

AGENDA

NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, April 20, 2021

PLACE: Teleconference

Pursuant to Governor Newsom’s Executive Orders N-25-20, N-29-20, and N-33-20, and local county health orders issued to address the COVID-19 pandemic, the Board meeting will be held via Teams Teleconference.

The District Boardroom will be closed to the public.

The public may observe and comment by electronic means as described on Page 3.

See Page 3 of the Agenda Packet for Teams Teleconference Access Information

Our mission is to protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner.

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL – Members: Goel, Halket, Johnson, Rubio, Vonheeder-Leopold
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
 - Presentation from the Alameda County Science and Engineering Fair Award Winner Hiya Shah
5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)

At this time those on the teleconference call are encouraged to address the Board on any item of interest that is within the subject matter jurisdiction of the Board and not already included on tonight’s agenda. Comments should not exceed five minutes. The President of the Board will recognize each speaker, at which time the speaker should introduce him/herself, and then proceed with his/her comment. Written comments of five minutes or less and received by 5 p.m. on the day of the meeting will be read into the meeting record.
6. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS)
7. CONSENT CALENDAR

Matters listed under this item are considered routine and will be enacted by one Motion, in the form listed below. There will be no separate discussion of these items unless requested by a Member of the Board or the public prior to the time the Board votes on the Motion to adopt.

 - 7.A. Approve Regular Meeting Minutes of April 6, 2021
Recommended Action: Approve by Motion
 - 7.B. Approve Increase to the Construction Change Order Contingency for the Primary Sedimentation Expansion and Improvement Project (CIP 17-P004)
Recommended Action: Approve by Resolution

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
Recommended Action: Approve by Motion
- 8.B. Approve Intention to Levy Annual Assessments in the Dougherty Valley Standby Charge District 2001-1 for Fiscal Year Ending 2022
Recommended Action: Approve by Resolution
- 8.C. Approve Nomination of Director Georgean Vonheeder-Leopold as the Alternate Special District Member to the Alameda County Local Agency Formation Commission (Alameda LAFCo) and Appoint Alternate Voting Delegate
Recommended Action: Approve by Resolution and Appoint by Motion
- 8.D. Discuss the Special District Leadership Foundation's District of Distinction Accreditation Program and Provide Direction Regarding the District's Interest in Participating
Recommended Action: Discuss and Provide Direction
- 8.E. Adopt Revised Water Supply, Storage, Conveyance, Quality and Conservation Policy, Renamed to Water Resiliency Policy, and Rescind Resolution No. 89-15
Recommended Action: Adopt Policy by Resolution

9. REPORTS

9.A. Boardmember Items

- Joint Powers Authority and Committee Reports
DSRSD/City of Pleasanton Liaison – April 15, 2021
DSRSD/Zone 7 Water Agency/City of Dublin Liaison – April 19, 2021
- Submittal of Written Reports for Day of Service Events Attended by Directors
- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

9.B. Staff Reports

- Event Calendar
- Correspondence to and from the Board

10. ADJOURNMENT

All materials made available or distributed in open session at Board or Board Committee meetings are public information and are available for inspection during business hours by calling the District Secretary at (925) 828-0515. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Secretary as soon as possible, but at least two days prior to the meeting.

Teams Teleconference Access Information

Dublin San Ramon Services District Regular Board Meeting Tuesday, April 20, 2021

If the public wishes to provide comments during Agenda Item 5 – Public Comment, or on any of the agenda items, please join the meeting using the teleconference instructions below, or email written comments to the Board of Directors at board@dsrsd.com by 5 p.m., Tuesday, April 20, 2021. Written comments, of five minutes or less, will be read into the meeting record during the public comment portion of the agenda or during discussion of the subject of the comment.

To Join by Computer or Device:

1. Click [Join Meeting](#).
2. Select how you want to join the Teams meeting.
3. Click “**Join now**.” You can personalize your video and audio preferences before or after joining.
4. Public participants would wait for the meeting host to admit you.
5. You must unmute yourself when you wish to speak by clicking the microphone icon, which is also used to mute yourself when you finish speaking.

To Join by Phone Only:

1. Dial **(831) 256-7773** USA Toll from any telephone.
2. Enter Conference ID **695 841 346#** when prompted. DO NOT PRESS *.
3. Wait for the meeting host to admit you. If you are unsuccessful in joining, hang up and dial in again.
4. You must unmute yourself when you wish to speak by pressing *6, which is also used to mute yourself when you finish speaking.

Video Teleconference Meeting Instructions and Information:

- Stay muted unless speaking.
- Listen for prompts to know when public comments are solicited.
- You must unmute yourself when you wish to speak during Public Comment or during discussion of a particular agenda item. The meeting host can mute but cannot unmute participants.
- Announce yourself and speak slowly and clearly when commenting.
- Call (925) 875-2224 if you experience any technical difficulties.

Boardmembers and staff will be attending the meeting via teleconference. The Board will convene any Closed Sessions on a separate teleconference line and return to the open teleconference meeting for the next agenda item when the Closed Session is completed. The open teleconference meeting will be muted during this time and will resume for the Closed Session report and meeting adjournment.

The Boardroom is closed to the public.

All votes during the meeting will be taken by roll call vote.

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

April 6, 2021

Pursuant to Governor Newsom’s Executive Orders N-25-20, N-29-20, and N-33-20, and local county health orders issued to address the COVID-19 pandemic, this Board meeting was held via Teams 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 provided on page 4 of the agenda. As required by the Brown Act, all votes were taken by roll call vote due to the attending Directors participating via teleconference.

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Ann Marie Johnson, Vice President Richard M. Halket, Director Marisol Rubio, Director Arun Goel, 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; Douglas E. Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES – None

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:02 p.m. No public comment was received.

6. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS) – No changes were made.

7. CONSENT CALENDAR

General Manager McIntyre reported that updated Attachments 1 and 2 for Item 7.C have been provided for the Board and published on DSRSD’s website as supplemental materials to the agenda packet.

Directors Goel and Vonheeder-Leopold requested an edit be made to the support letter in Item 7.J by removing the words “the concerns and” from the first sentence. The Board agreed with the suggested edit.

Director Vonheeder-Leopold MOVED for approval of the items on the Consent Calendar including the updated attachments for Item 7.C and the removal of the words “the concerns and” from the support letter for Item 7.J. Director Goel SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

7.A. Approve Regular Meeting Minutes of March 16, 2021 – Approved

7.B. Approve Special Meeting Minutes of March 23, 2021 – Approved

- 7.C. Authorize Execution of Quitclaim Deed to Wildlife Management, LLC and Authorize Execution of Agreement Requiring Incidental Take Permit with the California Department of Fish and Wildlife – Approved
- 7.D. Award Contract to Belcorp Ag, LLC for Purchase of Tractor for Biosolids Harvesting – Approved
- 7.E. Approve the Salary Ranges for the New Mechanical Superintendent and Pretreatment Programs Administrator Job Classifications and Abolish Twenty-Two (22) Classifications – Approved – Resolution No. 11-21 and Resolution No. 12-21
- 7.F. Approve Updated Senior Manager Job Titles and Classification Descriptions – Approved – Resolution No. 13-21
- 7.G. Approve Amendment No. 2 to the Individual Agreements for Personal Services between Carol A. Atwood, Jeff R. Carson, and Judy A. Zavadil and Dublin San Ramon Services District – Approved – Resolution No. 14-21, Resolution No. 15-21, and Resolution No. 16-21
- 7.H. 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. 1-21* – Approved – Resolution No. 17-21
- 7.I. Approve the District's Five-Year Strategic Plan for Fiscal Years Ending 2022-2026 Approved – Resolution No. 18-21
- 7.J. Approve Letter of Support for the CEMEX Reclamation Plan Amendment Project for the Eliot Quarry Facility – Approved

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

Assistant General Manager Lee reviewed the item for the Board. She reported that Contra Costa County will move into the Orange Tier (Tier 3) this week under the State's four-tier system for reopening the economy. Governor Newsom also reported today that the State has set a target date of June 15, 2021 to fully re-open the economy and terminate the four-color tier system.

Director Vonheeder-Leopold MOVED to 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. Director Goel SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

- 8.B. Receive Presentation on the District's 2021 Alternative Water Supply Study and Provide Direction

Assistant General Manager Lee reviewed the item for the Board. She introduced presenters Ms. Jenny Gain and Ms. Katie Ruby, consultants from Brown and Caldwell, who provided the 2021 Alternative Water Supply Study: A Framework for a Resilient and

Sustainable Water Future. The presentation was published on DSRSD's website as supplemental materials to the agenda packet. The Study references the 2015 Study, which provided the framework for the District's Water Supply, Storage, Conveyance, Quality and Conservation policy (2015 Water Policy). The presentation covered the 2021 Study's purpose and overview, future water needs, potential supply, storage, and conveyance alternatives, preliminary evaluation of said alternatives, a supply, storage and conveyance portfolio analysis, and recommendations to update the 2015 Water Policy.

The Board and staff discussed various aspects of the 2021 Study. The presenters noted the Study covers the proposals included in Governor Newsom's Water Resilience Portfolio released last July and also considers state and regional projects. The Board highlighted some of the alternatives presented, including Zone 7 Water Agency's Hopyard Well #3 for recycled water, and the Delta and Sites Reservoir conveyance. The Board emphasized the importance of examining how catastrophes or contaminants of emerging concern may impact potable supply. The Board supported incorporating "shelf-ready" projects into the policy should federal funding become available. They also discussed agencies' different perspectives on the cost of supply – total water versus new water. The Board emphasized the need for timely DSRSD customer outreach (messaging, presentations, etc.) to garner support for recycled water and current supply strategies, and to make clear the consequences of the "do nothing" alternative. The Board directed staff to update the 2015 Water Policy to align with the Study's recommendations and the additional concepts brought forth from this evening's discussion. The Board complimented staff and the consultants on an excellent presentation.

The Board took a short recess at 7:58 p.m. and reconvened at 8:05 p.m. for Item 8.C.

8.C. Discussion and Direction on the District Fleet Program and Update on Air Quality Regulations

Operations Manager Carson reviewed the item for the Board. He introduced presenters Mechanical Maintenance Supervisor Shawn Quinlan, Operations Compliance Supervisor Diane Griffin, and Courtney Mizutani of Mizutani Consulting. They described the Fleet Management Program including the District's current vehicle and equipment inventory, maintenance, operations, funding, replacement criteria, and its gradual and ongoing transition to "green" vehicles per new and imminent air quality regulations.

The Board and staff discussed planning efforts to convert to a more energy- and cost-efficient fleet, the life expectancy of the District's existing gas and diesel vehicles, and the number of vehicles the District currently employs versus future needs. The Board directed staff to provide the Board additional information regarding how the District Fleet Program will best incorporate into the upcoming proposed budget for fiscal years ending 2022 and 2023, taking into consideration program/operational needs, air quality requirements, and this evening's discussion. President Johnson also stated she would like staff to prioritize efforts to downsize the fleet.

- 8.D. Receive a Briefing on the CalPERS Actuarial Report for DSRSD and an Evaluation on the Pay-down of the District's Unfunded Actuarial Liability and Provide Direction on Future Unfunded Actuarial Obligations

Administrative Services Manager Atwood reviewed the item for the Board. The Board determined, based on current uncertainties and possible negative impacts of the COVID-19 pandemic emergency on District finances, that it would be prudent to stay the course and directed staff to make only the required CalPERS contribution for the Unfunded Actuarial Liability (UAL) and not an accelerated paydown contribution amount at this time. The Board expressed it would be amenable to reconsider adjusting the contribution amount when normal business conditions emerge.

9. REPORTS

9.A. Boardmember Items

- Joint Powers Authority and Committee Reports – None
- Submittal of Written Reports for Day of Service Events Attended by Directors

Director Rubio submitted written reports to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the Zone 7 Water Agency Legislative Briefing and Water 101 on March 30 and the Association of California Water Agencies DC2021 Seminar on March 31. She summarized the activities and discussions at the meetings.

Director Vonheeder-Leopold submitted a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the California Special Districts Association Leadership Module on Governance Foundations on March 24 and 25. She summarized the activities and discussions at the meetings.

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

9.B. Staff Reports

- Event Calendar – General Manager McIntyre reported on the following:
 - The DSRSD/Pleasanton Liaison Committee meeting is scheduled for April 15 at 4 p.m.
 - The DSRSD/Zone 7/Dublin Liaison Committee meeting is scheduled for April 19 at 4 p.m.
- Correspondence to and from the Board on an Item not on the Agenda – None

10. ADJOURNMENT

President Johnson adjourned the meeting at 9:28 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary

TITLE: Approve Increase to the Construction Change Order Contingency for the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004)

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, an increase to the authorized construction change order contingency for the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004) from \$975,000 to \$1,555,000.

SUMMARY:

The construction contract for the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004) (“Project”) was awarded on March 5, 2019 to Anderson Pacific Engineering Construction, Inc. (“Contractor”) in the amount of \$12,997,750 and authorized a construction change order contingency of \$975,000, approximately 7.5% of the bid amount. Staff recommends an increase to the authorized construction change order contingency for the Project from \$975,000 to \$1,555,000 to address differing site conditions and design changes encountered during construction.

DISCUSSION:

The Project entails constructing one new primary sedimentation tank (Primary Tank 5), partially demolishing and replacing one of the existing tanks (Primary Tank 4), adding an additional grit tank (Grit Tank 4), coating the influent and effluent channels, replacing the internal mechanisms in the three remaining primary sedimentation tanks, and replacing the motor control center for the equipment. The aerial photo below depicts the location of the Project. The Board received updates on the project construction on June 16, 2020 and November 3, 2020.

Wastewater conveyed to the Regional Wastewater Treatment Facility (RWTF) flows through bar screens which remove large items, such as rags. The wastewater is then pumped into the influent channel where it is distributed to the grit tanks which remove small hard material, such as coffee grounds and sand. From there the wastewater flows by gravity to the primary sedimentation tanks. The primary sedimentation tanks work by slowing the water down which allows settleable solids to settle to the bottom where they are collected and pumped to the digesters. Oil, grease, and lighter solids float and are skimmed from the surface. The water flows over weirs (launderers) at the end of the tanks and on to the aeration basins for biological treatment.



Originating Department: Engineering Services	Contact: J. Yee	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: \$580,000 – 85% Regional Wastewater Expansion (Fund 320), 15% Regional Wastewater Replacement (Fund 310)	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		

The 2017 Wastewater Treatment Plant and Biosolids Master Plan’s flow and loading analysis indicated the primary sedimentation basins were performing below industry standards and had insufficient capacity to treat current and future flows. Insufficient primary treatment capacity overburdens the downstream processes leading to higher energy demands and greater difficulty in controlling the effluent water quality. The addition of the primary sedimentation and grit tanks and alterations to the existing primary sedimentation tanks will provide the treatment capacity needed for current and buildout flows.

On March 5, 2019, the Board awarded the Primary Sedimentation Expansion and Improvements Project construction contract to Anderson Pacific Engineering Construction, Inc. (“Contractor”) in the amount of \$12,997,750 and authorized a construction change order contingency of \$975,000, approximately 7.5% of the bid amount. The construction project has a very tight project sequence and constraints since the grit and primary sedimentation tanks are crucial to the existing treatment process and must remain in service during construction. The original contract allowed for 925 calendar days to complete the project.

Status of Construction Progress:

The new Primary Sedimentation Tanks 4 and 5 (under construction in the photo below) and new Grit Tank 4 and modified Grit Tank 3 have been completed and are in operation. Because that work has been completed, the existing Primary Sedimentation Tanks 1, 2 and 3 and Grit Tanks 1 and 2 have been removed from service so the internal mechanisms may be replaced.

The Project has spent 77% (\$10,700,000) of the authorized contract amount and is approximately 70% complete. The Project was last reported to the Board as being three months behind schedule. However, due to the abnormally dry winter, staff was able to authorize the Contractor to begin work on the existing Primary Sedimentation Tank #3 and Grit Tank #2 earlier than anticipated. This adjustment to the project constraints allows the schedule to return very close to the original project timeline. The latest schedule update estimates the Project to be completed near the end of 2021.



Construction Change Order Contingency Update:

To date, there have been 17 approved change orders and 3 field orders totaling \$852,000, 87% of the \$975,000 change order contingency. The most significant change orders are discussed below.

Most of the change order costs are due to differing site conditions related to the location and age of the primary sedimentation and grit tanks. The primary sedimentation and grit tanks are in the center of the RWTF and are surrounded by buildings, other treatment facilities, and many buried utilities. It was difficult to fully identify the location and condition of the existing infrastructure in design as there have been several projects in the area over the decades. The first primary sedimentation and grit tank was constructed in 1960 with additional tanks constructed in 1971, 1985, and 2000. A summary of change orders related to differing site conditions is provided below.

- Thirty existing conduits that were intended to be reused were found to be extensively corroded and required replacement after being exposed and structurally evaluated.
- Existing utility conflicts such as buried pipelines were discovered during excavation that were either not on the drawings or were not in the location indicated on the drawings; several of these utility lines then needed to be relocated to accommodate the new proposed structures.
- The contract replaced an existing motor control center and only included the electrical and programming for the new equipment but not the existing equipment controlled by the same motor control center. Additional wiring and programming were added for the existing equipment.
- An existing drain line not originally scheduled for replacement was found to be corroded and repaired during construction since the line is located beneath the new primary sedimentation tank structure and would be difficult to access once construction was complete.
- Conflicts with existing piping required adjustments to piping and foundations for the new pumps to connect properly.

District staff also requested extra work beyond the original contract to 1) take advantage of a contractor already working in the area to more economically complete related current or future work and 2) to upgrade construction materials. A summary of the extra work is provided below.

- Staff requested replacement of valves and pumps that were originally anticipated to be reused. The equipment was near the end of its useful life and to prevent future unplanned shutdowns and associated process interruptions it was replaced during construction.
- Staff requested material upgrades during the submittal process to better withstand the harsh treatment environment and lengthen the life of the equipment.
- Influent Pumps 1 and 2 require variable frequency drives (VFD) to be replaced and are part of a separate capital improvement project, RWTF Pump Station VFD Replacement Project (CIP 13-S004). The Contractor was already scheduled to perform major electrical work with the motor control center that would benefit the influent pump VFD replacement, so staff requested that the VFDs be replaced as part of the Project with funds utilized from CIP 13-S004.

Finally, there were also contract change orders related to changes in the project design as summarized below.

- A temporary system was designed to support the north wall of the existing underground pipe gallery to accommodate the deep excavation for new Primary Tank #4. The system conflicted with the Contractor's ability to work in the area. To reduce delays, the Contractor provided an alternative support system.
- A gap between the primary tank wall and the equipment that collects sludge at the bottom of the tank was noted in construction. The gap created a dead space for sludge to collect. To prevent the sludge from going septic at that location a curb was added along the wall to eliminate the dead space.
- The existing grit tanks have a large overhead dead space that has collected fats, oils and grease (FOG) over time. This creates a hazard during maintenance when the grit tank is taken down for inspection and repair causing large amounts of FOG to drop down from the ceiling when the tank is empty. The design drawing specified that the gap should be filled but did not clearly define that the Contractor had to create structural support to fill in the dead space.

All additional work has been considered reasonable and necessary to complete the Project as intended and provide a properly functioning treatment facility to the District.

Construction Change Order Contingency Increase:

There are 30 potential change orders and field orders that are currently being reviewed that will potentially exceed the authorized change order contingency by \$580,000 (approximately 4.5% of the original contract cost). The new total change order contingency (\$1,550,000) is 12% of the original contract cost.

As of today, with the anticipated change order contingency adjustment, the Project is still within the existing budget. However, there is at least six more months of construction before substantial completion and additional costs may require the budget to be adjusted in the future.

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AN INCREASE TO THE CONSTRUCTION CHANGE ORDER CONTINGENCY FOR THE PRIMARY SEDIMENTATION EXPANSION AND IMPROVEMENTS PROJECT (CIP 17-P004)

WHEREAS, on March 5, 2019, the Board awarded a construction agreement to Anderson Pacific Engineering Construction, Inc. for the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004) (“Project”) in the amount of \$12,997,750; and

WHEREAS, the contractor encountered differing site conditions and changes during construction requiring extra work beyond the original contract; and

WHEREAS, the extra work is necessary to construct the Project to provide a functioning primary sedimentation treatment process; and

WHEREAS, staff recommends the construction change order contingency be increased \$580,000, from \$975,000 to \$1,555,000, to complete the necessary extra work.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, as follows:

The construction change order contingency for the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004) is increased \$580,000, from \$975,000 to \$1,555,000.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 20th day of April, 2021, and passed by the following vote:

AYES:

NOES:

ABSENT:

Ann Marie Johnson, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: 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

RECOMMENDATION:

Staff recommends the Board of Directors receive a verbal update on the COVID-19 emergency and approve, by Motion, a continuation of the State of Emergency response to the COVID-19 pandemic, as declared by the General Manager and confirmed and ratified by Resolution No. 26-20, and find that there exists a need for continuing the District's COVID-19 emergency which the Board last confirmed on April 6, 2021.

DISCUSSION:

On March 16, 2020, the first Bay Area Shelter-in-Place (SIP) orders were issued to meet the challenges of the COVID-19 pandemic. Governor Newsom issued a statewide SIP order on March 19, 2020. The SIP orders, which continue to be modified in response to changing conditions, limit the operations of certain businesses and activities to protect public health and slow the spread of the virus. The SIP orders provide an exception for the operations and maintenance of "Essential Infrastructure," which includes, but is not limited to, water, wastewater, and recycled water service.

On March 16, 2020, the General Manager, as the District's Emergency Manager per the Emergency Response Plan policy (P300-16-2), declared a District State of Emergency to allow for essential operations to continue, and to ensure operational flexibility in meeting the challenges of COVID-19, while providing vital water and sewer services that are needed to protect public health and the environment. District emergency plans were aggressively implemented.

On March 25, 2020, the Board of Directors approved Resolution No. 26-20, which confirmed the continuation of the District State of Emergency, and directed the General Manager to report on progress at least at every regularly scheduled meeting until the State of Emergency is terminated.

Since the first SIP order was issued on March 16, 2020, the State of California, Alameda County Health Officer, and California Division of Occupational Safety and Health (Cal/OSHA) have implemented and modified a number of COVID-19 restrictions that affect DSRSD's safety practices and operations.

Both Alameda County and Contra Costa County remain in the Orange Tier (Tier 3) under the State's four-tier system for reopening the economy. On April 6, 2021, Governor Newsom announced plans to end the tier system and fully reopen the economy on June 15, provided that (1) sufficient vaccine supply is available to vaccinate all Californians 16 years or older who wish to be vaccinated and (2) hospitalizations rates remain low. As of April 15, every Californian age 16 and older is eligible to be vaccinated. With the ending of the tier system, offices would be allowed to reopen in compliance with Cal/OSHA emergency temporary standards and public health guidelines, which currently include social distancing and masking requirements.

The COVID-19 Task Force is developing a Safe Return to Work Plan to gradually transition back to "normal" operations. The key elements of the Safe Return to Work Plan include (1) ongoing changes to District COVID-19 practices and procedures to align with evolving State and local public health orders and guidance that are being modified as conditions improve; (2) a phased approach to returning our remote workers back to the office; (3) reopening the District Office to the public; and (4) options for resuming in-person Board meetings. Staff plans to brief the Board on the Safe Return to Work Plan in May.

The COVID-19 emergency continues in the District's service area. To assure proper staffing and support of critical operational functions, staff is requesting the Board find that there still exists a need to continue the State of Emergency reflected by Resolution No. 26-20.

Originating Department: Office of the General Manager	Contact: J. Lee	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input checked="" type="checkbox"/> None <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		13 of 48



TITLE: Approve Intention to Levy Annual Assessments in the Dougherty Valley Standby Charge District 2001-1 for Fiscal Year Ending 2022

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, the intention to levy assessments in the Dougherty Valley Standby Charge District and set a public hearing for May 4, 2021.

DISCUSSION:

The Zone 7 Water Agency (Zone 7) assesses parcel owners in its service area for a proportionate share of California Department of Water Resources (DWR) State Water Project (SWP) costs via the Alameda County property tax roll. Since Zone 7 does not have authority to assess Contra Costa County parcel owners, DSRSD established the Dougherty Valley Standby Charge District 2001-1 (DVSCD) to recover their share of SWP costs on Zone 7's behalf. SWP costs assessed to DVSCD parcel owners on the Contra Costa County property tax roll are collected by DSRSD and then remitted directly to Zone 7.

Each year, Zone 7 provides estimated SWP costs specifically tied to providing water service to Dougherty Valley. In fiscal year ending (FYE) 2021, the Dougherty Valley's share of the SWP costs to Zone 7 were \$2.07 million. For FYE 2022, Zone 7 estimated Dougherty Valley's share of the SWP costs to be \$2.25 million.

An Engineer's Report is prepared annually that shows a projection of the costs expected to be incurred in the upcoming fiscal year and the allocation of those costs based upon equivalent dwelling units (EDU). The report is on file with the District Secretary for public review. Based on this report, the annual assessment for DVSCD for FYE 2022 will remain at the maximum allowed of \$170.75 per EDU, or \$1,303,941.96.

The maximum allowed assessment is less than the estimated SWP costs. On June 18, 2019, the Board established the Dougherty Valley Incremental State Water Project Charge (DV Incremental SWP Charge) to recover SWP costs above the maximum allowed assessment. A DV Incremental SWP Charge Report will be prepared separately from the Engineer's Report.

The Board first adopts a resolution of intention to levy annual assessments, followed by a public hearing recommended to be scheduled for May 4, 2021. A public hearing notice (Attachment 1) will be published in the local newspaper on April 20 and 26, 2021. After the public hearing, the Board adopts the Engineer's Report and directs the levy of the assessment, which is then submitted to Contra Costa County to be placed on the property tax roll.

This action is the first action that must be taken by the Board each year to levy assessments.

Originating Department: Administrative Services	Contact: M. Bailey	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Newspaper Publication	
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PUBLIC HEARING

NOTICE OF INTENTION TO LEVY ANNUAL ASSESSMENTS IN THE DUBLIN SAN RAMON SERVICES DISTRICT DOUGHERTY VALLEY STANDBY CHARGE DISTRICT 2001-1 FOR FISCAL YEAR ENDING 2022

THE BOARD OF DIRECTORS OF THE DUBLIN SAN RAMON SERVICES DISTRICT hereby gives notice that:

1. On June 16, 2001, by its Resolution No. 20-01, the Board under Article XIII D of the California Constitution and the Uniform Standby Charge Procedures Act, Sections 54984 *et seq.*, of the California Government Code (together, the “Act”) established the District’s Dougherty Valley Standby Charge District 2001-1 (the “Assessment District”) and authorized the levy of annual assessments for standby charges (the “Assessments”) in the Assessment District to pay for certain water supply costs and charges.

2. Under the Act, the Board, by a Resolution adopted April 20, 2021, has expressed its intention to levy the Assessments for the fiscal year ending 2022 (the “Next Fiscal Year”) after a Public Hearing to be held before the Board, during its regular meeting held via teleconference on May 4, 2021, at 6 p.m. At the hearing, the Board will consider the *Annual Engineer’s Report* concerning the proposed Assessments for the Next Fiscal Year, hear all persons interested in the Assessments, consider all objections to the Assessments, if any, and take final action on the levy of the Assessments for the Next Fiscal Year. To access the virtual meeting, refer to the teleconference access information available in the agenda packet on the District’s website at www.dsrsd.com/about-us/board-meetings-agendas-minutes-videos.

3. To get additional information about the Assessments, contact: Dublin San Ramon Services District, Financial Analyst, Telephone: (925) 875-2274. The Draft Engineer’s Report and other written material about the Assessment District may be reviewed by contacting the District Secretary during regular business hours at (925) 828-0515 and is also available online on the Rates and Fees page on the District website at www.dsrsd.com/your-account/rates-fees.

Dated as of May 4, 2021

By: Nicole Genzale
District Secretary

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT OF INTENTION TO LEVY ANNUAL ASSESSMENTS IN THE DUBLIN SAN RAMON SERVICES DISTRICT DOUGHERTY VALLEY STANDBY CHARGE DISTRICT 2001-1 FOR FISCAL YEAR 2021-2022

RESOLVED by the Board of Directors (the “Board”) of the Dublin San Ramon Services District (the “District”), County of Contra Costa (the “County”), State of California, as follows:

WHEREAS, on May 1, 2001, this Board adopted Resolution No. 14-01, A Resolution Initiating Proceedings for the Levy of Standby Charges, and in it directed the preparation and filing of a report in writing (the “Engineer’s Report”), all in accordance with and pursuant to Article XIII D of the California Constitution and the Uniform Standby Charge Procedures Act, Sections 54984 et seq., of the California Government Code (together, the “Act”) in and for the District’s proposed Dougherty Valley Standby Charge District 2001-1 (the “Assessment District”); and

WHEREAS, on June 19, 2001, after a duly noticed and held public hearing, by Resolution No. 20-01, this Board approved the establishment of the Assessment District and approved the Engineer’s Report with respect thereto and authorized the levy of assessments for standby charges (the “Assessments”) in the Assessment District to pay for certain water supply costs in amounts not to exceed those provided in the Engineer’s Report; and

WHEREAS, under the Act, this Board is authorized to levy assessments each year for the Assessment District and by this resolution expresses its intention to do so for the fiscal year 2021/22 (the “Next Fiscal Year”).

NOW THEREFORE, BE IT ORDERED that:

1. Engineer’s Report. John G. Egan, NBS Government Finance Group, a California corporation, is hereby designated as the Engineer of Work for the District for the purposes of levying the Dougherty Valley Standby Charge for Fiscal Year 2021/22. The Engineer of Work has caused to prepare a report under the Act (the “Engineer’s Report”) and has filed the Engineer’s Report with the District Secretary. The Report has been duly considered by this Board with the aid of District Staff and is hereby deemed sufficient and preliminarily approved and shall stand as the Engineer’s Report for all subsequent proceedings for the District. Reference is hereby made to the Engineer’s Report for a full and detailed description of the budget for the Assessment District for the Next Fiscal Year and the proposed assessments upon the described, assessable lots and parcels of land within the Assessment District.

2. Public Hearing. Under the Act, this Board hereby orders that a public hearing shall be held before this Board, in the regular meeting held via teleconference on May 4, 2021 at 6 p.m. The Board hereby also directs the District Secretary to publish a public hearing notice twice - at least 14 days before the public hearing and at least 5 days after the first publication. At the public hearing, the Board will hear all persons interested in the Assessments, consider all objections to the Assessments, if any, and then take final action on the levy of the Assessments. The public hearing may be continued from time to time as determined by the Board, without further published or written notice.

3. Published Notice. Notice of the public hearing is given by publishing a notice pursuant to government code section 6066 in a newspaper of general circulation.

PASSED AND ADOPTED this 20th day of April 2021 by the following vote:

AYES:

NOES:

ABSENT:

Ann Marie Johnson, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Approve Nomination of Director Georgan Vonheeder-Leopold as the Alternate Special District Member to the Alameda County Local Agency Formation Commission (Alameda LAFCo) and Appoint Alternate Voting Delegate

RECOMMENDATION:

Staff recommends the Board of Directors take the following actions:

- 1) Approve, by Resolution, the nomination of Director Georgan Vonheeder-Leopold as the Alternate Special District Member to the Alameda County Local Agency Formation Commission (Alameda LAFCo); and
- 2) Appoint, by Motion, a Director as an alternate voting delegate to participate in the election on May 12, 2021, in the event that President Johnson is unable to attend.

DISCUSSION:

Director Vonheeder-Leopold has been serving as the Alternate Special District Member on the Alameda LAFCo since 2013. Her term will expire on May 3, 2021. Pursuant to Government Code section 56332, the Alameda County Independent Special District Selection Committee (ISDSC) will hold an election whenever a vacancy exists among members representing independent special districts. Relevant materials from Alameda LAFCo are included as Attachment 1. The alternate representative will serve a four-year term.

As an independent special district in Alameda County, DSRSD is entitled to nominate, by a Board resolution, one of the DSRSD Boardmembers for the Alternate Special District Member seat. Of the DSRSD Boardmembers, only Director Vonheeder-Leopold has expressed an interest in being nominated. If the Board approves her re-nomination, staff will coordinate with Director Vonheeder-Leopold to work on the required transmittals prior to the nominating deadline of May 7, 2021.

ISDSC, composed of the presiding officers of the legislative bodies of each independent special district in Alameda County, will hold an election on May 12, 2021, to fill the Alternate Special District Member seat. The Board may appoint another Boardmember to attend and vote at the election meeting if President Johnson is unable to attend. Staff recommends that the Board appoint, by Motion, a Boardmember as the alternate voting delegate to give the District more flexibility in reacting to possible Board schedule changes.

Originating Department: Administrative Services	Contact: V. Chiu	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Alameda LAFCo Notice dated February 8, 2021 with first three attachments (ISDSC Rules, Government Code Section 56332, Nomination and Voting Delegate Form)	

February 8, 2021

Board Presidents
Independent Special District Selection Committee**SUBJECT: Alameda LAFCO – Notice of Alternate Special District Seat Term Expiration**

Dear Committee Members:

This letter serves as notice that the term of the Alternate Special District Member on the Alameda Local Agency Formation Commission (LAFCO) will expire on May 3, 2021 (the first Monday of May). Therefore, Alameda LAFCO, in conjunction with the Alameda County Chapter of the California Special District Association, is calling a meeting of the Alameda County Independent Special District Selection Committee (ISDSC) for **Wednesday, May 12, 2021 at 10:00 A.M.**, after the regular Alameda County Special District Association meeting. Candidate nominations are due **Friday, May 7, 2021**. Please note that the incumbent, Georgan Vonheeder-Leopold, has indicated that she plans to seek re-election.

Alameda LAFCO's mission is to work for the citizens and government agencies of Alameda County by encouraging efficient municipal services, balancing infrastructure needs for sustainable growth, and conserving the environment and public resources such as prime agricultural and open space land. Being on LAFCO offers an opportunity for special districts to have a voice in governmental reorganization issues potentially affecting them, as well as the County overall. The independent special districts in Alameda County have had two regular seats and one alternate seat on Alameda LAFCO since July 1994.

The purpose of the ISDSC is to elect special district members to LAFCO. The ISDSC consists of the presiding officers of the legislative bodies of each independent special district in Alameda County. Pursuant to Government Code Section 56322, and the ISDSC rules, a district's Board may appoint one of its members to attend the meeting if the presiding officer is unable to attend. For your information, enclosed are the ISDSC rules (Attachment 1) and Government Code Section 56322 (Attachment 2).

For this election each independent special district is entitled to nominate one Board Member. For the alternate seat, nominees can be from either enterprise or non-enterprise districts. The nominees must meet the eligibility requirements outlined in Section VI of the ISDSC's rules. A nomination and voting delegate form is enclosed for your use (Attachment 3). Eligible nominees may circulate a statement of qualifications prior to or at the May 12th ISDSC meeting.

Per the ISDSC's rules, any district nominating, a candidate must ratify that nomination by Board resolution. Furthermore, upon nomination, the nominating district must provide written notice to all other districts of their candidate selection. No resolution is needed from a district that does not wish to nominate a candidate. Attached is a list of each district's contact information (Attachment 4).

Administrative Office
Rachel Jones, Executive Officer
224 West Winton Avenue, Suite 110
Oakland, Hayward 94544
T: 510.670.6267
www.acgov.org/lafco

David Haubert, Regular
County of Alameda

Nate Miley, Regular
County of Alameda

Wilma Chan, Alternate
County of Alameda

Vacant, Regular
City Member

Vacant, Regular
City Memembr

Vacant, Alternate
City Member

Ralph Johnson, Regular
Castro Valley Sanitary District

Ayn Wieskamp, Regular
East Bay Regional Park Dsistrict

Georgan Vonheeder-Leopold, Alternate
Dublin San Ramon Services District

Sblend Sblendorio, Regular
Public Member

Vacant, Alternate
Public Member

Friday, May 7, 2021

Nominations are due from each district. Please complete and return the attached form to Alameda LAFCO. Please note that pursuant to Government Code Section 56332, “if only one candidate is nominated for a vacant seat, that candidate shall be deemed selected, with no further proceedings.”

Friday, May 7, 2021

Each district submits the name of the presiding officer or designee who will be voting at the May 12th meeting. Please complete and return the attached form to Alameda LAFCO.

Before, Wednesday, May 12, 2021

All nominating agencies must ratify their district’s nominee via board resolution and send notice of the nomination to the presiding officers of all the other districts (see attached contact information). Please submit a copy of the resolution to Alameda LAFCO.

Wednesday, May 12, 2021

The ISDSC’s meeting location or meeting link will be provided by **Friday, May 7, 2021**.

Should you have any questions, please contact me directly by telephone at 510.670.6267 or by e-mail at rachel.jones@acgov.org.

Sincerely,



Rachel Jones
Executive Officer

Attachments:

1. ISDSC Rules
2. Government Code Section 56332
3. Nomination and Voting Delegate Form
4. Special District Contact Information

Revised 1/14/04

RULES
FOR THE LAFCO
INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

Adopted April 13, 1994

By: Alameda County Chapter, California Special Districts Association

SECTION I PURPOSE

The purpose of the Independent Special District Selection Committee (ISDSC) shall be to appoint the regular and alternate special district members to the Alameda County Local Agency Formation Commission (LAFCo) whenever a vacancy exists among members representing independent special districts (Government Code Section 56332).

SECTION II MEMBERSHIP

The ISDSC shall be composed of the presiding officer of the legislative body of each independent special district either located wholly within Alameda County or containing territory within Alameda County that represents 50% or more of the assessed value of taxable property of the district. The district may appoint one of its members as an alternate ISDSC member in the event the presiding officer is unavailable (Government Code Section 56332).

SECTION III MEETINGS

The LAFCo Executive Officer shall give written notice to the presiding officer of each eligible independent special district that a meeting of the ISDSC will be held on a specified date and at a specified time and place pursuant to:

- A. A vacancy existing among the members or alternate member representing independent special districts upon the Commission; or
- B. Receipt of a written request by one or more members of the ISDSC representing districts having 10% or more of the assessed value of taxable property within Alameda County (Government Code Section 56332).

All meetings of the ISDSC shall be open meetings and comply with all applicable provisions of the Ralph M. Brown Act.

SECTION IV QUORUM

Each presiding officer or alternate member attending the meeting shall be required to register their attendance. Members representing a majority of the eligible districts shall constitute a quorum for the conduct of the ISDSC business. No meeting shall be convened by the LAFCo Executive Office prior to establishing a quorum.

SECTION V VOTING

Each member of the ISDSC shall be entitled to one vote for each independent special district of which he or she is the presiding officer (Government Code Section 56332).

SECTION VI ELIGIBILITY

To be eligible for nomination and selection to the Alameda County Local Agency Formation Commission, an individual:

- A. Must be an elected or appointed independent special district officer within Alameda County (Government Code Section 563323);
- B. Must be a resident of Alameda County (Government Code Section 563323);
- C. Must not be a member of the legislative body of a city or county (Government Code Section 563323);
- D. Must act in such a manner so as to represent the diverse interests of all agencies, not his or her individual district; and
- E. Must be willing to make a time commitment to fulfilling his or her county-wide role representing all special districts.

An elected or appointed independent special district board member who is an employee of the State of California, a county, a city, or a special district is eligible for nomination and selection to the Commission as a special district representative (Government Code Section 563323).

SECTION VII SEATING DESIGNATION

The seating of special district representatives on the Alameda County Local Agency Formation Commission shall be in accordance with the following designations:

- 1. One regular seat shall be designated as an "Enterprise District" seat;
- 2. One regular seat shall be designated as a "Non-Enterprise District" seat; and

3. One alternate seat shall be designated from either and Enterprise or Non-Enterprise district.

An "Enterprise" district is defined as any jurisdiction that derives the majority of its total revenues from user fees and/or service charges.

A "Non-Enterprise" district is defined as any jurisdiction that derives the majority of its total revenues from property taxes.

SECTION VIII NOMINATING PROCESS

Each independent special district shall be entitled to nominate a maximum of one board member from any district.

Each special district board shall determine its own internal process for selecting a name to be placed in nomination and for ensuring said nominee meets the eligibility criteria as set forth in Section VI.

- Districts are required to ratify said nominee by adoption of a board resolution.

Upon selection of a district nominee, the presiding officer of the district shall provide written notification of their nominee to the presiding officers of all other independent special districts.

An eligible district nominee may circulate a statement of his/her qualifications prior to the date of the ISDSC meeting.

SECTION IX BALLOTING PROCESS

At the meeting of the ISDSC, the balloting shall be conducted in accordance with the following:

- A. If vacant, the first balloting shall be for selection of the "Enterprise District" representative. The candidate receiving a simple majority shall be declared the winner. In the event of a tie or no majority winner, a run-off ballot(s) shall be conducted.
- B. If vacant, the second balloting shall be for selection of the "Non-Enterprise District" representative. The candidate receiving a simple majority shall be declared the winner. In the event of a tie or no majority winner, a run-off ballot(s) shall be conducted.
- C. If vacant, the third balloting shall be for selection of the alternate representative. The candidate receiving a simple majority shall be declared the winner. In the event of a tie or no majority winner, a run-off ballot(s) shall be conducted.

When previous balloting has taken place for Enterprise and/or Non-Enterprise vacancies, the ballot for the alternate representative shall also include the names of all non-winning candidates from the other ballots, if the candidate so desires.

Upon completion of the balloting, the ISDSC shall provide written notification to the LAFCo Executive Officer of the name(s) of the Committee's appointment(s) to the Commission.

SECTION X ALTERNATE NOMINATING AND BALLOTING PROCESS

In the event that the LAFCo Executive Officer determines that securing a quorum of ISDSC members for a meeting is not feasible, the LAFCo Executive Officer may conduct business of the ISDSC in writing (Government Code Section 56332).

SECTION XI TERMS OF OFFICE

Regular representatives shall serve staggered four year terms. The alternate representative shall serve a four year term.

If a representative or alternate is unable to complete a full term, and more than one year is remaining in the uncompleted term, a nominating and balloting process shall be conducted in accordance with these bylaws.

The expiration date of the term of office of each member shall be the first Monday in May in the year in which the term of the member expires (Government Code Section 56334).

Any district member may be removed at any time and without cause by a majority vote of the ISDSC, as the appointing body (Government Code Section 56334). Failure to attend three regular Commission meetings in a calendar year may be grounds for possible removal by the ISDSC.

SECTION XII MEMBER DISQUALIFICATION

At the time of appointment of a regular member or alternate, the ISDSC may, by majority vote, provide that the member or alternate is disqualified from voting as a member of the Commission on any proposal affecting the district of which the member is a representative (Government Code Section 56332).

State of California**GOVERNMENT CODE****Section 56332**

56332. (a) The independent special district selection committee shall consist of the presiding officer of the legislative body of each independent special district. However, if the presiding officer of an independent special district is unable to participate in a meeting or election of the independent special district selection committee, the legislative body of the district may appoint one of its members as an alternate to participate in the selection committee in the presiding officer's place. Those districts shall include districts located wholly within the county and those containing territory within the county representing 50 percent or more of the assessed value of taxable property of the district, as shown on the last equalized county assessment roll. Each member of the committee shall be entitled to one vote for each independent special district of which he or she is the presiding officer or his or her alternate as designated by the governing body. Members representing a majority of the eligible districts shall constitute a quorum.

(b) The executive officer shall call and give written notice of all meetings of the members of the selection committee. A meeting shall be called and held under one of the following circumstances:

(1) Whenever the executive officer anticipates that a vacancy will occur within the next 90 days among the members or alternate member representing independent special districts on the commission.

(2) Whenever a vacancy exists among the members or alternate member representing independent special districts upon the commission.

(3) Upon receipt of a written request by one or more members of the selection committee representing districts having 10 percent or more of the assessed value of taxable property within the county, as shown on the last equalized county assessment roll.

(c) The selection committee shall appoint two regular members and one alternate member to the commission. The members so appointed shall be elected or appointed members of the legislative body of an independent special district residing within the county but shall not be members of the legislative body of a city or county. If one of the regular district members is absent from a commission meeting or disqualifies himself or herself from participating in a meeting, the alternate district member may serve and vote in place of the regular district member for that meeting. Service on the commission by a regular district member shall not disqualify, or be cause for disqualification of, the member from acting on proposals affecting the special district on whose legislative body the member serves. The special district selection committee may, at the time it appoints a member or alternate, provide that the member or alternate

is disqualified from voting on proposals affecting the district on whose legislative body the member serves.

(d) If the office of a regular district member becomes vacant, the alternate member may serve and vote in place of the former regular district member until the appointment and qualification of a regular district member to fill the vacancy.

(e) A majority of the independent special district selection committee may determine to conduct the committee's business by mail, including holding all elections by mailed ballot, pursuant to subdivision (f).

(f) If the independent special district selection committee has determined to conduct the committee's business by mail or if the executive officer determines that a meeting of the special district selection committee, for the purpose of appointing the special district members or filling vacancies, is not feasible, the executive officer shall conduct the business of the committee by mail. Elections by mail shall be conducted as provided in this subdivision.

(1) The executive officer shall prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing by the date specified in the call for nominations, which date shall be at least 30 days from the date on which the executive officer mailed the call for nominations to the eligible district.

(2) At the end of the nominating period, if only one candidate is nominated for a vacant seat, that candidate shall be deemed appointed. If two or more candidates are nominated, the executive officer shall prepare and deliver one ballot and voting instructions to each eligible district. The ballot shall include the names of all nominees and the office for which each was nominated. Each presiding officer, or his or her alternate as designated by the governing body, shall return the ballot to the executive officer by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the executive officer mailed the ballot to the eligible district.

(3) The call for nominations, ballot, and voting instructions shall be delivered by certified mail to each eligible district. As an alternative to the delivery by certified mail, the executive officer, with prior concurrence of the presiding officer or his or her alternate as designated by the governing body, may transmit materials by electronic mail.

(4) If the executive officer has transmitted the call for nominations or ballot by electronic mail, the presiding officer, or his or her alternate as designated by the governing body, may respond to the executive officer by electronic mail.

(5) Each returned nomination and ballot shall be signed by the presiding officer or his or her alternate as designated by the governing body of the eligible district.

(6) For an election to be valid, at least a quorum of the special districts must submit valid ballots. The candidate receiving the most votes shall be elected, unless another procedure has been adopted by the selection committee. Any nomination and ballot received by the executive officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the executive officer shall extend the date to submit ballots by 60 days and notify all districts of the extension.

The executive officer shall announce the results of the election within seven days of the date specified.

(7) All election materials shall be retained by the executive officer for a period of at least six months after the announcement of the election results.

(g) For purposes of this section, “executive officer” means the executive officer or designee as authorized by the commission.

(Amended by Stats. 2015, Ch. 114, Sec. 8. (AB 1532) Effective January 1, 2016.)

**Alameda LAFCO
Special District Alternate Seat Election 2021**

Please complete the following information and
return by **Friday, May 12, 2021 to:**

Rachel Jones, Executive Officer
Alameda LAFCO
224 West Winton Avenue, Suite 110
Hayward, CA 94544

Telephone: (510) 670-6267
Email: rachel.jones@acgov.org

Name of presiding officer or designee who will attend and vote at the
May 12, 2021 ISDSC election meeting at 10:00 A.M., following the
Alameda County Special Districts Association meeting.

NAME: _____

DISTRICT: _____

NOMINATING DISTRICTS ONLY

You may nominate a maximum of one Board member for the
LAFCO alternate seat and the nomination must be ratified by a
Board resolution prior to May 12, 2021.*

Candidate Name for Alternate Seat:

**** If your district is nominating a candidate, you must notify all 14
other independent district presiding officers by mail, fax or e-mail
(see enclosed list of contact information).***

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT NOMINATING DUBLIN SAN RAMON SERVICES DISTRICT DIRECTOR GEORGEAN VONHEEDER-LEOPOLD FOR THE ALTERNATE SPECIAL DISTRICT MEMBER SEAT ON THE ALAMEDA COUNTY LOCAL AGENCY FORMATION COMMISSION (LAFCo)

WHEREAS, Georgan Vonheeder-Leopold is a member of the Board of Directors of Dublin San Ramon Services District, an independent special district in Alameda County; and

WHEREAS, Georgan Vonheeder-Leopold is currently and has been a lifelong resident of Alameda County; and

WHEREAS, Georgan Vonheeder-Leopold meets the eligibility criteria for nomination and selection to the Alameda County Local Agency Formation Commission (Alameda LAFCo) as specified in Section VI of the Rules for the LAFCo Independent Special District Selection Committee and is willing to have her name placed into nomination; and

WHEREAS, Georgan Vonheeder-Leopold has been actively involved with matters of local agency formation since 1977 when she worked on the campaign to incorporate Dublin and San Ramon; and

WHEREAS, Georgan Vonheeder-Leopold continued this involvement through her appointment to the Dublin Municipal Advisory Committee that led to the incorporation of the City of Dublin in 1982 where she has served in many roles including Planning Commissioner and City Councilmember; and

WHEREAS, Georgan Vonheeder-Leopold has a near continuous record of elected, appointed and volunteer service in the community as documented in her candidate statement which is attached hereto, as Exhibit "A," and by this reference made a part of this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa as follows:

1. That it hereby nominates District Director Georgan Vonheeder-Leopold for the Alternate Special District Member seat on the Alameda LAFCo.
2. That the District Secretary is directed to forward a copy of the resolution to the Alameda LAFCo no later than May 7, 2021.
3. That the District Secretary is directed to notify in writing all other districts of the candidate nomination, in accordance with the requirements in the letter dated February 8, 2021, from the Alameda LAFCo to the Board Presidents of each independent special district in Alameda County.

Res. No. _____

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 20th day of April, 2021, and passed by the following vote:

AYES:

NOES:

ABSENT:

Ann Marie Johnson, President

ATTEST: _____
Nicole Genzale, District Secretary

Candidate Statement for the Position of Alternate Special District Member for Alameda LAFCo

Georgean Vonheeder-Leopold

As I have stated before, my reason for wanting to serve on Alameda LAFCo is that I have been interested in its legislated purpose since the early 1970's. I worked with Lindsey Roberts in the 1980's so that the Alameda LAFCo would be one of the first with Special District Representatives. I am hoping to one day become a regular member. I believe we can educate other LAFCo's and Special Districts of the purpose of their local LAFCO and they can become partners as we have done. I believe we have a lot of work to do to educate our freshman and sophomore state legislators of LAFCo's purpose.

I have served on the Dublin San Ramon Services District Board of Directors for 23 years and continue to be dedicated to its mission.

I currently serve as the Secretary-Treasurer of the California Association of Sanitation Agencies.

I currently serve as Treasurer of the Alameda Chapter of the California Special Districts Association.

I am hoping to one day be a permanent member, and, until then, I would be honored to serve in the alternate capacity.

Sincerely,
Georgean Vonheeder-Leopold
Member of the Board of Directors of the
Dublin San Ramon Services District

CURRENT GOVERNMENT/NON-PROFIT EXPERIENCE

- DSRSD Board of Directors – 1992–2000 and since July 2009
- California Association of Sanitation Agencies (CASA) Board of Directors – since 2014
- California Special Districts Association (CSDA) Alameda County Chapter Treasurer

PAST LEADERSHIP EXPERIENCE

- City Historian – 13 years
- Dublin Historical Preservation Association Treasurer – 15 years
- Dublin Fine Arts Foundation Treasurer – 22 years
- Dublin City Council – 7 years / Vice Mayor – 2 terms
- Dublin Municipal Advisory Committee (DUMAC) – 3 years
- Dublin City Planning Commission – 2 years
- Heritage and Cultural Arts Commission – 10 years
- Alameda County Commission on the Status of Women – 9 years
- California Association of Sanitation Agencies (CASA) Directors' Department Chair 1999
- Dublin Housing Authority Board of Directors
- Dublin Chamber of Commerce Board of Directors
- League of California Cities, East Bay Division
- Livermore-Amador Valley Water Management Agency (LAVWMA)
- Founding Member of Dublin San Ramon Services District (DSRSD) • East Bay Municipal Utility District (EBMUD) Recycled Water Authority (DERWA) Board of Directors
- Tri-Valley Wastewater Authority Board of Directors
- Tri-Valley Transportation Committee
- Dublin Girls Softball Board of Directors
- Valley Volunteer Bureau Board of Directors
- Boy Scout Post Assistant Leader
- Cub Scout Den Mother
- Small Business Owner
- Junior Native Daughters of the Golden West, State President



TITLE: Discuss the Special District Leadership Foundation’s District of Distinction Accreditation Program and Provide Direction Regarding the District’s Interest in Participating

RECOMMENDATION:

Staff recommends the Board of Directors discuss the Special District Leadership Foundation’s District of Distinction Accreditation Program and provide direction regarding the District’s interest in participating.

DISCUSSION:

On February 18, 2021, the District received an email from the Chief Executive Officer of the California Special Districts Association (CSDA) and the Special District Leadership Foundation (SDLF), Neil McCormick, promoting the District of Distinction Program. The District of Distinction is an accreditation program offered by the SDLF. The SDLF is an independent organization supported by the CSDA to promote sound governance and best practices by California’s special districts. The accreditation program provides districts an opportunity to demonstrate to their communities their commitment to operate in a sound, responsible manner.

To apply for this accreditation, a district must provide proof of meeting the program requirements regarding financial audits, policies and procedures, and trainings completed by both the Board of Directors and executive staff (senior leadership team). The training component requires completion of the Ethics and Harassment Prevention training, currently incorporated into the District’s required trainings, and an additional six hours of governance training. The accreditation is good for three years before renewal is required. An application fee of \$250 is required with the initial application and each renewal thereafter. The program application and additional information are attached to this report in Attachment 1. Approximately \$5,000 of staff time would be required for this accreditation.

The District is currently meeting all requirements for the program except for the additional six hours, every three years, in governance training. To pursue this accreditation, all five Boardmembers and all five senior managers would each have to take six hours of training every three years. In total, this equates to 60 hours of additional training commitment for each three-year period. If any one of these positions did not fulfill the training requirements, the District would be ineligible to apply for this accreditation.

If the Board desires to pursue this accreditation, all parties will need to commit to these additional hours of continuing education.

Originating Department: Office of the General Manager	Contact: D. McIntyre	Legal Review: Not Required
Financial Review: Yes	Cost and Funding Source: \$250 application fee, plus additional training costs for Boardmembers and staff charged to various department training accounts (1.140), and approximately \$5,000 of staff time.	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – SDLF District of Distinction Program Application and Information	



SHOWCASE YOUR COMMITMENT TO EXCELLENCE

District of Distinction Application

The District of Distinction is an accreditation program that enables districts to demonstrate to their communities, the media and legislators their commitment to operate in a sound, responsible manner. Districts apply for designation as a District of Distinction by submitting financial audits, policies and procedures and proof of training received by directors and executive staff.

Requirements:

FINANCIAL AUDITS

Districts must demonstrate they undergo regular financial audits, have no major deficiencies and apply any recommendations to future years.

What to submit:

- Copies of the three most recent district audits, including financial statements (3 letters) SAS 114 - *The Auditor's Communication with Those Charged with Governance*, SAS 115 - *The Auditor's Communications on Internal Control Related Matters*, and management letter. Each audit, including findings and recommendations, will be reviewed by a member of the Certification & Audit Review Advisory Committee. Committee members are volunteers from the special district community, including district controllers, directors of finance and CSDM certified general managers.

POLICIES AND PROCEDURES

Districts must demonstrate that their operations conform to all statutes and regulations under state law as reflected in a policies and procedures manual. Policies and procedures should focus on governance, ethics, board conduct, district finances, reserves, reimbursement/compensation, etc.

What to submit:

- Copy of your district's current approved policies and procedures manual.
- Copy of your district's Board minute action adopting and/or having reviewed the policies and procedures manual within the past year.

TRAINING

What to submit:

Documentation showing class attendance, such as certificate of completion for each board member, general manager and other executive staff members (as identified by the board) in the following areas:

- Governance Training:** Six hours of basic governance training. (New board members and executive staff must complete within the past 5 years) *Governance Foundations*, offered by CSDA's Special District Leadership Academy, satisfies this requirement. Other courses may qualify as well, however will need to be submitted for review by SDLF. Also, *Board Member Best Practices* (3 hours) plus 2 approved webinars will satisfy that requirement. Approved webinars are: *Board Member and District Liability Issues*, *Must Have Communication Protocols for Board & Staff*, and *Who Does What? Best Practices in Board Staff Relations*.
*Districts with boards larger than 7 need at least a majority of total board members completing this training requirement.
- Ethics Training:** Documentation verifying completion of AB 1234 ethics compliance training within the last two years.
- Harassment Prevention Training:** Documentation verifying completion of AB 1825 harassment prevention training within the last two years.

OTHER

Districts must also include the following items with the accreditation/re-accreditation application:

What to submit:

- Board of Directors roster
- List of executive staff, including titles
- Completed application for accreditation/re-accreditation
- Accreditation/re-accreditation application fee
- Completed SDLF District Transparency Certificate of Excellence

Who should apply to be a District of Distinction?

Any California special district that wants to demonstrate publicly the effectiveness of its operations. Applying for this designation shows that your district understands and respects the responsibilities inherent to providing essential public services in a fiscally responsible manner.

What does a district receive for completing the program?

Districts of Distinction earn the right to use the program’s seal on district materials and a plaque honoring their accomplishment. SDLF will also send a letter to a local publication and notify legislators on a district’s behalf.

How does a district apply?

Districts interested in earning the Districts of Distinction designation must complete the application and submit it along with the required documentation. Applications must also be accompanied by an application fee.

If my district is a member of the Special District Risk Management Authority (SDRMA), will getting a District of Distinction accreditation save me money on my premiums?

Yes. SDRMA offers Credit Incentive Points (CIPs) if your district earns the District of Distinction accreditation which can provide significant premium discounts. For more information, contact SDRMA at 800.537.7790 or visit www.sdrma.org.

RE-ACCREDITATION

How long is the designation valid?

The Districts of Distinction designation is valid for three years and a district may be re-accredited by submitting the application and all current required documents for review along with the re-accreditation fee.

Fees

The fees are on a sliding scale, based on a district’s budget:

INITIAL ACCREDITATION & RE-ACCREDITATION

Annual operating budget	Fee
\$0-299,999	\$125
\$300,000-749,999	\$150
\$750,000-999,999	\$175
\$1,000,000--2,999,999	\$200
\$3,000,000 or more	\$250

Submit this application along with all required documentation and payment to:

Special District Leadership Foundation
 1112 I Street, Suite 200
 Sacramento, CA 95814
 Phone: 916-231-2909 • Fax: 916-442-7889 • sdlf.org

Electronic filing is preferable.

info@sdlf.org

District:		
Mailing Address:		
City:	State:	Zip:
Contact Name:	Title:	
Phone:	Fax:	
Email:	Website:	
Assembly Member(s)*:		
Senator*:		
Local Newspaper(s):		
I certify that the information submitted is accurate and complete to the best of my knowledge.		Signature:

SILVER, GOLD OR PLATINUM RECOGNITION

Board Members who have received Certificate in Special District Governance: (attach additional pages if necessary)

	Date:
	Date:
	Date:

General Manager:

Has completed Recognition in Special District Governance Has completed Recognition in Special District Administrator

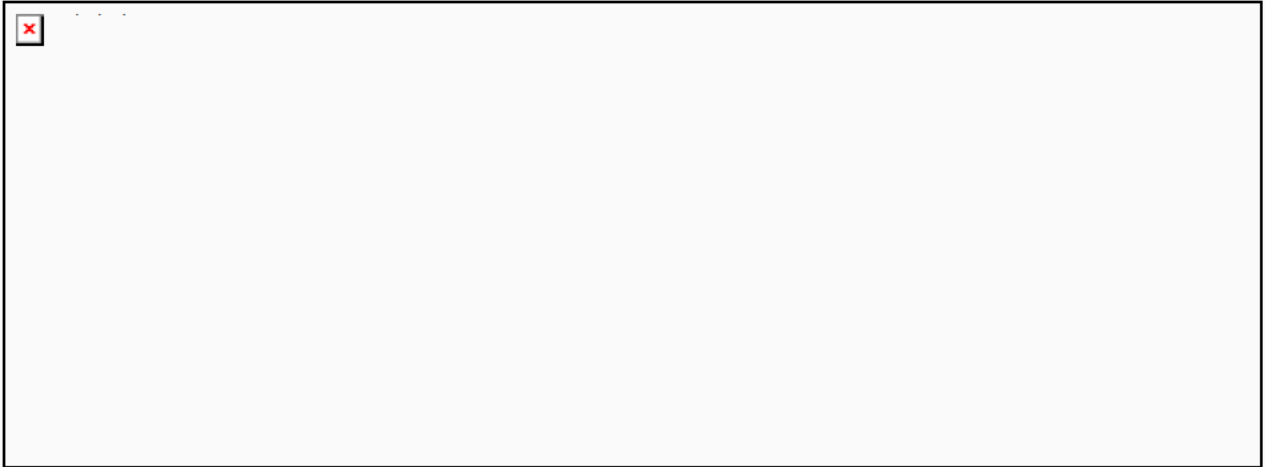
PAYMENT

Total: \$	<input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Discover <input type="checkbox"/> American Express
Acct. Name:	Acct. Number:
Expiration Date:	Authorized Signature:

Nicole Genzale

From: Nicole Genzale
Sent: Tuesday, March 30, 2021 5:42 PM
To: Nicole Genzale
Subject: FW: How to Meet District of Distinction Requirements in 2021

From: Neil McCormick <neilm@cda.net>
Date: Thu, Feb 18, 2021 at 11:09 AM
Subject: How to Meet District of Distinction Requirements in 2021
To: [REDACTED]



District of Distinction

The District of Distinction is an accreditation program that enables districts to demonstrate to their communities, legislators, and other key stakeholders, their commitment to operate in a sound, responsible manner. Districts apply by submitting financial audits, policies and procedures, and proof of training received by directors and executive staff.

BASIC LEVEL - MUST HAVE: All directors/trustees, general manager and executive staff (as designated by the district) must be in compliance with [Ethics Compliance Training AB 1234](#) and [Sexual Harassment Prevention Training](#) plus 6 hours of Governance Training (see options below).

How to Meet the Districts of Distinction Governance Training Requirements

The Governance requirements listed below must be fulfilled within a 5 year time frame for any new Board Members, General Manager, or Executive Staff. (Districts with boards more than 7 members need at least a majority of total board members completing this training requirement)

If the district's Board and staff has remained the same since their last renewal, they do not need to complete this requirement again.

Governance Training Option #1:

Complete any Virtual Workshop module of the Special District Leadership Academy (SDLA)

SDLA Module #1: Governance Foundations

March 24 & 25, 2021

**This is available as a Live pre-conference Workshop
at the [Annual Conference](#) on Monday, August 30, 2021 in Monterey.*

SDLA Module #2: Setting Direction / Community Outreach

April 12 & 13, 2021

SDLA Module #3: Board's Role in Finance and Fiscal Accountability

May 12 & 13, 2021

SDLA Module #4: Board's Role in HR

May 26 & 27, 2021

Governance Training Option #2:

Attend the [Special District Leadership Academy Conference](#) to fulfill the First Time Attendee Track
September 26 – 29, 2021
South Lake Tahoe

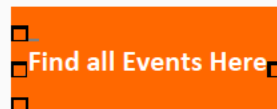
Governance Training Option #3:

[Board Member Best Practices Virtual Workshop](#)
March 2, 2021
9:00am - 12:00pm

- **PLUS TWO of the following on-demand webinars:**
 - [Board Member and District Liability Issues](#)
 - [The Critical Nature of Communications in the Public Agency](#)
 - [Who Does What? Best Practices in Board / Staff Relations](#)

Governance Training Option #4:

Other courses may qualify as well, however will need to be submitted for review by SDLF.





TITLE: Adopt Revised Water Supply, Storage, Conveyance, Quality and Conservation Policy, Renamed to Water Resiliency Policy, and Rescind Resolution No. 89-15

RECOMMENDATION:

Staff recommends the Board of Directors adopt, by Resolution, the revised Water Supply, Storage, Conveyance, Quality and Conservation policy, renamed to Water Resiliency policy, and rescind Resolution No. 89-15.

DISCUSSION:

The Water Supply policy was initially adopted in 1992, and last reviewed in October 2015, at which time the Board approved a substantially revised Water Supply policy, retitled as the Water Supply, Storage, Conveyance, Quality and Conservation policy (2015 Policy). The 2015 Policy lays out several aspirational goals intended to diversify the District’s water supplies and reduce dependence on imported water supplies through the Delta. The Policy is due for a quadrennial review and update by the Board.

The 2015 Policy was largely informed by the 2015 Long-term Alternative Water Supply Study (2015 Study), which identified conceptual alternatives for improving the long-term reliability of the District’s water supplies. On August 18, 2020, the DSRSD Board approved adding a project to the Capital Improvement Program to update the 2015 Study to incorporate new and refined information and serve as the basis for updating the 2015 Policy.

At the April 6, 2021 Board meeting, the Board received a written summary and presentation on the preliminary results of the *2021 Alternative Water Supply Study: A Framework for a Resilient and Sustainable Water Future* (2021 Study). The presentation highlighted how information used to develop the 2015 Study and guide the 2015 Policy has changed or evolved over the past five years; Zone 7 Water Agency (Zone 7) efforts to pursue a more diversified portfolio of supply, storage, and conveyance projects; progress being made towards reducing dependence on imported water supplies; and a recommended framework for guiding the District’s near-term efforts and updating the 2015 Policy.

The Board discussed the results of the 2021 Study and potential revisions to the 2015 Policy, including:

- Emphasizing the need for collaborative partnerships for building water resiliency.
- Advocating for an “all of the above approach” to pursuing a diverse portfolio of water supply, storage, and conveyance project.
- Prioritizing local and sustainable water sources and projects that contribute to regional self-reliance, but moving away from the more prescriptive goals in the 2015 Policy that were based on information that has evolved or substantially changed.
- Ensuring Zone 7 water shortage allocations recognize retailer water use efficiency and investments in new water supplies.
- Advancing the development of near-term projects that could be eligible for grant funding.

Based on the discussion and feedback received at the April 6, 2021 Board meeting, staff has drafted a revised policy, retitled as the Water Resiliency policy, for the Board’s consideration. The Water Resiliency policy will provide guidance over the next two years as the District collaborates with other agencies to explore and develop projects needed to build water resiliency for the Tri-Valley. As recommended in the 2021 Study, staff plans to review the framework and Water Resiliency policy with the Board in 2023 to assess progress on meeting the District’s water resiliency goals. For convenience of the Board, a marked-up copy of the current policy is attached.

Originating Department: Office of the General Manager	Contact: J. Lee	Legal Review: Yes
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Marked-up Policy	



Policy

Policy No.: P300-15-1	Type of Policy: Operations
Policy Title: Water Supply, Storage, Conveyance, Quality and Conservation <u>Water Resiliency</u>	
Policy Description: Provides guidance for addressing the current water supply challenges <u>building a resilient and sustainable water supply future for District customers</u>	
Approval Date: 10/20/2015 <u>4/20/2021</u>	Last Review Date: 2015 <u>2021</u>
Approval Resolution No.: 89-15	Next Review Date: 2019 <u>2023</u>
Rescinded Resolution No.: 57-0689-15	Rescinded Resolution Date: 11/21/2006 <u>10/20/2015</u>

It is the policy of the Board of Directors of Dublin San Ramon Services District to:

1. Reliably meet existing and projected water demands within the District's water service area by supplying water to meet 100% of customer water demands 90% of the time and at least 85% of customer water demands 99% of the time.
2. Collaborate with local and regional partners to build a resilient and sustainable water supply through implementation of a diverse portfolio of water supply, conveyance, and storage projects that provides flexibility to manage our water system against future uncertainties.
3. Advocate for the continued exploration and development of a broad array of projects that have the potential to improve water resiliency for the Tri-Valley, such as Bay Area Regional Desalination, Delta Conveyance, Interties, Los Vaqueros Reservoir and Transfer Bethany Pipeline, Potable Reuse, Sites Reservoir, Water Transfers, and Expanded Recycled Water Programs.
4. Prioritize the use of locally available and sustainable water supply sources and projects that contribute to regional self-reliance.
5. Advance the development of near-term water resiliency projects through local partnerships and seek grant funding to facilitate project implementation and reduce costs to District customers.
6. Support efforts by other agencies to pursue grant funding for statewide and regional projects that improve water resiliency for District customers.

