

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

July 2, 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, Director Richard M. Halket, and Director Georgean M. Vonheeder-Leopold.

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

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
6/23/19	Email	Arvind Nagarajan	Board of Directors	Drinking Water Quality Issue	Laboratory Supervisor Diane Griffin responded
7/1/19	Email	Alyssa Woo-Deaguero	Board of Directors	Water Rate Inquiry	Administrative Services Manager Atwood acknowledged receipt

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

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

7. CONSENT CALENDAR

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

7.A. Regular Meeting Minutes of June 18, 2019 – Approved

7.B. Affirm No Changes to the Annexation and Utility Extension Policy (P600-15-2) – 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. She reported the City of Dublin should provide comments on District plans submitted by July 18.

Director Vonheeder-Leopold 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 FIVE AYES.

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

General Manager McIntyre 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 Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

8.C. Public Hearing: Approve Capital Improvement Program (CIP) Ten-Year Plan for Fiscal Years 2020 through 2029 and Adopt Two-Year CIP Budget for Fiscal Years 2020 and 2021

President Misheloff announced the item and declared the Public Hearing open.

Engineering Services Manager Zavadil reviewed the item for the Board. She then introduced Acting Principal Engineer Steve Delight who provided and handed out a presentation reviewing the timing and project management responsibilities for the 55 projects and 7 programs proposed, as the Board expressed concern about the high volume of proposed projects at the June 4 Board meeting.

President Misheloff inquired if there were any comments from the public. There was no public comment received.

President Misheloff declared the Public Hearing closed. There was no discussion by the Board.

Director Halket MOVED to adopt Resolution No. 23-19, Approving Capital Improvement Program (CIP) Ten-Year Plan for Fiscal Years 2020 through 2019 and Adopting the Capital Improvement Program Two-Year Budget for Fiscal Years 2020 and 2021. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

8.D. Public Hearing: Adopt Operating Budget for Fiscal Years Ending 2020 and 2021

President Misheloff announced the item and declared the Public Hearing open.

Administrative Services Manager Atwood reviewed the item and provided the Board a presentation and handouts emphasizing the item's key information, including the merits of the proposed budget, district growth, actual and assumed revenues and expenditures, and fund health.

President Misheloff inquired if there were any comments from the public. There was no public comment received.

President Misheloff declared the Public Hearing closed.

The Board and staff discussed the outlook for filling the Board's total approved full-time equivalents of 134 positions. General Manager McIntyre opined the District likely will not need to do so once all key staff and organizational adjustments are in place.

Director Johnson MOVED to adopt Resolution No. 24-19, Approving and Adopting the Operating Budget for Fiscal Years Ending 2020 and 2021. Vice President Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

9. BOARDMEMBER ITEMS

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

Director Vonheeder-Leopold submitted written reports to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the California Association of Sanitation Agencies (CASA) Recruitment Subcommittee meeting on Thursday, June 20 in Sacramento, and a CASA Board of Directors teleconference meeting on Thursday, June 27. She summarized the activities and discussions at the meetings. She also reported she is scheduled to deliver the "State of the District" presentation to Dublin's City Council on Tuesday, July 16, and so will leave the Board meeting early that evening.

Director Halket reminded the Board he will not be able to attend the July 16 Board meeting.

Vice President Duarte inquired if operations staff would be able to accommodate a tour at the Jeffrey G. Hansen Water Recycling Plant after the July 15 joint CSDA chapter meeting. Operations Supervisor Fuller confirmed staff could conduct a tour as requested.

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

10. CLOSED SESSION

At 6:27 p.m. the Board went into Closed Session.

10.A. Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6

Agency Negotiators: Dan McIntyre, General Manager
Carol Atwood, Administrative Services Manager
Michelle Gallardo, Human Resources and Risk
Supervisor

Employee Organizations: 1. Stationary Engineers, Local 39
2. Mid-Management Employees Bargaining Unit
3. Professional Employees Bargaining Unit
4. Confidential Employees Bargaining Unit

Additional Attendee: Carl P. A. Nelson, General Counsel

10.B. Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2):
One Potential Case

10.C. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: General Manager

11. REPORT FROM CLOSED SESSION

At 7:13 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 7:14 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary