

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

March 15, 2016

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:00 p.m. by President D.L. (Pat) Howard.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President D.L. (Pat) Howard, Vice President Richard M. Halket (via teleconference), Director Edward R. Duarte, Director Madelyne (Maddi) A. Misheloff, and Director Georgan M. Vonheeder-Leopold.

District staff present: John Archer, General Manager/Treasurer; Dan McIntyre, Engineering Services Manager; Dan Gallagher, Operations Manager; Carl P.A. Nelson, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

General Manager Archer announced that Clean Water Specialist Stefanie Olson received the 2015 Staff Person of the Year award from WateReuse California for her work on the District's hugely popular Residential Recycled Water Fill Station program.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:01p.m.

– There was no public comment received.

6. REPORTS

A. Reports by General Manager and Staff

- Event Calendar – General Manager Archer reported on the following:
 - o Recent rainfall has had a positive impact on water storage levels.
 - o Operations Manager Gallagher reported two water pipe breaks occurred on Vomac and Cypress Court Sunday March 13. He commended District on-call field staff and repair contractors from McGuire & Hester for prompt and effective response to the emergencies.
 - o Mr. Archer and Mr. Gallagher made a presentation at the Contra Costa LAFCo meeting on March 9 regarding the District's Drought response.
 - o Staff have completed filings with Water Quality Control Board for the Dedicated Land Disposal, and the Recycled Water Annual Report with the CA Department of Health.
 - o The Dublin Chamber of Commerce is hosting the annual St. Patrick luncheon on March 16 at 11:30 a.m.

- o A Zone 7 meeting will be held March 16 to consider support for the California WaterFix and the Urban Water Management Plan. Engineering Services Manager McIntyre will attend. The Plan will include a proposal to adopt a drought surcharge based on the level of savings, much like the District's.
 - o The District will make the final payment for the new Field Operations Division facility property located on Commerce Circle in Pleasanton on March 22.
 - o The annual Alameda California Special District's Association dinner will be held next week, March 24, at the Pleasanton Marriott. The event will be noticed as a special Board meeting due to three Directors attending.
 - o Boardmembers are encouraged to contact staff if interested in taking an annual facility tour.
- Correspondence to and from the Board on an Item not on the Agenda - None

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

C. Committee Reports

Finance and Personnel
Special DERWA

February 29, 2016
March 14, 2016

President Howard invited comments on recent committee activities. He reported that he and Director Vonheeder-Leopold attended the Special DERWA meeting last night. Authority Manager Jim Bewley and Authority General Counsel Bob Maddow are retiring from DERWA and will serve as consultants to their successors.

7. APPROVAL OF MINUTES – Regular Meeting of March 1, 2016

Director Misheloff MOVED for the approval of the March 1, 2016 minutes. Director Duarte SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSTENTION (Vonheeder-Leopold).

8. CONSENT CALENDAR

Director Vonheeder-Leopold MOVED for approval of the items on the Consent Calendar. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

- A. Approve Revised Job Description for Operations Manager Classification – Approved – Resolution No. 16-16
- B. Approve Out-of-State Travel for Financial Analyst to attend Tyler Technology Conference; and Information Technology Analyst II and Operation Control System Specialist to attend Department of Homeland Security Industrial Control Systems Cybersecurity Training – Approved
- C. Accept the Following Regular and Recurring Reports: District Financial Statements, Warrant List and Upcoming Board Business – Approved

9. BOARD BUSINESS

- A. Public Hearing: Adopt Urgency Ordinance for Water Use Limitations and Repeal Ordinance No. 336

President Howard read title of Ordinance: “An Urgency Ordinance of Dublin San Ramon Services District Adopting Water use Limitations during the Community Drought Emergency and Repeal of Ordinance No. 336”

President Howard solicited Motion to Waive Reading of Ordinance.

Director Duarte MOVED to Waive Reading of Ordinance. Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

President Howard declared the Public Hearing open.

Operations Manager Gallagher reviewed the changes to the proposed ordinance, based on discussion held at the February 15 Board meeting, and noted the updated format for ease of understanding for customers.

Director Vonheeder-Leopold MOVED to close the Public Hearing. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

Director Duarte MOVED to adopt Ordinance No. 338, Adopting Water use Limitations during the Community Drought Emergency and Repeal of Ordinance No. 336. Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

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

General Manager Archer reported that this is a standing agenda item and highlighted aspects of the report, noting that the recent rainfall has helped to bring Lake Oroville to 101% of average.

The Board and staff discussed various aspects of the reports, and noted the impact of recent rainfall on reservoirs and lake levels. Due to the severity of the drought over the last few years, it is unlikely the State will ease up on restrictions, but more will be known next month to determine necessary planning into summer.

Director Misheloff MOVED to accept the Water Supply and Demand and Drought Response Reports and find that the need for the Community Drought Emergency Still Exists. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

- C. Approve Staff Authority to Submit Grant Application for Bay Area Biosolids to Energy Project

Engineering Services Manager McIntyre reviewed the item and reported that staff will make the trip the week of May 16, 2016, as previously approved by the Board, to study

the pilot Synagro facility in Valencia, Spain. The facility has been operational for a few weeks. City of Pleasanton was invited but will not make the trip, so information gathered will be shared with Pleasanton.

The Board noted great interest in the pilot facility, the multiple applications possible, and the prospect of developing such a facility within the District. A few necessary corrections were noted for the grant application.

Director Vonheeder-Leopold MOVED to adopt Resolution No. 17-16, Approving Authority for Staff to Submit a Planning Grant Application for the Biosolids to Energy Facility. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

D. Discuss and Provide Direction on the Use of Clean Water Revival Facilities and Demineralized Recycled Water Policy

Engineering Services Manager McIntyre reviewed the item for the Board. He also reported, on a related note, that a project management committee is working on a scope of work for a joint feasibility study. Staff representatives will be Principal Engineer Rhodora Biagtan for project management, Community Affairs Supervisor Sue Stephenson for community outreach, and Mr. McIntyre for the steering committee. The other participating agencies will make budget adjustments this spring to authorize participation in the study. It is anticipated the study will take about 18 months.

After a brief discussion of the three options presented, the Board agreed to direct staff to act on Option 1, Significantly Amend Policy P300-11-1, as outlined in the staff report.

Director Vonheeder-Leopold MOVED to Direct Staff to bring a Resolution back to the Board in Pursuit of Option 1 in the Staff Report. Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

10. BOARDMEMBER ITEMS

Director Misheloff submitted a written report to Executive Services Supervisor Genzale. She reported that she attended the Association of California Water Agencies (ACWA) Legislative Symposium on March 9, 2016 in Sacramento. She summarized the discussions and activities of the meeting. She also reported that next week she will be meeting with Assembly Woman Catherine Baker.

President Howard reported that he attended a marketing of water session at the ACWA conference. He summarized the discussions and activities of the meeting.

Director Vonheeder-Leopold submitted a written report to Executive Services Supervisor Genzale. She reported that she attended the California Association of Sanitation Agencies Washington D.C. Policy Forum February 22-24, 2016. She summarized the discussions and activities of the meeting.

11. CLOSED SESSION

At 6:51 p.m. the Board went into Closed Session.

- A. Public Employee Appointment - Pursuant to Government Code Section 54957
Title: General Manager
- B. Conference with Legal Counsel – Existing Litigation Pursuant to subdivision (d)(1) of
Governmental Code Section 54956.9
One Case (Alejandro)

12. REPORT FROM CLOSED SESSION

At 7:49 p.m. the Board came out of Closed Session. President Howard announced that there was no reportable action.

13. ADJOURNMENT

President Howard adjourned the meeting at 7:50 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor