

AGENDA

NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, May 17, 2022

PLACE: Regular Meeting Place
7051 Dublin Boulevard, Dublin, CA

To allow the public the option to participate remotely during the COVID-19 pandemic, the public may listen and comment by telephone via Teams during open session as described in the Teleconference Access Information on Page 4 of the Agenda Packet.

The Boardroom is open to the public during open session. Due to the COVID-19 pandemic, meeting attendees are required to conduct a self-screening before entering District facilities. Face coverings are optional.

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
 - 4.A. Contra Costa County Science & Engineering Fair – Excellence in Water, Wastewater or Recycled Water Research Award Winners
5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)

At this time, members of the public in the audience and 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. Speaker cards are available for audience members from the District Secretary and should be completed and returned to the Secretary prior to addressing the Board. 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 19, 2022
Recommended Action: Approve by Motion

- 7.B. Approve Special Meeting Minutes of May 10, 2022
Recommended Action: Approve by Motion
- 7.C. Approve Intention to Levy Annual Assessments in the Dougherty Valley Standby Charge District 2001-1 for Fiscal Year Ending 2023
Recommended Action: Approve by Resolution
- 7.D. Approve Fund Limit Increase to the Local Wastewater Expansion (Fund 220) for Fiscal Year Ending 2022 and 2023
Recommended Action: Approve by Resolution
- 7.E. Approve Retroactive Health Insurance Contribution for January 2022 for Unrepresented Senior Managers and Unrepresented Managers, Professional, Technical, Administrative, and Confidential Employees
Recommended Action: Approve by Resolution
- 7.F. Approve Health Insurance Contribution for Calendar Year 2022 for Board of Directors
Recommended Action: Approve by Resolution
- 7.G. Authorize Consolidation of District Election with November 8, 2022 Statewide General Election
Recommended Action: Authorize by Resolution
- 7.H. Consider Rejection of All Bids for the Joint Temporary Recycled Water Fill Station Project (CIP 22-R026)
Recommended Action: Reject by Motion

8. BOARD BUSINESS

- 8.A. Accept Donation of One Eagle Scout Project for DSRSD Demonstration Garden
Recommended Action: Accept by Motion
- 8.B. Discuss Development and Operations of a Proposed Joint Residential Recycled Water Fill Station in 2022 and Provide Direction
Recommended Action: Discuss and Provide Direction
- 8.C. Receive Presentation on the Zone 7 Water Agency 2022 Annual Sustainability Report
Recommended Action: Receive Presentation
- 8.D. Receive Presentation on District's Water Conservation Status
Recommended Action: Receive Presentation
- 8.E. Receive Presentation on Proposed Local and Regional Wastewater Rates and Set a Public Hearing for July 19, 2022
Recommended Action: Receive Presentation and Approve by Motion
- 8.F. Authorize the General Manager to Sign a Letter of Agreement with the City of San Ramon and Black Mountain Construction Development
Recommended Action: Authorize by Motion

- 8.G. Approve Increase in Budgeted Full-Time Equivalent (FTE) Staffing and Temporary Overfill of Full-Time Equivalent Staffing in the Operations Department
Recommended Action: Approve by Resolution

9. REPORTS

9.A. Boardmember Items

- 9.A.1. Joint Powers Authority and Committee Reports
DERWA – May 16, 2022
- 9.A.2. Submittal of Written Reports for Day of Service Events Attended by Directors
- 9.A.3. Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

9.B. Staff Reports

- 9.B.1. Event Calendar
- 9.B.2. 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, May 17, 2022

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, May 17, 2022. 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 Phone:

1. Dial **(831) 256-7773** USA Toll from any telephone.
2. Enter Conference ID **289 193 040#** 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.

Participation 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.

Boardmembers and staff will be attending the meeting in person.

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

April 19, 2022

To allow the public the option to participate remotely during the COVID-19 pandemic, the public may listen and comment by telephone via Teams during open session as described in the Teleconference Access Information on Page 3 of the Agenda Packet. The Boardroom was open to the public during open session. Due to the COVID-19 pandemic, meeting attendees were required to conduct a self-screening before entering District facilities. Face coverings were optional.

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, Director Georgan M. Vonheeder-Leopold, 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 Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

4.A. Approve Proclamation Re-dedicating the DSRSD Time Capsule and Resealing the Time Closet

Public Affairs Specialist Lea Blevins reviewed the item for the Board. President Halket read the proclamation aloud. The Board viewed the closet's contents and ceremoniously resealed the time closet, placing a new commemorative plaque on the closet door.

Vice President Rubio MOVED to Approve Proclamation Re-dedicating the DSRSD Time Capsule and Resealing the Time Closet. Director Goel SECONDED the MOTION, which CARRIED with FIVE AYES.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:10 p.m. No public comment was received.

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

7. CONSENT CALENDAR

Director Goel requested clarification on what the District's next steps would be for Item 7.C if a partner agency does not approve the award of contract. General Counsel Coty confirmed that the project would not move forward and an item would be brought back to the Board to reject all bids

received for the project. Director Johnson MOVED for approval of the items on the Consent Calendar. Vice President Rubio SECONDED the MOTION, which CARRIED with FIVE AYES.

- 7.A. Approve Regular Meeting Minutes of April 5, 2022 – Approved
- 7.B. Consider Rejection of All Bids for the EALS Rehabilitation Project (CIP 21-P009) – Approved
- 7.C. Conditionally Approve Award to Low Bidder Marshall Brothers Enterprises, Inc. of the Joint Temporary Recycled Water Fill Station Project (CIP 22-R026) – Approved

8. BOARD BUSINESS

- 8.A. Approve Termination of District's State of Emergency in Response to COVID-19 Pandemic and Rescind Resolution No. 26-20

Assistant General Manager Lee reviewed the item for the Board and provided a complementary slideshow of the District's response actions and operations during the pandemic emergency. The presentation was added to the website as supplementary materials.

Mr. John Varga, IFPTE Representative (International Federation of Professional & Technical Engineers) – Mr. Varga addressed the Board and requested the Board direct the General Manager to continue the District's state of emergency in order to maintain current policies to support employees' physical and mental health, and work-life balance, in the "new normal" created by the pandemic.

The Board and staff discussed possible impacts to the District's policies and safety measures responsive to the pandemic if the District's state of emergency is terminated. The Board determined that the state of emergency is no longer necessary as it addresses and ensures appropriate staffing levels, maintenance of operations, and service to the community. Apart from the declared emergency, the District will continue to make available to staff the same level of pandemic resources and safety supplies, and adhere to the California Occupational Safety and Health Administration's Emergency Temporary Standards for COVID-19 prevention. Staff continue to have the option to wear a mask and social distance. Finally, a pilot staff teleworking program has been formulated and is expected to be introduced next month since the emergency telework policy will conclude at such time.

Director Goel MOVED to approve Resolution No. 19-22, Terminating the District State of Emergency Due to the COVID-19 Pandemic and Rescinding Resolution No. 26-20. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

- 8.B. Approve Proposed Livermore-Amador Valley Water Management Authority (LAVWMA) Operations and Maintenance Budget for Fiscal Year Ending 2023

Operations Director Carson reviewed the item for the Board. The Board and staff briefly discussed various budget item additions and cost increases, including flow export trends due to growth and conservation events.

Director Vonheeder-Leopold MOVED to Approve Proposed Livermore-Amador Valley Water Management Authority (LAVWMA) Operations and Maintenance Budget for Fiscal Year Ending 2023. Director Johnson SECONDED the MOTION, which CARRIED with FIVE AYES.

- 8.C. Receive Presentation and Support the Proposed DSRSD-EBMUD Recycled Water Authority (DERWA) Operations and Maintenance Budget for Fiscal Year Ending 2023

Operations Director Carson reviewed the item for the Board. Staff confirmed that DERWA's overhead cost increase was approved in February of this year.

Vice President Rubio MOVED to Support the Proposed DSRSD-EBMUD Recycled Water Authority (DERWA) Operations and Maintenance Budget for Fiscal Year Ending 2023. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

9. REPORTS

9.A. Boardmember Items

- 9.A.1. Joint Powers Authority and Committee Reports – None

- 9.A.2. Submittal of Written Reports for Day of Service Events Attended by Directors

Director Vonheeder-Leopold submitted a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the Alameda County Special Districts Association Executive Committee meeting on April 13, 2022. She summarized the activities and discussions at the meeting.

- 9.A.3 Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda – None

Director Johnson reported that she will not be able to attend the LAVWMA Board meeting on May 18 and requested the alternate attend in her place.

Director Vonheeder-Leopold reported that she will not be able to attend the DERWA Board meeting on May 16 and requested the alternate attend in her place.

9.B. Staff Reports

- 9.B.1. Event Calendar – General Manager McIntyre reported on the following:
- The Dublin State of the City Address will be held on Wednesday, April 20 at 11:30 a.m. at the Shannon Community Center.
 - A Tri-Valley Water Liaison Committee meeting will be held on Tuesday, April 26 at 4 p.m. at the City of Dublin's Civic Center.
 - DSRSD will host a Tri-Valley Chamber of Commerce Network Mixer with the cities of Dublin, Pleasanton, and San Ramon Chambers on Wednesday, April 27 from 5 p.m. to 7 p.m. at the District Office.
 - The May 3 Board meeting will be cancelled due to a conflict with the ACWA Spring Conference which will be held Wednesday, May 4 to Thursday, May 5 in Sacramento.

- A special Board meeting will be held on Tuesday, May 10 at 6 p.m.
- 9.B.2 Correspondence to and from the Board on an Item not on the Agenda – None

10. CLOSED SESSION

At 6:44 p.m. the Board went into Closed Session.

10.A. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6

Agency Negotiators: Dan McIntyre, General Manager
Carol Atwood, Administrative Services Director

Employee Organizations: 1. IFPTE Local 21/Professional Employees
2. Unrepresented Employees

Additional Attendees: Douglas E. Coty, General Counsel

10.B. Public Employee Performance Evaluation Pursuant to Government Code Section 54957

Title: General Manager

11. REPORT FROM CLOSED SESSION

At 7:58 p.m. the Board came out of Closed Session. President Halket announced that there was no reportable action.

12. ADJOURNMENT

President Halket adjourned the meeting at 7:59 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary

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

May 10, 2022

To allow the public the option to participate remotely during the COVID-19 pandemic, the public may listen and comment by telephone via Teams during open session as described in the Teleconference Access Information on Page 2 of the Agenda Packet. The Boardroom was open to the public during open session. Due to the COVID-19 pandemic, meeting attendees were required to conduct a self-screening before entering District facilities. Face coverings were optional.

1. CALL TO ORDER

A special meeting of the Board of Directors was called to order at 6:01 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 Georgean M. Vonheeder-Leopold, and Director Ann Marie Johnson.

District staff present: Dan McIntyre, General Manager; Jan Lee, Assistant General Manager; Steve Delight, Engineering Services Director/District Engineer; Douglas E. Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

Director Arun Goel entered the meeting at 6:04 p.m. during Item 5.A.

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

5. BOARD BUSINESS

5.A. Annual Long-term Water Resiliency Workshop

General Manager McIntyre, Assistant General Manager Lee, and guest speakers Ms. Amparo Flores, Manager of Integrated Planning for Zone 7 Water Agency, and Ms. Katie Ruby, Water Resources Engineer for Brown & Caldwell, reviewed the item for the Board, each presenting a portion of the presentation that covered:

- Zone 7 Water Supply Project Updates
- Regional Purified Water Pilot Project
- Recycled Water Supply Update
- Tri-Valley Water Public Outreach Program

The Board and staff discussed various aspects of the presentation, including:

- Current and future supply sources and demand, and the projects being explored to meet future needs
- The Delta project and supply variability
- State Water Project allotments and changes; inevitability of supply diminishing and deficit growing
- Increased rate of supply demand and how to possibly curb it

- Fallback supply sources such as Kern County, Lake Del Valle, and groundwater basin should Delta flow and rainfall deteriorate
- Best and worst case supply scenarios; 55 gallons per person per day can be met through groundwater basin with a reliability tie in from East Bay Municipal Utility District's system to DSRSD's system
- Timeline, cost, and support needed for proposed Purified Water pilot project success; the general public and the project partners need to reach a comfort level for acceptance of purified water concept

The Board thanked the presenters and directed staff to bring an agenda item to the Board to revisit the District's position on gray water development per the Water Resiliency policy.

6. REPORTS

6.A. Boardmember Items

6.A.1. Joint Powers Authority and Committee Reports Tri-Valley Water Liaison – April 26, 2022

Directors felt the available staff reports adequately covered the matters considered at the committee meeting. They made a few comments about some of the committee activities during this evening's Workshop.

6.B.2. Submittal of Written Reports for Day of Service Events Attended by Directors

Director Vonheeder-Leopold submitted written reports to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the Dublin State of the City Address on April 20, the California Association of Sanitation Agencies Board of Directors meeting on April 21, the Tri-Valley Water Liaison Committee meeting on April 26, and the Tri-Valley Chamber Networking Mixer and DSRSD Ribbon Cutting on April 27. She summarized the activities and discussions at the meetings.

Vice President Rubio submitted written reports to Executive Services Supervisor/District Secretary Genzale. She reported that she also attended the Dublin State of the City Address on April 20 and the Tri-Valley Chamber Networking Mixer and DSRSD Ribbon Cutting on April 27, as well as the ACWA Spring Conference on May 3-5 in Sacramento. She summarized the activities and discussions at the meetings.

7. ADJOURNMENT

President Halket adjourned the meeting at 8:09 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary

TITLE: Approve Intention to Levy Annual Assessments in the Dougherty Valley Standby Charge District 2001-1 for Fiscal Year Ending 2023

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 June 21, 2022.

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 State Water Project 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 Zone 7's share of the State Water Project costs on its behalf. State Water Project 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 State Water Project costs specifically tied to providing water service to Dougherty Valley. In fiscal year ending (FYE) 2022, the Dougherty Valley's share of the State Water Project costs to Zone 7 were \$2.25 million. For FYE 2023, Zone 7 estimated Dougherty Valley's share of the State Water Project costs to be \$2.37 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. The report is on file with the District Secretary for public review. Based on this report, the annual assessment for DVSCD for FYE 2023 will remain at the maximum allowed of \$170.75 per equivalent dwelling unit, or \$1,303,941.94.

The maximum allowed assessment is less than the estimated State Water Project costs. Therefore, on June 18, 2019, the Board established the Dougherty Valley Incremental State Water Project Charge to recover State Water Project costs above the maximum allowed assessment. A Dougherty Valley Incremental State Water Project 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 June 21, 2022. A public hearing notice (Attachment 1) will be published in the local newspaper on June 6 and 11, 2022. After the public hearing, the Board adopts the Engineer's Report and directs the levy of the assessment to be placed on the property tax roll, which is then submitted to Contra Costa County no later than August 10.

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/C. Atwood | Legal Review: Yes |
| Financial Review: Yes | 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 – Notice of Public Hearing | |
| | | 11 of 99 |

DUBLIN SAN RAMON SERVICES DISTRICT
Board of Directors
NOTICE OF PUBLIC HEARING

DATE: Tuesday, June 21, 2022

TIME: 6 P.M.

PLACE: Dublin San Ramon Services District

NOTICE IS HEREBY GIVEN THAT 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.

Under the Act, the Board, by a Resolution adopted May 17, 2022, has expressed its intention to levy the Assessments for the fiscal year ending 2023 (the “Next Fiscal Year”) after a public hearing to be held before the Board, during a regular meeting at its regular meeting place, District Office, Boardroom, 7051 Dublin Boulevard, Dublin, California on June 21, 2022, at 6 p.m. Citizens may also participate by calling in by phone. Teleconference access information will be available in the agenda packet on the District’s website at www.drsrd.com/about-us/board-meetings-agendas-minutes-videos. 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 get additional information about the Assessments, contact: Dublin San Ramon Services District, Utility Billing and Customer Services Supervisor, 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’s website at www.drsrd.com/your-account/rates-fees.

The Dougherty Valley Standby Charge shall appear on the 2022-2023 (July 1, 2022, to June 30, 2023) secured property tax rolls as “DSRSD-DOUGHERTY VLY 01-1” and is summarized below:

| Dwelling Type | Equivalent Dwelling Unit (EDU) | Annual Service Charge ⁽¹⁾ |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------------------------------------|
| Single-Family Detached | 1.00 | \$170.74 ⁽²⁾ |
| Multi-Family Attached | 0.40 | \$68.30 |
| Commercial Land | 4.00 | \$683.00 per Acre |
| ⁽¹⁾ Annual service charge is apportioned according to the equivalent dwelling unit (EDU) of the parcel; the rate for a single family is the base, \$170.75 for 1.0 EDU. ⁽²⁾ Adjusted to be divisible by two for semi-annual tax billing. | | |

By: Nicole Genzale, CMC
District Secretary
Dublin San Ramon Services District

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 2022-2023

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 2022/23 (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 2022/23. 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 on June 21, 2022, 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 17th day of May 2022 by the following vote:

AYES:

NOES:

ABSENT:

Richard M. Halket, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Approve Fund Limit Increase to the Local Wastewater Expansion (Fund 220) for Fiscal Year Endings 2022 and 2023

RECOMMENDATION:

Staff recommends the Board of Directors, approve, by Resolution, an increase to the Fund Limit for the Local Wastewater Expansion (Fund 220) for fiscal year ending 2022 by \$50,000, a change from \$0 to \$50,000, and for fiscal year ending 2023 by \$200,000, a change from \$100,000 to \$300,000.

DISCUSSION:

Per Resolution No. 36-21, adopting the Ten-Year Capital Improvements Program (CIP Plan) for Fiscal Years 2022-2031 and Two-Year Budget (CIP Budget) for Fiscal Years 2022-2023, staff is authorized to proceed in either year of the budget with any and all projects and programs that are funded in the Two-Year Budget, subject to the conditions that total annual expenditures from the corresponding funds ("Fund Limit") shall not exceed the CIP Plan and Budget fiscal year budget, and that the total project expenditures for each project shall not exceed the total project budget.

Local wastewater expansion project fund limits approved under the CIP Budget for Fiscal Years 2022-2023 are summarized in the table below.

| CIP Project | FYE 2022 Fund 220 | | FYE 2023 Fund 220 | |
|-----------------------------------------------------------------------|----------------------|--------------------------|----------------------|--------------------------|
| | Approved Fund Limit | Anticipated Expenditures | Approved Fund Limit | Anticipated Expenditures |
| Dublin Boulevard Extension Sewer Facilities (CIP 20-S028) | \$ - | \$ - | \$ 50,000 | \$ 50,000 |
| Dublin Boulevard - Amador Plaza Road to Village Parkway (CIP 20-S014) | \$ - | \$ 50,000 | \$ 50,000 | \$ 250,000 |
| Total Fund 220 | \$ - | \$ 50,000 | \$ 100,000 | \$ 300,000 |

The Local Wastewater Expansion (Fund 220) Fund Limit for fiscal year ending (FYE) 2022 is currently set at \$0 and for FYE 2023 is set at \$100,000. During budget preparation, staff anticipated that there would be no active local wastewater expansion projects during Fiscal Year 2022. However, planning activities for the Dublin Boulevard-Amador Plaza Road to Village Parkway Project (CIP 20-S014) (Project), which is 100% funded by Fund 220, commenced sooner than anticipated. The Project will upgrade approximately 730 feet of sewer main in Dublin Boulevard, between Amador Plaza Road and Village Parkway. Staff initiated a flow monitoring study of the existing sewer main in the project area. The data collected from this study will be used to ensure that the new sewer main will be properly sized to meet the projected flows for the future City of Dublin downtown development. Using the data that has been collected, the design for the Project is anticipated to begin in the fall of 2022.

Expenses incurred for the flow monitoring study are expected to be approximately \$50,000 in FYE 2022, resulting in the Fund Limit for Fund 220 to be exceeded by the same amount. At this time staff is not requesting an increase to the overall project budget.

Staff requests that the Board approve an increase to the Local Wastewater Expansion Fund Limit for FYE 2022 of \$50,000 and FYE 2023 of \$200,000.

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| Originating Department: Engineering Services | Contact: E. Schnupp/S. Delight | Legal Review: Not Required |
| Financial Review: Not Required | Cost and Funding Source: \$50,000 increase for FYE 2022 and \$200,000 increase for FYE 2023 to Local Wastewater Expansion (Fund 220) | |
| 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) | | |

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AN INCREASE TO THE LOCAL WASTEWATER EXPANSION FUND LIMIT (FUND 220) FOR THE CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR 2022 AND 2023

WHEREAS, the Board of Directors approved the District's Capital Improvement Program ("CIP") Ten-Year Plan for Fiscal Years 2022 through 2031 ("CIP Plan") on June 1, 2021, to serve as a budgetary planning document providing direction and guidance, in accordance with District policies, for the replacement and improvement of existing District facilities and the construction of new facilities; and

WHEREAS, the Board of Directors adopted the current CIP Two-Year Budget for Fiscal Years 2022 and 2023 ("CIP Budget") on June 1, 2021, authorizing Fund Limits for Fiscal Years 2022 and 2023 to meet the District's capital infrastructure needs; and

WHEREAS, the Local Wastewater Expansion (Fund 220) expenditures were greater than planned in Fiscal Year 2022; and

WHEREAS, staff recommends increasing the Local Wastewater Expansion (Fund 220) Fund Limit for Fiscal Year 2022 by \$50,000, a change from \$0 to \$50,000; and

WHEREAS, staff recommends increasing the Local Wastewater Expansion (Fund 220) Fund Limit for Fiscal Year 2023 by \$200,000, a change from \$100,000 to \$300,000.

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:

1. The Fund Limit for the Local Wastewater Expansion (Fund 220) for Fiscal Year 2022 is hereby increased by \$50,000, a change from \$0 to \$50,000; and
2. The Fund Limit for the Local Wastewater Expansion (Fund 220) for Fiscal Year 2023 is hereby increased by \$200,000, a change from \$100,000 to \$300,000; and
3. This approved increase to the Fund Limit to the Local Wastewater Expansion (Fund 220) shall be incorporated into the Capital Improvement Program Two-Year Budget for Fiscal Year 2022 and 2023.

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 17th day of May, 2022, and passed by the following vote:

AYES:

NOES:

ABSENT:

Richard M. Halket, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Approve Retroactive Health Insurance Contribution for January 2022 for Unrepresented Senior Managers and Unrepresented Manager, Professional, Technical, Administrative, and Confidential Employees

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, retroactive contribution for health insurance benefits for January 2022 for Unrepresented Senior Managers and Unrepresented Manager, Professional, Technical, Administrative, and Confidential Employees.

DISCUSSION:

In mid-July of 2021, California Public Employees' Retirement System (CalPERS) notified contracting agencies of medical premium increases effective January 1 of the following calendar year. In accordance with contractual requirements of the Memoranda of Understanding (MOUs), Personal Service Agreements (PSAs), and Section 22892 of the Public Employees, Medical and Hospital Care Act, the Board adopts a resolution to revise the employer contribution towards health insurance premiums if there is a change to the employer contribution for the following calendar year. A copy of the resolution must be sent to CalPERS.

On November 16, 2021, the Board adopted a resolution to set a new employer contribution rate beginning January 1, 2022, for health insurance premiums for employees in the Mid-Management Employees Bargaining Unit (MEBU).

On December 7, 2021, the Board adopted a resolution to set a new employer contribution rate beginning February 1, 2022, for health insurance premiums for Unrepresented Senior Managers and Unrepresented Manager, Professional, Technical, Administrative, and Confidential Employees.

On December 21, 2021, the Board adopted a health insurance contribution amount, to be effective January 1, 2022, for employees represented by International Federation of Professional and Technical Engineers, Local 21, and on April 5, 2022, the Board adopted a health insurance contribution amount for employees represented by Stationary Engineers, Local 39.

Therefore, to align the Unrepresented Senior Managers and Unrepresented Manager, Professional, Technical, Administrative, and Confidential Employees with the same level of benefits as MEBU, Local 21, and Local 39 employees, staff recommends the Board approve processing a retroactive employer contribution for health insurance benefits for the month of January 2022 for Unrepresented employees covered by Resolution No. 7-22. The cost of the one (1) month retroactive payment will depend on the specific benefit level and plan elections of each Unrepresented employee as show below:

| | Maximum District Health Insurance Contribution <u>CY2021</u> Monthly Cost | Maximum District Health Insurance Contribution <u>CY2022</u> Monthly Cost | Difference |
|----------------------|---------------------------------------------------------------------------|---------------------------------------------------------------------------|------------|
| Employee Only | \$797.00 | \$857.06 | \$60.06 |
| Employee+1 Dependent | \$1,594.00 | \$1,714.12 | \$120.12 |
| Employee+Family | \$2,072.00 | \$2,228.36 | \$156.36 |

The District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|-----------------------------------|
| Originating Department: Administrative Services | Contact: M. Gallardo/C. Atwood | Legal Review: Not Required |
| Financial Review: Not Required | Cost and Funding Source: \$807 from Administrative Overhead (Fund 900) in FYE 2022 Operation Budget | |
| 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) | | |

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING HEALTH CARE INSURANCE CONTRIBUTION FOR JANUARY 2022 FOR UNREPRESENTED SENIOR MANAGERS AND UNREPRESENTED MANAGER, PROFESSIONAL, TECHNICAL, ADMINISTRATIVE, AND CONFIDENTIAL EMPLOYEES

WHEREAS, the Board of Directors adopted Resolution No. 54-21 on November 16, 2021 to set new maximum employer contribution rates beginning January 1, 2022 for health insurance premiums for employees in the Mid-Management Employees Bargaining Unit (MEBU); and

WHEREAS, the Board of Directors adopted Resolution No. 59-21 on December 7, 2021 to set new maximum employer contribution rates beginning February 1, 2022 for health insurance premiums for Unrepresented Senior Managers and Unrepresented Manager, Professional, Technical, Administrative, and Confidential Employees; and

WHEREAS, the Board of Directors adopted Resolution No. 67-21 on December 21, 2021 to set new maximum employer contribution rates beginning January 1, 2022 for health insurance premiums for employees in the International Federation of Professional and Technical Engineers, Local 21; and

WHEREAS, the Board of Directors adopted Resolution No. 14-22 on April 5, 2022 to set new maximum employer contribution rates retroactive to January 1, 2022 for health insurance premiums for employees in the Stationary Engineers, Local 39; and

WHEREAS, the Board of Directors now desires to align and set the same level of health insurance benefits for Unrepresented employees covered by Board Resolution No. 7-22, for the period of January 2022; and

WHEREAS, the Board of Directors has determined that it is in the best interest of District to modify the Salary and Benefits Resolution's , Exhibits A and B of Resolution No. 7-22.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS of Dublin San Ramon Services District, a public agency located in the Counties of Alameda and Contra Costa, California, does hereby revise Salary and Benefits Resolution No. 7-22 as follows:

Article 1: Section 3.1(b) of Exhibits A and B, titled "HEALTH AND WELFARE BENEFITS," of Resolution No. 7-22 are hereby superseded and revised in its entirety and shall read as follows:

"HEALTH AND WELFARE BENEFITS

3.1(b) Medical Insurance Premiums

District shall pay employee medical insurance premiums up to a maximum amount not to exceed the District "Maximum Contribution" for each level (employee only, employee plus one dependent, and employee plus two or more dependents).

Payment by District shall be for employee or employee plus eligible dependents, whichever represents the employee’s situation. The employee shall pay the balance of the cost incurred in excess of the medical insurance premium Maximum Contribution. If the medical insurance premium of the plan an employee selects is less than the District Maximum Contribution, the District shall only pay the amount of the premium cost of the selected plan.

The District medical insurance premium Maximum Contribution for January 1, 2022 through December 31, 2022 is as follows:

| | Employee Only | Employee + 1 Dependent | Employee + 2 or more Dependents |
|-------------------------------|---------------|------------------------|---------------------------------|
| District Maximum Contribution | \$857.06 | \$1,714.12 | \$2,228.36 |

Effective January 1, 2023, Unrepresented employees will share in the cost of future medical insurance premium increases above the Kaiser Bay Area Region 1 rate as described in the example below.

Each year, cost increases in the Kaiser premium rates will be shared 50% by the District and 50% by the employee. For calendar year 2023, the Kaiser premium rates for 2023 will be compared to the District Maximum Contribution for 2022; if the Kaiser rate is higher than the 2022 District Maximum Contribution, then the new District Maximum Contribution will be calculated by adding 50% of the increase to the Kaiser 2022 premium rate to establish the Maximum Contribution for calendar year 2023.

If the Kaiser premium rate for 2023 is less than the District Maximum Contribution for 2022, then the District Maximum Contribution rate for calendar year 2023 will be:

| | Employee Only | Employee + 1 Dependent | Employee + 2 or more Dependents |
|-------------------------------|---------------|------------------------|---------------------------------|
| District Maximum Contribution | \$857.06 | \$1,714.12 | \$2,228.36 |

For calendar year 2024, the Kaiser premium rates for 2024 will be compared to the District Maximum Contribution for 2023; if the Kaiser rate is higher than the 2023 District Maximum Contribution, then the new District Maximum Contribution will be calculated by taking 50% of the increase in the Kaiser 2024 premium rate over the 2023 District Maximum Contribution, then adding it to the 2023 District Maximum Contribution, to establish the new Maximum Contribution for calendar year 2024.

If the Kaiser premium rate for 2024 is less than the District Maximum Contribution for 2023, then the District Maximum Contribution rate for calendar year 2024 will remain the same as the Maximum Contribution amount for 2023.

For calendar year 2025, the Kaiser premium rates for 2025 will be compared to the District Maximum Contribution rates for 2024; if the Kaiser rate is higher than the 2024 District Maximum Contribution, then the new District Maximum Contribution will be calculated by taking 50% of the increase in the Kaiser 2025 premium rate over the 2024 District Maximum Contribution, then adding it to the 2024 District Maximum Contribution, to establish the Maximum Contribution for calendar year 2025.

Res. No. _____

If the Kaiser premium rate for 2025 is less than the District Maximum Contribution for 2024, then the District Maximum Contribution rate for calendar year 2025 will remain the same as the Maximum Contribution amount for 2024.

EXAMPLE

| | Premium | Increase from Maximum Contribution | DSRSD Share of Increase | Unrep Share of Increase | District Max Contribution |
|-----------------------|----------------|-------------------------------------------------|--------------------------------|--------------------------------|----------------------------------|
| Max Contribution 2023 | \$ 2,150 | (example assumes Kaiser rate decreased in 2023) | | | |
| Kaiser Rate 2024 | \$ 2,225 | \$ 75 | \$ 37.50 | \$ 37.50 | \$ 2,188 |

Unrepresented employees will pay those amounts in excess of the District medical insurance premium Maximum Contribution and the premium of the plan they select. District Maximum Contribution amounts will be rounded up to the nearest dollar.”

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency located in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 17th day of May, 2022, and passed by the following vote:

AYES:

NOES:

ABSENT:

Richard M. Halket, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Approve Health Insurance Contribution for Calendar Year 2022 for Board of Directors

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, a health insurance contribution that is different than the current contribution amount, for the period of July 1, 2022 to December 31, 2022 for active Boardmembers and annuitants.

DISCUSSION:

This year, the Board of Directors requested staff to delay processing of changes to the employer contribution for health insurance premiums for Boardmembers until all bargaining group contracts were approved. On April 5, 2022, the Board adopted the last of the three employee bargaining units' memorandum of understanding and set health care insurance employer contribution rates for calendar year 2022 to be the same as all other employee groups. At this same meeting of April 5, 2022, the Board also approved, by Motion, to set the employer contribution rates for health insurance premiums for Boardmembers to be the same as the three employee groups, retroactive to January 1, 2022.

Because the California Public Employees' Retirement System (CalPERS) requires a formal resolution of the Board to make a change to the employer contribution for health insurance premiums, staff is recommending the Board adopt a resolution to set the maximum employer contribution rates for Boardmember health insurance premiums as follows:

| | |
|--------------------|------------|
| Employee Only: | \$857.06 |
| Employee + One: | \$1,714.12 |
| Employee + Family: | \$2,228.36 |

CalPERS requires that the District submit a separate resolution for each District health contract account. Thus, this item addresses the Boardmember health contract account (Public Employees' Medical & Hospital Care Act [PEMHCA] Non-CalPERS Health Contract).

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|----------------------------|
| Originating Department: Administrative Services | Contact: M. Gallardo/C. Atwood | Legal Review: Not Required |
| Financial Review: Not Required | Cost and Funding Source: Within Budget / FYE 2022 Operating Budget | |
| 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) | 22 of 99 | |

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT FOR BOARD OF DIRECTORS

WHEREAS, the Dublin San Ramon Services District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and

WHEREAS, Resolution No. 35-19 prescribes that the Board of Directors' monthly health benefit contribution amounts are set equal to the monthly health benefit contribution amounts for active employees, provided the contribution for all active employees in all bargaining groups are equal; and

WHEREAS, Resolution No. 35-19 prescribes that the Board of Directors' monthly health benefit contribution amounts are set annually by resolution if the contribution amounts for all active employees in all bargaining groups are not equal; and

WHEREAS, the monthly health benefit contribution for all active employees in all bargaining groups for calendar year 2022 are now equal; and

WHEREAS, the monthly health benefit contribution for calendar year 2022 for the Board of Directors' shall be set by 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, California as follows:

(a) The employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of their enrollment, including the enrollment of family members, in a health benefits plan or plans, effective July 1, 2022, up to a maximum of:

| Medical Group | Monthly Employer Contribution | | |
|--------------------------------|-------------------------------|------------|------------|
| | Single | Two-Party | Family |
| 700 Board of Directors (NPERS) | \$857.06 | \$1,714.12 | \$2,228.36 |

Plus administrative fees and Contingency Reserve Fund assessments;

Res. No. _____

(b) Dublin San Ramon Services District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above;

(c) That the participation of the employees and annuitants of Dublin San Ramon Services District shall be subject to determination of its status as an “agency or instrumentality of the State or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Dublin San Ramon Services District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, California Public Employees' Retirement System (CalPERS) may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and

(d) That the executive body appoint and direct, and it does hereby appoint and direct, Nicole Genzale, District Secretary, to file with the Board a verified copy of this resolution, and to perform on behalf of Dublin San Ramon Services District all functions required of it under the Act.

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 17th day of May, 2022, and passed by the following vote:

AYES:

NOES:

ABSENT:

Richard M. Halket, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Authorize Consolidation of District Election with November 8, 2022 Statewide General Election

RECOMMENDATION:

Staff recommends the Board of Directors authorize, by Resolution, the consolidation of the District’s election with the Statewide General Election to be held on November 8, 2022 within the Counties of Alameda and Contra Costa.

DISCUSSION:

The District is required to hold an election on November 8, 2022 for three seats on the Board of Directors. The Board adopted Ordinance No. 345 on May 21, 2019, establishing a by-division election system with Divisions 1, 3, and 5 on the November 2020 ballot, and Divisions 2 and 4 on the November 2022 ballot. The Board adopted Resolution No. 70-21 on December 21, 2021, which implemented the District’s updated election division boundaries map, following the 2020 Decennial Census results. The resolution and map were submitted to both Counties for 2022 general election preparations. The map can be viewed on the DSRSD website Elections page: <https://www.dsrdsd.com/about-us/elections>.

There are two outstanding Directors at-large in **Divisions 2 and 4** whose terms expire in 2022. The **Division 5** term is a shortened term that will also expire in 2022; the seat was appointed by the Board due to the 2020 election yielding no candidates in this Division.

The District traditionally consolidates its elections with the Counties to ensure substantial cost savings. The estimated 2022 total election costs for Alameda County are shown below as an example of the savings realized by consolidation. Alameda County’s current cost estimates are based on election type and cost per voter. The Divisions’ approximate registered voter total in Alameda County is 24,400.

Recommended Election Type: Countywide Consolidated General Election

Estimated Total Election Cost: \$4 - \$6 per registered voter = \$97,600 - \$146,400

Alternate Election Types not recommended:

- Type: Countywide Consolidated Primary Election
Estimated Cost: \$7 - \$9 per registered voter = \$170,800 - \$219,600
- Type: Standalone Vote by Mail Election
Estimated Cost: \$9 - \$11 per registered voter = \$219,600 - \$268,400
- Type: Standalone Special Election
Estimated Cost: \$19 - \$21 per registered voter = \$463,600 - \$512,400

To continue to minimize costs and for the ease of conducting the election, it is recommended the Board consolidate the District’s election with the November 8, 2022 General Election and authorize the consolidation by adoption of a resolution. The approved resolution and the current Candidate’s Statement Cost policy (Exhibit A to the resolution) will be submitted to the Alameda and Contra Costa County Elections Departments and their respective Boards of Supervisors. The candidate nomination period for the November 8, 2022 General Election opens July 18 and closes August 12. If no incumbent files nomination papers by the end of the filing period, the filing period is extended to August 17 for nonincumbents only.

| | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| Originating Department: Administrative Services | Contact: N. Genzale/C. Atwood | Legal Review: Not Required |
| Financial Review: Not Required | Cost and Funding Source: \$200,000 budgeted should multiple candidates and 100% voter turn-out occur in the three Divisions in consolidated election. Fund 900 (General Administration). | |
| Attachments: <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right) | <input type="checkbox"/> None <input checked="" type="checkbox"/> Resolution | |

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT CALLING AND DIRECTING THAT NOTICE BE GIVEN OF AN ELECTION OF THREE DIRECTORS ON NOVEMBER 8, 2022 AND REQUESTING THE RESPECTIVE BOARDS OF SUPERVISORS OF THE COUNTIES OF ALAMEDA AND CONTRA COSTA CONSOLIDATE THE DISTRICT'S GENERAL ELECTION WITH THE STATEWIDE GENERAL ELECTION

WHEREAS, pursuant to the provisions of the Community Services District Law, the Elections Code, and District Resolution No. 2-87, an election is scheduled to be held within the Dublin San Ramon Services District on November 8, 2022, for the purpose of electing three (3) members to the District Board of Directors consisting of two (2) "Full Term" seats with a four (4) year term from 2022 to 2026, and one (1) "Shortened Term" with a two (2) year term from 2022 to 2024; and

WHEREAS, it is desirable that the general District election be consolidated with the statewide general election to be held on the same date within the Counties of Alameda and Contra Costa; and

WHEREAS, by District Resolution No. 27-20, the District adopted a Candidate's Statement Cost policy, attached hereto and incorporated herein as Exhibit "A," consistent with Elections Code Section 13307, pertaining to candidates' statements to be submitted to the voters at the District election.

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

Section 1. A general election is hereby called to be held within Dublin San Ramon Services District, located in portions of the Counties of Alameda and Contra Costa, on November 8, 2022, for the purpose of electing three (3) members to the District Board of Directors nominated from Divisions 2, 4, and 5, consisting of two (2) "Full Term" seats with a four (4) year term from 2022 to 2026, and one (1) "Shortened Term" with a two (2) year term from 2022 to 2024; and the District Secretary is hereby authorized and directed to give notice of said election in accordance with applicable provisions of law.

Section 2. Pursuant to Elections Code Section 10403, the Boards of Supervisors of the Counties of Alameda and Contra Costa are hereby requested to consent and agree to the consolidation of said general District election to be held throughout the whole of the District with the Statewide General Election on Tuesday, November 8, 2022, for the purpose of the election of three (3) members to the District Board of Directors.

Section 3. The respective Boards of Supervisors are hereby requested to issue instructions to their respective County Elections Departments to take any and all steps necessary for the holding of the consolidated election in accordance with the general elections law of the State of California.

Res. No. _____

Section 4. Each candidate for elective office to be voted for at said general District election may file a candidate's statement pursuant to the regulations in the Elections Code and in adherence to the District's Candidate's Statement Cost policy.

Section 5. The respective County Elections Departments are hereby authorized and instructed to collect from each non-indigent candidate, as appropriate, the deposit in the amount of \$250 at the time a candidate's statement is filed, as established in the District's Candidate's Statement Cost policy. Candidate statements shall adhere to the District's Candidate's Statement Cost policy, including, but not limited to, a word count of no more than 200 words.

Section 6. The respective County Elections Departments are hereby authorized and instructed to canvass the returns of the District general election and submit a certified statement of the results of the election to the District as soon as the result of the canvass is determined.

Section 7. The District Secretary is hereby authorized and directed to file a certified copy of this Resolution with the Boards of Supervisors of the Counties of Alameda and Contra Costa and their respective County Elections Departments.

Section 8. The District recognizes that additional costs will be incurred by the Counties of Alameda and Contra Costa by reason of this consolidation and hereby agrees to reimburse the Counties for such additional actual costs.

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 17th day of May, 2022, and passed by the following vote:

AYES:

NOES:

ABSENT:

Richard M. Halket, President

ATTEST: _____
Nicole Genzale, District Secretary



Policy

| | |
|--------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| Policy No.: P100-20-3 | Type of Policy: Board Business |
| Policy Title: Candidate's Statement Cost | |
| Policy Description: Establish candidate's cost to file a candidate's statement for election to the District Board | |
| Approval Date: 4/7/2020 | Last Review Date: 2020 |
| Approval Resolution No.: 27-20 | Next Review Date: 2024 |
| Rescinded Resolution No.: 11-17 | Rescinded Resolution Date: 3/21/2017 |

The purpose of this policy of the Board of Directors of Dublin San Ramon Services District is to establish the cost of the publication of a candidate's statement by a candidate for election to the District Board pursuant to Elections Code Section 13307, as specified in the Uniform District Election Law to which community services districts are subject in accordance with Government Code Section 61008, part of the Community Services District Law; the California Voting Rights Act, and the federal Voting Rights Act of 1965, as amended.

1. General

Each candidate at the General Election for the Office of Director of the District may file a candidate's statement, as provided for in Elections Code Section 13307, with the Elections Official in the County from whom the candidate obtains the nomination papers and other forms required for nomination to the Office of Director. A candidate in a dual-county election division (divisions may be located wholly in either Alameda or Contra Costa County, or partially in both) may also file a candidate's statement in the alternate County subject to the same limitations, and policies detailed in this policy. The candidate's statement may include the name, age, and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate. The statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5 p.m. of the next working day after the close of the nomination period.

2. Foreign Language Policy

The Elections Official shall provide a language translation of the candidate's statement when required by federal law, or Elections Code Section 13307(b).

| | |
|-----------------------|------------------------------------------|
| Policy No.: P100-20-3 | Policy Title: Candidate’s Statement Cost |
|-----------------------|------------------------------------------|

3. **Advance Deposit and Payment**

- a. Pursuant to Elections Code Section 13307(d), a local agency may estimate the total cost of printing, handling, translating, and mailing the candidate’s statement filed pursuant to this section, including costs incurred as a result of complying with any applicable law, and may require each candidate filing a statement to pay the estimated pro-rata share. The collection of such amount is as described in subsections 3(b) and 3(c) below.
- b. **For candidates filing a candidate’s statement for an election division that is located wholly in one County (Alameda or Contra Costa County),** the District Secretary is hereby authorized and directed to provide for collection, by the Elections Official, from each non-indigent candidate who files such a statement, a deposit in the amount of \$250 to represent the candidate’s pro rata share as described in subsection 3(a) above and collection of such amount shall be a condition of having the candidate’s statement included in the voter’s pamphlet.
- c. **For candidates filing a candidate’s statement for an election division that is located partially in both Counties (Alameda and Contra Costa County),** the District Secretary is hereby authorized and directed to provide for the collection, by the Elections Official of the candidate’s home County (County in which the candidate resides), from each non-indigent candidate who files such a statement, a deposit in the amount of \$250 to represent the candidate’s pro rata share as described in subsection 3(a) above. Collection of such amount shall be a condition of having the candidate’s statement included in the voter’s pamphlet.

The District Secretary is also hereby authorized and directed to waive collection by the Elections Official of the second County (County in which the candidate *does not* reside) of a deposit from a candidate wishing to file a candidate’s statement, provided the candidate presents in person to the Elections Official the receipt showing payment of the required deposit to the first County and a copy of the candidate statement. Upon this verification, the second County will waive collection of a deposit and will include the statement in the voter’s pamphlet. The second County is directed to bill the full cost of the candidate’s statement directly to the District.

- d. If the actual costs in Alameda County or Contra Costa County exceed the deposit amount for the printing, handling, translating, and mailing of the candidate’s statement in said County, then the proper officers of the District are hereby authorized and directed to pay the difference between the deposit amount and the actual cost to that County.
- e. If the actual cost of the candidate’s statement in Alameda County or Contra Costa County is less than the deposit amount for the printing, handling, translating, and mailing of the candidate’s statement in said County, then the District Secretary is hereby authorized and directed to make necessary arrangements to refund the amount of the deposit which exceeds said actual cost to the candidate.

| | |
|------------------------------|-------------------------------------------------|
| Policy No.: P100-20-3 | Policy Title: Candidate’s Statement Cost |
|------------------------------|-------------------------------------------------|

4. Indigent Candidates

- a. As provided in Elections Code Section 13309, a candidate who alleges to be indigent and unable to pay in advance the requisite deposit for submitting a candidate’s statement shall submit a certified statement of financial worth, and such other verifying documentation as the District shall reasonably require, to be used by the District in determining whether or not he or she is eligible to submit a candidate’s statement without payment of the deposit in advance. Upon receipt of a statement of financial worth, the District shall promptly determine, in its sole discretion, whether or not the candidate is indigent and shall notify the candidate in writing of its findings. If it is determined that the candidate is not indigent, the candidate shall, within three working days of the notification, either withdraw the candidate’s statement or pay the requisite deposit in accordance with the provisions of this policy.
- b. The proper officers of the District are hereby authorized and directed to pay the costs incurred by the District for printing, handling, translating, and mailing the statements for candidates determined by the District to be indigent.

5. Additional Materials

Other than the candidate’s statement, no candidate will be permitted to include additional materials in the sample ballot package.

6. Notice to Counties

The District Secretary shall provide this policy and a certified copy of the Resolution adopting this policy to the Elections Officials of the Counties of Alameda and Contra Costa. The District Secretary shall also provide this policy and the Resolution authorizing consolidation of the District Election with the November Statewide General Election to the Elections Officials of the Counties of Alameda and Contra Costa.



TITLE: Consider Rejection of All Bids for the Joint Temporary Recycled Water Fill Station Project (CIP 22-R026)

RECOMMENDATION:

Staff recommends the Board of Directors reject, by Motion, all bids received for the Joint Temporary Recycled Water Fill Station Project (CIP 22-R026).

DISCUSSION:

The Board previously directed staff to work out the details for a joint venture with the Cities of Pleasanton and Livermore ("Cities") to design, construct, and operate a temporary Tri-Valley Residential Fill Station at DSRSD's vacant Gleason property. Staff worked with the Cities to design the Joint Temporary Recycled Water Fill Station Project (CIP 22-R026) ("Project"). Simultaneously, staff worked with the Cities to develop the Temporary Joint Residential Recycled Water Fill Station Agreement between DSRSD, City of Livermore, and City of Pleasanton for the Project which outlines the roles and responsibilities of each agency. The agreement also stated that each agency will equally share in the design, construction, and operational costs associated with the Project.

On April 19, 2022, the Board of Directors conditionally awarded the Project to Marshall Brothers Enterprises, Inc. in the amount of \$1,466,292.91. The award of the construction agreement was expressly conditioned on: (1) the Cities of Livermore and Pleasanton authorizing and allocating full funding for their shares of the Project and, (2) full execution of the Temporary Joint Residential Recycled Water Fill Station Agreement between DSRSD, City of Livermore, and City of Pleasanton.

Later that same evening, on April 19, 2022, the Pleasanton City Council voted against providing additional funding necessary to cover Pleasanton's portion of the Project costs. Staff, therefore, recommends the Board of Directors reject all bids for the Project.

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-----------------------------------|
| Originating Department: Engineering Services | Contact: S. Mann/S. Delight | Legal Review: Not Required |
| Financial Review: Not Required | Cost and Funding Source: N/A | |
| 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 – Bid Results | |



**Results of Bid Opening for
Joint Temporary Recycled Water Fill Station Project (CIP 22-R026)
Tuesday, March 29, 2022 @ 2 p.m.**

Engineer's Estimate: \$ 970,000

| No. | Name of Bidder | | | | | Bid Amount |
|--------------------------------------------|----------------------------------------------------|------------------------|----------------------|---------------------|-------------------------------|--------------------------------|
| 1 | Marshall Brothers Enterprises, Inc., Livermore, CA | | | | | \$ 1,466,292.91 |
| 2 | Saboo Inc., Brentwood, CA | | | | | \$ 1,748,260.00 |
| Contractor/Subcontractor | | Contractor License No. | PWC Registration No. | Location | Trade | Amount of Work to be Performed |
| Marshall Brothers Enterprises, Inc. | | | | | | |
| | RJA | n/a | 1000034595 | Pleasanton, CA | Construction staking | \$ 14,000 |
| | ASI | 808560 | 1000017246 | Milpitas, CA | Asphalt, concrete | \$ 364,984 |
| | Chrisp Company | 374600 | 1000000306 | Fremont, CA | Striping | \$ 10,295 |
| Saboo Inc. | | | | | | |
| | Peter Ellis Const. | 476364 | 1000690442 | American Canyon, CA | Grading, concrete, excavation | 20% |
| | G&S Paving Inc. | 968450 | 1000742136 | Oakley, CA | Paving | 7% |
| | Compass Eng. | 868996 | 1000003328 | Hayward, CA | Striping | 21% |



TITLE: Accept Donation of One Eagle Scout Project for DSRSD Demonstration Garden

RECOMMENDATION:

Staff recommends the Board of Directors accept, by Motion, the donation of one (1) Eagle Scout project for the DSRSD Demonstration Garden.

DISCUSSION:

As part of the renovation of the District’s Demonstration Garden, several projects were identified which would enhance the garden and qualify as an Eagle Scout project. Volunteers from Boy Scout Troop #905 have designed, constructed, and installed the amenities as follows:

Two Benches (to cover utility infrastructure) - Shane O’Flynn

Troop #905 has leased the Utility Building behind the DSRSD District Office since 1992. The Troop has been participating in enhancements to the Demonstration Garden through ongoing community service projects and Eagle Scout projects. A picture of this project is attached.

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|----------------------------|
| Originating Department: Administrative Services | Contact: C. Atwood | Legal Review: Not Required |
| Financial Review: Not Required | Cost and Funding Source: N/A | |
| 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 – Picture of Donation for One Eagle Scout Project | |
| | | 33 of 99 |



Benches by Shane O'Flynn



TITLE: Discuss Development and Operations of a Proposed Joint Residential Recycled Water Fill Station in 2022 and Provide Direction

RECOMMENDATION:

Staff recommends the Board of Directors receive a verbal update on a proposed Joint Residential Recycled Water Fill Station and direct staff to proceed with exploring the feasibility of an alternative program option.

DISCUSSION:

Previously, the City of Livermore, the City of Pleasanton, and Dublin San Ramon Services District had agreed to develop and operate a residential recycled water fill station at the District’s Gleason property in Dublin. However, the requirements for site development and the current construction bidding climate led to higher project costs than originally estimated. Subsequently, the City of Pleasanton decided not to participate in a joint project at the Gleason property because of the rising project cost.

Staff members from the three agencies have conferred, and are evaluating the operation of a residential recycled water fill station at an alternative site that is already developed. Staff will provide a verbal update on developing a smaller scale alternative site at a developed (paved) location.

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------|
| Originating Department: Office of the General Manager | Contact: D. McIntyre | 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) | | |



TITLE: Receive Presentation on the Zone 7 Water Agency 2022 Annual Sustainability Report

RECOMMENDATION:

Staff recommends the Board of Directors receive a presentation on the Zone 7 Water Agency 2022 Annual Sustainability Report.

DISCUSSION:

Zone 7 Water Agency’s (Zone 7) Water Supply Reliability Policy requires an annual review of sustainable water supplies and demonstration of Zone 7’s ability to meet water delivery requests over the next five years. The findings of this review are summarized in the Annual Sustainability Report that is presented to the Zone 7 Board each April and used by Zone 7 to determine whether a water shortage condition exists, and the associated response actions that need to be implemented. Any such actions would be coordinated with the Tri-Valley’s treated water retailers, including DSRSD.

On May 17, the DSRSD Board will receive a presentation (Attachment 1) on Zone 7’s 2022 Annual Sustainability Report. The report shows that Zone 7 can meet demands in 2022 and 2023, assuming that the retailers achieve 15% conservation relative to 2020 in 2022 and 2023. The report assumes a return to average hydrologic conditions in 2025 and 2026, and a ramp-up in deliveries without conservation. While the report indicates that Zone 7 can meet demands, it also indicates that if drought conditions worsen or if there is a decrease in State Water Project Table A allocation (from 5% to 0%), that additional conservation measures may be needed. To meet 2022 demands, Zone 7 plans to use significant quantities of local groundwater and surface water from storage and acquire water transfers.

DSRSD has been coordinating with Zone 7 and the other Tri-Valley retailers to promote mandatory 15% conservation. Approximately 25% of the water used within the DSRSD service area is recycled water produced by DERWA. With the completion of the Central Contra Costa Sanitary District Wastewater Diversion project, demand management strategies, and storage at the Jeffrey G Hansen Recycled Water Treatment Plant, it is estimated that all recycled water demands will be met during the 2022 irrigation season.

Staff recommends that the Board receive a presentation on the 2022 Annual Sustainability Report and take no formal action at this time. DSRSD is currently operating under its Stage 2 Water Shortage Contingency Plan as outlined in the 2020 Urban Water Management Plan. Staff will continue to coordinate closely with Zone 7 and the other retailers on conservation messaging to businesses and residents. Staff will also monitor evolving drought conditions and the effect of conservation efforts and keep the Board apprised of any changes.

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|-----------------------------------|
| Originating Department: Engineering Services | Contact: S. Delight | Legal Review: Not Required |
| Financial Review: Not Required | Cost and Funding Source: N/A | |
| 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 – Presentation Slides | |



2022 Annual Sustainability Report

May 17, 2022



Cumulative local/State rainfall is below normal and California is in its third dry year



Zone 7 expects to receive 5% allocation from the State Water Project



Zone 7 will pump groundwater at historic high level of 16,000 AF

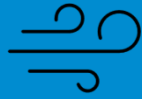


Zone 7 will maximize recovery of water from the Kern County Storage and Recovery Programs



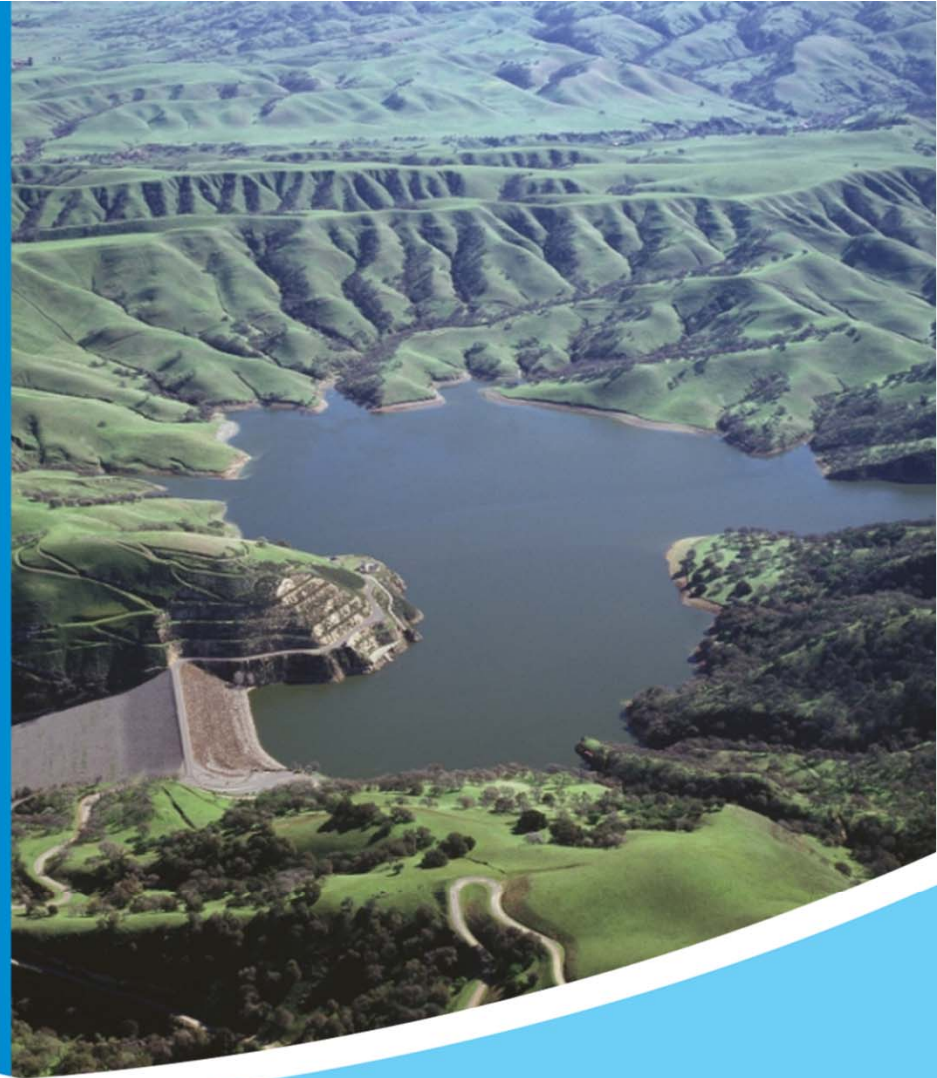
Zone 7 plans to acquire water transfers of up to 2,000 acre-feet, depending on availability





Weather

(Climate Conditions)



**WATER
AGENCY**

California Snow Water Content as of April 1, 2022

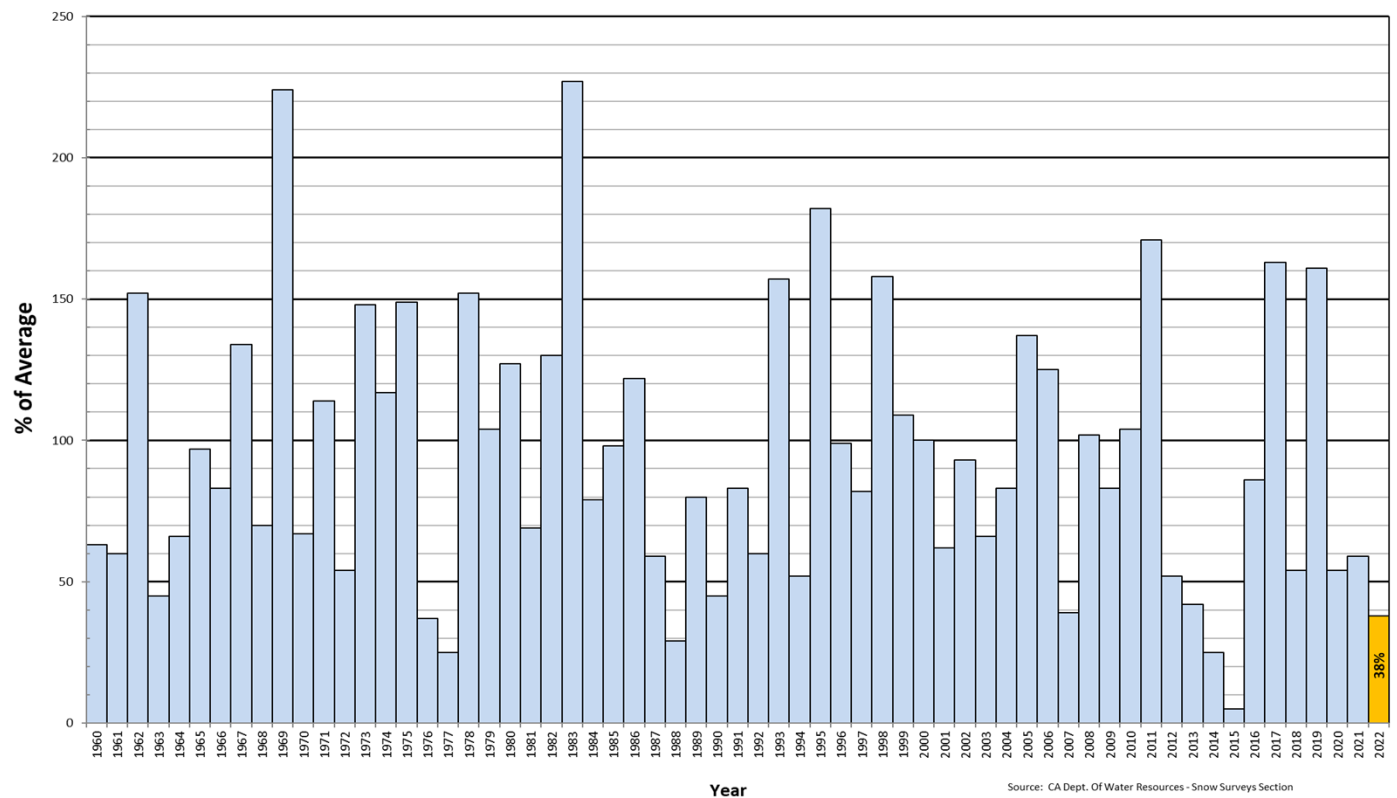
**Statewide 38%
of Average
(April 1, 2022)**

% of April 1 Average / % of Normal for This Date



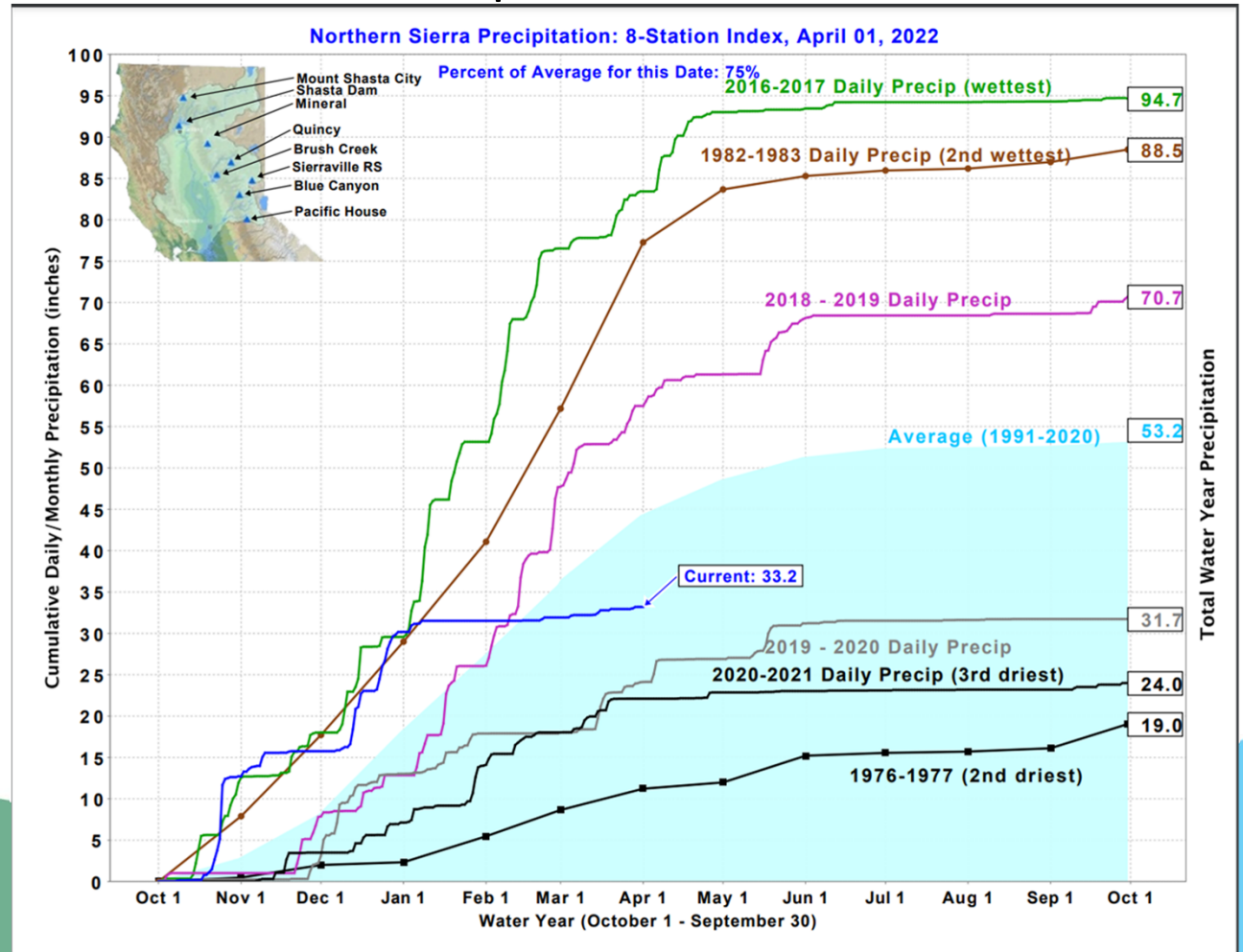
Statewide Average: 38% / 38%

April 1 Statewide Snow Water Content (Percent of Average)



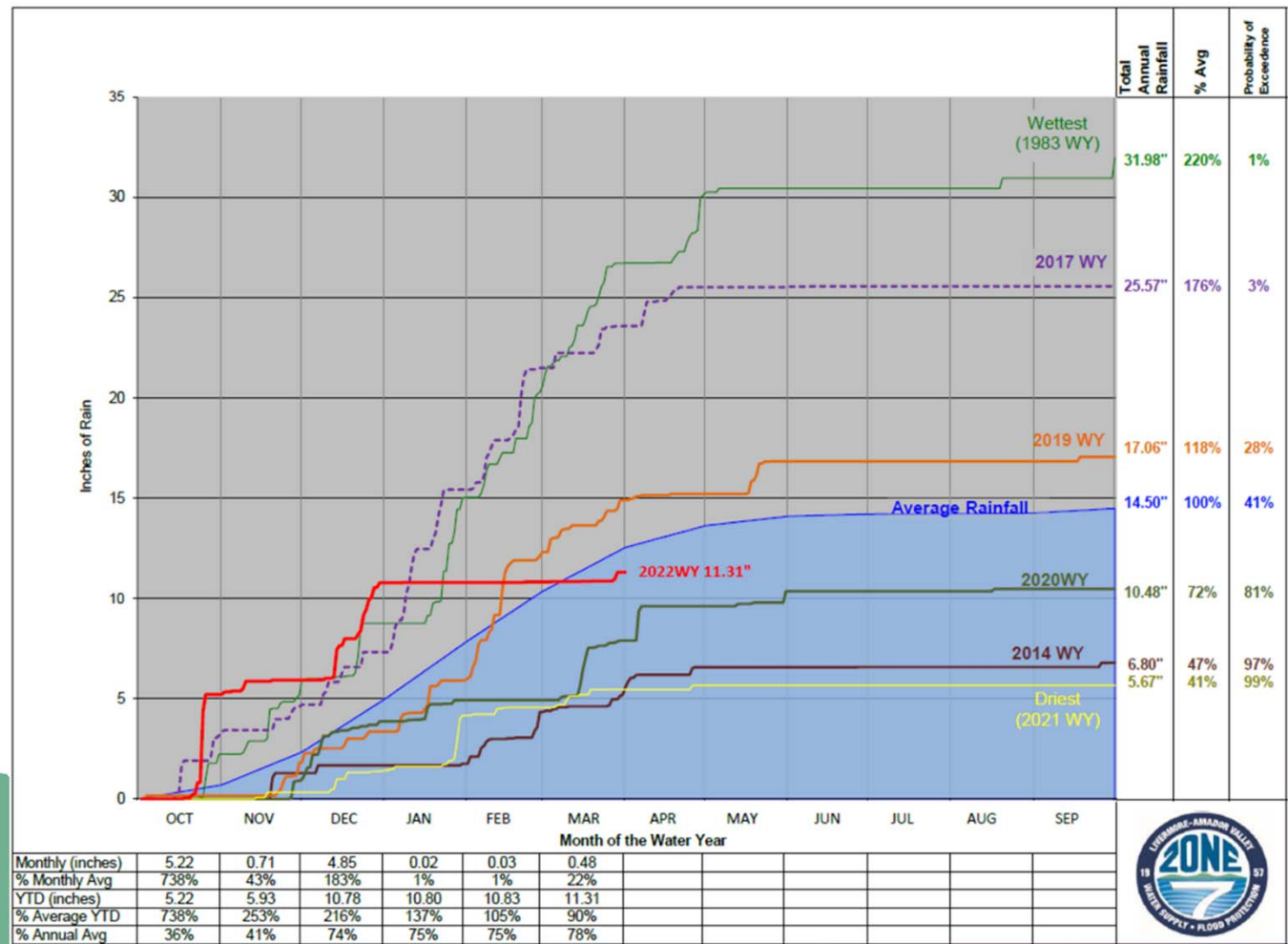
Northern Sierra Precipitation Index

**Northern Sierra: 75%
of Average YTD**



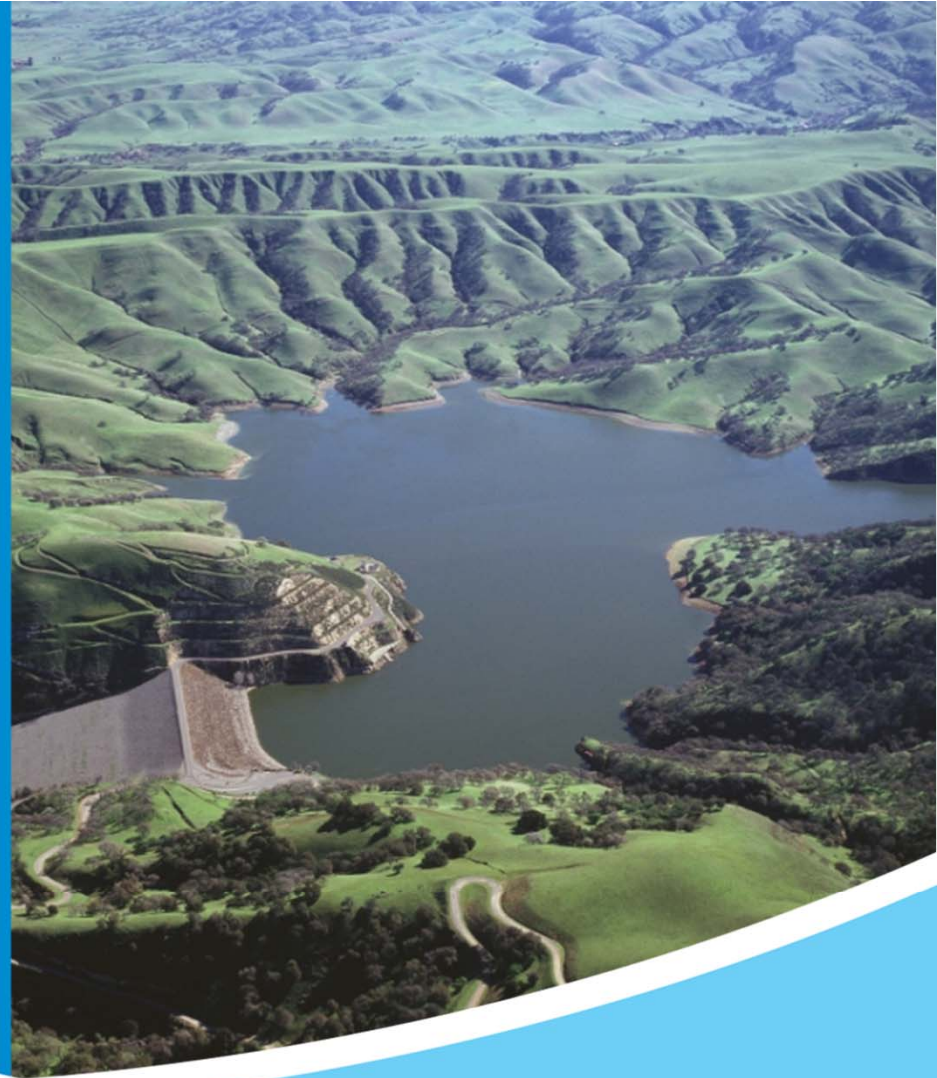
Livermore Valley Precipitation (Livermore Airport - KLVK)

Local Rainfall: 90%
of Average YTD



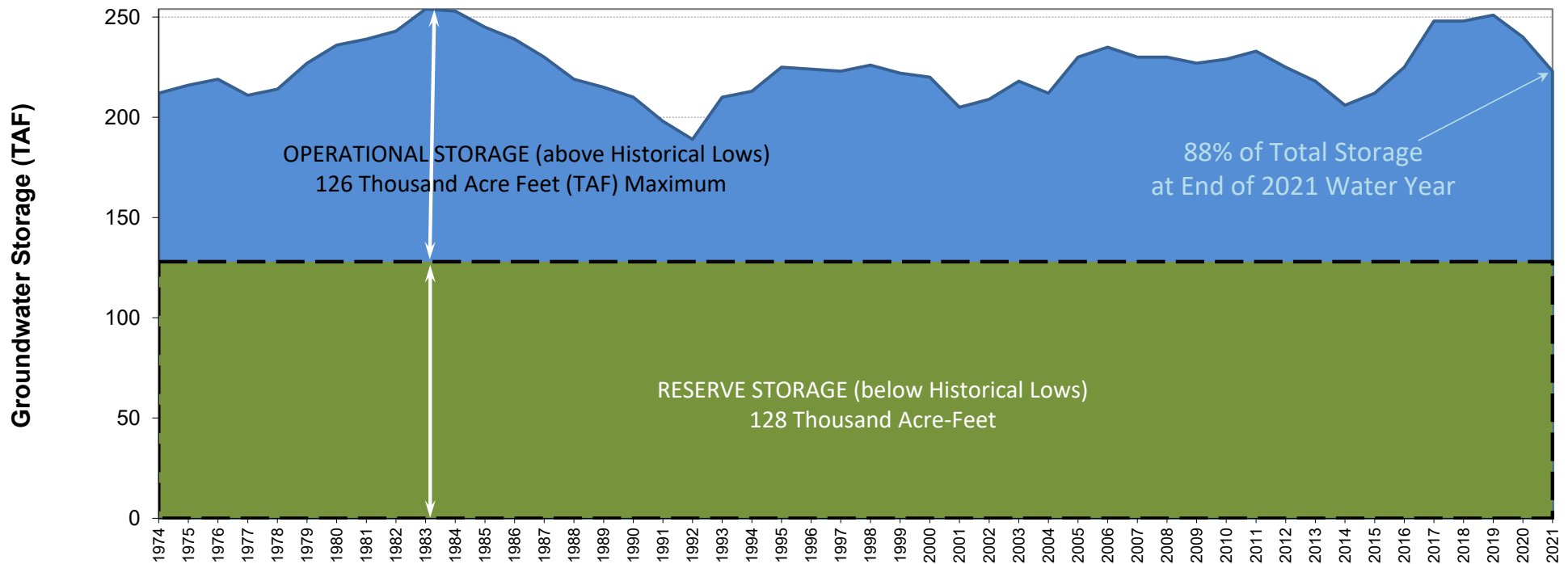


Water Storage



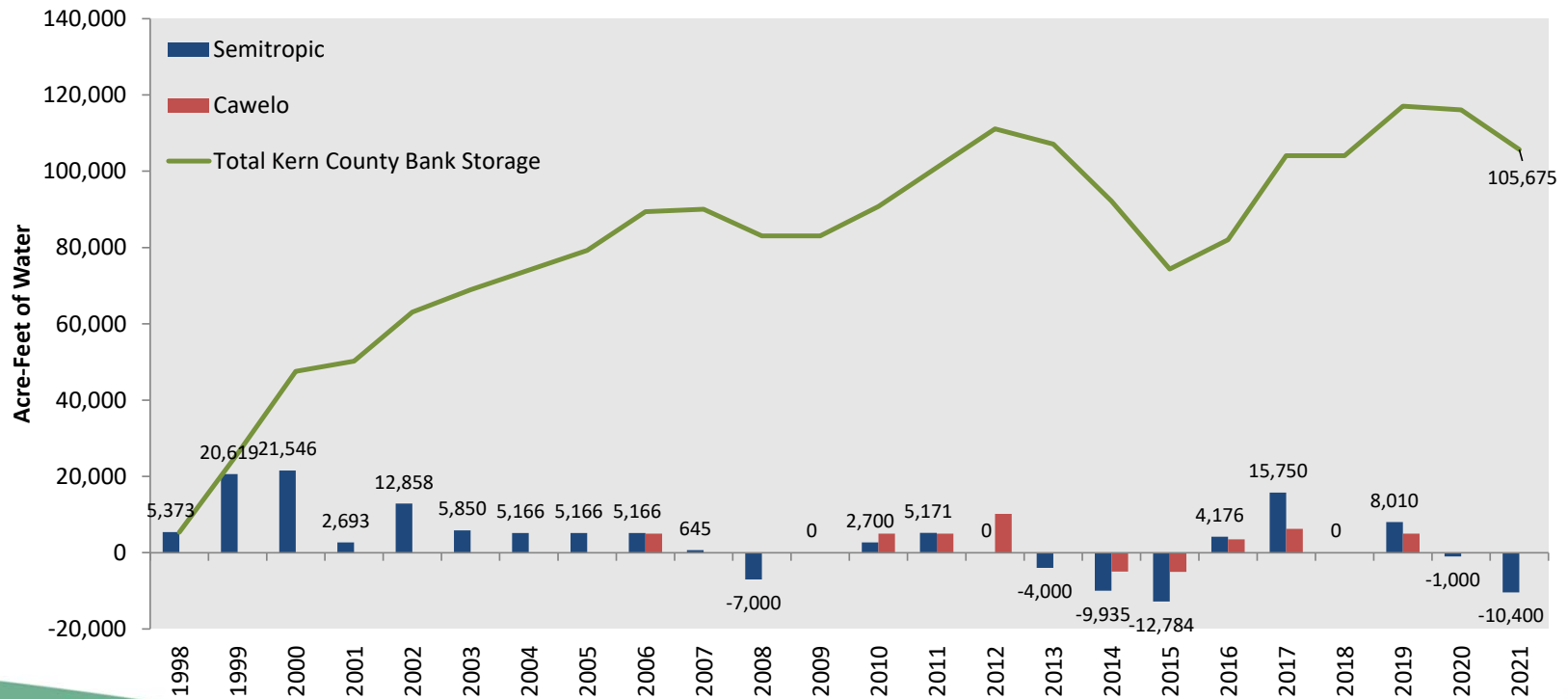
**WATER
AGENCY**

Available Groundwater Storage

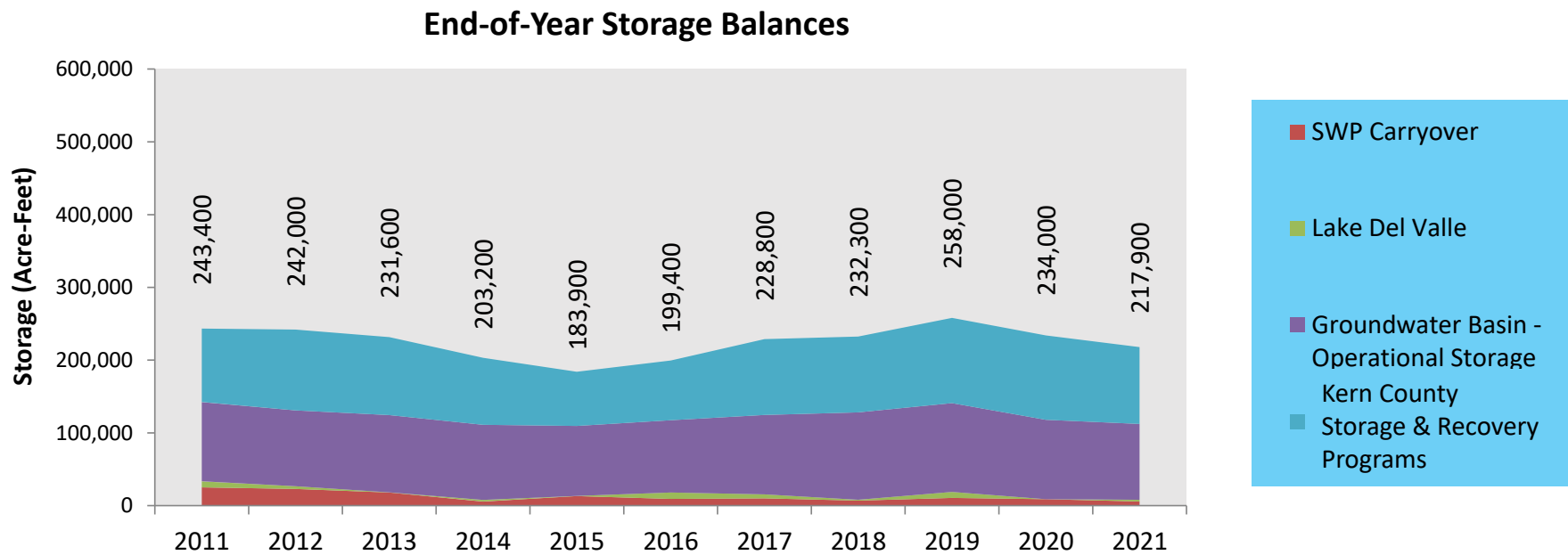


Kern County Storage & Recovery Programs

Kern County Storage & Recovery Programs: Storage and Withdrawals

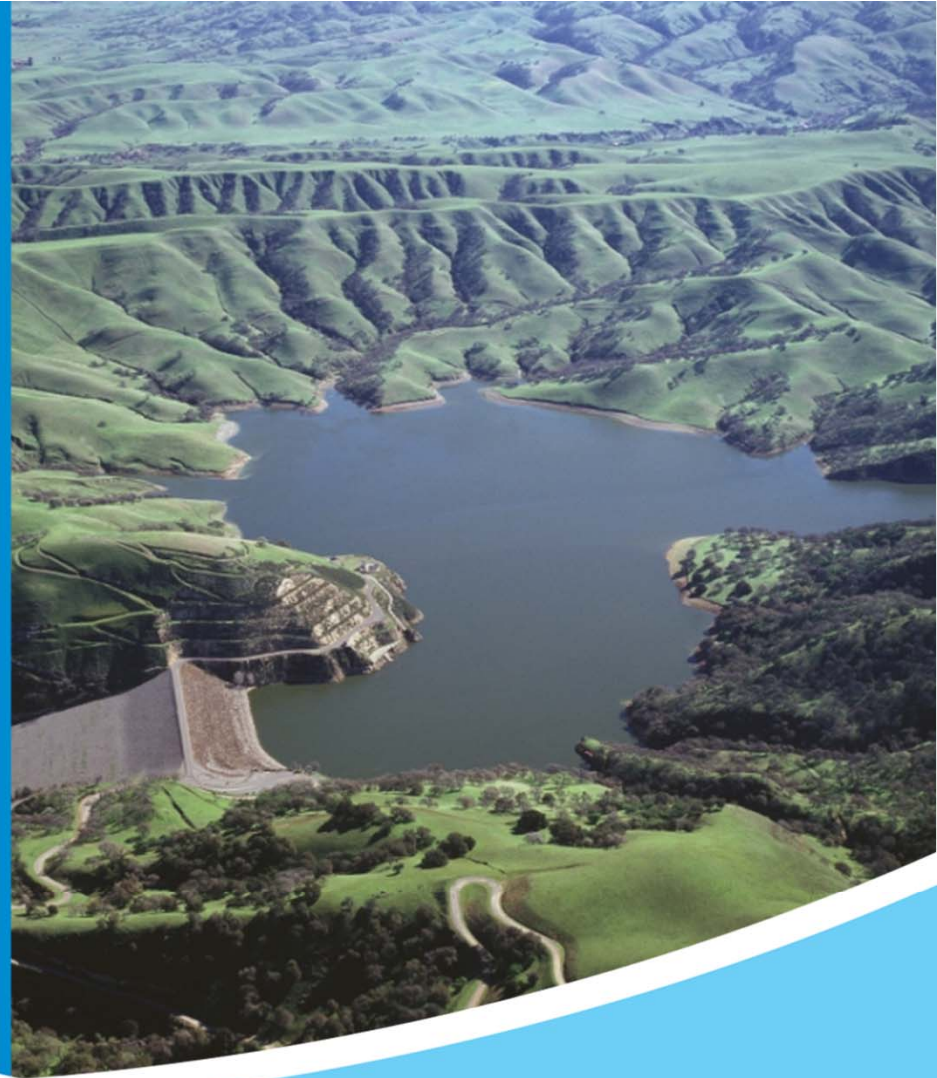


Total Available Storage

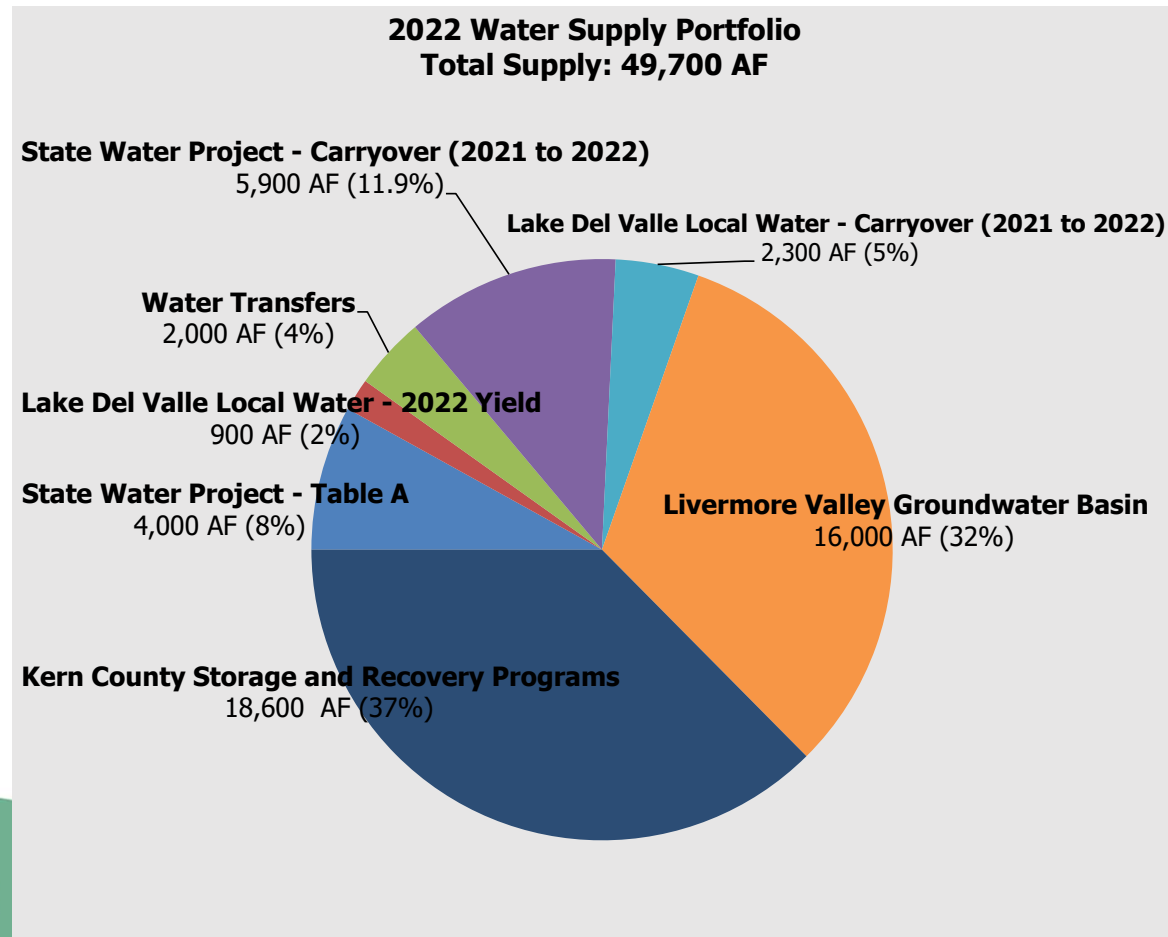




Water Supply and Delivery Plan



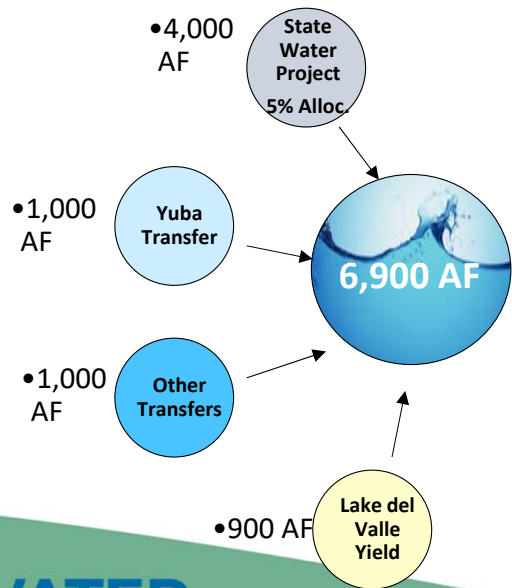
2022 Water Supplies: 49,700 AF



2022 Water Supplies to Meet Delivery Requests

2022 Incoming Supplies

Zone 7 is expecting 6,900 AF of supplies from existing contracts, local water right, and transfers

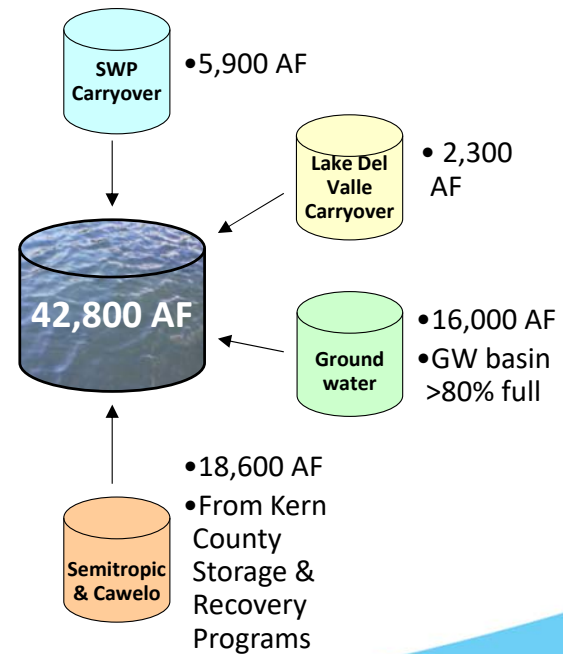


Zone 7 has **49,700 AF** to meet demands of **38,900 AF**

Remaining supply: 10,000 AF into storage for use in 2023 and 800 AF in losses.

2022 Supply From Storage

Zone 7 is accessing 42,800 AF from storage



2023 Water Supplies

A similar analysis was done for 2023 assuming critically dry conditions:

Supply is 49,700 AF

vs.

38,900 AF

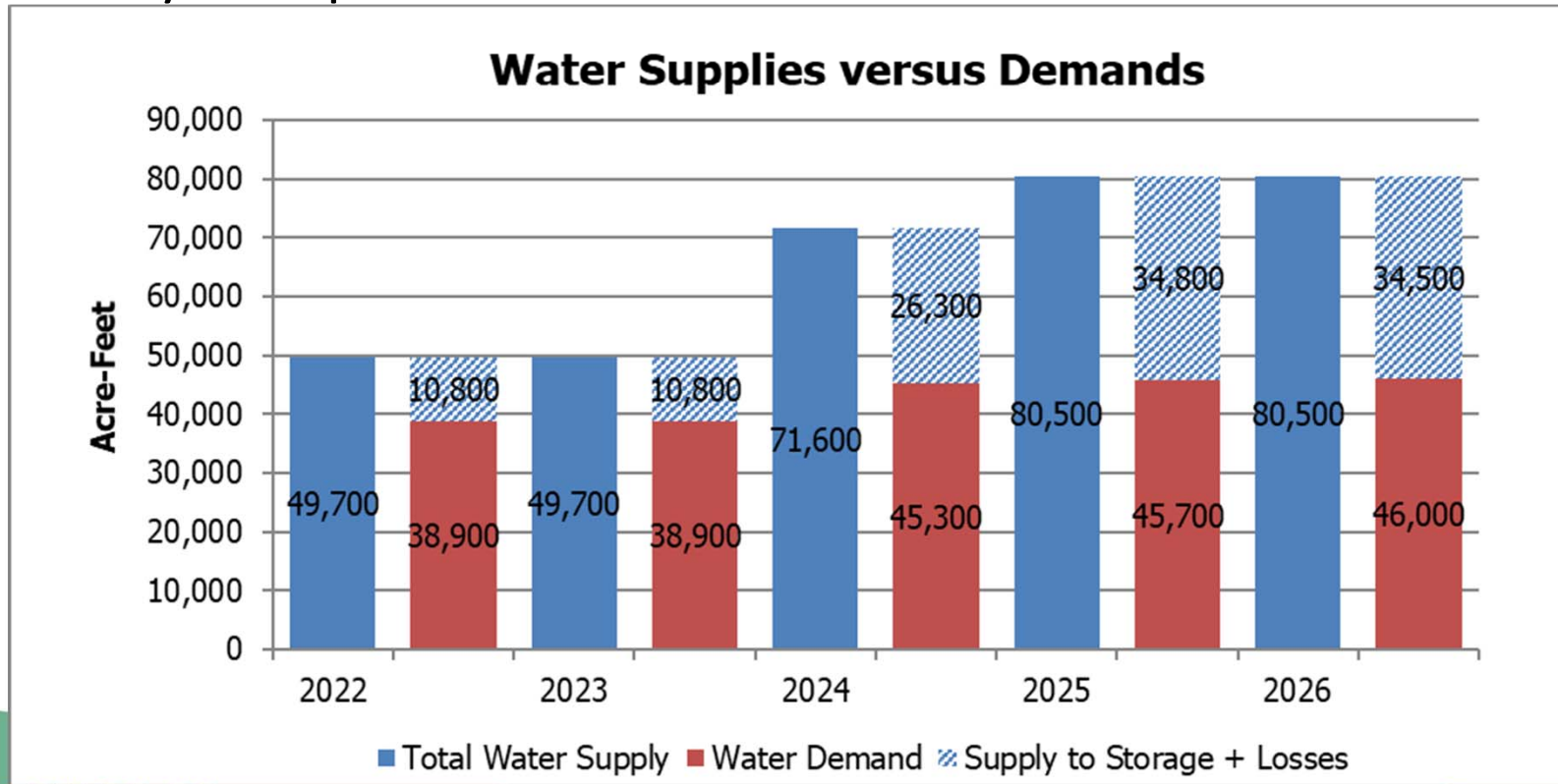
Projected Delivery

Projected Deliveries and Water Planned for Storage

| DEMANDS/PLANNED FOR STORAGE^a Acre-Feet | ACTUAL | PROJECTIONS | | | | | % Increase (2022 to 2026) |
|--------------------------------------------------------------------|---------------|--------------------|---------------|---------------|----------------|----------------|------------------------------------------|
| | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | |
| <i>Hydrologic Year Equivalent</i> | <i>2015</i> | <i>2015</i> | <i>1988</i> | <i>1994</i> | <i>Average</i> | <i>Average</i> | |
| <i>Table A Allocation</i> | <i>5%</i> | <i>5%</i> | <i>10%</i> | <i>30%</i> | <i>59%</i> | <i>59%</i> | |
| Customer Deliveries | | | | | | | |
| Treated Water Demand ^b | 35,800 | 32,900 | 32,900 | 39,300 | 39,700 | 40,000 | 22 % |
| Untreated Water Demand ^c | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | 0 % |
| To Storage | | | | | | | |
| State Water Project - Carryover (Current to Following Year) | 5,900 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | |
| Lake Del Valle Local Water - Carryover | 2,300 | 0 | 0 | 4,000 | 5,500 | 5,500 | |
| Livermore Valley Groundwater Basin Groundwater Recharge | 200 | 0 | 0 | 11,400 | 12,300 | 12,300 | |
| Semitropic Storage | 0 | 0 | 0 | 0 | 2,700 | 2,500 | |
| Cawelo Storage | 0 | 0 | 0 | 0 | 3,000 | 2,900 | |
| System Losses | | | | | | | |
| Groundwater Production (Disposal to brine) | 0 | 0 | 0 | 0 | 400 | 400 | |
| Water Transfers/Exchanges - Delta Carriage Water | 400 | 300 | 300 | 0 | 0 | 0 | |
| Treated Water System Losses | 200 | 300 | 300 | 400 | 400 | 400 | |
| Lake Del Valle Evaporation Losses | 0 | 200 | 200 | 500 | 500 | 500 | |
| Total | 50,800 | 49,700 | 49,700 | 71,600 | 80,500 | 80,500 | |



Projected Water Availability & Use Based on Delivery Requests



Five-Year Outlook Based on Projected Demands

| SUPPLIES VS DEMANDS | ACTUAL | PROJECTIONS | | | | |
|--------------------------------------------------------|----------------|--------------------|----------------|----------------|----------------|----------------|
| Acre-Feet | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 |
| <i>Hydrologic Year Equivalent</i> | <i>2015</i> | <i>2015</i> | <i>1988</i> | <i>1994</i> | <i>Average</i> | <i>Average</i> |
| <i>Table A Allocation</i> | <i>5%</i> | <i>5%</i> | <i>10%</i> | <i>30%</i> | <i>59%</i> | <i>59%</i> |
| Incoming Supplies ^(a) | 25,800 | 6,900 | 13,100 | 33,200 | 58,100 | 58,100 |
| Water Supply from Storage ^(b) | 25,000 | 42,800 | 36,600 | 38,400 | 22,400 | 22,400 |
| Total Water Supply | 50,800 | 49,700 | 49,700 | 71,600 | 80,500 | 80,500 |
| Customer Deliveries ^(c) | 41,800 | 38,900 | 38,900 | 45,300 | 45,700 | 46,000 |
| Supply to Storage ^(d) | 8,400 | 10,000 | 10,000 | 25,400 | 33,500 | 33,200 |
| System Losses ^(e) | 600 | 800 | 800 | 900 | 1,300 | 1,300 |
| % of Demand Delivered (Customer Deliveries) | 100% | 100% | 100% | 100% | 100% | 100% |
| TOTAL STORAGE | 217,900 | 185,100 | 158,500 | 144,400 | 152,500 | 160,500 |

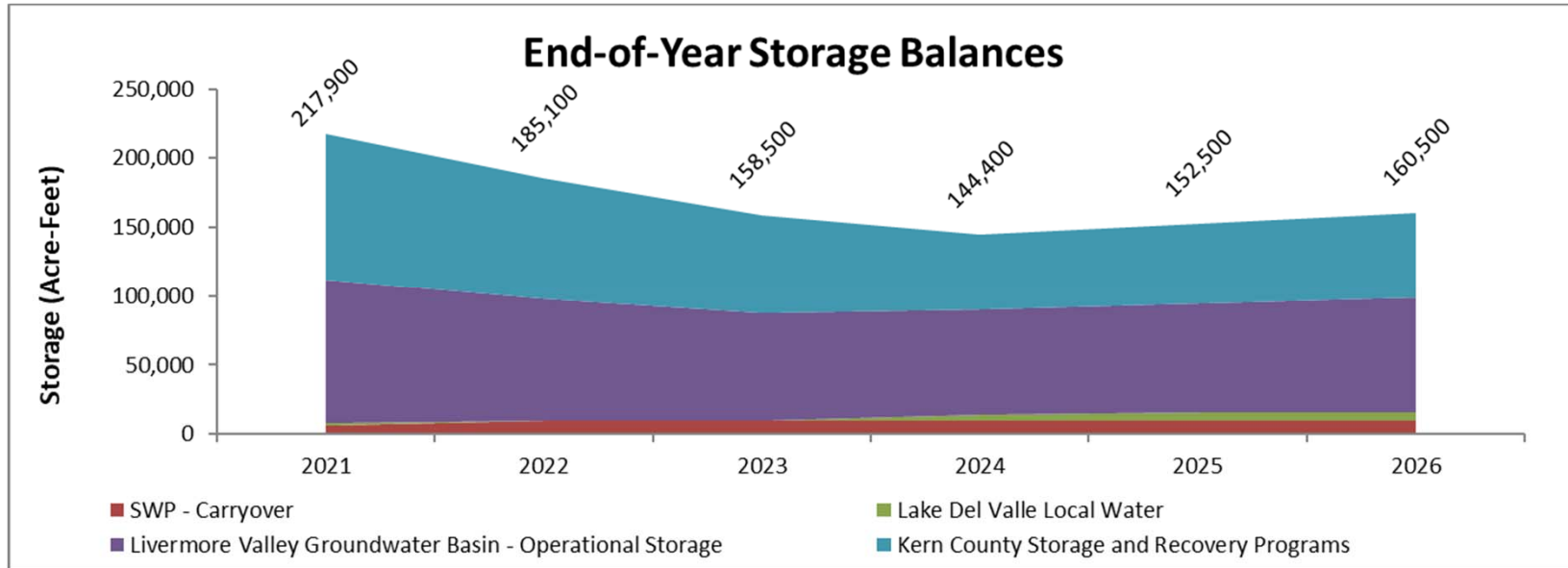


Actual and Projected End-of-Year Storage Balances

Storage projected to drop by 57,400 AF from 2021 to 2026.

Could mitigate declining storage through the additional purchase of transfer water.

- *Monitor conditions to determine adequate amounts of transfer water in future years.*





Questions?

TITLE: Receive Presentation on District's Water Conservation Status

RECOMMENDATION:

Staff recommends the Board of Directors receive a presentation on the District's water conservation status.

SUMMARY:

Per the Board of Directors' declaration of Stage 2 Water Shortage Emergency, the District has a target of 15% water conservation on an annualized basis. This report highlights recent activities and actions in response to the emergency declaration. The District's potable water use in April 2022 increased by 2% compared to 2020. The cumulative District's potable water reduction since the Board of Directors adopted the emergency declaration (from September 2021 to April 2022) is 7%.

DISCUSSION:

On September 21, 2021, the Board of Directors approved the Stage 2 Water Shortage Emergency declaration calling for 15% mandatory conservation and implemented the demand reduction measures per the District's Water Shortage Contingency Plan (WSCP) and regulations on water use per District Code Chapter 4.20 as amended by Ordinance No. 350.

Staff presented the District's conservation status to the Board of Directors on March 15, 2022. A summary of the conservation program efforts since the last update is provided below.

District Water Conservation Messaging and Program

The following conservation messages were delivered to customers via social media (i.e., Nextdoor, Facebook), e-Newsletter (Pipeline Newsletter), and reminder letters to recycled water customers from March to early May.

- Delivered reminder letters to the District's recycled water customers on the need to use recycled water efficiently and prepare for the upcoming irrigation season by conducting a thorough inspection of the irrigation system and repairing any leaks
- Sent joint news release between the Zone 7 Water Agency and water retailers on the reduction of the State Water Project Allocations and the need for the Tri-Valley's community to look closely at outdoor water use to meet conservation goals
- Delivered messages through Pipeline Newsletter on identifying and fixing leaks around homes, in concert with the Environmental Protection Agency's annual "Fix a Leak Week" event (March 14–20)
- Delivered message on the DSRSD's Stage 2 regulation on outdoor irrigation for three non-consecutive days per week on Pipeline Newsletter and social media
- Promoted rebates information on Pipeline Newsletter and social media
- Posted the availability of free water-saving devices at the District Office on social media and Pipeline Newsletter
- Delivered message for turning off sprinkler irrigation during and after 48 hours of rainfall in April through Pipeline Newsletter and social media
- Promoted Zone 7 Water Agency's free webinar about lawn conversion and the process of sheet mulching on social media
- Presented Drought and Conservation Program to the Dublin Rotary Club with 15 attendees at the Dublin Library. Staff provided water conservation goody bags for Dublin Rotary Club members and Library attendees.

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-----------------------------------|
| Originating Department: Engineering Services | Contact: I. Suroso/S. Delight | Legal Review: Not Required |
| Financial Review: Not Required | Cost and Funding Source: N/A | |
| 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 – Sample Conservation Report | |

- Prepared talking points for Vice President Rubio at Tri-Chamber of Commerce mixer plus water conservation goody bags for 100+ attendees.
- Prepared May/June bill insert on irrigation information and Homeowner Association (HOA) rules for mailing to customers in June.

Customer Portal – AquaHawk

Staff is working with AquaHawk to add a conservation target line to each customer account. The target line represents a 15% reduction of the actual individual customer usage in 2020. The target line will help customers visually see and understand their current water usage compared to their 2020 water usage. A conservation report will also be available each month for all customers. The first report with customer conservation data for May will be mailed to all customers in June. After the initial version is mailed to each customer, the report will be available on the customer’s AquaHawk online account. For customers that are not registered for AquaHawk, the report will be mailed out around the second week of the month. Staff will prepare a postcard that shows how to access the conservation report in their AquaHawk accounts. A sample of the conservation report is presented in Attachment 1. Staff is working with AquaHawk staff to finalize the design of the report.

Rebates Program

Staff continued to receive rebate applications for the Weather-Based Irrigation Control (Smart Controller) and High-Efficiency Washer (HEW). Nine applications were approved for the Smart Controller rebate and 13 applications were approved for the HEW rebate.

District Potable Water Use and Conservation Target

Figure 1 presents the monthly water usage in 2020 compared to 2022, which shows the District’s average potable water use in April 2022 is 2% higher than in April 2020. DSRSD’s water use increase for April 2022 is about the same as the rest of the Tri-Valley, which was 3% higher valley-wide. Water use in April 2022 was less than in March 2022 because of the modest precipitation received in April. There was no significant precipitation in March, as shown in Figure 2. The cumulative water saving for the District since the Board of Directors declared a water shortage emergency (September 2021 to April 2022) is 7% which is below the 15% water conservation target that the Board of Directors adopted in September 2020.

Figure 3 presents the April water usage by customer type, which shows the dedicated irrigation meters’ water use in 2022 was higher than the 2020 baseline. Based on staff’s review of the dedicated irrigation meter weekly water use AMI (Advanced Metering Infrastructure) data, more than 50% of the dedicated irrigation meter accounts irrigate more than three days per week. Staff is preparing a letter of notification to all dedicated irrigation meter customers to remind them of the Stage 2 water regulations for outdoor irrigation water use limitations. The letter will be mailed out in late May. The letter will include a warning notification to customers with irrigation usage from the prior four weeks exceeding three days per week of irrigation. The letter will also include information on the water use violations and enforcement actions under District Code 4.20.050 for District customers who intentionally or unintentionally violate water use regulations.

Between May and June, staff is preparing to enhance the outreach messaging.

- Install drought message banners at key-located facilities located in District’s service area, including the District Office, to deliver severe drought messages to customers
- Mail a 4 by 6-inch postcard on severe drought and three days per week irrigation restriction by May 19th
- Mail a larger-sized postcard on AquaHawk conservation report, rebates information, and irrigation information in June
- Present Drought and Conservation presentations at public meetings
- Release joint conservation communications through radio and newspapers with partner agencies
- Collaborate with East Bay Municipal Utility District on conservation messaging partnership for San Ramon customers

Next Steps

Staff will monitor the dedicated irrigation meters' weekly water use to verify that customers have adjusted their irrigation schedule to comply with the District's Stage 2 outdoor water use regulation. Staff will provide the next update to the Board of Directors in June 2022 to report the results of the conservation outreach that staff implemented in May and to present additional outreach or actions, if needed, to meet the District's conservation target.

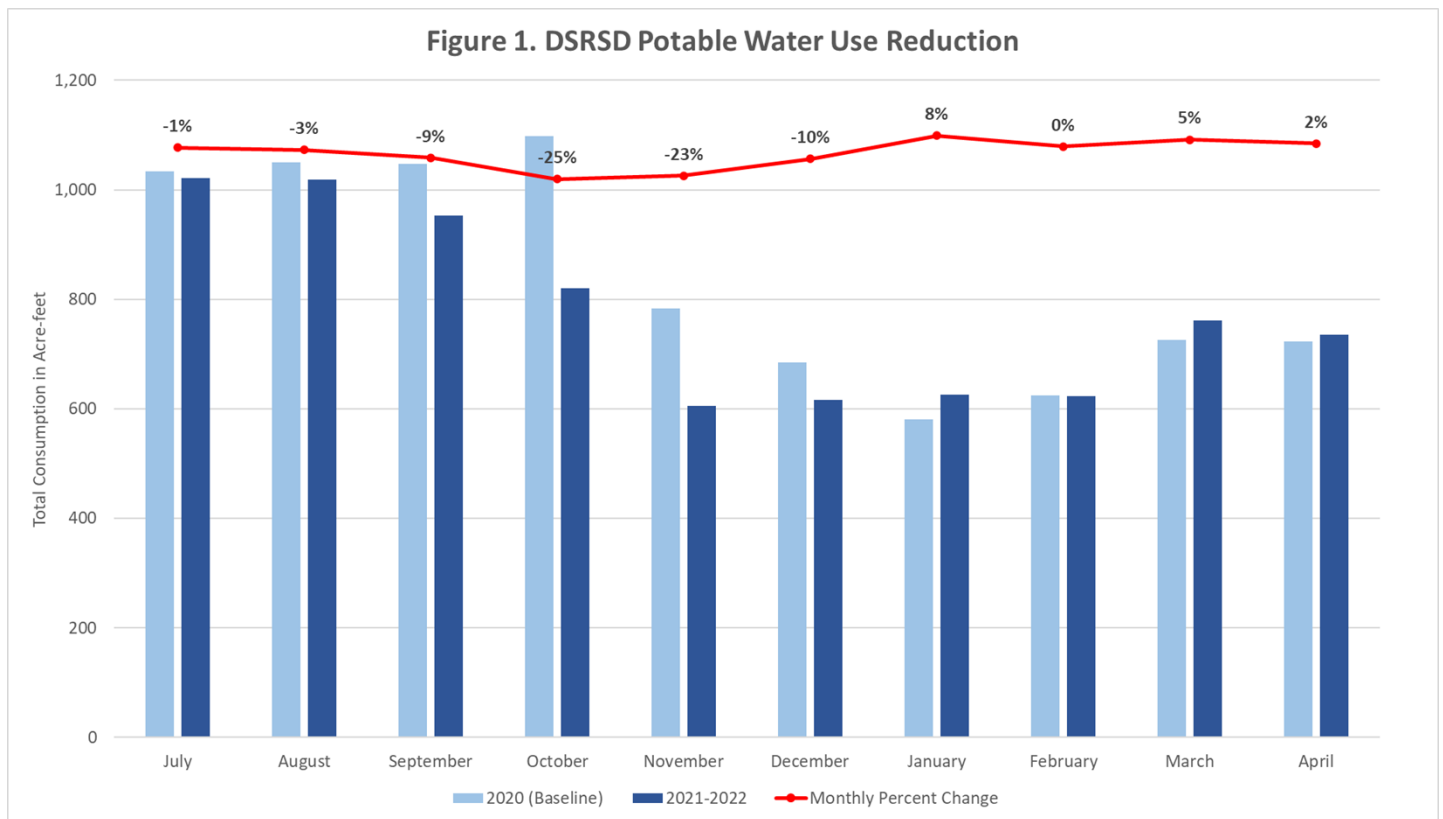


Figure 2. Monthly Precipitation
(Based on CIMIS Data)

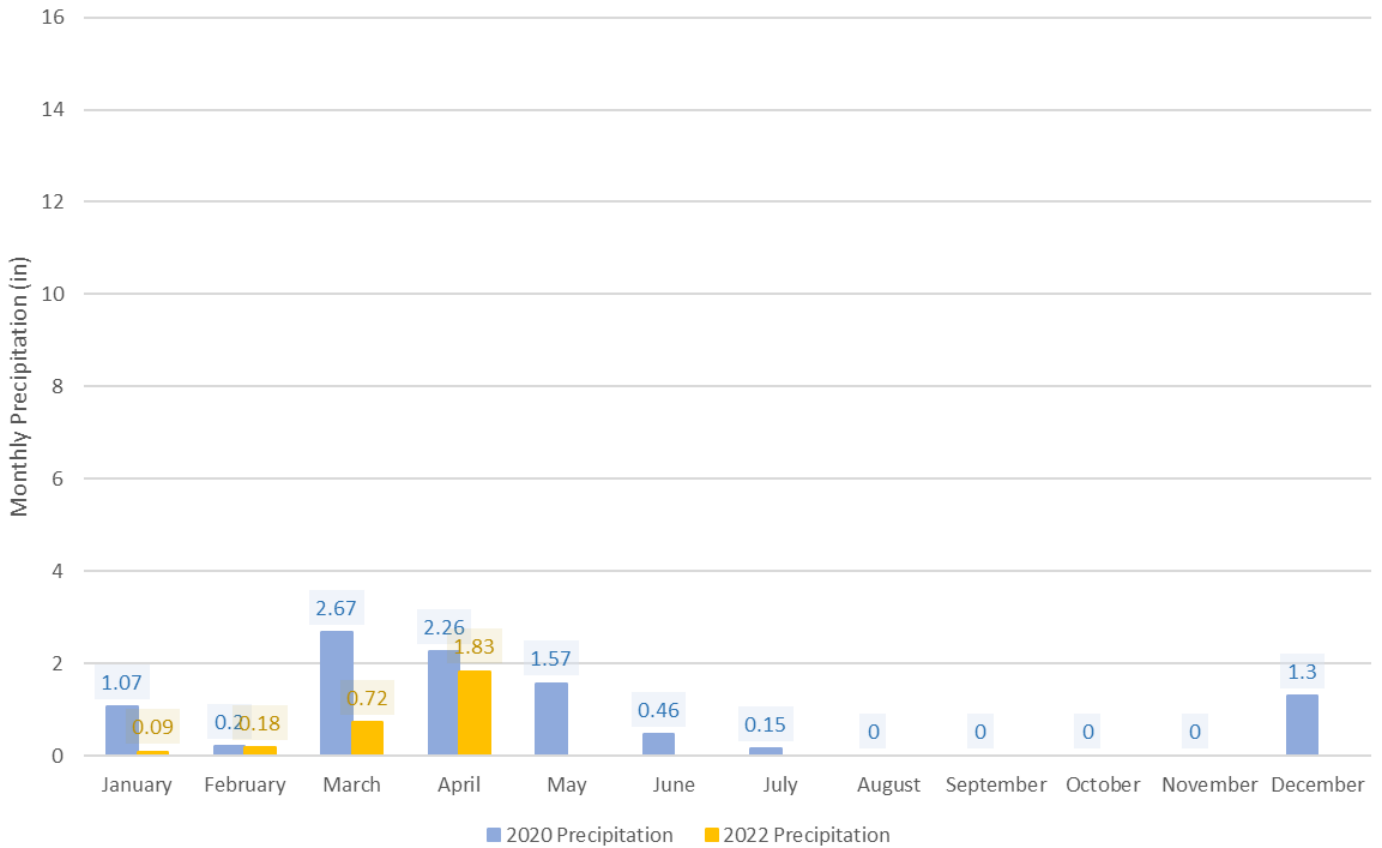
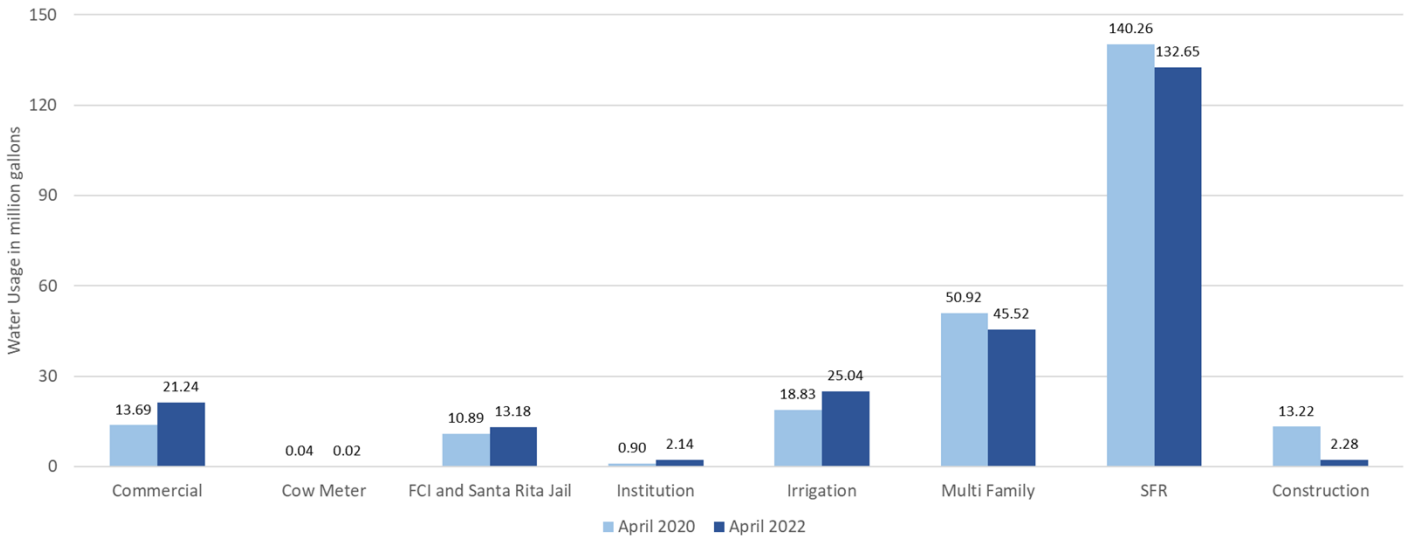


Figure 3. Potable Water Use by Customer Types for April



Create an Online Account

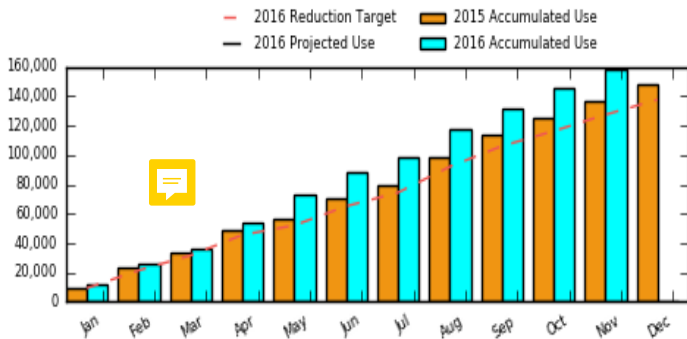
AquaHawk City offers a FREE customer portal to monitor your water use, set alerts, and receive notifications via text message, e-mail, or phone call. Register with a browser at the following URL:
www.aquahawk.com

Account # 101010-000
 Service Address:
 101 Dolorosa Dr
 Dublin, CA 94568

Josh Wheaton
 101 Dolorosa Dr
 Dublin, CA 94568

Water Use Report

Prior and Current Year Accumulated Use



Report Period: 11/1/2022 - 11/30/2022

DSRSD's goal is to reduce water use by 15% from 2020.

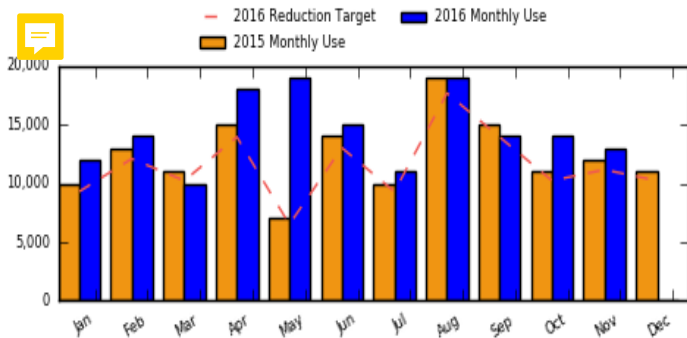
The 2022 Reduction Target in the graphs reflect this goal.

Year to Date Accumulated use: 159,000 Gals
 Year to Date 2022Target <: 127,500 Gals

The "Year to Date" use shows the total use from Jan 1, 2022 through Nov 30, 2022.

You have used 31,500 Gallons more than than your Year to Date 2022 Target.

Prior and Current Year Monthly Use

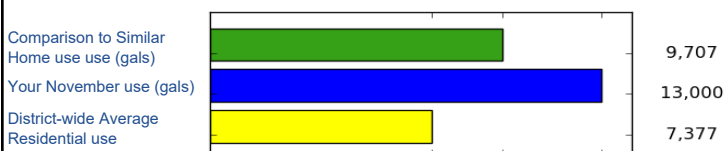


November 2022 use: 13,000 Gallons

If you have not yet had a chance, please sign up for AquaHawk at www.aquahawk.us. You will be surprised how easy and helpful it is to "see" your water use patterns and amounts. This is the first step toward becoming a wise water user.

Note: The consumption on this report may vary slightly from your monthly bill.

Comparison to Residential Users in November



Water Savings Rebates & Programs

DSRSD offers rebate programs for reducing your water usage:

- High Efficiency Clothes Washer
- Smart Irrigation
- Lawn Conversion

Visit our website at: www.dorsd.com/outreach/water-conservation/rebates-freebies



TITLE: Receive Presentation on Proposed Local and Regional Wastewater Rates and Set a Public Hearing for July 19, 2022

RECOMMENDATION:

Staff recommends the Board of Directors receive a presentation on proposed local and regional wastewater rates and set, by Motion, a public hearing for the July 19, 2022 Board meeting.

SUMMARY:

The District’s last local and regional wastewater rate study was performed in 2017 for a five-year period. This year, staff began a new study which would have been effective for the fiscal year ending (FYE) 2023. In reviewing wastewater strength data for the current study however, significant variances from historical averages were noted as a result of usage adaptations to the ongoing pandemic. To determine whether the adaptations are permanent (new normal) or temporary (return to historical levels after pandemic ends), staff is recommending continuing the assumptions in the 2017 study, collecting more information during the next eight months, and completing a new study in early spring 2023 for FYE 2024 (July 1, 2023 effective date).

DISCUSSION:

District rates are periodically reviewed to ensure financial sufficiency to meet operation and maintenance (O&M) and capital asset replacement costs, achieve policy reserve fund targets, and realign rates to more closely reflect costs incurred. This review is facilitated by the development of 5-year rate studies, which include preliminary projections for up to 10 years. This year, the District engaged HDR Inc. (HDR) to update local and regional wastewater rates which were last reviewed in 2017.

In reviewing wastewater strength data for the current study, staff noted significant variances from historical averages, which is assumed to be due to usage adaptations to the ongoing pandemic. To determine whether the adaptations are permanent or temporary, staff recommends collecting and analyzing additional data later this summer and fall for a new comprehensive study for rates effective July 1, 2023.

Resolution No. 33-17, passed in 2017, authorized a five-year regional wastewater rate schedule, with the first-year rate increase being 0%, and annual adjustments based on the consumer price index (CPI) for regional wastewater rates for the following four years through FYE 2022. The 2017 resolution proposed higher adjustments for the local wastewater rates due to the financial condition of the Local Enterprise Fund through FYE 2022.

Since there will be a gap between the last year of the 2017 study and first year of the 2023 study, staff is proposing to continue the 10-year assumptions in the 2017 study in regard to a sixth-year extension which assumed a 2.00% inflation rate adjustment for the regional wastewater fee. Although the 2017 local wastewater study assumed 2.50% for year six, staff is recommending a 2.00% for consistency with the regional wastewater adjustment. This 2% adjustment is a more conservative increase than the current February to February CPI of 5.19%, but provides the District time to true up the new study based on more accurate data sampling and can be financially accommodated given both the local and regional enterprise funds working capital balances. Staff has determined that a 2% increase for the local wastewater fee will meet short-term District needs.

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|-------------------------|
| Originating Department: Administrative Services | Contact: C. Atwood | Legal Review: No |
| Financial Review: Yes | Cost and Funding Source: N/A | |
| 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 – Prop 218-Notice of Wastewater Rate increase Attachment 2 – Newspaper Publication | |
| | | 61 of 99 |

Staff recommends the Board schedule a public hearing for the July 19, 2022 Board meeting to consider adoption of the proposed local and regional wastewater rates. A public notice will be mailed by May 27, and published in local newspapers 14 days before the public hearing and at least 5 days after the first publication, in accordance with the requirements of Proposition 218, which require a minimum 45-day mailed notice to property owners. The 2017 local and regional wastewater rate studies are available on the District website.

The below table summarizes the proposed rate adjustments for FYE 2023:

| Customer Class | Billing Unit | Local Wastewater | |
|-----------------------------------------|--------------|------------------|----------|
| | | Current | Proposed |
| Residential | | | |
| Single-family home or townhouse | Annual | \$135.84 | \$138.54 |
| Condominium | Annual | 102.00 | 103.91 |
| Duplex | Annual | 271.68 | 277.08 |
| Apartments and Accessory Dwelling Units | Bimonthly | 14.78 | 15.08 |
| Commercial | | | |
| Low: ≤ 300 mg/L | ccf | 1.21 | 1.23 |
| Medium: > 300 mg/L and ≤ 600mg/L | ccf | 1.21 | 1.23 |
| High: >600 mg/L | ccf | 1.20 | 1.22 |
| Institutional | | | |
| Schools (submetered) | ccf | 1.20 | 1.22 |
| Schools (not submetered) | ccf | 1.20 | 1.22 |
| Other Institutions | ccf | 1.20 | 1.22 |
| Industrial | | | |
| Low: ≤ 1,000 mg/L | ccf | 1.20 | 1.22 |
| Medium: > 1,000 mg/L and ≤ 1,500mg/L | ccf | 1.20 | 1.22 |
| High: >1,500 mg/L | ccf | 1.20 | 1.22 |

| Customer Class | Billing Unit | Regional Wastewater | |
|-----------------------------------------|--------------|---------------------|----------|
| | | Current | Proposed |
| Residential | | | |
| Single-family home or townhouse | Annual | \$350.16 | \$357.18 |
| Condominium | Annual | 232.98 | 237.66 |
| Duplex | Annual | 700.32 | 714.36 |
| Apartments and Accessory Dwelling Units | Bimonthly | 32.48 | 33.13 |
| Commercial | | | |
| Low: ≤ 300 mg/L | ccf | 2.65 | 2.70 |
| Medium: > 300 mg/L and ≤ 600mg/L | ccf | 5.32 | 5.43 |
| High: >600 mg/L | ccf | 7.43 | 7.58 |
| Institutional | | | |
| Schools (submetered) | ccf | 2.65 | 2.70 |
| Schools (not submetered) | ccf | 2.03 | 2.07 |
| Other Institutions | ccf | 2.65 | 2.70 |
| Industrial | | | |
| Low: ≤ 1,000 mg/L | ccf | 9.12 | 9.30 |
| Medium: > 1,000 mg/L and ≤ 1,500mg/L | ccf | 11.46 | 11.69 |
| High: >1,500 mg/L | ccf | 13.81 | 14.09 |
| Septic Haulers | gallon | 0.067 | 0.069 |

NOTICE OF WASTEWATER RATE INCREASE

This notice serves to inform our customers that on July 19, 2022, at 6:00 p.m., a public hearing will be held to consider adoption of the proposed increase to the Local and Regional Wastewater rates. The proposed increase will be effective September 1, 2022.

The proposed increase to the rates is based on the assumptions in the 2017 Cost-of-Service Study (Study), which assumes a 2% inflation rate adjustment. The development of the rates in the 2017 Study is based on the need to adequately fund necessary replacement and rehabilitation of various parts of the system as they age and to focus on preventative maintenance to maintain the wastewater system to cover the cost of treatment and disposal. For more information on the Study, visit www.dsrds.com/your-account/rates-fees

The proposed rates are detailed below:

| Customer Class | Billing Unit | Local Wastewater | |
|-----------------------------------------|--------------|------------------|----------|
| | | Current | Proposed |
| Residential | | | |
| Single-family home or townhouse | Annual | \$135.84 | \$138.54 |
| Condominium | Annual | 102.00 | 103.91 |
| Duplex | Annual | 271.68 | 277.08 |
| Apartments and Accessory Dwelling Units | Bimonthly | 14.78 | 15.08 |
| Commercial | | | |
| Low: ≤ 300 mg/L | ccf | 1.21 | 1.23 |
| Medium: > 300 mg/L and ≤ 600mg/L | ccf | 1.21 | 1.23 |
| High: >600 mg/L | ccf | 1.20 | 1.22 |
| Institutional | | | |
| Schools (submetered) | ccf | 1.20 | 1.22 |
| Schools (not submetered) | ccf | 1.20 | 1.22 |
| Other Institutions | ccf | 1.20 | 1.22 |
| Industrial | | | |
| Low: ≤ 1,000 mg/L | ccf | 1.20 | 1.22 |
| Medium: > 1,000 mg/L and ≤ 1,500mg/L | ccf | 1.20 | 1.22 |
| High: >1,500 mg/L | ccf | 1.20 | 1.22 |

| Customer Class | Billing Unit | Regional Wastewater | |
|-----------------------------------------|--------------|---------------------|----------|
| | | Current | Proposed |
| Residential | | | |
| Single-family home or townhouse | Annual | \$350.16 | \$357.18 |
| Condominium | Annual | 232.98 | 237.66 |
| Duplex | Annual | 700.32 | 714.36 |
| Apartments and Accessory Dwelling Units | Bimonthly | 32.48 | 33.13 |
| Commercial | | | |
| Low: ≤ 300 mg/L | ccf | 2.65 | 2.70 |
| Medium: > 300 mg/L and ≤ 600mg/L | ccf | 5.32 | 5.43 |
| High: >600 mg/L | ccf | 7.43 | 7.58 |
| Institutional | | | |
| Schools (submetered) | ccf | 2.65 | 2.70 |
| Schools (not submetered) | ccf | 2.03 | 2.07 |
| Other Institutions | ccf | 2.65 | 2.70 |
| Industrial | | | |
| Low: ≤ 1,000 mg/L | ccf | 9.12 | 9.30 |
| Medium: > 1,000 mg/L and ≤ 1,500mg/L | ccf | 11.46 | 11.69 |
| High: >1,500 mg/L | ccf | 13.81 | 14.09 |
| Septic Haulers | gallon | 0.067 | 0.069 |

Senate Bill 323:

Per Senate Bill 323, there is a 120-day statute of limitations for challenging any new, increased, or extended fee or charge.

How Can I Learn More?

For additional information, visit: www.dsrds.com/wastewater-rates

Questions: Contact DSRSD Administrative Services Director Carol Atwood, (925) 875-2270, atwood@dsrds.com

Attend the public hearing: July 19, 2022, at 6:00 p.m. in the District Office Boardroom, 7051 Dublin Blvd, Dublin, CA 94565

How Do I Protest?

The District welcomes input from the community on the proposed changes to rates and service charges at any time, including and during the public hearing. However, in accordance with Proposition 218, only valid written protests received by the pertinent deadline below will be counted as formal protests. Protests submitted by mail, fax, or email must be received by 5:00 p.m. on July 19, 2022. Hand-delivered protests must be received before the close of the public hearing on July 19, 2022.

Any record property owner or tenant-customer of a parcel receiving wastewater service may submit a written protest, but only one protest will be counted per parcel served by the District. The written protest must identify the affected property by assessor's parcel number, street address or DSRSD account number; identify the record property owner or tenant-customer; clearly state that the transmittal is a protest to the proposed rate and charge; identify what proposed rate and charge is being protested; and bear the original signature of the record property owner or tenant-customer. In the case of electronically delivered documents, a scanned signature will be accepted, subject to verification. Mail or deliver protests to: District Secretary Nicole Genzale, Dublin San Ramon Services District, 7051 Dublin Boulevard, Dublin, CA 94568. Please note on the envelope: "Protest of Proposed Wastewater Rates." Or, email protests as a PDF document attached to Board@dsrds.com. Please note in the subject line: "Protest of Proposed Wastewater Rates."

DUBLIN SAN RAMON SERVICES DISTRICT
Board of Directors
NOTICE OF PUBLIC HEARING

DATE: Tuesday, July 19, 2022

TIME: 6 P.M.

PLACE: Dublin San Ramon Services District

NOTICE IS HEREBY GIVEN that the Board of Directors of Dublin San Ramon Services District, at its July 19, 2022, regular meeting, will hold a Public Hearing, to consider the adoption, by Resolution, the proposed increase to the Local and Regional Wastewater rates for the purpose of wastewater collection, disposal and treatment.

The wastewater service charges are detailed below:

| Customer Class | Billing Unit | Local & Regional Wastewater | |
|--------------------------------------------------------|--------------|-----------------------------|----------|
| | | Current | Proposed |
| Residential | | | |
| Single-family home or townhouse | Annual | \$486.00 | \$495.72 |
| Condominium | Annual | 334.98 | 341.57 |
| Duplex | Annual | 972.00 | 991.44 |
| Apartments and Accessory Dwelling Units ⁽¹⁾ | Bimonthly | 47.26 | 48.21 |
| Per dwelling unit | | | |
| Commercial | | | |
| Low: ≤ 300 mg/L | ccf | 3.86 | 2.70 |
| Medium: > 300 mg/L and ≤ 600mg/L | ccf | 6.53 | 5.43 |
| High: >600 mg/L | ccf | 8.63 | 7.58 |
| Institutional | | | |
| Schools (submetered) | ccf | 3.86 | 2.70 |
| Schools (not submetered) | ccf | 3.24 | 2.07 |
| Other Institutions | ccf | 3.85 | 2.70 |
| Industrial | | | |
| Low: ≤ 1,000 mg/L | ccf | 10.32 | 10.52 |
| Medium: > 1,000 mg/L and ≤ 1,500mg/L | ccf | 12.66 | 12.91 |
| High: >1,500 mg/L | ccf | 15.01 | 15.31 |
| Septic Haulers | gallon | 0.067 | 0.069 |

NOTICE IS FURTHER GIVEN that a copy of the *2017 Local and Regional Wastewater Service Charge Report*, and a copy of the proposed Resolution, have since on or before July 19, 2022, been on file in the office of the District Secretary and remain available for review between 8 a.m. and 5 p.m., Monday through Friday, during regular business hours, by calling the District Secretary at (925) 828-0515 at the District Office, 7051 Dublin Blvd., Dublin, CA 94568. The report is also available on the Rates and Fees webpage on the District's website at www.drsrd.com

By: Nicole Genzale, CMC
District Secretary



TITLE: Authorize the General Manager to Sign a Letter of Agreement with the City of San Ramon and Black Mountain Construction Development

RECOMMENDATION:

Staff recommends the Board of Directors authorize, by Motion, the General Manager to sign a letter of agreement with the City of San Ramon (“City”) and Black Mountain Construction Development (“Developer”) for the postponement of payment of Local and Regional Wastewater Capacity Reserve Fees (the “Fees”) related to Aspen Wood Senior Housing Project (“Project”).

DISCUSSION:

The City has requested that the District consider postponing collection of the Fees for the Project until the Developer requests building occupancy. The Project is an all-affordable senior housing project. The Developer has secured certain funding through the State of California which requires that a building permit be issued by the City on or before June 1, 2022. The State funding is provided over the span of the Project at specific milestones. The State funding can be used to fund capacity reserve fees, however the funding will not be available until a later phase of the Project, which is near the time of building occupancy. The City, on behalf of itself and the Developer, has requested that the District postpone collection of the Fees until the Developer requests occupancy permits from the City. The District has reviewed the District Code regulations and has found the following sections which limit staff’s ability to administratively fulfill the request without Board action and authority.

District Code Section 3.70.080 Time of Payment: This section requires that Local and Regional Wastewater Capacity Reserve Fees be paid to the District prior to issuance of any building permit by the City.

District Code Section 3.70.040 Installment Payment of Regional Wastewater Capacity Reserve Fees: This section includes a payment program for affordable housing units within the City which allows payment over 10 years for certain projects for Regional Wastewater Capacity Reserve Fees. This section also places a limit of \$100,000 on fees eligible for the payment program, and to Regional Fees only. The District Code is ambiguous on whether this deferred payment is on a project-wide basis, or a dwelling unit basis. Historically, the installment payment plan has been applied to commercial businesses and has not been requested or applied to affordable housing units, in addition to being dollar-limited as noted above.

Staff recommends and requests that the Board authorize the General Manager to sign a letter of agreement with the City and Developer that will allow postponement of collection of the Fees until the Developer requests occupancy permits from the City. Authorizing postponement will allow the affordable housing development to move forward which helps satisfy a need in the area for affordable housing. Additionally, implementation of this fee deferral will resolve the ambiguity in the District Code about the applicability of the fee deferral program for this project. With the fees currently in place, the total fee recommended to be postponed is \$1,312,779. The current project schedule estimates that occupancy will occur in October of 2023, which means that the delay in collection of the Fees will be 17 months. There will be little to no impact to District fund balances as no major local or regional expansion projects are planned within this time frame.

Additionally, staff will review existing District Code regulations on this subject and bring a future item to the Board requesting discussion and clarification regarding deferral of fees in relation to affordable housing.

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Originating Department: Engineering Services | Contact: J. Yee/S. Delight | Legal Review: Yes |
| Financial Review: Not Required | Cost and Funding Source: N/A | |
| 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 – Letter of Agreement for Postponement of Payment of Regional Sewer Capacity Fees to Aspen Wood Senior Housing Project Attachment 2 – Letter from City of San Ramon RE: Aspen Wood Senior Housing Project | |



7051 Dublin Boulevard
Dublin, CA 94568-3018

phone (925) 828-0515
fax (925) 829-1180
www.dsrds.com

DRAFT

May ##, 2022

Joe Gorton, City Manager
City of San Ramon
7000 Bollinger Canyon Rd.
San Ramon, CA 94583

Jeffrey Woods, President
Black Mountain Construction Development
3925 Old Santa Rita Road, Suite 200
Pleasanton, CA 94588

SUBJECT: Letter of Agreement for Postponement of Payment of Local and Regional Sewer Capacity Fees to Aspen Wood Senior Housing Project

Dear Mr. Gorton and Mr. Woods:

This letter is in response to the letter dated April 20, 2022 sent by City of San Ramon (the "City") to Dublin San Ramon Services District (the "District") regarding the Aspen Wood Senior Housing (the "Development") proposed by Black Mountain Construction Development ("Black Mountain"). Black Mountain has secured certain funding through the State of California which requires that a building permit be issued by the City on or before June 1, 2022. The City, on behalf of itself and Black Mountain, has requested that the District postpone collection of certain Local and Regional Wastewater Capacity Reserve Fees (the "Fees") until Black Mountain requests occupancy permits from the City. The District has reviewed the District Code of Regulations and has found the following sections which limit staff's ability to administratively fulfill the request without Board action and authority.

District Code Section 3.70.080 Time of Payment: This section requires that Local and Regional Wastewater Capacity Reserve Fees be paid to the District prior to issuance of any building permit by the City.

District Code Section 3.70.040 Installment Payment of Regional Wastewater Capacity Reserve Fees: This section includes a payment program for affordable housing units within the City which allows payment over time for certain projects. However, this section also places a limit of \$100,000 on fees eligible for postponement. Historically, the installment payment plan has been applied to commercial businesses and has not been requested or applied to affordable

housing units, in addition to being dollar limited as noted above, the provision addresses only Regional fees.

The District's Board of Directors, at its May 17, 2022 meeting, authorized the General Manager to enter into this Letter of Agreement ("LOA") with the City and Black Mountain to allow postponement of collection of the Fees until Black Mountain requests occupancy permits for the Development from the City.

The Board authorization requires that the LOA be signed prior to the City issuing any building permit. Upon the City's and Black Mountain's approval and acceptance, evidenced by your signatures below, this letter will serve as the required LOA.

The requirements to allow Black Mountain to postpone payment of Local and Regional Wastewater Capacity Reserve Fees shall be as follows:

- Black Mountain hereby acknowledges and agrees, on behalf of itself, affiliates, subsidiaries, members, agents, successors, assigns and all future owners of the Development, not to occupy, reside in, or use for residential purposes, nor lease, transfer the Development, or any portion thereof, to any person or entity, nor close escrow or transfer title until such time as the District, in its sole discretion, has provided to City written confirmation that all Local and Regional Wastewater Capacity Reserve Fees have been paid.
- City hereby acknowledges and agrees that it shall not issue any occupancy permits for the Development until the City has received written confirmation from the District that all Local and Regional Wastewater Capacity Reserve Fees have been paid.
- City hereby further acknowledges and agrees that should any occupancy permit be issued prior to receipt of the aforementioned written confirmation, that City will immediately remit payment to the District for all Local and Regional Wastewater Capacity Reserve Fees then due.
- City and Black Mountain each hereby further acknowledge and agree that when Black Mountain requests occupancy permits from the City, the then current Local and Regional Wastewater Capacity Reserve Fees will become immediately due and payable. City and Black Mountain also hereby acknowledge that these fees typically increase at the beginning of each fiscal year and are adjusted every five years with comprehensive fee studies and that payment shall be of the then current Fee amount. The next fee study is scheduled to be completed in late 2023 with updated fees anticipated to be

effective in July 2024. The current Local and Regional Wastewater Capacity Reserve Fees for the Development are attached hereto.

- Black Mountain hereby further acknowledges and agrees that it shall be responsible for complying with all provisions of the District Code with respect to commencing wastewater service to the Development, including but not limited to the payment of all required Local and Regional Wastewater Capacity Reserve Fees (subject to the postponement provided for herein), applying for and receiving a District Facilities Construction Permit and compliance with all conditions thereto, and for payment of all other District fees and charges applicable to the project. The District Facilities Construction Permit, which shall include the payment of all plan review and inspection fees, and submission of related bonds and insurance to the District, shall be obtained prior to any building permit being issued by the City.
- City and Black Mountain each hereby further acknowledge and agree that this deferral of payment will apply only to the Aspen Wood Senior Housing Project; and, the City acknowledges and agrees that it will not issue building permits for additional projects within the District boundaries without strict compliance with the District Code, including the timing of payment for all applicable fees and charges, or prior to final written approval from the District when applicable.

If this Letter of Agreement is satisfactory to City and Black Mountain, please sign and return to the District three signed copies from each the City and Black Mountain. In the absence of the execution of this LOA, the District Code shall be applied with full force and effect.