Policy No.: P300-15-1

Policy Title: ~~Water Supply, Storage, Conveyance, Quality and Conservation~~ Water Resiliency

- 7. Ensure that during droughts and other water supply shortage conditions, Zone 7 Water Agency allocates water between the treated water retailers in an equitable manner that recognizes water use efficiency and investments in new water supplies that reduce potable water demands.
 - 8. Meet the State’s long-term water use and water loss efficiency standards by promoting reasonable and efficient use of water supplies through conservation programs and water optimization tools and technologies.
 - 9. Maximize treated wastewater effluent as a valuable water resource and minimize environmental pollution to the San Francisco Bay by recycling 100% of the flows that enter the Regional Wastewater Treatment Plant, apart from treatment residual (brine).
 - 10. Advocate for programs to protect and enhance the quality of drinking water delivered to District customers.
-
- ~~1. To meet continuously the water demands of existing customers and the needs of new development planned by the Cities of Dublin and San Ramon.~~
 - ~~2. To maintain a safe, secure, and reliable water supply and water storage system so that the water supplied continuously meets full customer demands in no less than 85% of calendar years, and that 75% of water supplied continuously meets demands in no less than 99% of calendar years.~~
 - ~~3. To diversify the sources of water supply so that no less than 60% of total demand (potable and recycled) is satisfied by local and regional water supplies, and that no more than 40% of total water supply (potable and recycled) comes from any one physical source.~~
 - ~~4. To take measures to meet continuously the recycled water demands of DERWA 100% of time, which may include acquiring additional wastewater effluent supplies and/or off-season wastewater effluent storage.~~
 - ~~5. Given the uncertainty of consistent water deliveries from the State Water Project, explore in partnership with other Tri-Valley agencies the development of an expanded or additional local water facility to supplement the groundwater basin when flows from the State Water Project are jeopardized.~~
 - ~~6. To diversify the transmission system so that there are at least two independent conveyance systems for each water supply source to serve DSRSD’s customers, and each conveyance system in concert with local storage facilities has the capacity to convey 70% of maximum day demands for extended periods of time.~~

Policy No.: ~~P300-15-1~~

Policy Title: ~~Water Supply, Storage, Conveyance, Quality and Conservation~~ Water Resiliency

- ~~7. To actively promote water conservation for commercial and residential customers, with a long term goal of a permanent system-wide average annual residential potable use of no more than 70 gallons per capita per day.~~
- ~~8. To enhance the quality of the District's water supply.~~
- ~~9. With the exception of brine produced from recycling production, to discharge no treated wastewater to the Bay.~~
- ~~10. To seek grant opportunities and project partners so that the costs to District customers for implementing these policy objectives are acceptable.~~
- ~~11. To ensure that the ultimate beneficiaries of the water supply equitably participate in the funding of the costs associated with the acquisition and delivery of the water supply into the District service area.~~
- ~~12. These policy objectives can best be met through collaboration with the other Tri-Valley water agencies and cities, and regional water agencies.~~

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING THE WATER SUPPLY, STORAGE, CONVEYANCE, QUALITY AND CONSERVATION POLICY, RENAMING THE POLICY TO THE WATER RESILIENCY POLICY, AND RESCINDING RESOLUTION NO. 89-15

WHEREAS, on February 4, 1992, by Resolution No. 5-92, the Board initially adopted a policy regarding water supply reliability; and

WHEREAS, on November 21, 2006, by Resolution No. 57-06, the Board adopted a revised Water Supply policy; and

WHEREAS, on October 20, 2015, by Resolution No. 89-15, the Board adopted the Water Supply, Storage, Conveyance, Quality and Conservation policy, to provide for greater water supply diversification and reliability; and

WHEREAS, staff has reviewed the policy and recommends the Board adopt a revised policy that continues to support the need for increased water supply diversification and reliability, reflects the progress that has been made by Zone 7 Water Agency and other regional partners to explore and develop a broad array of supply, conveyance, and storage projects needed to improve water resiliency for the District's customers, and emphasizes the importance of collaborative partnerships to implement long-term, enduring solutions to address the Tri-Valley's water supply challenges; and

WHEREAS, a revised Water Supply, Storage, Conveyance, Quality and Conservation policy, retitled as the Water Resiliency policy, has been considered by the Board of Directors, and is intended to provide a framework for a resilient and sustainable water future for the District's customers.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, that the revised Water Supply, Storage, Conveyance, Quality and Conservation policy, renamed the Water Resiliency policy and attached as Exhibit "A," is hereby adopted; and Resolution No. 89-15, attached as Exhibit "B," is hereby rescinded.

Res. No. _____

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 20th day of April, 2021, and passed by the following vote:

AYES:

NOES:

ABSENT:

Ann Marie Johnson, President

ATTEST: _____
Nicole Genzale, District Secretary



Policy

Policy No.:	Type of Policy: Operations
Policy Title: Water Resiliency	
Policy Description: Provides guidance for building a resilient and sustainable water supply future for District customers	
Approval Date: 4/20/2021	Last Review Date: 2021
Approval Resolution No.:	Next Review Date: 2023
Rescinded Resolution No.: 89-15	Rescinded Resolution Date: 10/20/2015

It is the policy of the Board of Directors of Dublin San Ramon Services District to:

1. Reliably meet existing and projected water demands within the District's water service area by supplying water to meet 100% of customer water demands 90% of the time and at least 85% of customer water demands 99% of the time.
2. Collaborate with local and regional partners to build a resilient and sustainable water supply through implementation of a diverse portfolio of water supply, conveyance, and storage projects that provides flexibility to manage our water system against future uncertainties.
3. Advocate for the continued exploration and development of a broad array of projects that have the potential to improve water resiliency for the Tri-Valley, such as Bay Area Regional Desalination, Delta Conveyance, Interties, Los Vaqueros Reservoir and Transfer Bethany Pipeline, Potable Reuse, Sites Reservoir, Water Transfers, and Expanded Recycled Water Programs.
4. Prioritize the use of locally available and sustainable water supply sources and projects that contribute to regional self-reliance.
5. Advance the development of near-term water resiliency projects through local partnerships and seek grant funding to facilitate project implementation and reduce costs to District customers.
6. Support efforts by other agencies to pursue grant funding for statewide and regional projects that improve water resiliency for District customers.

Policy No.:

Policy Title: Water Resiliency

7. Ensure that during droughts and other water supply shortage conditions, Zone 7 Water Agency allocates water between the treated water retailers in an equitable manner that recognizes water use efficiency and investments in new water supplies that reduce potable water demands.
8. Meet the State’s long-term water use and water loss efficiency standards by promoting reasonable and efficient use of water supplies through conservation programs and water optimization tools and technologies.
9. Maximize treated wastewater effluent as a valuable water resource and minimize environmental pollution to the San Francisco Bay by recycling 100% of the flows that enter the Regional Wastewater Treatment Plant, apart from treatment residual (brine).
10. Advocate for programs to protect and enhance the quality of drinking water delivered to District customers.

RESOLUTION NO. 89-15RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ADOPTING THE NEW WATER SUPPLY, STORAGE, CONVEYANCE, QUALITY AND CONSERVATION POLICY AND RESCINDING RESOLUTION NO. 57-06

WHEREAS, on November 21, 2006 the Board adopted Resolution No. 57-06 approving the Water Supply Policy, which provided for proactive work with the Zone 7 Water Agency (Zone 7) to achieve and maintain the District's water supply policy objectives at the lowest possible cost to current and future customers; and

WHEREAS, the State of California has and continues to experience record dry conditions, with the winters of 2012, 2013, 2014, and 2015 producing record or near-record low precipitation, snowpack and runoff; and

WHEREAS, Zone 7 supplies all of the potable water currently available to the District for distribution and use by its customers; and

WHEREAS, in 2014 the California Department of Water Resources limited State Water Project (SWP) water allocations to State Water Contractors, including Zone 7, to only 5% of their contractual entitlement to water, and the 2015 water allocations were only 20%; and

WHEREAS, Zone 7's primary sources of supplies normally include imported water from the SWP (80%) and local groundwater supplies originating from rainfall, runoff, and recharge (20%); and

WHEREAS, the Delta has become increasingly unreliable as the source of SWP water supply for Zone 7 and other State Water Contractors as the result of restrictions, resulting from statutory and regulatory provisions and from judicial rulings, regarding water quality and fisheries protections, all of which have impacted the operation of the SWP, and during the current drought, as a result of reduced water availability and water rights curtailments; and

WHEREAS, in 2014 the District met 22% of its total water supply demand by serving recycled water, and in 2015 that number is expected to rise with the construction of the additional recycled water conversion projects to be completed in 2015 by the District, and

WHEREAS, the current District Water Supply policy does not explicitly address the uncertain reliability of water supply to the District originating from the SWP; and

WHEREAS, the District's water supply portfolio lacks sufficient diversification because a significant majority of the District's water supply originates from the single physical source of the SWP, and all of that water must be exported from the Delta via a single pumping station, the operation of which is subject to continuous regulatory and judicial oversight, which frequently results in restrictions or limitations; and

WHEREAS, a substantially revised proposed Water Supply policy, retitled as the Water Supply, Storage, Conveyance, Quality and Conservation Policy, has been considered by the Board of Directors, and is intended to provide for greater water supply diversification and reliability.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, that the new Water Supply, Storage, Conveyance, Quality and Conservation Policy, attached hereto as Exhibit "A" is hereby adopted, and Resolution No. 57-06 and the Water Supply policy it adopted (attached hereto as Exhibit "B") are hereby rescinded.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 20th day of October 2015 and passed by the following vote:

AYES: 5 - Directors Georgean M. Vonheeder-Leopold, Richard M. Halket, Madelyne A. Misheloff, D.L.(Pat) Howard, Edward R. Duarte

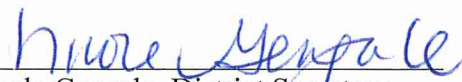
NOES: 0

ABSENT: 0



Edward R. Duarte, President

ATTEST:


Nicole Genzale, District Secretary