

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

September 19, 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 Madelyne (Maddi) A. Misheloff, and Director Edward R. Duarte (Teleconference location).

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 Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

New Employee Introduction:
Ed Padilla, Water/Wastewater Systems Operator III

President Halket announced that per Government Code section 54953, sub. (b)(2), all votes taken this evening will be done by a roll call vote due to Director Duarte participating via teleconference.

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:
 - o The October 3 Board meeting may be cancelled due to a lack of business items.
 - o The Zone 7 Water Agency and the Department of Water Resources are holding a joint event Wednesday, October 4 at 2 p.m. at Lake Del Valle to celebrate Zone 7's 60th anniversary, and Lake Del Valle's 50th anniversary.
 - o DSRSD is celebrating Water Professionals Appreciation Week October 11 and has distributed invitations to the Board and Tri-Valley local and sister utility agency officials to attend a water facilities tour and luncheon from 8:30 a.m.to 1:30 p.m.
- Correspondence to and from the Board on an Item not on the Agenda – None

- B. Joint Powers Authority and Committee Reports – None
 - C. Agenda Management (consider order of items) – General Manager McIntyre reported that Item 9.C will be not be held this evening and will be scheduled for the next meeting.
7. APPROVAL OF MINUTES – Special Meeting of September 5, 2017
Regular Meeting of September 5, 2017
Special Meeting of September 13, 2017

Director Misheloff MOVED for the approval of the Special September 5, 2017 minutes, Regular September 5, 2017 minutes, and Special September 13, 2017 minutes. Vice President Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES, per roll call vote.

8. CONSENT CALENDAR

Vice President Vonheeder-Leopold MOVED for approval of the items on the Consent Calendar. Director Howard SECONDED the MOTION, which CARRIED with FIVE AYES, per roll call vote.

- A. Approve Amendment to District’s Conflict of Interest Code – Approved – Resolution No. 45-17
 - B. Accept the Following Regular and Recurring Report: Warrant List – Approved
9. BOARD BUSINESS

- A. Second Reading: Adopt Ordinance of Dublin San Ramon Services District Revising District Code Section 3.60.010 Capacity Rights Allocation – Issuance of Certificate of Capacity, Section 3.70.010 Capacity Reserve Fee, and Section 5.30.010 User Classification

President Halket read the title of the Ordinance: An Ordinance of Dublin San Ramon Services District Further Modifying Sections 3.60.010, and 3.70.010 of its District Ordinance Code to Implement Ordinance No. 339, Concerning the Time of Vesting of Capacity Rights and Time of Payment of Associated Capacity Reserve Fees, and Modifying Section 5.30.010 to Implement Ordinance No. 340, By Further Defining Accessory Dwelling Units

President Halket solicited a Motion to Waive Reading of Ordinance.

Director Misheloff MOVED to Waive Reading of Ordinance. Vice President Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES, per roll call vote.

Engineering Services Manager Zavadil reviewed the item for the Board. There was no public comment received.

Director Howard MOVED to adopt Ordinance No. 342, Further Modifying Sections 3.60.010, and 3.70.010 of its District Ordinance Code to Implement Ordinance No. 339, Concerning the Time of Vesting of Capacity Rights and Time of Payment of Associated

Capacity Reserve Fees, and Modifying Section 5.30.010 to Implement Ordinance No. 340, By Further Defining Accessory Dwelling Units. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES, per roll call vote.

B. Review of District Participation in Bay Area Biosolids Coalition

Senior Engineer – Supervisory Steve Delight reviewed the item for the Board. He gave an update of the Coalition’s current activities including monitoring of new projects being piloted by Fairfield-Suisun and Silicon Valley Clean Water.

The Board and staff discussed the District’s involvement in the Coalition, and the potential impacts to the District and other agencies across the state by new legislation (Senate Bill 1383), which begins to ban organic wastes, including biosolids, from landfills by 2025. The Board directed staff to continue participating in the Coalition to seek new technologies and viable solutions to inevitably replace the District’s current biosolids disposal in dedicated land disposal sites.

C. NOT HELD – Approve New Electrician I/II Job Description and Salary and Abolish Electrician Classification

Administrative Services Manager Atwood described the nature of the item, and explained that due to questions posed by Stationary Engineers, Local 39, the item will be postponed for presentation at a future meeting.

The Board took no action on the item.

D. Adopt Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5, Requirement for a Publicly Available Pay Schedule and Rescind Resolution No. 6-17

Administrative Services Manager Atwood reviewed the item for the Board. She explained that since this item had originally included pay schedule information for the now postponed Electrician classification (Item 9.C), a revised version of Item 9.D, now reflecting only the Financial Services Manager – Temporary/Retired Annuitant classification, has been provided for the Board’s consideration this evening.

The Board and staff discussed the compensation structure and employment duration for the District’s assignment for the project manager for the bond refunding, as well as CalPERS guidelines for hiring within the Financial Services Manager – Temporary/Retired Annuitant classification.

Vice President Vonheeder-Leopold MOVED to adopt Resolution No. 46-17, Adopting a Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5, and Rescinding Resolution No. 6-17. Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES, per roll call vote.

- E. Support State’s Proclamation Declaring California’s Water Professionals Appreciation Week

Community Affairs Supervisor Sue Stephenson reviewed the item for the Board.

The Board was pleased with the proposed recognition of water professionals and suggested that staff make additional presentations to the Dublin, San Ramon, and Pleasanton city councils during the celebratory week to encourage them to also support the State’s proclamation. The Board congratulated Ms. Stephenson for her success promoting and garnering such recognition for the industry. Ms. Stephenson also reminded the Board of the October 11 District tour and luncheon in support of Water Professionals Appreciation week, and provided additional invitations to them.

Director Howard MOVED to adopt Resolution No. 47-17 to Support the State’s Proclamation Declaring California’s Water Professionals Appreciation Week. Vice President Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES, per roll call vote.

10. BOARDMEMBER ITEMS

Vice President Vonheeder-Leopold submitted written reports to Executive Services Supervisor Genzale at the September 13 Board meeting. She reported she attended the California Association of Sanitation Agencies Board Strategic Planning Session September 10-12 in Lafayette, and the Alameda County Special Districts Association chapter meeting on September 13 at the Livermore Area Recreation and Park District. She summarized the activities and discussions at the meetings.

11. CLOSED SESSION

At 6:34 p.m. the Board went into Closed Session.

- A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: General Manager

12. REPORT FROM CLOSED SESSION

At 7:02 p.m. the Board came out of Closed Session. President Halket announced that there was no reportable action.

13. ADJOURNMENT

President Halket adjourned the meeting at 7:03 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor