

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

**June 4, 2019**

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Madelyne A. (Maddi) Misheloff, Vice President Edward R. Duarte, Director Ann Marie Johnson, and Director Richard M. Halket.

Director Georgean M. Vonheeder-Leopold was absent.

District staff present: Dan McIntyre, General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Judy Zavadil, Engineering Services Manager/District Engineer; Jeff Carson, Operations Manager; Robert B. Maddow, Assistant General Counsel; and Vivian Chiu, Administrative Analyst I.

Prior to roll call, Administrative Analyst I Chiu announced that the scheduled teleconference would not be held due to Director Vonheeder-Leopold no longer being able to participate.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES – None

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:01 p.m. No public comment was received.

6. REPORTS

6.A. Reports by General Manager and Staff

- Event Calendar – General Manager McIntyre had nothing to report.
- Correspondence to and from the Board on an Item not on the Agenda

Date	Format	From	To	Subject	Response
5/28/19	Letter	Director Jack Burgett, North Coast County Water District	Honorable Board Member	ACWA Region 5 Board Candidate	N/A

6.B. Joint Powers Authority and Committee Reports – None

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

7. CONSENT CALENDAR

Vice President Duarte MOVED for approval of the items on the Consent Calendar. Director Johnson SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Vonheeder-Leopold).

- 7.A. Regular Meeting Minutes of May 21, 2019 – Approved
- 7.B. Approve Suspension of a Local Wastewater Operating Fund Transfer and Related Budget Adjustment for Fiscal Year Ending 2019 – Approved

8. BOARD BUSINESS

- 8.A. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists

Engineering Services Manager Zavadil reviewed the item for the Board.

Director Halket MOVED to Approve Continuation of Emergency Action Procurement by General Manager for Repair of District Office and Find that the Need for the District Office Flooding Emergency Still Exists. Vice President Duarte SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Vonheeder-Leopold).

- 8.B. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffery G. Hansen Water Recycling Plant and Find that the Need for Electrical Power Supply Failure Emergency Still Exists

Operations Manager Carson reviewed the item for the Board.

Vice President Duarte MOVED to Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists. Director Johnson SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Vonheeder-Leopold).

- 8.C. Receive Presentation on the Zone 7 Water Agency 2019 Annual Review of Sustainable Water Supply

Engineering Services Manager Zavadil reviewed the item for the Board. She gave a presentation (handed out to the Board) based on Zone 7 Water Agency's (Zone 7) annual water supply report to its Board. Compared to last year, there is more snow pack and above-average precipitation, leading to a near-capacity storage level at Lake Oroville. Ms. Zavadil remarked that 83,500 acre feet of water is available to Zone 7 this year. She provided details on the water supplies and water demands, and explained how Zone 7 determines its water sustainability for the next five years.

The Board and staff discussed the water storage, carryover, and transfers, and commented on the importance of conservation despite the short-term positive outlook.

- 8.D. Receive Presentation on the Operating Budget for Fiscal Years Ending 2020 and 2021 and Provide Direction

Administrative Services Manager Atwood reviewed the item for the Board. She noted that the public hearing for the budget adoption is on June 18. She gave a presentation (handed

out to the Board). She provided an overview of how the budget was developed, the areas of emphasis, and the major conclusions; presented the actual revenues and expenditures for fiscal years ending 2017 and 2018, estimated numbers for fiscal year ending 2019, and proposed figures and assumptions for fiscal years ending 2020 and 2021; and summarized the key aspects of the operating budget.

The Board and staff discussed the purpose for the three enterprise funds, then discussed the likelihood of completing all the projects included in the Capital Improvement Program (CIP) budget. The Board requested more information regarding the CIP budget at the June 18 meeting.

9. BOARDMEMBER ITEMS

- Submittal of Written Reports for Day of Service Events Attended by Directors

President Misheloff and Director Johnson remarked on the fun Employee Recognition Event at the Shannon Community Center in Dublin on Wednesday, May 29.

Director Johnson submitted a written report to Administrative Analyst I Chiu for her attendance of the East Bay Municipal Utility District Director John Coleman's briefing at the Lafayette Public Library on Thursday, May 23.

- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda – None

10. CLOSED SESSION

At 7:21 p.m. the Board went into Closed Session.

10.A. Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1)

Name of Case: Dublin Unified School District

11. REPORT FROM CLOSED SESSION

At 7:40 p.m. the Board came out of Closed Session. President Misheloff announced that there was no reportable action.

12. ADJOURNMENT

President Misheloff adjourned the meeting at 7:41 p.m.

Submitted by,

Vivian Chiu, MMC  
Administrative Analyst I

FOR: Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary