

BOARD OF DIRECTORS MEETING

MINUTES

REGULAR MEETING

Wednesday, June 18, 2025

1:30 p.m.

(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 person, by teleconference, and remotely - Conference Access Information: Phone Number: (669) 444-9171, Code: 82256895816#, <https://dcdca-org.zoom.us/j/82256895816?from=addon> at 1:30 pm.

2. ROLL CALL

Board members in attendance from the DCA Boardroom were President Martin Milobar, Director Gary Martin, Director Robert Cheng, Director John Weed, Director Adnan Anabtawi, and Alternate Director Jacquelyn McMillan sitting in for Director Miguel Luna. Director Tony Estremera participated remotely.

Alternate Director in attendance remotely was Dennis LaMoreaux. Alternate Director Michael Plinski attended from the DCA Boardroom; the Board Clerk captured their attendance for the record.

DCA staff members in attendance were Graham Bradner, Josh Nelson, and Adrian Brown.

Department of Water Resources (DWR) members in attendance were Carrie Buckman and Janet Barbieri.

3. CLOSED SESSION

No public comment requests were received for this item.

4. OPEN REGULAR MEETING & PLEDGE OF ALLEGIANCE

President Milobar opened the regular session at approximately 2:00 p.m. and asked Josh Nelson to report out on closed session. There were no reportable actions.

5. PUBLIC COMMENT

No public comment requests were received for this item.

6. APPROVAL OF MINUTES: May 21, 2025, Regular Board Meeting

Recommendation: Approve the May 21, 2025, Regular Board Meeting Minutes

Motion to Approve Minutes from May 21, 2025, as

Noted: Anabtawi
 Second: Martin
 Yeas: Milobar, Martin, McMillan, Estremera, Cheng, Anabtawi, Weed
 Nays: None
 Abstains: None
 Recusals: None
 Absent: None
 Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as MO 25-06-01).

7. DISCUSSION ITEMS:

a) June DCA Monthly Report

Informational Item

DCA Executive Director, Graham Bradner, presented the Monthly Report for May 2025 activities to the Board. Mr. Bradner stated that DCA continues to provide engineering and environmental support to DWR, and DWR is currently engaged in Change in Point of Diversion (CPOD) hearings with the State Water Resources Control Board (SWRCB). Engineering studies are being conducted to advance the overall project design and consider potential innovations. The team is also preparing to update the cost estimate and Basis of Design Report planned for early 2027, as well as working on the development of internal management plans, procedures, and workflows for transitioning to the delivery phase in 2027.

In regard to the budget overview, the Board of Directors approved the Fiscal Year (FY) 2024/25 budget of \$43M. DCA has committed a total of \$34.7M through task orders and contracts and, to date, has incurred \$26.3M. The estimate at completion is \$32.9M, which is approximately 23% under budget. The work progress for vendors that have deliverables is at 81% complete with 76% of the committed budget spent. Small Business Enterprise/Disabled Veteran Business Enterprise (SBE/DVBE) Committed contracts participation is 13%, and of that, nine percent (9%) has been invoiced.

Mr. Bradner informed the Board that there are four (4) procurements that are ongoing: Employee Assistance Program, Executive Strategic Support Services, Primavera P6 Cloud Hosting, and various business services.

Lastly, DCA conducted outreach at numerous industry conferences, including the Association of California Water Agencies (ACWA), California Water Association (CWA), Association of Women in Water, Energy and Environment (AWWEE), Water Wise Breakfast of Ventura County, and Rapid Excavation and Tunneling Conference (RETC).

No comments or questions were received from the Board, nor were any public comment requests received.

b) **Consider Passing Resolution Approving Amended DCA Travel Policy**

Informational Item

DCA General Counsel, Josh Nelson reminded the Board that under the Joint Exercise of Powers Agreement (JEPA) with DWR, the DCA has the ability to reimburse contractors for their travel expenses pursuant to the travel policy, which is approved by the Board of Directors and then concurred by DWR. The existing policy is based on the historical rate methodology for larger vendors. To date, those vendors have traditionally received an all-in multiplier that was added to the base labor, which included reimbursement for expected travel and similar costs.

Beginning FY 2025/26, Staff recommended that the Board consider approving the amended Travel Policy to transition to a more traditional expense reimbursement practice, rather than an all-in multiplier. If a multiplier is utilized, it will exclude travel and other direct costs. A red-line and clean version of the amended Travel Policy was provided in the Board packet for more specific changes.

