

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

November 4, 2014

A regular meeting of the Board of Directors was called to order at 6:00 p.m. by President Georgan M. Vonheeder-Leopold. Boardmembers present: President Georgan M. Vonheeder-Leopold, Vice President Edward R. Duarte, Director D.L. (Pat) Howard, and Director Dawn L. Benson. Director Richard M. Halket was absent. District staff present: Bert Michalczyk, General Manager; Rhodora Biagtan, Interim Engineering Services Manager; 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

General Manager Michalczyk stated the election polls will close soon, and he wanted to be the first to congratulate President Vonheeder-Leopold and Director Benson on their unanimous and unopposed re-election to the Board.

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 Engineering Services Manager Biagtan reported the District received confirmation late today that the District and EBMUD were granted \$4 million from the Department of Water Resources to share equally for their recycled water distribution project. Tonight, and in the next few Board meetings, there will be actions for the Board to take related to the project. Mr. Michalczyk thanked Ms. Biagtan for her hard work. He also expressed the District's appreciation to President Vonheeder-Leopold's for attending a critical hearing in Sacramento in pursuit of this funding. Ms. Biagtan also credited EBMUD employee Linda Hu for her great work to secure this grant funding.
 - o On November 17, 2014 at 5:00 p.m. the next meeting in a series of water policy discussions will be held at Zone 7. Among the cities and agencies participating are Dublin, San Ramon, Pleasanton, Livermore, DSRSD and Zone 7. The District's representatives are Directors Vonheeder-Leopold and Halket.
 - o On November 18, 2014 District staff has been invited to attend the Dublin City Council meeting to report on the community's response to the 2014 drought and to offer Mr. Michalczyk's water outlook for 2015. A similar presentation will be given

on November 25, 2014 to the San Ramon City Council. Directors are encouraged and welcome to attend these meetings.

- o This holiday season Christmas and New Year’s Day fall on Thursdays. The District Office will be closed on the following Fridays, as foot traffic into the building is extremely limited; employees can make arrangements with their supervisors to either take a vacation day or work an uninterrupted day. This schedule also avoids challenging staff coverage issues during those days.

- Correspondence to and from the Board on an Item not on the Agenda

Date	Format	From	To	Subject
10/21/14	Email	Eric Johnson	DSRSD Board	AT&T Cell Tower
10/28/14	Letter	Kathy Lacey	President Vonheeder-Leopold	Thank you for presentation by S. Stephenson to St. Raymond Women’s Guild

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

C. Committee Reports

DERWA

October 27, 2014

No comments were made on the available meeting notes and/or minutes and no verbal reports were given about those meetings.

7. APPROVAL OF MINUTES – Regular Meeting of *October 21, 2014*

Director Benson MOVED for the approval of the October 21, 2014 minutes. V.P. Duarte SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Halket).

8. CONSENT CALENDAR

V.P. Duarte MOVED for approval of the items on the Consent Calendar. Director Benson SECONDED the MOTION, which CARRIED with FOUR AYES, ONE ABSENT (Halket).

A. Upcoming Board Calendar – Approved

B. Report of Checks and Electronic Disbursements Made – Approved

Date Range	Amount
09/29/2014 – 10/26/14	\$4,237,976.52

9. BOARD BUSINESS

A. Discuss Drought Management Program

General Manager Michalczyk reported this is a standing item at every meeting since the Board declared the state of emergency on May 5, 2014. This item gives the Board and public an opportunity to talk about the drought and discuss what might be working well

and what might need adjusting. This item also gives the Board a chance to give staff direction as needed. Mr. Michalczyk noted that in December the Board will need to consider extending the state of emergency that is set to expire December 31, 2014, to increase the drought budget, and to re-authorize the wise water credit for very low water users for 2015. He also noted that Central Contra Costa Sanitary District (CCCSD) has followed DSRSD's model and opened a recycled water fill station.

The Board did not direct staff to develop any changes to the program.

B. Accept Water Supply and Demand and Drought Response Action Plan Status Reports and Find that the Need for the Community Drought Emergency Still Exists

General Manager Michalczyk reported this item is related to the previous agenda item and provides the Board with detailed information about how the community is responding to the drought.

Mr. Michalczyk stated the community is responding extremely well to the drought and the District's drought management efforts are working well. Under the government code, the Board is required to revisit their declaration of the drought emergency regularly. Staff recommendation is to continue the emergency through December 31, 2014.

Directors asked different questions related to: notification to customers regarding their favorable efforts during the drought, fall/winter outdoor watering restrictions, revisiting the District drought ordinances, and Lake Oroville water levels and fixing of the Oroville valves that were frozen shut.

Director Howard MOVED to: (a) accept the Water Supply and Demand Report and the Drought Response Action Plan Status Report; and, (b) find that there still exists a need for continuing the Community Drought Emergency, which the Board declared on May 5, 2014. Director Benson SECONDED the MOTION, which CARRIED with FOUR AYES, ONE ABSENT (Halket).

C. Recycled Water Expansion Phase 1 - Distribution to West Dublin (CIP 15-R009): Authorize Task Order No. 6 with HDR Engineering, Inc.

Engineering Services Manager Biagtan reported this agenda item is to award a task order to HDR Engineering, Inc., in the amount of \$385,544 specifically for the design work for the Recycled Water Expansion Phase 1 - Distribution to West Dublin. This project will extend recycled water to western Dublin and include park and school sites. (Additional work for Alameda County facilities, including Santa Rita Jail, will come before the Board at future meetings along with a series of other actions.) This work is a part of the District's Drought Action Plan. Secured grant funds of \$2 million, through the California Department of Water Resources' Integrated Regional Water Management Drought Grants funded by Proposition 84, will assist with the cost of this project that is estimated at \$6 million—for western Dublin and Alameda County facilities. Ms. Biagtan described the selection process used to choose HDR. Nine firms received the request for proposal and three firms responded with comparable cost estimates for the work. The fact that HDR has a former Caltrans staff member at their firm will help the

District expedite getting the pipe under the I-680 freeway overpass. Ms. Biagtan recommended the Board approve this task order.

Directors expressed their satisfaction with this project work.

V.P. Duarte MOVED to authorize the General Manager to execute Task Order No. 6 with HDR Engineering, Inc. (HDR), for Engineering Services to prepare design drawings for Recycled Water Expansion Phase 1 – Distribution to West Dublin (CIP 15-R009) in the amount of \$385,544. Director Howard SECONDED the MOTION, which CARRIED with FOUR AYES, ONE ABSENT (Halket).

10. BOARDMEMBER ITEMS

Director Howard congratulated President Vonheeder-Leopold and Director Benson on their overwhelming unopposed victory, as they will serve another four years on the Board!

Director Benson commented on how much she liked the Conan O'Brien and Andy Richter television ads, which the District funded in part with other ACWA agencies. She shared information on upcoming EBMUD Brown Bag lunch meetings scheduled for November 17 and 19, 2014. She suggested Directors consider attending and promised to follow-up with the details.

11. CLOSED SESSION

At 6:25 p.m. the Board went into Closed Session.

- A. Public Employee Performance Evaluation – Pursuant to Government Code Section 54957
Title: Treasurer
Title: District Secretary

12. REPORT FROM CLOSED SESSION

At 6:47 p.m. the Board came out of Closed Session. President Vonheeder-Leopold announced that there was no reportable action.

13. ADJOURNMENT

President Vonheeder-Leopold adjourned the meeting at 6:48 p.m.

Submitted by,

Nancy Gamble Hatfield
District Secretary