprinklers)	Project Information	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
8803 - Brownstone (Clyde Miles Construction)	Brownstone Road, Oakley	Subdivision	108 Lots (1" services for fire sprinklers)	8803 Tentative Map Extension	Under DWD Plan Review	Future Board Meeting	GWMW	0%
8760 - Stonewood 1B	West of Rose Ave; south of Longhorn Way; North of Carpenter Road	Subdivision	133 Lots (1" services for fire sprinklers)	Master Plotting Plan	Under DWD Plan Review	Future Board Meeting	GWMW	0%
9534 - Stonewood 3 Unit 2	West of Rose Ave; south of Longhorn Way' North of Carpenter Road	Subdivision	Pending	Improvement Plans-Cover Sheet	Under DWD Plan Review	Future Board Meeting	--	0%

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DEVELOPMENT STATUS REPORT

Project Description	Location	Type of Project	Number and Size of Connections	Link to Public Hearing Notice/ Additional Information	Status	FIA Status	Additional Notes (see abbreviations below)	Percent Facilities Installation Complete
East Cypress Road Precise Alignment (Part of Cypress Preserve)	East Cypress Road; Between Knightsen Ave. and Bethel Island Road	Subdivision	Pending	East Cypress Corridor Specific Plan	Under DWD Plan Review	Future Board Meeting	--	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)	City of Oakley Planning Map	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9401 Cypress Dal Porto Biggs Hotchkiss (Part of Cypress Preserve)	South of E. Cypress Road; East of Jersey Island Road	Subdivision	403 Lots (1" services for fire sprinklers)	9401 Vesting Tentative Map	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
9404 - Lesh Property (Part of Cypress Preserve)	Northwest corner of Bethel Island & East Cypress Road	Subdivision	1056 Lots (1" services for fire sprinklers)	Public Hearing Notice	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	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)	Public Hearing Notice	Under DWD Plan Review	Future Board Meeting	RW, GWMW, CN	0%
Burroughs Property	E. Cypress Road & Knightsen Avenue	Subdivision	208 Lots (1" services for fire sprinklers)	Notice of Public Hearing	Beginning Plan Review	Future Board Meeting	GWMW	0%
6610 - Spinnaker Cove	Cypress Road to Sandmound Blvd	Subdivision	Pending	Spinnaker Cove Preliminary Plans-Cover Sheet	Planning Stage	Future Board Meeting	--	0%

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Project Description	Location	Type of Project	Number and Size of Connections	Link to Public Hearing Notice/ Additional Information	Status	FIA Status	Additional Notes (see abbreviations below)	Percent Facilities Installation Complete
Wendy's Restaurant	Northeast corner of the intersection of Bridgehead Rd & Main Street	Commercial/Restaurant	Pending	Preliminary Improvement Plans	Planning Stage	Future Board Meeting	--	0%
8787 Rosewood Subdivision (61 Lots)	4073 Rose Avenue, Oakley	Subdivision	61 Lots (1" services for fire sprinklers)	Public Hearing Notice	City Planning Stage/On Hold	Future Board Meeting	GWMW	0%
8807 - Villa Grove (35 Lots)	2080 O'Hara Avenue	Subdivision	35 Lots (1" services for fire sprinklers)	Public Hearing Notice	City Planning Stage/On Hold	Future Board Meeting	--	0%
9088 - Cedarwood	4192 Live Oak Avenue (Near Knox Lane)	Subdivision	34 Lots (1" services for fire sprinklers)	Public Hearing Notice	City Planning Stage/On Hold	Future Board Meeting	--	0%
9183 Stonewood 3	SE & SW Corners of Carpenter Rd/Simoni Ranch Rd and Rose Avenue	Subdivision	31 Lots (1" services for fire sprinklers)	Public Hearing Notice	City Planning Stage/On Hold	Future Board Meeting	--	0%
9488 Castro Property	East side of Machado Ln; South of East Cypress Road	Subdivision	10 Lots (1" services for fire sprinklers)	9488 Castro Prop Vesting Tentative Map	City Planning Stage/On Hold	Future Board Meeting	--	0%
9537 - 2480 Oakley Road	2480 Oakley Road, near Live Oak Avenue, Oakley	Subdivision	22 Lots (1" services for fire sprinklers)	Public Hearing Notice	City Planning Stage/On Hold	Future Board Meeting	--	0%

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DEVELOPMENT STATUS REPORT

Project Description	Location	Type of Project	Number and Size of Connections	Link to Public Hearing Notice/ Additional Information	Status	FIA Status	Additional Notes (see abbreviations below)	Percent Facilities Installation Complete
Cosetti Property on Machado Lane	APNs 033-190-003 & 033-190-004	Subdivision	106 Lots (1" services for fire sprinklers)	Cosetti Property Applicant Plans	City Planning Stage/On Hold	Future Board Meeting	--	0%
6013 - BIRS Bethel Island Res. & Pump Station	Delta Coves Project, Bethel Island	Reservoir & Pump Station for Delta Coves	No Connections	Site Location Map	Planning Stage/On Hold	Future Board Meeting	CN	0%
637 Brownstone Road	APN 034-170-006; Brownstone Rd; east of O'Hara Ave.	Subdivision	Pending	637 Brownstone - General Plan Exhibit	City Planning Stage/On Hold	Future Board Meeting	--	0%
Brownstone and Main Commercial Development	Brownstone and Main Street	Commercial/Restaurant/Retail/Car Wash	Pending	Brownstone & Main Applicant Plans	City Planning Stage/On Hold	Future Board Meeting	GWMW	0%
Empire Plaza	3410 Empire Avenue	Commercial	Pending	Public Hearing Notice	City Planning Stage/On Hold	Future Board Meeting	--	0%
IBN Sina Community Center	Oakley Road and Neroly Road	Public Assembly/Residential	Pending	IBN Sina Community Center Phasing Plan	City Planning Stage/On Hold	Future Board Meeting	--	0%
Oakley Village	West of Sellers Road	Subdivision	42 Lots (1" services for fire sprinklers)	Oakley Village Vesting Tentative Map	City Planning Stage/On Hold	Future Board Meeting	--	0%
Saifeena Center-Commercial	3850 Main Street	Commercial	Pending	Saifeena-Applicant Plans	City Planning Stage/On Hold	Future Board Meeting	GWMW	0%

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DEVELOPMENT STATUS REPORT

Project Description	Location	Type of Project	Number and Size of Connections	Link to Public Hearing Notice/ Additional Information	Status	FIA Status	Additional Notes (see abbreviations below)	Percent Facilities Installation Complete
The Honey Lane Development	637 Honey Lane, Oakley (adjacent to Marsh Creek)	Subdivision	19 Lots (1" services for fire sprinklers)	Honey Lane-Project Information	City Planning Stage/On Hold	Future Board Meeting	--	0%
9579 Honey/Creekside Subdivision	463 & 560 Honey Lane	Subdivision	57 Lots (1" services for fire sprinklers)	Sub 9579 Applicant Plans	City Planning Stage	Future Board Meeting	GWMW	0%
Live Oak and Main Street	Live Oak Avenue and Main Street	Subdivision	49 Lots (1" services for fire sprinklers)	Live Oak & Main Street Site Plan	City Planning Stage	Future Board Meeting	--	0%
9580 Golden Oak	West Ruby Street and Fuschia Way	Subdivision	7 Lots (1" services for fire sprinklers)	Sub 9580 Golden Oak	City Planning Stage	Future Board Meeting	--	0%
COMPLETED PROJECTS UNDER MAINTENANCE								
9503 - Alicante (The Village at Main - KB Homes) (154 Lots)	1731 Main Street near Live Oak Avenue	Subdivision	154 Lots (1" services for fire sprinklers)	Information to follow	Final Stages	Board Approved	--	Complete 100% - 3-year Maint.Bond in Effect
9507 - The Vines (Meritage Homes) (63 Lots)	2371 Oakley Road; near Live Oak Road	Subdivision	63 Lots (1" services for fire sprinklers)	Information to follow	Final Stages	Board Approved	--	Complete 100% - 3-year Maint.Bond in Effect

Notes:

RW = Project identified to install recycled water piping system.

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

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

DIABLO WATER DISTRICT
March 23, 2022 Board Meeting
Item Number 11

TO: Each Director
FROM: Dan Muelrath, General Manager
SUBJECT: District Counsel's Reports.

District Counsel will provide any relevant industry updates.

RECOMMENDATION:

Receive.

Dan Muelrath _____

Dan Muelrath
General Manager

DIABLO WATER DISTRICT
March 23, 2022 Board Meeting
Item Number 12

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Directors' Reports.

Representative assignments verbal reports:

- East County Water Managers Association (no meeting) – Director Crockett
- City of Oakley – President Seger
- Ironhouse Sanitary District – Vice President Pastor
- Contra Costa Water District – Director Kovalick
- Groundwater Sustainability Elected Officials (no meeting) – Director Tiernan

Ad hoc committees:

- Mission Statement

RECOMMENDATION:

Discuss.

Dan Muelrath

Dan Muelrath
General Manager

DIABLO WATER DISTRICT
March 23, 2022 Board Meeting
Item Number 13

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Future Agenda Items.

April 27, 2022 Regular Board Meeting	
Mission Statement Update	Action/Discussion
ESG Investment Policy	Action/Discussion
Water Supply Outlook and Conservation for 2022	Action/Discussion
Facilities Reserve Charges / MERA Adoption of New Rates	Discussion
FY 2022/23 Draft Budget Presentation	Discussion
Update from R1 Art Ad Hoc	Discussion
Land and Preservation Options	Discussion
May 25, 2022 Regular Board Meeting	
FY 2022/23 Budget Approval	Action
Miscellaneous Fees Update/Approval	Action
Facilities Reserve Charges / MERA Adoption of New Rates	Action
AWWA Water Industry Benchmark Survey Results	Discussion
Other Items	Future Date
Consider name change to include groundwater sustainability	TBD
Joint recycled water policy statement with ISD	TBD
County General Plan comments (pending release by County)	TBD