Director Cheng expressed his gratitude for the effort in establishing contracted rates with various hotels. He pointed out that sometimes in the effort to save money by complying with the GSA rates, it may actually cost the project more through lost time.

Director Martin inquired about the net cost change due to the amendments of the Travel Policy.

Mr. Bradner informed the Board that it is currently a net neutral change, however, there is an expected increase in travel due to the on-site expectation increasing in FY 2025/26.

No further comments or questions were received from the Board, nor were any public comment requests received.

Recommendation: Approve Passing Resolution Approving Amended DCA Travel Policy

Motion to Approve Passing Resolution Approving Amended DCA Travel Policy, as

Noted:	Estremera
Second:	McMillan
Yeas:	Milobar, Martin, McMillan, Estremera, Cheng, Anabtawi, Weed
Nays:	None
Abstains:	None

Recusals: None
 Absent: None
 Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-09).

c) **Conduct Public Hearing on FY 2025/26 Budget, Including Discussion of Vacancies and Related Matters, and Consider Passing Resolution Approving FY 2025/26 Budget**

Informational Item

Mr. Bradner informed the Board that the proposed FY 2025/26 budget is \$65M, including an unallocated reserve amount of \$4.2M. In addition to developing and refining an overall program schedule, the specific focus areas are the same as what was mentioned in the presentation of the monthly report Agenda Item.

At the June 12th, 2025 DCA Finance Committee Meeting, the Committee voted by minute order to recommend that the DCA Board of Directors approve the FY 2025/26 Budget.

DCA Finance Committee Chair, Gary Martin, informed the Board that the Committee spent a lot of time reviewing the methodology that was used to compile the budget, the initial draft of the budget, and then the refined draft budget at the respective Committee meetings. He stated that the Committee reached the conclusion that they were prepared to recommend adoption by the Board and thanked the Committee for their time and effort.

Mr. Nelson informed the Board that, pursuant to AB 2561, local agencies are now required to hold a public hearing prior to budget adoption to discuss the status of vacancies and recruitment and retention efforts. The DCA does not have any employees, so this requirement is somewhat inapplicable. However, the DCA will comply with the requirement, and this item serves as both the hearing on the annual budget as well as under AB 2561.

DCA Treasurer, Katano Kasaine, further clarified the budget for FY25/26 starting in July and the funding approved through the end of the fiscal year.

Director Anabtawi mentioned that agency boards have taken action and funding agreement amendments are being wrapped up and this is administrative.

DWR Environmental Manager, Carrie Buckman, responded that Mr. Anabtawi's statement was correct.

No further comments or questions were received from the Board, nor were any public comment requests received.

Recommendation: Approve Passing Resolution Approving FY 2025/26 Budget

Motion to Approve Passing Resolution Approving FY 2025/26 Budget, as

Noted: Martin
Second: Weed
Yeas: Milobar, Martin, McMillan, Estremera, Cheng, Anabtawi, Weed
Nays: None
Abstains: None
Recusals: None
Absent: None
Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-10).

d) Adopt Resolution Approving the Investment Policy

Informational Item

Ms. Kasaine informed the Board that the Investment Policy is brought to the Board annually for their approval. She noted that there was one (1) update to the policy revolving around the credit requirements for the debt securities.

No comments or questions were received from the Board, nor were any public comment requests received.

Recommendation: Approve Passing Resolution Approving the Investment Policy

Motion to Approve Passing Resolution Approving the Investment Policy, as

Noted: Anabtawi
Second: Cheng
Yeas: Milobar, Martin, McMillan, Estremera, Cheng, Anabtawi, Weed
Nays: None
Abstains: None
Recusals: None
Absent: None
Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-11).

e) Consider Passing Resolution Authorizing an Executive Support Services Agreement to Provide Deputy Executive Director Services to STV, Inc.

Approve Resolution

DCA Chief Contracting Officer, Adrian Brown, provided a presentation to the Board for Agenda Items seven (7)e, seven (7)f, and seven (7)g. The DCA requires the services of professional consultant(s) to provide on-call executive strategic support services. In order to obtain those services, DCA conducted a Request for Qualifications (RFQ) for executive strategic support services, facilitation services, deputy executive director services, and human resources support services.

