

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

April 18, 2017

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6 p.m. by President Richard Halket.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

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

District staff present: Dan McIntyre, General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Judy Zavadil, Engineering Services Manager; Jeff Carson, Operations Manager; Carl P.A. Nelson, General Counsel; and Vivian Chiu, Administrative Analyst I.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

General Manager McIntyre reported on the following:

- On Friday, April 7, Governor Jerry Brown declared the end of the drought emergency except in four counties.
- There are new permanent conservation regulations under development by the State Water Resources Control Board to supersede the 20x2020 regulations.
- The Department of Water Resources increased the deliveries of the maximum entitlement from 60% to 85% to State Water Project (SWP) contractors. Lots of carryover, water banking, and water recharge are expected.
- The Zone 7 Water Agency's data shows that the groundwater basin is about 95% full as a result of artificial recharge in the last couple of years and natural recharge in the last couple of months.
- There were scouring problems due to high water intake at Clifton Court Forebay, a key element of the SWP. Repairs started a few weeks ago and were completed earlier than planned. The reopening provides for unrestricted SWP operations again.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:03 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:
 - EBMUD (East Bay Municipal Utility District) Director Frank Mellon is presenting an annual briefing on Tuesday, May 16, at 7:45 p.m. at Knudsen's Ice Creamery in Castro Valley. Boardmembers interested in attending should contact staff.
 - Tomorrow at 8:30 a.m. is an internal ribbon cutting for the Field Operations Facility at Commerce Circle. The breakfast event will provide another opportunity to celebrate the District's 64th birthday.

- The DSRSD/Pleasanton Liaison meeting will be held on Thursday, April 20, at 4 p.m. at the Field Operations Facility at Commerce Circle.
- The Tri-Valley Water Liaison (formerly known as the Water Policy Roundtable) meeting will be held on Wednesday, April 26, at 4 p.m. in the DSRSD Boardroom.

Operations Manager Jeff Carson announced that the District will receive the San Ramon Valley Recycled Program Leadership Award in the water management category at the Green California Summit on Tuesday, April 25, at 5 p.m. at the Sacramento Convention Center. The District will also speak at the summit on Thursday, April 27.

- Correspondence to and from the Board on an Item not on the Agenda – President Halket noted that he will not be able to attend tomorrow’s ribbon cutting and asked Vice President Vonheeder-Leopold to take his place.
- B. Joint Powers Authority and Committee Reports – None
- C. Agenda Management (consider order of items) – General Manager McIntyre requested to switch the order of Item 9.A and Item 9.B. The Board agreed to re-order the items as requested.

7. APPROVAL OF MINUTES – Regular Meeting of April 4, 2017

Director Duarte MOVED for the approval of the April 4, 2017 minutes. Director Howard SECONDED the MOTION, which CARRIED with FIVE AYES.

8. CONSENT CALENDAR

Director Misheloff MOVED for approval of the item on the Consent Calendar. Director Howard SECONDED the MOTION, which CARRIED with FIVE AYES.

- A. Accept the Following Regular and Recurring Reports: Water Supply and Conservation, Warrant List, Upcoming Board Business, and District Financial Statements – Approved

9. BOARD BUSINESS

- A. Receive Presentation on Wastewater Treatment Plant and Biosolids Master Plan and Refer Master Plan Review to Water Resources Committee

Engineering Services Manager Zavadil presented the second half of an overview of the Master Plan (Plan) first presented on March 18. She introduced Kathryn Giese, project manager from West Yost, who was present and available to answer questions. Ms. Zavadil provided a brief recap of three of the six areas covered in the first presentation: secondary treatment process, potable reuse, and biosolids management. She then reviewed the last three areas: energy management, odor control, and asset management. She concluded with a summary of how the Plan will provide guidance for the future regarding capital budgets, rates, nutrient removal, potable reuse, biosolids disposal diversity, energy self-sufficiency, odor control, and long-term rehabilitation and replacement needs.

The Board and staff discussed the distribution and future developments of the Plan.

The Board referred further review of the Plan to the Water Resources Committee and thanked Ms. Zavadil for the detailed presentation.

- B. Receive Presentation on Regional and Local Wastewater FY 2018 – FY 2022 Rate Review and Schedule a Public Hearing

Administrative Services Manager Atwood and consultant Shawn Koorn of HDR Engineering Inc. reviewed the item for the Board. Their presentation covered the goals and objectives of the local study and regional study, revenues, expenses, cost of service, funding for long-term capital replacement, resources for preventative maintenance, proposed rate adjustments, recommendations, and a timetable to address key objectives.

The Board, staff, and the consultant discussed the rate adjustment components for the different customer classes. The Board expressed concerns for rate increases for schools. General Manager McIntyre commented that adjustments to one category of customers will not break the financial model. The Board requested to receive a draft copy of the Proposition 218 notice before its mailing. The Board, by consensus, directed staff to mail the necessary Proposition 218 notice.

Vice President Vonheeder-Leopold MOVED to schedule a public hearing for June 20, 2017. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

10. BOARDMEMBER ITEMS

Director Duarte submitted a written report to Administrative Analyst I Chiu. He reported he attended the CCSDA (Contra Costa County Chapter of the California Special Districts Association) quarterly meeting on April 17. He summarized the activities and discussions at the meeting.

Vice President Vonheeder-Leopold submitted a written report to Administrative Analyst I Chiu. She reported she attended the Dublin Chamber of Commerce’s Economic Development meeting on April 6, and at the Executive Committee meeting of the ACSDA (Alameda County Chapter of the California Special Districts Association) on April 12. She summarized the activities and discussions at the meeting. She also noted that the Zone 7 board will be considering increasing the compensation of Zone 7 boardmembers at its meeting tomorrow.

11. ADJOURNMENT

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

Submitted by,

Vivian Chiu, MMC
Administrative Analyst I

FOR: Nicole Genzale, CMC
Executive Services Supervisor