

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

July 20, 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 3 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, Director Marisol Rubio, and Director Arun Goel.

Vice President Richard M. Halket was absent.

Director Georgean M. Vonheeder-Leopold entered the meeting at 6:17 p.m. during item 8.C.

District staff present: Dan McIntyre, General Manager; Carol Atwood, Administrative Services Director/Treasurer; Irene Suroso, Senior Engineer; Jeff Carson, Operations Director; Douglas E. Coty, General Counsel; and Vivian Chiu, Management Analyst I/Acting District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

New Employee Introduction:

Veronica Gonzales, Administrative Assistant II

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:03 p.m. No public comment was received.

6. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS) – General Manager McIntyre recommended taking item 8.C. at the beginning of Board Business because the consultants are presenting the same item to the Pleasanton City Council this evening. The Board agreed with the recommendation.

7. CONSENT CALENDAR

Director Rubio MOVED for approval of the items on the Consent Calendar. Director Goel SECONDED the MOTION, which CARRIED with THREE AYES and TWO ABSENT (Halket and Vonheeder-Leopold) per roll call vote.

7.A. Approve Regular Meeting Minutes of June 15, 2021 – Approved

7.B. Approve Report of Delinquent Water and Sewer Charges and Direct the Levy and Collection of Delinquent Water and Sewer Charges on the 2021-2022 Alameda County

and Contra Costa County Secured Property Tax Rolls for Owner-Occupied Residences – Approved – Resolution No. 40-21

- 7.C. Authorize Execution of a Quit Claim of Easement with the City of Dublin of a Water Line Easement within the City of Dublin Corporation Yard (Alameda County Parcel 941-550-77-1) – Approved – Resolution No. 41-21
- 7.D. Award Construction Agreement to Michels Corporation dba Michels Pipeline Construction for the East Dublin 36-inch Trunk Sewer Rehabilitation Project (CIP 20-S013) – Approved
- 7.E. Award Contract to Imperial Maintenance Services, LLC for Custodial Services – Approved
- 7.F. Approve Sole Source Purchase Order with Aqua-Metric for Automated Metering Infrastructure Technical Support and Equipment – Approved – Resolution No. 42-21

8. BOARD BUSINESS

Item 8.C. was taken before item 8.A.

- 8.A. Receive Update on District's Safe Return to Onsite Work Plan and Provide Direction on Resuming In-Person Board Meetings, and Approve Continuation of District's State of Emergency in Response to COVID-19 Pandemic by General Manager and Find that the Need for the District's State of Emergency Still Exists

General Manager McIntyre reviewed the item for the Board. He reported COVID cases have been accelerating in Alameda County and other Bay Area counties. The Bay Area health officials are making a recommendation to wear masks indoors for vaccinated and unvaccinated individuals. The District is requiring contractors and the public to wear mask in District facilities, and staff is evaluating changes in operating and staffing practices based on guidance from the public health officials.

Mr. McIntyre asked for the Board's preferences on its previous direction to resume in-person Board meetings in September. The Board discussed and directed staff to stay status quo and continue with virtual Board meetings.

Director Rubio 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 FOUR AYES and ONE ABSENT (Halket) per roll call vote.

- 8.B. Receive Report on Low Income Assistance (LIA) Program and Provide Direction

Administrative Services Director Atwood reviewed the item for the Board and reported the District is receiving \$103,000 in cell phone tower revenue per year to support this program to provide relief to customers in financial hardship. Staff recommended keeping the program at the 100% of the fixed meter fee.

The Board and staff discussed the program's increasing expenditures since its adoption in 2010. The Board directed staff to continue the program as is and to investigate other

revenue sources and funding opportunities for the program. Ms. Atwood stated staff will research and include information in a future General Manager Report.

- 8.C. Approve Refinancing of 2011 Sewer Revenue Refunding Bonds by Issuing 2021 Sewer Revenue Refunding Bonds by the Livermore-Amador Valley Water Management Agency (LAVWMA)

Administrative Services Director Atwood reviewed the item for the Board and introduced the consultants in attendance: Mr. Eric McKean of Stifel, Nicolaus & Company, Mr. Chris Lynch of Jones Hall, and Mr. Robert Porr and Ms. Lora Carpenter of Fieldman, Rolapp & Associates.

Ms. Carpenter, Mr. McKean, and Mr. Lynch gave a presentation on the LAVWMA 2021 Sewer Revenue Refunding Bonds. The presentation was added as supplemental materials to the agenda on the District website. The consultants provided an overview of the outstanding bonds and potential savings, described the current market conditions, explained the key legal documents, and summarized the financing schedule including dates of approvals by the respective agencies, marketing period, and pricing process.

Ms. Atwood added that DSRSD pays the DSRSD and Pleasanton portions from regional service charges collected. Of the \$883,181 annual projected savings from the refunding, about 30% is realized by the Regional Wastewater Enterprise Fund (Fund 300) and 70% by the Regional Wastewater Expansion Fund (Fund 320).

The Board and staff discussed various aspects of the 2021 Bonds and presentation. Mr. Lynch explained that the Board is asked to authorize the issuance of the 2021 Bonds, approve the forms of the legal documents presented, and authorize staff to make necessary changes to finalize the legal documents. The documents presented are in substantially final form. Information such as interest rates, principal amounts, and maturity schedule will get incorporated into the final documents. He noted the documents are consistent with the previous sets of documents for the 2001 and 2011 Bonds.

Director Goel MOVED to Adopt Resolution No. 43-21, Approving a Sewer Revenue Bond Refinancing by the Livermore-Amador Valley Water Management Agency, Authorizing Execution of a Second Amended and Restated Sewer Service Contract, and Authorizing Related Documents and Actions. Director Rubio SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Halket) 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

Director Vonheeder-Leopold submitted written reports to Management Analyst I/Acting District Secretary Chiu. She reported that she attended the CASA (California Association of Sanitation Agencies) Board of Directors meeting on July 8 and the joint Alameda County Special District Association and Contra Costa Special District

Association chapter meeting on July 12. She summarized the activities and discussions at the meetings.

Director Rubio submitted written reports to Management Analyst I/Acting District Secretary Chiu. She reported that she attended the ACWA (Association of California Water Agencies) event on Managing California's Groundwater: Drinking Water Needs & Disadvantaged Community Engagement on June 28, the City of San Ramon State of Address by Mayor Dave Hudson on June 30, and the joint Alameda County Special District Association and Contra Costa Special District Association chapter meeting on July 12. She summarized the activities and discussions at the meetings.

President Johnson submitted a written report to Management Analyst I/Acting District Secretary Chiu. She reported she attended the City of San Ramon State of Address by Mayor Dave Hudson on June 30. She commented on the activities and discussions at the meeting.

- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

President Johnson requested a status report on the upcoming Los Vaqueros Reservoir Expansion project and information on the state's plan to restrict natural gas hookups for new homes and the potential impacts on the District.

Director Rubio requested an item regarding biosolids to better understand how they relate to alternative energy and waste management. President Johnson expressed an interest in the timing of the legislation on biosolids and the potential impacts on the District.

9.B. Staff Reports

- Event Calendar – General Manager McIntyre reported on the following:
 - The adjourned regular LAVWMA Board meeting will be held tomorrow, July 21.
 - A special Board meeting will be held next Tuesday, July 27.
 - The August 3 Board meeting will be cancelled.
 - The next regular Board meeting will be held Tuesday, August 17.
- 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 7:01 p.m.

Submitted by,

Vivian Chiu, MMC
Management Analyst I/Acting District Secretary

FOR: Nicole Genzale, CMC
Executive Services Supervisor/District Secretary