

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

April 4, 2017

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:02 p.m. by Vice President Georgean M. Vonheeder-Leopold.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

Vice President Georgean M. Vonheeder-Leopold, Director D.L. (Pat) Howard, Director Edward R. Duarte, and Director Madelyne (Maddi) A. Misheloff.

President Richard M. Halket was absent.

District staff present: Dan McIntyre, General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Judy Zavadil, Engineering Services Manager; Levi Fuller, Wastewater Treatment Plant Operations Supervisor; Doug Coty, Assistant General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

General Manager McIntyre reminded the Board the California Special Districts Association Board of Director nominations period is open and to notify staff by April 7 if interested. He also reported the April 18 Board meeting agenda will be on the shorter side, but will include continued presentations on the treatment plant and biosolids master plans, and local and regional wastewater rates.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:04 p.m. No public comment was received.

6. REPORTS

A. Reports by General Manager and Staff

- Event Calendar – General Manager McIntyre reported on the following:
 - o The East Bay Leadership Council Water Task Force meeting will be held Tuesday, April 18 at 8:15 a.m. at Brown & Caldwell’s offices in Walnut Creek. Board should contact staff if they wish to attend.
 - o The Dublin Annual State of the City Address with Mayor Haubert will be held Wednesday, April 19 at 11:30 a.m. at the Shannon Community Center. Board should contact staff if they wish to attend.
 - o DSRSD’s new Field Operations Facility (FOF) in Pleasanton will host an internal Board and staff ribbon cutting event on Wednesday, April 19 at 8:30 a.m.
 - o The DSRSD/Pleasanton Liaison meeting will be held Thursday, April 20 at 4 p.m. at the FOF.

- o The Tri-Valley Water Liaison meeting will be held Wednesday, April 26 at 4 p.m. at the DSRSD District Office.
- o The 2017 ACWA Spring Conference will be held May 9-12 in Monterey. Board should contact staff if they wish to attend.

- Correspondence to and from the Board on an Item not on the Agenda - None

B. Joint Powers Authority and Committee Reports

Special LAVWMA

March 29, 2017

Vice President Vonheeder-Leopold invited comments on recent JPA activities. Directors felt the available staff reports adequately covered the many matters considered at the JPA meeting.

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

7. APPROVAL OF MINUTES – Regular Meeting of March 21, 2017

Director Misheloff MOVED for the approval of the March 21, 2017 minutes. Director Duarte SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Halket).

8. CONSENT CALENDAR – None

9. BOARD BUSINESS

- A. Nomination of Vice President Georgean Vonheeder-Leopold as the Alternate Special District Member to the Alameda County Local Agency Formation Commission (Alameda LAFCo) and Appointment of Voting Delegate

General Manager McIntyre reviewed the item for the Board.

Director Howard MOVED to adopt Resolution No. 15-17, Nominating Dublin San Ramon Services District Director Georgean Vonheeder-Leopold for the Alternate Special District Seat on the Alameda County Local Agency Formation Commission (LAFCo). Director Misheloff SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Halket).

The Board discussed availability of the Boardmembers to serve as the alternate voting delegate. It was determined that Director Misheloff would be available to attend the LAFCo meeting and cast the District's vote if President Halket is unavailable.

Director Duarte MOVED to appoint Director Misheloff as the alternate voting delegate to cast the District's vote for the Alternate Special District Seat on the Alameda County Local Agency Formation Commission (LAFCo) at the LAFCo meeting on May 10, 2017. Director Howard SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Halket).

B. Adopt Revised Budget Accountability Policy and Rescind Resolution No. 41-15

Administrative Services Manager Atwood reviewed the item for the Board.

The Board agreed with the proposed policy revisions.

Director Howard MOVED to adopt Resolution No. 16-17, Revising the Budget Accountability Policy and Rescind Resolution No. 41-15. Director Misheloff SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Halket).

C. Award Construction Agreement to JMB Construction, Inc., Authorize a Construction Change Order Contingency, Authorize Execution of Task Order No. OC-10 with Carollo Engineers, Inc. for Construction Management and Engineering Services During Construction, and Approve a Capital Improvement Program and Project Budget Increase for the Facilities Relocation for Dublin Boulevard Widening – Sierra Court to Dublin Court Project (CIP 16-A002)

Engineering Services Manager Zavadil reviewed the item for the Board.

The Board and staff discussed a few aspects of the item including the need for clarification as to what the “PECE” charges represent as listed on the consultant’s *Cost Estimate for Construction Management and Inspection Services* document, and the exact relocation site of the lift station facility on Dublin Boulevard. Ms. Zavadil agreed the PECE charge was unclear and she would follow-up with the project manager to clarify.

Director Howard MOVED to adopt Resolution No. 17-17, Approving and Authorizing Execution of Agreement with JMB Construction Inc., for Construction of the Lift Station 1 (LS1) Relocation Project (CIP 16-A002). Director Duarte SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Halket).

Director Duarte MOVED to adopt Resolution No. 18-17, Approving an Adjustment to the Capital Improvement Program Two-Year Budget for Fiscal Years Ending 2016 and 2017 to Increase the Project Budget for the Facilities Relocation for Dublin Boulevard Widening – Sierra Court to Dublin Court (CIP 16-A002). Director Misheloff SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Halket).

Director Misheloff MOVED to authorize Task Order No. OC-10 with Carollo Engineers, Inc. for construction management and engineering services during construction for the Lift Station 1 (LS1) Relocation Project in an amount not to exceed \$238,492. Director Duarte SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Halket).

D. Public Hearing: Initial Study/Mitigated Negative Declaration for the Dublin Trunk Sewer Rehabilitation (CIP 16-S021)

Vice President Vonheeder-Leopold stated she would recuse herself from the discussion of this item as her residence is within 500 feet of the project. She departed from the Boardroom at approximately 6:28 p.m. before discussion of Item 9.D commenced. She

returned to the Board meeting at 6:31 p.m. after the conclusion of discussion of Item 9.D.

Director Misheloff facilitated the public hearing and discussion of Item 9.D in Vice Chair Vonheeder-Leopold's absence. She announced the item and declared the Public Hearing open. She asked for the staff presentation.

Engineering Services Manager Zavadil reviewed the item for the Board.

Director Misheloff inquired if there were any comments from the public. There were no comments from the public.

Director Howard MOVED to close the Public Hearing. Director Duarte SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Halket).

E. Review and Provide Direction on Draft 2017 Strategic Plan

General Manager McIntyre reviewed the item for the Board.

The Board and staff discussed various aspects of the Draft 2017 Strategic Plan (Plan). The Board indicated its support for a streamlined Plan document and were pleased with the suggested revisions including emphasis on biosolids and water diversification. The Board also noted DSRSD's contract with Zone 7, its water wholesaler, will end in 2024 which will present challenges and opportunities for the District and neighbor agencies regarding future Tri-Valley agencies' water supply. Mr. McIntyre also commented that the proposed Plan will also offer the Board enhanced opportunities to comment on and discuss Plan items with staff as they progress. The Board endorsed the draft Plan and directed staff to present a final Plan at the May 16 Board meeting for approval.

10. BOARDMEMBER ITEMS

Directors Duarte, Howard, Misheloff and Vonheeder-Leopold reported they attended the Alameda County Chapter of the California Special Districts Association annual dinner meeting on March 23 at the Redwood Canyon Golf Course in Castro Valley. They summarized the activities and discussions at the meeting.

11. ADJOURNMENT

Vice President Vonheeder-Leopold adjourned the meeting at 6:58 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor