

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

May 4, 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 Director/Treasurer; Judy Zavadil, Engineering Services Director/District Engineer; Jeff Carson, Operations Director; 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.

Speaker: Mr. Greg Jones (Pleasanton resident) – Mr. Jones addressed the Board regarding the District’s recycled water fill station program. He expounded upon the email he submitted to the Board (see Item 9.B.), requesting the District reopen the fill stations.

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

7. CONSENT CALENDAR

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

7.A. Approve Regular Meeting Minutes of April 20, 2021 – Approved

7.B. Approve Proclamation Honoring May 16–22, 2021 as National Public Works Week – Approved

7.C. Approve Amendment to the Capital Improvement Program Two-Year Budget and Ten-Year Plan to Increase the Camp Parks Water Main – Cromwell Avenue, 12th Street, and Mitchell Drive Project (CIP 20-W024) Budget, Award Construction Agreement to DPI,

Inc., Authorize a Construction Change Order Contingency, Approve Master Agreement for Consulting Services to AnchorCM, and Authorize Execution of Task Order No. 1 – Approved – Resolution No. 23-21, Resolution No. 24-21, and Resolution No. 25-21

7.D. Approve Fund Transfers for Repayment of Ratepayer Share of Expansion Fund Debt and Temporary Infrastructure Charge Obligations, from the Water Replacement Fund (Fund 610) to the Water Operations Fund (Fund 600), the Water Rate Stabilization Fund (Fund 605) to the Water Operations Fund (Fund 600), the Water Operations Fund (Fund 600) to the Water Expansion Fund (Fund 620), and the Water Expansion Fund (620) to the Water Rate Stabilization Fund (Fund 605) – Approved – Resolution No. 26-21

7.E. Rescind Authorization for Task Order No. 11 with Zone 7 Water Agency under the Tri-Valley Intergovernmental Reciprocal Services Master Agreement for Tri-Valley Potable Reuse Preliminary Studies and Community Outreach and Education – Approved

8. BOARD BUSINESS

8.A. Receive Presentation on the Zone 7 Water Agency 2021 Annual Sustainability Report and Conservation Messaging and Provide Direction

Assistant General Manager Lee reviewed the item for the Board. She introduced Associate Engineer Sal Segura, Associate Engineer Amparo Flores, and General Manager Valerie Pryor from the Zone 7 Water Agency (Zone 7). Mr. Segura presented Zone 7's 2021 Annual Sustainability Report to the Board. The presentation covered weather impacts (climate conditions), water storage, and water supply and delivery planning.

The Board and staff discussed various aspects of the presentation including immediate and future supply analysis and reliability, alternative supply efforts, and drought and conservation planning. The Board thanked Zone 7 for the very informative presentation. The Board had no direction to provide staff at this time.

8.B. 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

Vice President Halket 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 Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

8.C. Approve Proposed Livermore-Amador Valley Water Management Authority (LAVWMA) Operation and Maintenance Budgets for Fiscal Years Ending 2022 and 2023

Operations Director Carson reviewed the item for the Board.

Director Vonheeder-Leopold MOVED to Approve the Proposed Livermore-Amador Valley Water Management Authority (LAVWMA) Operation and Maintenance Budgets for Fiscal Years Ending 2022 and 2023. Director Rubio SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

- 8.D. Receive Presentation and Support the Proposed DSRSD-EBMUD Recycled Water Authority (DERWA) Operation and Maintenance Budgets for Fiscal Year 2021–2022 and Fiscal Year 2022–2023

Operations Director Carson reviewed the item for the Board. The Board and staff discussed the expected budget increases over the next two years, and clarified that the proposed “overhaul” projects to be performed in-house do not meet the threshold to be considered capital improvement projects.

Director Vonheeder-Leopold MOVED to Support the Proposed DSRSD-EBMUD Recycled Water Authority (DERWA) Operation and Maintenance Budgets for Fiscal Year 2021–2022 and Fiscal Year 2022–2023. Vice President Halket SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

- 8.E. Receive Presentation on a Preview of Operating and Capital Budgets for Fiscal Years Ending 2022 and 2023

Administrative Services Director Atwood, Engineering Services Director Zavadil, and General Manager McIntyre reviewed the item for the Board. They provided a presentation on the District’s Operating and Capital Budgets, covering the updated budget format, an explanation of the District’s three business enterprises (water collection, wastewater treatment, and drinking and recycled water distribution), operating and capital funds, working capital and the reserve policy, revenues and expenses, the Capital Improvement Program (2-year budget and 10-year plan), and the District’s long-term concerns – asset replacement, debt, unfunded liabilities, and retiree medical benefits. Mr. McIntyre also highlighted the District’s overall excellent financial position and outlook. The proposed budgets will be provided to the Board tomorrow for its review ahead of the formal budget presentations scheduled for May 18.

- 8.F. Public Hearing: Adopt Engineer’s Report and Direct Levy of Annual Assessments in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2021–2022

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

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

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

President Johnson declared the Public Hearing closed. The Board had no further discussion.

Vice President Halket MOVED to Adopt Resolution No. 27-21, Adopting Engineer’s Report and Directing the Levy of Annual Assessments in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2021–2022. Director Goel SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

- 8.G. Public Hearing: Adopt Annual Dougherty Valley Incremental State Water Project Charge Report and Direct the Levy of the Dougherty Valley Incremental State Water Project Charge for Non-Governmental Parcels on the Contra Costa County Secured Property Tax Roll and for Government Potable Water Customers on Utility Bills

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

President Johnson asked for the staff presentation. Financial Analyst Mayette Bailey review item for the Board.

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

President Johnson declared the Public Hearing closed. The Board had no further discussion.

Director Vonheeder-Leopold MOVED to Adopt Resolution No. 28-21, Adopting the Annual Dougherty Valley Incremental State Water Project Charge Report and Directing the Levy and Collection of the Dougherty Valley Incremental State Water Project Charge on the Contra Costa County Property Tax Roll for Fiscal Year 2021–2022. Director Rubio SECONDED the MOTION, which CARRIED with FIVE AYES per roll call vote.

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

Director Vonheeder-Leopold requested an item regarding the recycled water fill stations be scheduled for an upcoming meeting. General Manager McIntyre stated the item will be scheduled for the June 1 Board meeting.

9.B. Staff Reports

- Event Calendar – General Manager McIntyre reported on the following:
 - The DERWA Board meeting will be held on May 17, 2021 at 6 p.m.
 - The LAVWMA Board meeting will be held on May 19, 2021 at 6 p.m.
- Correspondence to and from the Board on an Item not on the Agenda was included in the agenda packet.

10. ADJOURNMENT

President Johnson adjourned the meeting at 7:39 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary