

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

May 19, 2020

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:08 p.m. by President Duarte.

President Duarte announced that pursuant to Governor Newsom’s Executive Orders and local county health orders issued to address the COVID-19 pandemic, this Board meeting is being held via Webex teleconference. The District Boardroom is closed to the public; however, the public may observe and comment by calling in to the teleconference meeting per the instructions on page 3 of the agenda. As required by the Brown Act, all votes taken this evening will be done by a roll call vote due to the attending Directors participating via teleconference.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Edward R. Duarte, Vice President Ann Marie Johnson, Director Richard M. Halket, and Director Georgean M. Vonheeder-Leopold.

District staff present: Dan McIntyre, General Manager; Jan Lee, Assistant General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Judy Zavadil, Engineering Services Manager/District Engineer; Jeff Carson, Operations Manager; Doug Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

New Employee Introductions:

Kevin Avalos, Operator-in-Training
Nathan Murphy, Operations Control System Specialist

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:14 p.m. No public comment was received.

6. REPORTS

6.A. Reports by 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
5/12/20	Letter	8th Grade Fallon Middle School students	Wastewater Management Workers	Appreciation Letter	N/A

6.B. Joint Powers Authority and Committee Reports
DERWA – May 18, 2020

President Duarte invited comments on recent JPA activities. Directors felt the available staff reports adequately covered the many matters considered at the DERWA meeting and made a few comments about some of the DERWA activities.

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

7. CONSENT CALENDAR

Director Vonheeder-Leopold MOVED for approval of Items on the Consent Calendar. Director Halket SECONDED the MOTION, which CARRIED with FOUR AYES per roll call vote.

7.A. Approve Regular Meeting Minutes of May 5, 2020 – Approved

7.B. Accept Regular and Recurring Reports: Warrant List and Quarterly Financial Reports – Approved

Director Halket inquired about the lower than expected capacity reserve fees received as reported in the Revenue Summary in Item 7.B. Engineering Services Manager Zavadil and General Manager McIntyre explained the decline is due to certain developments in Dublin slowing down construction activities, and further explained the current and potential impacts to the water, local, and regional funds. Director Halket implored the Board and staff to remain focused on managing debt obligations given these uncertain times, as he saw how quickly this was impacted during the 2008 recession.

8. BOARD BUSINESS

8.A. Approve Continuation of District's State of Emergency in Response to COVID-19 Pandemic by General Manager and Find that the Need for the District's State of Emergency Still Exists

General Manager McIntyre reviewed the item for the Board. He reported there has been no decline of operational revenues and no major operational changes since his report at the May 5 Board meeting.

Director Halket MOVED for Approval of Continuation of District's State of Emergency in Response to COVID-19 Pandemic by General Manager and Find that the Need for the District's State of Emergency Still Exists. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES per roll call vote.

8.B. Hold Public Hearing: Adopt Revised Schedule of Miscellaneous and Industrial Waste Program User Fees and Charges and Rescind Resolution Nos. 24-18 and 25-18

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

President Duarte asked for the staff presentation. Financial Analyst Mayette Bailey reviewed the item for the Board.

President Duarte inquired if there were any comments from the public. There was no public comment received. President Duarte declared the Public Hearing closed.

Director Halket affirmed the proposed fees were in line with cost of living adjustments. The Board had no further discussion.

Director Halket MOVED to adopt Resolution No. 30-20, Establishing Fees and Charges under District Code Sections 1.30.010 (B), 1.40.040, 1.50.010, 1.50.070, 2.30.050, 1.100.010, 3.70.070 (A) & (B), 3.70.060, 4.30.070, 4.40.040 (A) & (B), 4.40.050, 4.40.070, 4.40.080 (A), 4.40.080 (C), 4.40.090 (A) & (B), and 5.30.090, and Rescinding Resolution Nos. 24-18 and 25-18. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with THREE AYES and ONE ABSTENTION (Johnson) per roll call vote.

Vice President Johnson lost her connection during the item. Upon resumption of her connection, she abstained from casting a vote.

8.C. Support Proposed LAVWMA (Livermore-Amador Valley Water Management Agency) Operations and Maintenance Budget for Fiscal Year Ending 2021

Operations Manager Carson reviewed the item for the Board.

Director Vonheeder-Leopold MOVED to Support the Proposed LAVWMA (Livermore-Amador Valley Water Management Agency) Operations and Maintenance Budget for Fiscal Year Ending 2021. Director Halket SECONDED the MOTION, which CARRIED with FOUR AYES per roll call vote.

9. BOARDMEMBER ITEMS

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

Director Vonheeder-Leopold reported that she attended the Alameda County California Special Districts Association (CSDA) Chapter teleconference meeting Wednesday, May 13 and the California Association of Sanitation Agencies Board teleconference meeting Thursday, May 14. She summarized the activities and discussions at the meetings.

President Duarte submitted a written report to Executive Services Supervisor/District Secretary Genzale. He reported that he attended the Contra Costa CSDA Chapter teleconference meeting. He summarized the activities and discussions at the meeting.

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

10. CLOSED SESSION

At 6:51 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
 - Employee Organizations: 1. Stationary Engineers, Local 39
2. Mid-Management Employees’ Bargaining Unit
 - Additional Attendees: Doug Coty, General Counsel
Dania Torres Wong, Sloan Sakai Yeung & Wong LLP

- 10.B. Public Employee Performance Evaluation – Pursuant to Government Code Section 54957
 - Title: District General Counsel

11. REPORT FROM CLOSED SESSION

At 7:56 p.m. the Board came out of Closed Session. President Duarte reconvened the open session. Directors Halket, Johnson, and Vonheeder-Leopold disconnected at the conclusion of the Closed Session. He announced that there was no reportable action.

12. ADJOURNMENT

President Duarte stated this meeting is adjourned in honor of our fellow Boardmember Madelyne A. (Maddi) Misheloff who tragically passed away on April 11. Maddi was a good friend to all of us on the Board and the staff at the District. Her participation as a contributing Director was truly appreciated and will be sorely missed. Our thoughts, prayers, and condolences go out to her family and her friends. He adjourned the meeting at 7:57 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary