

**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 #7 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