

**DUBLIN SAN RAMON SERVICES DISTRICT  
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS**

**January 7, 2014**

A regular meeting of the Board of Directors was called to order at 6:00 p.m. by President Georgean M. Vonheeder-Leopold. Boardmembers present: President Georgean M. Vonheeder-Leopold, Vice President Edward R. Duarte, Director D.L. (Pat) Howard, Director Richard M. Halket, and Director Dawn L. Benson. District staff present: Bert Michalczyk, General Manager; Judy Zavadil, Principal Engineer - Supervisory; John Archer, Interim Financial Services Manager/Treasurer; Dan Gallagher, Operations Manager; Michelle Gallardo, Interim Organizational Services Manager; Carl P.A. Nelson, General Counsel; and Nancy Gamble Hatfield, District Secretary

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL - Members: Benson, Duarte, Halket, Howard, Vonheeder-Leopold
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:01 p.m.
6. REPORTS
  - A. Reports by General Manager and Staff
    - Event Calendar – General Manager Michalczyk reported on the following:
      - o On Wednesday, January 8, 2014 the Alameda County Special Districts Association will hold its bimonthly membership meeting at the Alameda County Resource Conservation District in Livermore. President Vonheeder-Leopold and the General Manager will attend the meeting. All Directors were invited to also attend.
      - o On Thursday, January 23, 2014 the East Bay Leadership Council will hold an all day session, “Leading the Region Toward a Sustainable Future,” at the Hilton Concord Hotel in Concord. Mr. Michalczyk stated this should be an informative meeting and a good opportunity to meet with business leaders in the East Bay.
      - o On Wednesday, January 29, 2014, Mayor Tim Sbranti will deliver his State of the City address at the Dublin Chamber of Commerce lunch. Directors should contact the General Manager or District Secretary Hatfield if interested in attending. V.P. Duarte noted that San Ramon Mayor Clarkson does a similar lunch for that city.
      - o On Thursday, January 30, 2014 at 6:00 p.m., at the Dublin City Council Chambers, California Natural Resources Secretary John Laird will be speaking on the California Water Action Plan. This meeting will be co-sponsored by the Dublin San Ramon Services District, Zone 7, California Water Service Company, and the cities of Livermore, Pleasanton, Dublin and San Ramon. The District will agendize this meeting as a meeting of its Board of Directors in the event any

discussion ensues; other sponsoring agencies may choose to not do so. Mr. Michalczyk asked Directors to inform staff if they will attend.

- o The week of February 24 the CASA and ACWA Washington, D.C. conferences will be held. Director Benson is the only member of the Board attending the CASA conference. Director Benson's travel was approved at the December 17, 2013 meeting; approval for staff travel to these meetings (Rhodora Biagtan) will be considered under tonight's Consent Calendar.
  - o In calendar year 2013, the weather station at the WWTP recorded a total of 3.88 inches of precipitation. Annual average precipitation is 20.5 inches. Calendar year 2013 was the driest year on record in California. The water supply situation is rapidly becoming a very serious matter. However, a few good rainstorms could have a significantly positive impact. The Board's Water Committee will be monitoring the situation as the winter season evolves.
- Correspondence to and from the Board:

Date	Format	From	To	Subject
12/23/13	Letter	Chris Beeson	Board of Directors	Installation of AT&T Cellular Base Station (CBS) at the Dublin Ramon Services District Water Tank located at 8208 Rhoda Avenue

General Manager Michalczyk noted that District Secretary Hatfield sent an acknowledgement letter to Mr. Beeson. He stated that the matter in Mr. Beeson's letter is presently scheduled for discussion at the February 18, 2014 Board meeting.

B. Committee Reports  
Personnel

December 17, 2013

President Vonheeder-Leopold invited comments on recent committee activities. Directors felt the available staff reports adequately covered the many matters considered at committee meetings and made a few comments about some of the committee activities.

C. Agenda Management (consider order of items) – No changes were made.

7. APPROVAL OF MINUTES – Regular Meeting of *December 17, 2013*

Director Benson MOVED for the approval of the December 17, 2013 minutes. V.P. Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

8. CONSENT CALENDAR

V.P. Duarte MOVED for approval of the items on the Consent Calendar. Director Benson SECONDED the MOTION, which CARRIED with FIVE AYES.

A. Authorize Travel to Washington, D.C. for Engineering Services Manager – Approved

- B. Adopt Revised Board Correspondence Policy and Rescind Resolution No. 26-12 – Approved – Resolution No. 1-14
- C. Upcoming Board Calendar – Approved
- D. Report of Checks and Electronic Disbursements Made – Approved

<b>Date Range</b>	<b>Amount</b>
11/25/13-12/29/2013	<b>\$7,939,910.29</b>

9. BOARD BUSINESS

- A. Annual Briefing Related to District Governance (Brown Act, Public Records Act and Conflict of Interest)

General Counsel Nelson acknowledged Attorney Mike Nelson from BPMNJ in the audience and noted that he is the author of the handout information for this item. General Counsel Nelson distributed a handout titled “DSRSD Board Meeting, January 7, 2014 – Notable Law Changes for 2014.” He gave a short presentation on the Brown Act, Political Reform Act, and Government Code Section 1090 and how these impact Directors. There was a brief discussion.

10. BOARDMEMBER ITEMS

Director Benson wished the Board and staff a “Happy New Year!”

V.P. Duarte gave a report on his attendance at the November 18 - 20, 2013 Special District Leadership Academy in Napa. He highly recommended the training for other Directors.

President Vonheeder-Leopold noted that the January 15, 2014 LAVWMA meeting is canceled.

11. ADJOURNMENT

President Vonheeder-Leopold adjourned the meeting at 6:24 p.m.

Submitted by,

Nancy Gamble Hatfield  
District Secretary