

BOARD OF DIRECTORS MEETING

MINUTES

REGULAR MEETING

Thursday, September 20, 2018

1:30PM

(Paragraph numbers coincide with agenda item numbers)

1. CALL TO ORDER

The regular meeting of the Delta Conveyance Design and Construction Authority (DCA) Board of Directors was called to order in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento, CA 95814, at 1:30 p.m.

2. ROLL CALL

Board members in attendance were Tony Estremera, Richard Atwater, Steve Blois, and Sarah Palmer constituting a quorum of the Board.

Staff members in attendance were Jill Duerig, Interim Executive Director; Stefanie Morris, Interim General Counsel and June Skillman, Treasurer.

3. CLOSED SESSION

4. OPEN SESSION AND PLEDGE OF ALLEGIANCE

President Estremera convened the open session at approximately 2:00pm and led all present in reciting the Pledge of Allegiance.

5. REPORT OUT OF CLOSED SESSION

- a. **Conference with Legal Counsel – Significant exposure to litigation pursuant to Gov’t Code section 54956.9(d) (2)**
 - i. **Delta Stewardship Council California WaterFix Consistency Determination;**
 - ii. **Food and Water Watch and Center for Food Safety v. Metropolitan Water District of Southern California, Case No. BC720692.**

There were no actions to report out.

- b. **Public Employee Appointment – Pursuant to Gov’t Code section 54957. Title Executive Directors:**

The Board directed the Executive Director to create, if necessary, an ad hoc committee to assist with narrowing the Executive Director candidates for consideration by the Board.

6. PUBLIC COMMENT

President Estremera declared public comment open, limiting speaking time to three minutes, each.

Ms. Duerig noted that one email was received and provided to the Board and the public. There were no additional comments from the public.

President Estremera closed the Public Comment.

7. APPROVAL OF MINUTES: August 16, 2018 Regular Board Meeting

Recommendation: Approve minutes of the August 16, 2018 Regular Board Meeting.

No corrections to the minutes were noted.

Move to Approve Minutes: Palmer

Second: Blois

Yeas: Estremera, Atwater, Blois and Palmer

Nays: None

Abstains: None

Recusals: None

Absent: None

Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as MO 18-9-01)

8. CONSENT CALENDAR

No items were on the consent calendar.

9. DISCUSSION ITEMS:

a. First Reading Conflict of Interest Code

Recommendation: Staff recommends that the Board authorize the Executive Director and General Counsel to take the necessary steps to bring the Conflict of Interest Code to the Board for consideration at the November meeting.

Staff report was provided by Ms. Morris noting the code would be posted for public comment for 45 days and brought back to the Board for consideration in November. Ms. Morris also noted that the draft code was attached to the September agenda and would be posted on the website with the appropriate notice.

Director Palmer requested clarification of the titles utilized in the code to ensure the Real Estate manager is not unintentionally omitted. Executive Director Duerig clarified that the titles used were intended to be consistent with the long-term staff titles and may be unintentionally representative of nomenclature differences in the organizational chart. Ms. Morris noted that the Real Estate Manager is covered but done so by the title in the Organization chart.

The Board authorized the Executive Director and General Counsel to take the necessary steps to bring the Conflict of Interest Code to the Board for consideration at the

November Meeting. President Estremera invited public comment on the code over the next 45 days.

b. Consider Passing Resolution to Award Contract to Supply a Project Management Information System

Recommendation: Adopt the attached resolution authorizing the Executive Director to negotiate and execute a multi-year agreement with Trimble e-Builder to provide a SaaS PMIS cloud solution and implementation services to be directed by the Executive Director and staff.

Mr. Soo, the Interim Information Technology Manager, explained the recommendation in his presentation which outlined the Request for Proposals (RFP) solicitation and subsequent evaluation process. Five (5) firms submitted responses to the RFP, of which the highest scoring firms were interviewed and the firm receiving the highest final score was eBuilder.

Move to authorize the Executive Director to negotiate and execute an agreement with Trimble e-Builder with an initial contract amount of \$855,633, over five years, with a not to-exceed total amount of \$1.6M for future PMIS optional features such as enhanced dashboards, document management, and additional system upgrades to meet evolving DCA needs: Atwater

Second:	Palmer
Yeas:	Estremera, Atwater, Blois and Palmer
Nays:	None
Abstains:	None
Recusals:	None
Absent:	None
Summary:	4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as Resolution 18-10)

c. Consider Logo Options and Vote to Select One by Minute Order

Recommendation: Discuss and select a logo for the DCA.

Executive Director Duerig introduced the refined logos resulting from the previous month's Board discussions for consideration and, based on a communication from Gary Lippner, DWR's Deputy Director in charge of the DCO, encouraged consistency in branding with DWR's WaterFix logo to show program continuity.

President Estremera opened the item for discussion amongst the Board.

Director Palmer noted that the Board should take into consideration public perception in considering the logo and noted that the logo on page 3 maintained an element of the color green representing agriculture, as the base, which was favored by a member of the public who provided comments at the August meeting.

Director Atwater agreed that continuity is important and appreciated that the logo on page 3 looks good in both in color and in black and white.

Move to Adopt the logo on page 3 of the Board packet: Palmer
 Second: Blois
 Yeas: Estremera, Atwater, Blois and Palmer
 Nays: None
 Abstains: None
 Recusals: None
 Absent: None
 Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as MO 18-9-02)

10. STAFF REPORTS AND ANNOUNCEMENTS

a. Executive Director Report

Ms. Duerig provided a written report in the Board package. President Estremera requested a verbal status on identifying a facility for the DCA. Ms. Duerig noted that the comparison matrix outlining potential locations is being refined, taking into consideration various factors of importance, to develop a final recommendation for board consideration. Potential site layouts at the two facilities are being designed to facilitate an estimate for tenant improvement (TI) costs. It is anticipated that a recommendation may be ready soon.

b. General Counsel Report

Ms. Morris noted that her report was provided in the Board packet. The Board had no additional questions or comments.

c. Treasurer's Report

Ms. Skillman noted that her report was provided in the Board packet. The Board had no additional questions or comments.

d. Verbal Reports

There were no verbal reports at this session.

11. FUTURE AGENDA ITEMS:

Director Blois suggested that in the near future, the Board discuss potential project delivery alternatives. He noted that it would be helpful to examine the types of delivery systems available aside from the traditional design-bid-build and that it would be beneficial to have a presentation as an overview and the risks associated with each.

Executive Director Duerig responded that the October meeting will have four contracts for consideration: Geotech, Engineering Design Manager, Real Property, and Surveying, including a thorough discussion surrounding each of the items. There will likely be more time available for a discussion related to alternative delivery in November.

Director Palmer noted that she represents multiple agencies on the DCA Board and will be contacting the agencies she represents to provide an opportunity to voice comments to her directly.

12. ADJOURNMENT:

The next meeting of the DCA will be held on October 18, at 2 p.m., in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento.

President Estremera adjourned the meeting at 2:28 p.m.