Staff recommended that the Board to Authorize the Executive Director to negotiate and execute five (5) year professional services agreements with STV Incorporated, Project Neutral, and CohnReznick Advisory.

Director Cheng asked for clarification regarding the award amounts assigned to each consultant.

Mr. Bradner informed the Board that STV would provide Deputy Executive Director services in a full-time role and therefore has the largest contract capacity. The other services are on an as-needed basis and do not require as much.

Director Anabtawi inquired about which contract will fulfill the human resources support need.

Mr. Bradner informed the Board that there will be an additional five (5) awards that will be brought to the Board at the next meeting and one (1) of those will fulfill the human resources support need.

No further comments or questions were received from the Board, nor were any public comment requests received.

Recommendation: Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Deputy Executive Director Services to STV, Inc

Motion to Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Deputy Executive Director Services to STV, Inc, as

Noted:	Martin
Second:	Anabtawi
Yeas:	Milobar, Martin, McMillan, Estremera, Cheng, Anabtawi, Weed
Nays:	None
Abstains:	None
Recusals:	None

Absent: None

Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-12).

- f) **Consider Passing Resolution Authorizing an Executive Support Services Agreement to Provide Strategic and Facilitation Support Services to Project Neutral.**

Adopt Resolution

No comments or questions were received from the Board, nor were any public comment requests received.

Recommendation: Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Strategic and Facilitation Support Services to Project Neutral

Motion to Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Strategic and Facilitation Support Services to Project Neutral, as

Noted: Estremera

Second: Anabtawi

Yeas: Milobar, Martin, McMillan, Estremera, Cheng, Anabtawi, Weed

Nays: None

Abstains: None

Recusals: None

Absent: None

Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-13).

- g) **Consider Passing Resolution Authorizing an Executive Support Services Agreement to Provide Strategic Support Services to CohnReznick LLC**

Approve Resolution

No comments or questions were received from the Board, nor were any public comment requests received.

Recommendation: Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Strategic Support Services to CohnReznick LLC

Motion to Approve Passing Resolution Authorizing an Executive Support Services Agreement to Provide Strategic Support Services to CohnReznick LLC, as

Noted: Anabtawi

Second: McMillan
Yeas: Milobar, Martin, McMillan, Estremera, Cheng, Anabtawi, Weed
Nays: None
Abstains: None
Recusals: None
Absent: None
Summary: 7 Yeas; 0 Nays; 0 Abstain; 0 Absent. (Motion passed as Resolution 25-14).

8. STAFF REPORTS AND ANNOUNCEMENTS:

President Milobar mentioned that members of the public may address the Authority on matters pertaining to the Reports at this time.

No public comment requests were received for any of the staff reports.

a. General Counsel's Report

Mr. Nelson informed the Board that the written report was included in the meeting packet.

No comments or questions were received from the Board.

b. Treasurer's Report

Ms. Kasaine informed the Board that the written report was included in the meeting packet. As of May 31, 2025, the ending cash balance was \$980,731.00.

Director Anabtawi asked if there is going to be a need for DCA to carry reserves and how Ms. Kasaine envisions things changing in the next couple of years.

Ms. Kasaine informed the Board that all the money is managed by the Delta Conveyance Office (DCO) and the DCA will need to revisit this if the DCA manages the money.

No further comments or questions were received from the Board.

c. DCP Communications Report

DWR Communications Manager, Janet Barbieri, informed the Board that the CPOD hearings conducted a few meetings in June and plan to continue the hearing starting in August. She highlighted the conferences that DCA attended and a few new fact sheets that are available online.

No comments or questions were received from the Board.

d. DWR Environmental Report

DWR Environmental Manager, Carrie Buckman, informed the Board that a big milestone was reached – the team finished the case and chief at the State Board. Next, the protestants will be able to provide their case and chief so then both sides will be able to

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rebuttal. The team is now working on action items that came from receiving the Incidental Take Permit (ITR) and on the certification of consistency with the Delta plan.

Director Robert expressed his gratitude for all of the team's effort.

No further comments or questions were received from the Board, nor were any public comment requests received.

e. Verbal Reports, if any

None.

9. FUTURE AGENDA ITEMS:

None.

10. ADJOURNMENT:

President Milobar adjourned the meeting at 3:18 p.m., remotely-Conference Access Information: Phone Number: (669) 444-9171, Code: 82256895816#, <https://dcdca-org.zoom.us/j/82256895816?from=addon> at 3:07 pm.