

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

February 1, 2022

Pursuant to the authorizations provided by Government Code Section 54953(e), and local county health orders issued to address the COVID-19 pandemic, the Board meeting was held via Teams Teleconference. The District Boardroom was closed to the public. The public could observe and comment by electronic means as described on Page 3. 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 Halket.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Richard M. Halket, Vice President Marisol Rubio, Director Arun Goel, and Director Ann Marie Johnson.

District staff present: Dan McIntyre, General Manager; Jan Lee, Assistant General Manager; Carol Atwood, Administrative Services Director/Treasurer; Steve Delight, Engineering Services Director/District Engineer; Jeff Carson, Operations Director; Douglas E. Coty, General Counsel; and Vivian Chiu, Management Analyst II/Acting District Secretary.

Director Vonheeder-Leopold entered the meeting at 6:30 p.m. near the end of item 8.D.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

New Employee Introduction:

Lindsay Molinaro, Human Resources Analyst 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) – No changes were made.

7. CONSENT CALENDAR

Director Johnson requested clarification on Item 7.C. regarding Resolution No. 59-21. Human Resources and Risk Manager Michelle Gallardo explained the December action missed the provision for non-exempt Unrepresented Employees to book up to 40 hours of compensatory time.

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

- 7.A. Approve Regular Meeting Minutes of January 18, 2022 – Approved
- 7.B. Approve Director Attendance at Legislative Roundtable Meeting with Assemblymember Rebecca Bauer-Kahan on February 3, 2022 – Approved
- 7.C. Approve Resolution for Terms and Conditions, Salary, and Benefits of Unrepresented Manager, Professional, Technical, Administrative and Confidential Employees, and Unrepresented Senior Managers and Rescind Resolution No. 59-21 – Approved – Resolution No. 7-22

8. BOARD BUSINESS

- 8.A. Accept Donation of One Eagle Scout Project for the DSRSD Demonstration Garden

Administrative Services Director Atwood reviewed the item for the Board and introduced Eagle Scout Samarth Shastry from Boy Scout Troop #905, who presented his project of one bench and two planter boxes. The Board thanked Mr. Shastry for his contribution to the DSRSD garden.

Vice President Rubio MOVED to Accept the Donation of One Eagle Scout Project for the DSRSD Demonstration Garden. Director Goel SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Vonheeder-Leopold) per roll call vote.

- 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

Assistant General Manager Lee reviewed the item for the Board. She reported signs are showing that the Omicron variant surge has peaked and has been on a steady decline. The number of staff reporting exposure shows the same trend.

Director Johnson 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 (Vonheeder-Leopold) per roll call vote.

- 8.C. Approve Single Source Purchase Order with Jack Doheny Company for Specialty Closed-Caption Television (CCTV) Vehicle and Equipment, and Authorize the General Manager to Execute Purchase Order

Operations Director Carson reviewed the item for the Board. He explained the purpose of the District's CCTV vehicle and provided an overview of the budgeted purchase to replace the current vehicle that is at the end of its useful life. A low inventory of heavy-duty vehicles on the market compelled a sole source over competitive bidding. The Board and staff briefly discussed the vehicle's maneuvering mechanism.

Vice President Rubio MOVED to Approve a Single Source Purchase from Jack Doheny Company for Specialty Closed-Caption Television (CCTV) Vehicle and Equipment and Authorize the General Manager to Execute a Purchase Order. Director Goel SECONDED

the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Vonheeder-Leopold) per roll call vote.

8.D. Receive Update and Discuss the Development and Operation of a Proposed Joint Residential Recycled Water Fill Station in 2022 and Provide Direction

General Manager McIntyre reviewed the item for the Board and reported on the new project developments since Board discussion in September. With the rainfall outlook indicating mandatory irrigation restrictions in 2022, the District, the City of Livermore, and the City of Pleasanton are proceeding with a partnership to run a fill station at the District's Gleason property in Dublin. Because the fill station is on District property, the District was originally going to lead the project development. However, Livermore has requested to open the fill station in early April rather than the original date of June 1; and the project has been accelerated with technical support from Livermore. Unlike the fill station that operated in 2014 to 2016, in which the District bore all the costs and operational responsibilities, this partnership with Livermore and Pleasanton will include the sharing of construction and operational costs, staff hours, and efforts. The estimated project cost has increased from approximately \$300,000 to \$800,000. An agreement is being finalized and will be considered by the two city councils in late February or early March. Staff plans to present the agreement to the Board on March 1. Mr. McIntyre remarked the fill station will be branded as the "Tri-Valley Residential Recycled Water Fill Station."

The Board and staff discussed the days and hours of operation based on demand and the stage of water conservation, the tracking and sharing of costs, and the distribution of fees collected from the program. The Board directed staff to continue with the project.

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

Vice President Rubio submitted a written report to Management Analyst II/Acting District Secretary Chiu. She reported that she attended the Contra Costa Special Districts Association chapter meeting on January 24. She summarized the activities and discussions at the meeting.

Director Vonheeder-Leopold submitted a written report to Management Analyst II/Acting District Secretary Chiu. She reported that she attended the California Association of Sanitation Agencies Board of Directors meeting on January 20. She summarized the activities and discussions at the meeting.

- 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:
 - A DSRSD/Dublin Liaison Committee meeting will be held tomorrow, February 2, at 4:15 p.m. via Zoom.
- Correspondence to and from the Board on an Item not on the Agenda was included in the agenda packet.

10. CLOSED SESSION

At 6:40 p.m. the Board went into Closed Session.

10.A. NOT HELD – Conference with Legal Counsel – Anticipated Litigation
Consideration of Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): One Potential Case

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

11. REPORT FROM CLOSED SESSION

At 6:53 p.m. the Board came out of Closed Session item 10.B. President Halket announced that there was no reportable action.

12. ADJOURNMENT

President Halket adjourned the meeting at 6:54 p.m.

Submitted by,

Vivian Chiu, MMC
Management Analyst II/Acting District Secretary