Sincerely,

Daniel McIntyre
General Manager

ACCEPTED for City of San Ramon

Joe Gorton
City Manager

Date



Check Submittal Shall Include DSRSD Invoice Ref Number

ENGINEERING DEPARTMENT - PLANNING AND PERMITTING FEES INVOICE

Customer Standard Companies Invoice Ref 03948
Address 31899 Del Obispo Street Invoice Date 3/23/2022
Suite 150 InvoiceAmount \$1,313,654.00
San Juan Capistrano, CA 92675
Contact Patrick Lyons Prepared By R Macaraeg
Phone (949) 301-9405 Email plyons@standard-companies.com DP or LCP No. DP 18-399
Project Miscellaneous Residential TractName Aspen Wood Apartments
Service Area Dublin Pressure Zone 20 Tract No APN: 210-520-031

Table with 8 columns: Description, Qty, Min Qty, Net Qty, Unit Cost, Subtotal, Minimum Fee (if applicable), Amount (Subtotal+Min Fee)

SEWER INSPECTION FEES

Saddle or manhole connection

Table row for Saddle or manhole connection: Qty 1, Min Qty 0, Net Qty 1, Unit Cost \$475.00, Subtotal \$475.00, Minimum Fee \$0.00, Amount \$475.00

New grease interceptor or grease/sand trap

Table row for New grease interceptor or grease/sand trap: Qty 1, Min Qty 0, Net Qty 1, Unit Cost \$400.00, Subtotal \$400.00, Minimum Fee \$0.00, Amount \$400.00

Subtotal: \$875.00

CAPACITY RESERVE FEES - REGIONAL SEWER SYSTEM Total DUE purchased = 81.06

Apartments

Table row for Capacity Reserve Fees - Regional Sewer System Apartments: Qty 123, Min Qty 0, Net Qty 123, Unit Cost \$9,150.00, Subtotal \$1,125,450.00, Minimum Fee \$0.00, Amount \$1,125,450.00

Subtotal: \$1,125,450.00

CAPACITY RESERVE FEES - LOCAL SEWER SYSTEM

Apartments

Table row for Capacity Reserve Fees - Local Sewer System Apartments: Qty 123, Min Qty 0, Net Qty 123, Unit Cost \$1,523.00, Subtotal \$187,329.00, Minimum Fee \$0.00, Amount \$187,329.00

Subtotal: \$187,329.00

Payment Details - FOR DSRSD USE ONLY:

Thank you. Please pay total amount ==>

\$1,313,654.00

ESTIMATE-NOT PAID

Invoice Paid Date Check No Received by

NOTES

Permit fees, inspection fees, and sewer capacity fees for redesigned Aspen Wood Apartments (123 units). This invoice is required to be paid prior to District Facilities Construction Permit issuance.

Plan check fees are under separate INV#03947.

June 1, 2021

Via Email to Distribution List

Subject: Courtesy Notice of Adjustments to Water Capacity Charges and Local and Regional Wastewater Capacity Charges

Dear Customer:

On June 21, 2016 the District Board of Directors adopted Resolution No. 38-16 establishing water capacity charges for new or expanded service. On June 15, 2010 the District Board of Directors adopted Resolution No. 27-10 and 28-10 establishing Local Sewer and Regional Sewer capacity charges. These resolutions set capacity charges in the year they were adopted and allow annual adjustments on July 1 of each year based on the Engineering News Record Cost Index for San Francisco.

Below please find the updated Water Capacity Charges and Local and Regional Wastewater Capacity Charges, effective July 1, 2021.

Current and New Water Capacity Reserve Fees:

| Positive Displacement Meter Size | 5/8-inch Equivalent | Current | New |
|----------------------------------|---------------------|-----------|-----------|
| 5/8-inch | 1.0 | \$13,707 | \$13,963 |
| 3/4-inch | 1.5 | \$20,575 | \$20,959 |
| 1-inch | 2.5 | \$34,291 | \$34,931 |
| 1-1/2-inch | 5.0 | \$68,581 | \$69,861 |
| 2-inch | 8.0 | \$109,729 | \$111,777 |

OMNI Series C2 and T2 2-inch and up: fees determined by Engineering based on actual meter size and flow. Please see website for all charges.

Current and New Local Wastewater Capacity Charges

| Customer Class | Current | New |
|-----------------------------|------------------|------------------|
| Residential | | |
| Single Family Dwelling Unit | \$2,247 | \$2,307 |
| Condominiums | \$1,686 | \$1,730 |
| Apartments | \$1,483 | \$1,523 |
| Accessory Dwelling Unit | \$1.44 per sq ft | \$1.48 per sq ft |
| Non-Residential | \$10.21 per gpd | \$10.48 per gpd |

Current and New Regional Wastewater Capacity Charges

| Customer Class | Current | New |
|-----------------------------|----------|----------|
| Residential | | |
| Single Family Dwelling Unit | \$13,659 | \$13,862 |
| Condominiums | \$10,244 | \$10,397 |
| Apartments | \$9,016 | \$9,150 |

| | | |
|-------------------------|-----------------------|-----------------------|
| Accessory Dwelling Unit | \$8.74 per sq ft | \$8.87 per sq ft |
| Non-Residential | | |
| Flow | \$58.90 per gpd | \$60.47 per gpd |
| BOD | \$1,423.97 per lb/day | \$1,461.85 per lb/day |
| SS | \$749.30 per lb/day | \$769.24 per lb/day |

Please note that Regional fees (for wastewater treatment) are based on the estimated volume and strength of wastewater discharge. Local fees (for wastewater collection) are based on the volume of wastewater discharge.

If you have any questions regarding these fees, please contact Mayette Bailey, Financial Analyst, at (925) 875-2274 or [mbailey@dsrsd.com](mailto:m Bailey@dsrsd.com).

Sincerely,

Jaclyn Yee
Senior Engineer

/ST

cc: Judy Zavadil, Engineering Services Manager
Mayette Bailey, Financial Analyst
Corinne Ferreyra, Administrative Analyst II
Planning and Permitting Staff



7000 BOLLINGER CANYON RD.
 SAN RAMON, CALIFORNIA 94583
 PHONE: (925) 973-2500
 WEB SITE: WWW.SANRAMON.CA.GOV

April 20, 2022

RE: Aspen Wood Senior Housing Project

To Whom It May Concern:

The City has spent the last nine months working with Aspen Wood Venture, L.P. (“Aspen Wood”) to deliver an all affordable senior housing project. Aspen Wood is a fully entitled project and nearly ready to be built; and has received over \$42 million in Tax Exempt Bonds for project construction from the California Municipal Finance Agency The City has committed \$10.5 million for the construction of 122 affordable senior apartments at 60% or below the area median income (AMI) level, for 55 years. Construction is anticipated to commence June 2022, with occupancy beginning in October of 2023.

These deed-restricted units are broken down by the income categories as shown below, will provide needed affordable housing, count towards local Regional Housing Needs Allocation (RHNA), and further implement the City’s General Plan Housing Policies.

| No. Units | AMI |
|-----------|-----|
| 13 | 30% |
| 13 | 50% |
| 96 | 60% |

As we all know, in the Bay Area there is a severe housing shortage. The great need for affordable housing is accompanied by the reality that producing affordable housing, with rising construction costs and a lack of financing, can be very expensive and requires the collaboration of various entities to bridge funding gaps to support its construction.

As part of the City’s \$10.5 million commitment, the City has agreed to postpone the payment of \$1.725 million in local development impact fees that are typically paid prior to the issuance of a building permit.

To assist in project construction and its ultimate success, Aspen Wood developers are seeking the ability to postpone the payment of certain outside agencies development impact fees until project

occupancy, when service impacts occur. The City recognizes the importance of the timely collection of impact fees to mitigate service impacts, and the common trigger is prior to the issuance of building permits. Recognizing this concern, the City, through our building permit tracking system, can withhold project occupancy until we have verified (e.g., receipt or letter) all necessary fees have been collected.

The City encourages your Agency to consider postponing collection of your respective impact fees, and join the City of San Ramon in supporting the construction of the Aspen Wood Senior Apartment project, and undoubtedly provide a significant benefit to the City's elderly and disabled population.

If you require further information on the project or to discuss our permit tracking system, please contact Debbie Chamberlain, Community Development Director at (925) 973-2566.

Sincerely,

A handwritten signature in black ink, appearing to read "Joe Gorton". The signature is stylized and cursive.

Joe Gorton
City Manager

Cc Debbie Chamberlain, Comm. Dev. Director



TITLE: Approve Increase in Budgeted Full-Time Equivalent (FTE) Staffing and Temporary Overfill of Full-Time Equivalent Staffing in the Operations Department

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, authority to (1) permanently increase the maximum full-time equivalent staff positions from 131 to 132 to support DSRSD-EBMUD Recycled Water Authority (DERWA) and Livermore-Amador Valley Water Management Agency (LAVWMA) operations, (2) convert the limited-term Financial Analyst position to a permanent Management Analyst position, and (3) temporarily increase the maximum full-time equivalent (FTE) staff positions from 132 to 135 through Fiscal Year (FY) 2022 and 2023.

DISCUSSION:

The Adopted Operating Budget for Fiscal Year 2022 and 2023 included an increase of 3.0 FTE positions, resulting in a total of 131 FTE positions for DSRSD, DERWA, and LAVWMA operations. Since July 1, 2021, the District has had 19 employees separate from employment (including retirements), with much of this change impacting the Operations Department. The District continues active recruitment efforts in a challenging market and has been successful in hiring 22 new staff (including 8 pending staff) and promoting 28 staff in this same time period. However, as of the writing of this report, the District still has 12 vacant positions to fill.

Management has reviewed current operational needs in conjunction with these disruptive staffing transitions and is recommending the following permanent and temporary increases to staffing at this time:

1. Replace the LAVWMA/DERWA contracted Office Manager position with a permanent DSRSD Administrative Assistant II position to support the new DERWA General Manager/DSRSD Assistant General Manager and provide continuity for the two Joint Powers Authorities. This would increase the FTE staff positions from 131 to 132.
2. Convert the Limited-Term Financial Analyst position (currently vacant) to a permanent Management Analyst position to support the entire Administrative Services Department, General Manager, and Assistant General Manager. Recruiting a "Limited-Term" Financial Analyst who can quickly be productive for a sustainable period has proven challenging. A Management Analyst permanent position may be easier to recruit and give greater flexibility to the Administrative Services Department.
- (1) Temporarily increase the maximum FTE staff positions from 132 to 135 through FY 2022 and 2023 to proactively anticipate retirement gaps by taking advantage of current recruitment lists. These extra positions would be used to staff critical field and plant operations and provide the District with succession planning opportunities that provide additional staffing in the short term while the Operations Department re-staffs and orients replacement staff.

Management will use attrition to bring FTE levels back down to 132 by end of FYE 2023, or, bring back data to support a permanent increase in FTE as a result of an Operations Department Workforce Study performed over the next several months. The Board will make the final decision on these positions with the next biennial budget in May of 2023. The cost of the temporary overfilling of staff will be covered by cost savings from unfilled FTE in the current fiscal year.

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|----------------------------|
| Originating Department: Administrative Services | Contact: M. Gallardo/C. Atwood | Legal Review: Not Required |
| Financial Review: Yes | Cost and Funding Source: No budget impact in FY 22 and FY 23 | |
| 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) | 75 of 99 | |

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING A PERMANENT INCREASE IN BUDGETED FULL-TIME EQUIVALENT (FTE) STAFFING AND TEMPORARY OVERFILL OF FULL-TIME EQUIVALENT STAFFING IN THE OPERATIONS DEPARTMENT

WHEREAS, the Board adopted a Strategic Plan (“Plan”) that recognizes that personnel are critical to supporting the mission of the District and provides direction to “Develop a succession plan for key positions where feasible”; and

WHEREAS, the Board specifically adopts a budget with a maximum number of authorized full-time equivalents (FTE) that shall at no time be exceeded without prior Board approval; and

WHEREAS, on June 1, 2021, the Board approved Resolution No. 35-21, authorizing the maximum number of FTE of 131 through June 30, 2023; and

WHEREAS, the Board finds that a permanent increase in the number of FTE through fiscal year 2023 would provide additional resources for support of the DSRSD-EBMUD Recycled Water Authority (DERWA), Livermore-Amador Valley Water Management Agency (LAVWMA), and Dublin San Ramon Services District (DSRSD) operations; and

WHEREAS, the Board finds that a temporary increase in the number of FTE through fiscal year 2023 would provide a short period of time enabling the District to take advantage of current recruitment lists and provide the Operations Department time to re-staff and orient replacement staff; and

WHEREAS, the Board finds that to control costs, the temporary increase in the number of FTE will be eliminated by June 30, 2023, unless data is provided through the Operations Department Workforce Study to support additional FTE and subsequently approved by the Board in the fiscal years ending 2024 and 2025 operating budget.

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 permanent and temporary increase of the maximum number of full-time equivalent (FTE) positions through June 30, 2023, is hereby approved.

At no time shall the number of regular and limited-term FTE positions exceed that shown in the table below without prior Board approval.

Res. No. _____

Furthermore, the total of the salaries for regular positions as shown in the budget shall not be increased through conversion of limited-term positions to permanent positions without prior Board approval.

| Position Type | FYE 2023 |
|----------------------------|-----------------|
| Regular FTE | 132.00 |
| Overfill FTE | 3.00 |
| Total FTE Positions | 135.00 |

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 17th day of May, 2022, and passed by the following vote:

AYES:

NOES:

ABSENT:

Richard M. Halket, President

ATTEST: _____
Nicole Genzale, District Secretary

Veronica Gonzales

From: Carol Atwood
Sent: Monday, May 9, 2022 11:26 AM
To: N. Johnson
Cc: Nicole Genzale; Dan McIntyre; Jan Lee; Mayette Bailey
Subject: Response to your inquiry re: LIHWAP Program

Good day, Ms. Johnson –

Thank you for your suggestion to the District to consider participating in the new Low Income Household Water Assistance Program (LIHWAP) and for your patience while staff researched the program and how it can help our customer base.

We have completed our research and found that the program would have a modest benefit for District customers. DSRSD currently has 376 active low income assistance (LIA) customers with only \$6,780 in past due (over 60+ days) accounts. Although a worthwhile program, it would require time to establish and implement due to registration, outreach, screening, and ongoing reporting requirements. The program also provides for State audit options which would require additional records retention and potential staff time. Given our low past due balances, and the estimated staff time to implement and monitor, we cannot justify adding this program to the Utility Billing division. It would cost the District more time and money to implement than the benefit derived given our customer statistics.

Please note that the District's own low income assistance program (LIA) assists customers with the fixed cost of their water bills. We do offer this program to qualified customers on a regular basis. In addition, up until March 31, 2022, the **CA COVID-19 Rent Relief Program (Housing is Key)** reimbursed customers for rent, water and wastewater arrearages. This program required the landlord and/or tenant to apply directly for relief.

Thank you again for your suggestion. As additional programs become available from the State or Federal government, we will continue to analyze them to determine whether it is a good business decision for both the District and its customers.

Sincerely,

Carol Atwood

*Administrative Services Director
(925) 875-2270 Direct Line
(650) 314-8112 District Cell*



Veronica Gonzales

From: Dan McIntyre
Sent: Thursday, April 28, 2022 11:00 AM
To: Nicole Genzale
Subject: FW: LIHWAP

Nicole – Correspondence to the Board

- *Dan Mc.*

From: N. Johnson
Sent: Wednesday, April 27, 2022 6:06 PM
To: Dan McIntyre <mcintyre@dsrsd.com>; Arun Goel <goel@dsrsd.com>; Marisol Rubio <rubio@dsrsd.com>; Ann Marie Johnson <amjohnson@dsrsd.com>; Georgean M. Vonheeder-Leopold <vonheeder-leopold@dsrsd.com>; Richard M. Halket <halket@dsrsd.com>
Cc: Carol Atwood <atwood@dsrsd.com>; Jan Lee <jlee@dsrsd.com>; Mayette Bailey <m Bailey@dsrsd.com>
Subject: LIHWAP

[EXTERNAL – check for red flags]

Dear Mr. McIntyre and Board Members:

When I arrived home, I had a chance to speak to Becca Russell, an energy and water program analyst at CSD. She confirmed that April 30th is NOT the final date for water retailers to opt in. Those water retailers who enroll by April 30th (like East Bay MUD and Cal Water) will be good to go when the program launches on June 3rd. Becca said that the water retailers who have opted in by the 30th will be listed on the website next week. Others can opt in at a later date.

The LIHWAP program directors at CSD genuinely want to make sure that people who qualify for this assistance get this assistance. I would hope that DSRSD wants this as well and will decide to participate in the program. Working with an LSP (local service provider) should lessen the administrative burden for DSRSD.

Thank you for your consideration. Please keep me apprised of any further developments.

Sincerely,

Nancy Johnson

Veronica Gonzales

From: Marisol Rubio
Sent: Tuesday, April 26, 2022 11:47 PM
To: Nicole Genzale
Subject: FW: DSRSD and LIHWAP

Hi. Nicole.

Forwarding this to you just in case you haven't received it already Thank you.

Sincerely,
Marisol Rubio
Vice President, Dublin San Ramon Services District
Cell: (925) 587-3477

From: N. Johnson
Sent: Tuesday, April 26, 2022 5:40 PM
To: Dan McIntyre <mcintyre@dsrsd.com>
Cc: Arun Goel <goel@dsrsd.com>; Marisol Rubio <rubio@dsrsd.com>; Ann Marie Johnson <amjohnson@dsrsd.com>; Georgean M. Vonheeder-Leopold <vonheeder-leopold@dsrsd.com>; Richard M. Halket <halket@dsrsd.com>
Subject: DSRSD and LIHWAP

[EXTERNAL – check for red flags]

Dear Mr. McIntyre:

We were just informed by one of the customer service people that DSRSD is opting out of the soon-to-be-launched LIHWAP (Low Income Household Water Assistance Program). People who qualify for LIHEAP would also be eligible for this. Why is the district opting out? What is the downside?

The person to whom we spoke today said something about this program being unnecessary because you already have a low-income assistance program. These are two different programs with different funding, but they can complement each other. The low-income assistance program is the district's ongoing program which provides a credit for the fixed water charge. LIHWAP--now scheduled to start at the beginning of June and end in fall 2023--is a one-time assistance program covering overdue water/wastewater bills. It is funded through ARPA and is designed to help the people hardest hit by the pandemic. Why would you want to deprive DSRSD customers of this additional assistance????

By the way, we were very sad when Kelly Richards left. A marked improvement over her long-time predecessor, Ms. Richards was knowledgeable and worked well with customers. I hope that whoever is hired to replace her is as competent and personable.

Sincerely,
Nancy Johnson

Veronica Gonzales

From: Marisol Rubio
Sent: Monday, April 25, 2022 10:00 AM
To: Nicole Genzale
Cc: Dan McIntyre
Subject: FW: Aspen Woods Apartments - San Ramon Sewer Capacity Fees

Just want to forward this to both of you. Thank you.

Sincerely,
Marisol Rubio
Vice President, Dublin San Ramon Services District
Cell: (925) 587-3477

From: Jeff Woods <jeff@blackmountaindev.com>
Sent: Monday, April 25, 2022 9:54 AM
To: Jaclyn Yee <yee@dsrsd.com>; Marisol Rubio <rubio@dsrsd.com>
Cc: Robert Storer <storer@pacbell.net>
Subject: Re: Aspen Woods Apartments - San Ramon Sewer Capacity Fees

[EXTERNAL – check for red flags]

Jaclyn,

Thank you for the call Friday. I am looking forward to finding out how I can get on the agenda for your meeting on the 17th. Timing is important on this matter as closing is on June 6th. We are not asking for a deferral or reduction in fees, but only to pay it prior to occupancy rather than at building permit. The payment of the fee will be a condition of the City of San Ramon giving us a final building sign off.

Looking forward to you hearing from you.

Best- Jeff

Jeffrey M. Woods
Founder/President
m 925.998.4677
o 925.520.0001



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License # 584024



From: Jaclyn Yee <yee@dsrsd.com>
Date: Friday, April 15, 2022 at 9:25 AM
To: Jeffrey Woods <jeff@blackmountaindev.com>
Cc: Roper Macaraeg <macaraeg@dsrsd.com>
Subject: RE: Aspen Woods Apartments - San Ramon Sewer Capacity Fees

Hi Jeff,

I discussed your request with our General Manager and District Engineer. They are requesting I look into the background regarding the District code and the restrictions that are placed on time of payment. They understand your request and are carefully considering all available actions. I will need a few more days to respond to your request.

Jackie Yee
Senior Engineer
Dublin San Ramon Services District
P: (925) 875-2258

From: Jeff Woods <jeff@blackmountaindev.com>
Sent: Wednesday, April 13, 2022 2:00 PM
To: Jaclyn Yee <yee@dsrsd.com>
Cc: Roper Macaraeg <macaraeg@dsrsd.com>
Subject: Re: Aspen Woods Apartments - San Ramon Sewer Capacity Fees

[EXTERNAL – check for red flags]

Excellent and appreciated.

Jeffrey M. Woods
Founder/President
m 925.998.4677
o 925.520.0001



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License # 584024



From: Jaclyn Yee <yee@dsrsd.com>
Date: Wednesday, April 13, 2022 at 1:58 PM
To: Jeffrey Woods <jeff@blackmountaindev.com>

Cc: Roper Macaraeg <macaraeg@dsrsd.com>

Subject: RE: Aspen Woods Apartments - San Ramon Sewer Capacity Fees

Jeff,

I wanted to give you an update on our discussion. I discussed the background with Debbie Chamberlain with the City of San Ramon and gathered as much information possible. I have a meeting scheduled tomorrow late afternoon with our General Manager and District Engineer to determine your options. I hope to get back to you on the final decision by Friday.

Jackie Yee
Senior Engineer
Dublin San Ramon Services District
P: (925) 875-2258

From: Jeff Woods <jeff@blackmountaindev.com>

Sent: Tuesday, April 12, 2022 6:15 PM

To: Roper Macaraeg <macaraeg@dsrsd.com>

Subject: Re: Aspen Woods Apartments - San Ramon Sewer Capacity Fees

[EXTERNAL – check for red flags]

Roper,

Please pass on the following information to Jennifer.

The project is only going to have one domestic EBMUD meter of which came with the property. We will need a fire meter. We have not engaged with EBMUD of yet.

Thanks

Jeffrey M. Woods
Founder/President
m [925.998.4677](tel:925.998.4677)
o [925.520.0001](tel:925.520.0001)

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On Apr 11, 2022, at 2:36 PM, Roper Macaraeg <macaraeg@dsrsd.com> wrote:

You're welcome.

Roper Macaraeg

Engineering Tech/GIS Specialist II
(925) 875-2247 Direct Line
(925) 829-1180 Fax
macaraeg@dsrcsd.com



From: Jeff Woods <jeff@blackmountaindev.com>
Sent: Monday, April 11, 2022 2:33 PM
To: Roper Macaraeg <macaraeg@dsrcsd.com>
Subject: Re: Aspen Woods Apartments - San Ramon Sewer Capacity Fees

[EXTERNAL – check for red flags]

Thank You

Jeffrey M. Woods
Founder/President
m [925.998.4677](tel:925.998.4677)
o [925.520.0001](tel:925.520.0001)

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On Apr 11, 2022, at 2:15 PM, Roper Macaraeg <macaraeg@dsrcsd.com> wrote:

You can reach Jackie at 925-875-2258

Roper Macaraeg
Engineering Tech/GIS Specialist II
(925) 875-2247 Direct Line
(925) 829-1180 Fax
macaraeg@dsrcsd.com



From: Jeff Woods <jeff@blackmountaindev.com>
Sent: Monday, April 11, 2022 2:11 PM

To: Roper Macaraeg <macaraeg@dsrsd.com>

Subject: Re: Aspen Woods Apartments - San Ramon Sewer Capacity Fees

[EXTERNAL – check for red flags]

Please connect me to your supervisor. Thanks

Jeffrey M. Woods

Founder/President

m [925.998.4677](tel:925.998.4677)

o [925.520.0001](tel:925.520.0001)

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On Apr 11, 2022, at 1:40 PM, Roper Macaraeg <macaraeg@dsrsd.com> wrote:

Hi Jeff,

I got an answer from our supervisor, and unfortunately, you'll need to pay all the fees upfront for this project. I relayed your points, but in our code it's pretty clear on when we need to collect the fees, and there were no exceptions. You can reference the section here: (Section 3.70.080 "Time of Payment".A.2.a)

<https://www.codepublishing.com/CA/DublinSRSD/#!/DublinSRSD03/DublinSRSD0370.html#3.70.080>

If you have further questions, feel free to reach out.

Roper Macaraeg

Engineering Tech/GIS Specialist II

(925) 875-2247 Direct Line

(925) 829-1180 Fax

macaraeg@dsrsd.com



From: Jeff Woods <jeff@blackmountaindev.com>

Sent: Monday, April 11, 2022 12:58 PM

To: Roper Macaraeg <macaraeg@dsrsd.com>

Subject: Re: Aspen Woods Apartments - San Ramon Sewer Capacity Fees

[EXTERNAL – check for red flags]

Excellent.. greatly appreciated.

The project has changed to 100 % below market units. The numbers are very tight to make this happen but it is a needed housing element.
Thanks

Jeffrey M. Woods
Founder/President
m [925.998.4677](tel:925.998.4677)
o [925.520.0001](tel:925.520.0001)

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On Apr 11, 2022, at 12:05 PM, Roper Macaraeg
<macaraeg@dsrsd.com> wrote:

Hi Jeff,

Pardon the delay, but I was out sick the later part of last week, and the supervisor that could give you an answer on the request to pay the capacity fees closer to the building being constructed just returned from vacation today. She's currently looking into your request, and I'll update you on what she says either end of day today or by tomorrow.

Roper Macaraeg
Engineering Tech/GIS Specialist II
(925) 875-2247 Direct Line
(925) 829-1180 Fax
macaraeg@dsrsd.com





City of San Ramon

7000 BOLLINGER CANYON RD.
SAN RAMON, CALIFORNIA 94583
PHONE: (925) 973-2500
WEB SITE: WWW.SANRAMON.CA.GOV

April 20, 2022

RE: Aspen Wood Senior Housing Project

To Whom It May Concern:

The City has spent the last nine months working with Aspen Wood Venture, L.P. (“Aspen Wood”) to deliver an all affordable senior housing project. Aspen Wood is a fully entitled project and nearly ready to be built; and has received over \$42 million in Tax Exempt Bonds for project construction from the California Municipal Finance Agency The City has committed \$10.5 million for the construction of 122 affordable senior apartments at 60% or below the area median income (AMI) level, for 55 years. Construction is anticipated to commence June 2022, with occupancy beginning in October of 2023.

These deed-restricted units are broken down by the income categories as shown below, will provide needed affordable housing, count towards local Regional Housing Needs Allocation (RHNA), and further implement the City’s General Plan Housing Policies.

| No. Units | AMI |
|-----------|-----|
| 13 | 30% |
| 13 | 50% |
| 96 | 60% |

As we all know, in the Bay Area there is a severe housing shortage. The great need for affordable housing is accompanied by the reality that producing affordable housing, with rising construction costs and a lack of financing, can be very expensive and requires the collaboration of various entities to bridge funding gaps to support its construction.

As part of the City’s \$10.5 million commitment, the City has agreed to postpone the payment of \$1.725 million in local development impact fees that are typically paid prior to the issuance of a building permit.

To assist in project construction and its ultimate success, Aspen Wood developers are seeking the ability to postpone the payment of certain outside agencies development impact fees until project

City Council 973-2530 City Clerk: 973-2539 Parks & Community Services: 973-3200 Planning Department: 973-2560
City Manager: 973-2530 Employee Services: 973-2503 Police Services: 973-2700 Public Services: 973-2800
City Attorney: 973-2549 Finance Department: 973-2609 Economic Development: 973-2554 Engineering Services: 973-2670

occupancy, when service impacts occur. The City recognizes the importance of the timely collection of impact fees to mitigate service impacts, and the common trigger is prior to the issuance of building permits. Recognizing this concern, the City, through our building permit tracking system, can withhold project occupancy until we have verified (e.g., receipt or letter) all necessary fees have been collected.

The City encourages your Agency to consider postponing collection of your respective impact fees, and join the City of San Ramon in supporting the construction of the Aspen Wood Senior Apartment project, and undoubtedly provide a significant benefit to the City's elderly and disabled population.

If you require further information on the project or to discuss our permit tracking system, please contact Debbie Chamberlain, Community Development Director at (925) 973-2566.

Sincerely,

A handwritten signature in black ink, appearing to read "Joe Gorton". The signature is stylized and cursive.

Joe Gorton
City Manager

Cc Debbie Chamberlain, Comm. Dev. Director



CALIFORNIA DEBT LIMIT ALLOCATION COMMITTEE

915 Capitol Mall, Room 311
Sacramento, CA 95814
p (916) 653-3255
f (916) 653-6827
cdlac@treasurer.ca.gov
www.treasurer.ca.gov/cdlac

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STATE TREASURER

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GOVERNOR

BETTY T. YEE
STATE CONTROLLER

INTERIM EXECUTIVE DIRECTOR
NANCEE ROBLES

December 8, 2021

Dr. Edward Becker
Executive Director
California Municipal Finance Authority
2111 Palomar Airport Road, Ste. 320
Carlsbad, CA 92011

RE: RESOLUTION ATTESTING TO THE TRANSFER OF PRIVATE ACTIVITY BOND ALLOCATION

Dear Dr. Edward Becker:

Enclosed is a copy of Resolution No. 21-282, adopted by the California Debt Limit Allocation Committee (the "Committee") on December 8, 2021, transferring \$26,342,943 of the 2021 State Ceiling on Qualified Private Activity Bonds to the California Municipal Finance Authority (the "Applicant") for Aspen Wood Apartments (the Project).

The Resolution establishes the terms and conditions under which the allocation has been granted. Please read it carefully and keep a copy in your permanent files. **You are advised to consult bond counsel regarding the making of a carryforward election pursuant to the rules of the Internal Revenue Service.**

The following is additional information pertaining to the use of the allocation for this Project:

1. **Performance Deposit:** Pursuant to Section 5050 of the Committee's Regulations, a performance deposit equal to one-half of one percent (0.5%) of the Allocation requested, not to exceed \$100,000, made payable to the Applicant, shall be evidenced within 20 calendar days following an award of an Allocation.

The performance deposit certified in support of this project (\$100,000) is to remain on deposit until you receive written authorization from the Committee that it may be released. This written release will be provided once the Committee receives: the "Report of Action Taken" template indicating that the allocation transferred was used for the Project's issuance of bonds, a copy of the conformed regulatory agreement, and the payment of the second installment of the CDLAC filing fee. A copy of the conformed regulatory agreement should be sent electronically to CDLAC@treasurer.ca.gov. The full amount of the deposit will be released upon the Executive Director's approval if at least 80% of the allocation to this project is used for the issuance of bonds. If an amount less than 80% of the allocation is used to issue bonds, a proportionate amount of the deposit will be subject to forfeiture.

2. **IRS Certification:** The IRS-required certification will be prepared and sent to bond counsel once the Committee receives the "Report of Action Taken" form.

3. **Second Installment of Filing Fee:** **Enclosed is an invoice for this Project.** The invoice attached herein should be considered final, due and payable upon the issuance of bonds.

4. **Compliance:** The Certification of Compliance II or equivalent form is to be submitted by the Project Sponsor to the Applicant by the Applicant's specified deadline, but no later than March 1st annually until the project's Certificate of Completion has been submitted to the Applicant. Following the submission of the Certificate of Completion or equivalent form to the Applicant, the Certification of Compliance II is to be submitted March 1st every three (3) years thereafter. In addition, an Annual Applicant Public Benefits and On-going Compliance Self-Certification (Self Certification) form must be submitted by the Applicant online every year until the Certificate of Completion has been submitted to the Applicant. After the completion of the project has been reported, the Self Certification will be required to be submitted March 1st every three years thereafter pursuant to Section 5144 of the CDLAC Regulations. Verification to CDLAC of income and rental information is not required in advance of the submission of the Certificate of Completion. A copy of the Certification of Compliance II and the Certificate of Completion forms may be found at this website location: <http://www.treasurer.ca.gov/cdlac>. Failure to submit Compliance may result in disqualification from future program participation.

Please consult the Committee's Regulations for a full explanation of the use of allocation. Do not hesitate to contact me should you have questions.

Sincerely,



Nancee Robles
Interim Executive Director

Enclosures

cc: Anthony Stubbs, California Municipal Finance Authority
Justin Cooper, Esq., Orrick, Herrington & Sutcliffe LLP
Brian Yang, Standard Aspen Wood Venture LP

THE CALIFORNIA DEBT LIMIT ALLOCATION COMMITTEE

RESOLUTION NO. 21-282

**A RESOLUTION TRANSFERRING A PORTION OF THE 2021 STATE CEILING
ON QUALIFIED PRIVATE ACTIVITY BONDS AND
AUTHORIZING THE MAKING OF A CARRYFORWARD ELECTION FOR A
QUALIFIED RESIDENTIAL RENTAL PROJECT**

WHEREAS, the California Debt Limit Allocation Committee ("Committee") has received an application ("Application") from the California Municipal Finance Authority ("Applicant") for the transfer to the Applicant of a portion of the 2021 State Ceiling on Qualified Private Activity Bonds under Section 146 of the Internal Revenue Code of 1986, as amended, for use by the Applicant to issue bonds or other obligations ("Bonds") for a Project as specifically described in Exhibit A ("Project") (capitalized terms used herein and not otherwise defined shall have the meanings ascribed thereto in the Regulations of the Committee implementing the Allocation of the State Ceiling on Qualified Private Activity Bonds);

WHEREAS, the Project Sponsor has represented and the Applicant has confirmed in the Application certain facts and information concerning the Project; and

WHEREAS, in evaluating the Project and allocating a portion of the State Ceiling on Qualified Private Activity Bonds to the Applicant for the benefit of the Project, the Committee has relied upon the written facts and information represented in the Application by the Project Sponsor and the Applicant; and

WHEREAS, it is appropriate for the Committee to make a transfer of a portion of the 2021 State Ceiling On Qualified Private Activity Bonds ("Allocation") in order to benefit such Project described in the Application; and

WHEREAS, the Committee has determined that it is appropriate to authorize the Applicant to make a carryforward Allocation to calendar year 2022 with respect to the Project described in the Application.

NOW, THEREFORE, the California Debt Limit Allocation Committee resolves as follows:

Section 1. There is hereby transferred to the Applicant authorization to use \$26,342,943 of the 2021 State Ceiling on Qualified Private Activity Bonds for the Project. Such Allocation may be used only by the Applicant and only for the issuance of Bonds for the Project, as specifically described in Exhibit A. All of the terms and conditions of Exhibit A are incorporated herein as though set forth in full (this resolution, together with Exhibit A are hereafter referred to collectively as this "Resolution").

Section 2. The terms and conditions of this Resolution shall be incorporated in appropriate documents relating to the Bonds. The Project Sponsor and the Applicant, and all of their respective successors and assignees, will be bound by such terms and conditions. The Applicant shall monitor the Project for compliance with the terms and conditions of this Resolution. In addition, the Project shall be subject to the monitoring provisions of the California Code of Regulations, Title 4, Section 10337(c) and Section 5220 of the Committee's Regulations.

Section 3. Any modification to the Project made prior to the issuance of the Bonds that impacts the resolution must be reported to the Executive Director and, if the Executive Director determines such modification to be material in light of the Committee's Regulations, shall require reconsideration by the Committee before the Allocation may be used for the Project. After Bonds are issued, the terms and conditions set forth in this Resolution shall be enforceable by the Committee through an action for specific performance or any other available remedy.

RESOLUTION NO. 21-282

Page 2 of 3

In addition, after bonds are issued, changes to Items #1, #6, #7, #10 thru #12, #14 thru #16, #18 thru #26, and #37 of the Exhibit A require Committee or Executive Director approval for the term of commitment; changes to item #2, #13, #17, and #27 of the Exhibit A cannot be altered; changes to Items #3 thru #5 of the Exhibit A require no Committee or Executive Director approval but any alterations must be reported to CDLAC staff for the affordability period; changes to Items #8 and #9 of the Exhibit A require no CDLAC notification; and changes to Items #28 thru #36 of the Exhibit A require Committee or Executive Director approval only prior to the Project being Placed in Service by the CA Tax Credit Allocation Committee (TCAC), if the bond receives tax credits.

Section 4. Any material changes in the structure of the bond sale prior to the issuance of the Bonds and not previously approved by the Committee shall require approval of the Committee Chair or the Executive Director.

Section 5. The transfer of proceeds from the sale of bonds to a project other than the Project subject to this Resolution is allowable only with the prior approval of the Executive Director in consultation with the Chair, except when the Project is unable to utilize any of its allocation and the Applicant is requesting the transfer of the entire Allocation to different project(s). In such case, prior approval of the Committee must be obtained. Any transfer made pursuant to this Section may only be made to another project of the same issuer that has been previously approved by the Committee.

Section 6. The Applicant is authorized to use the Allocation transferred hereby to make a carryforward election with respect to the Project. The Applicant is not authorized to transfer the Carryforward Allocation to any governmental unit in the State except this Committee.

Section 7. If the allocation transferred herein to the Applicant has not issued bonds by the close of business on June 6, 2022, the issuer shall notify the Committee and carryforward the Allocation to the next approved project to be awarded a bond allocation in accordance with Section 5133 of the Committee's Regulations.

Section 8. Prior to being submitted to the IRS, draft Carryforward Elections must be emailed to CDLAC at cdlac@treasurer.ca.gov no later than February 1, 2022 for CDLAC approval of election amounts.

Section 9. Within twenty-four (24) hours of using the Allocation to issue Qualified Private Activity Bonds, the Applicant shall notify the Committee at CDLAC@treasurer.ca.gov that the Allocation has been used. This notice shall identify the Applicant, the Project or Program, the date the Allocation was used and the amount of Allocation used.

Section 10. Within fifteen (15) calendar days of the Bond closing, the Applicant or its counsel shall formally transmit to the Committee information regarding the issuance of the Bonds by submitting a completed Report of Action Taken in a template prescribed by and made available by the Committee.

Section 11. Any differences between the amount of Bonds issued and the amount of the Allocation granted in Section 1 of this Resolution shall be retained by the Applicant for the period allowed by Section 146(f)(3)(A) of the Internal Revenue Code regarding carryforward elections. Use of any Carryforward Allocation shall be in accordance with Section 5133 of the Committee's Regulations regarding carryforward elections.

Section 12. The staff of the Committee is authorized and directed to transmit a copy of this Resolution to the Applicant together with a request that the Applicant retain a copy of this Resolution in the Applicant's official records for the term of the Bonds under this Allocation or the term of the income and rental restrictions whichever is longer. The Committee staff is further directed to retain a copy of this Resolution in the files of the Committee (or any successor thereto) for the same period of time.

Section 13. In consideration of the Allocation transferred to the Applicant and the Project Sponsor, the Applicant and the Project Sponsor shall comply with all of the terms and conditions contained in this Resolution and ensure that these terms and conditions are included in the documents related to the Bonds. Furthermore, the Applicant and the Project Sponsor expressly agree that the terms and conditions of this Resolution may be enforced by the Committee through an action for specific performance or any other available remedy, provided however, that the Committee agrees not to take such action or enforce any such remedy that would be materially adverse to the interests of Bondholders. In addition, the Applicant and the Project Sponsor shall ensure that the Bond documents, as appropriate, expressly provide that the Committee is a third party beneficiary of the terms and conditions set forth in this Resolution.

Section 14. The Certification of Compliance II document is to be submitted by the Project Sponsor to the Applicant by the Applicant's specified deadline, but no later than March 1st annually until the project's Certificate of Completion has been submitted by the Project Sponsor to the Applicant. An Annual Applicant Public Benefits and On-going Compliance Self-Certification must be submitted by the Applicant to CDLAC online every year until the Certificate of Completion document has been submitted by the Project Sponsor to the Applicant. Following the submission of the Certificate of Completion to the Applicant, the Certification of Compliance II is to be submitted by the Project Sponsor to the Applicant no later than March 1st, and no later than March 1st every three years thereafter pursuant to Section 5144 of the CDLAC Regulations. Verification to CDLAC of income and rental information is not required in advance of the submission of the Certificate of Completion. A copy of the Certification of Compliance II template may be found at this website location: <http://www.treasurer.ca.gov/cdlac/forms.asp>. Failure to submit compliance may result in disqualification from future program participation.

Section 15. All relevant bond documents for Qualified Residential Rental Projects must permit principal payments or prepayments on the underlying loan(s) as transferred proceeds in a bond preservation and recycling program as permitted by 26 U.S.C. 146(i)(6) and shall require no less than thirty (30) days' notice to CDLAC and to the applicant prior to the redemption of bonds at conversion to permanent financing.

Section 16. This Resolution shall take effect immediately upon its adoption.

* * *

CERTIFICATION

I, Nancee Robles, Interim Executive Director of the California Debt Limit Allocation Committee, hereby certify that the above is a full, true, and correct copy of the Resolution adopted at a meeting of the Committee held in the Jesse Unruh 915 Capitol Mall, Sacramento, California 95814, on December 8, 2021 with the following votes recorded:

AYES: State Treasurer Fiona Ma, CPA
Gayle Miller for Governor Gavin Newsom
Anthony Sertich for State Controller Betty T. Yee

NOES: None
ABSTENTIONS: None
ABSENCES: None



Nancee Robles, Interim Executive Director

Date: December 8, 2021

RESOLUTION NO. 21-282

QUALIFIED RESIDENTIAL RENTAL PROJECT
EXHIBIT A

1. Applicant: California Municipal Finance Authority
2. Application No.: 21-683
3. Project Sponsor: Standard Aspen Wood Venture LP (Standard Aspen Wood Manager LP; Housing On Merit XXII LLC; Alliant Capital)
4. Property Management Co.: AMC-CA, Inc (dba Apartment Management Consultants, L.L.C.)
5. Project Name: Aspen Wood Apartments
6. Location: San Ramon, CA
7. Private Placement Purchaser: **Citibank, N.A.**
Cash Flow Bond: **Not Applicable**

All units identified in the CDLAC resolution, including both the Federally Bond-Restricted Units and the Other Restricted Units, will be incorporated into the Bond Regulatory Agreement. Assumptions to be included in the Bond Regulatory Agreement regarding the Other Restricted Units will include the AMI as outlined in the CDLAC resolution, a limitation that tenants pay no more than 30% of their income and 1.5 persons per bedroom occupancy standard to determine the applicable rent.

Applicable

8. Public Sale: **Not Applicable**
Credit Enhancement Provider: **Not Applicable**
9. Total Number of Units: **122** plus **1** unrestricted manager unit(s)
10. Total Number of Restricted Rental Units: **122**
11. The term of the income and rental restrictions for the Project will be at least 55 years from the date 50% occupancy is achieved or when the project is otherwise placed in service.
12. The Regulatory Agreement shall not terminate prior to the end of the CDLAC Resolution affordability term in the event of foreclosure, exercise of power of sale, and/or transfer of title by deed in lieu of foreclosure in connection with a deed of trust directly or indirectly securing the repayment of Cash Flow Permanent Bonds.
13. The Project will utilize Gross Rents as defined in Section 5170 of the Committee's Regulations.
Applicable

RESOLUTION NO. 21-282

Exhibit A

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14. Income and Rental Restrictions
 - a. Federally Bond-Restricted Set-aside:

At least 40% of the total units will be restricted at 60% of the Area Median Income.
 - b. Other Restricted Units

For the entire term of the income and rental restrictions, the Project will have:

At least **26** Qualified Residential units rented or held vacant for rental for persons or families whose income is at or below 50% of the Area Median Income.

At least **96** Qualified Residential units rented or held vacant for rental for persons or families whose income is at 60% of the Area Median Income.
15. Units restricted to households with incomes no greater than **50%** of the Area Median Income in accordance with Section 5191(a) will be distributed as follows:

Applicable:

| | |
|--------------|----------|
| Studios: | 1 |
| One-bedroom: | 2 |
16. New Construction Pool Set-aside Requirements.

Homeless Set-aside: at least 25% of the Tax Credit Units are designated for homeless households as defined by TCAC Regulation Section 10315(b)(1) with affordable rents consistent with Section 10325(g)(3).
Not Applicable

Homeless Set-aside Priority: 100% of the Tax Credit Units are designated for homeless households as defined by TCAC Regulation Section 10315(b)(1) with affordable rents consistent with Section 10325(g)(3).
Not Applicable

Extremely Low Income/Very Low Income (ELI/VLI) Set-aside. The rent and income targeting restrictions must have an average of 50% area median income (AMI) or below.
Not Applicable

Mixed Income Set-aside. A Mixed Income Project is a New Construction Qualified Residential Rental Project which either (1) is not utilizing the Average Income test of Internal Revenue Code Section 42 (g)(1)(C) and which has 50% or fewer of its total units designated as Restricted Rental Units or; (2) is part of the California Housing Finance Agency Mixed-Income Program. In a Competitive Application Process, a Mixed Income Project may only apply for an allocation of tax-exempt bonds if the ratio of tax-exempt bonds, not including recycled bonds, to aggregate depreciable basis plus land basis is less than or equal to the ratio of units that will be restricted pursuant to a CTCAC regulatory agreement.
Not Applicable
17. Minimum construction standards pursuant to CDLAC Regulation Section 5205 and Sections 10325(f)(7)(A) through (J) of the TCAC Regulations will be incorporated into the project design for all new construction and rehabilitation projects.

Applicable

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Exhibit A

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18. For all acquisition and rehabilitation projects, a minimum of \$15,000 in hard construction costs will be expended for each unit.
Not Applicable
19. Other Rehabilitation Pool Requirements. The Project will comply with the requirement to complete rehabilitation work at a minimum of \$60,000 in hard construction cost per unit as defined in TCAC Regulation Section 10302(u), subject to the provisions of Internal Revenue Code Section 42(e)(3)(A)(ii)(I), expended only on immediate health and safety improvements, seismic and accessibility improvements and/or the replacement of major systems with a remaining useful life of less than ten years pursuant to CDLAC Regulation Section 5170.
Not Applicable
20. The Project will comply with the Preservation and Other Rehabilitation Project Priorities of Section 5230(b). At a minimum, the Project must continue to meet the criteria sufficient to retain 0 points.
Not Applicable
21. The Project will comply with the New Construction Density and Local Incentives of Section 5230(c). At a minimum, the Project must continue to meet the criteria sufficient to retain 10 points.
Applicable
22. The Project will comply with the Exceeding Minimum Income Restrictions of Section 5230(d). At a minimum, the Project must continue to meet the criteria sufficient to retain 20 points.
Applicable
23. The Project will comply with the Exceeding Minimum Rent Restrictions of Section 5230(e). At a minimum, the Project must continue to meet the criteria sufficient to retain 10 points.
Applicable
24. The Project will comply with the General Partner Experience requirements of Section 5230(f)(1). At a minimum, the Project must continue to meet the criteria sufficient to retain 7 points.
Applicable
25. The Project will comply with the Management Company Experience requirements of Section 5230(f)(2). At a minimum, the Project must continue to meet the criteria sufficient to retain 3 points.
Applicable
26. The Project will comply with the New Construction Housing Type requirement of Section 5230(g). At a minimum, the Project must continue to meet the criteria sufficient to retain 10 points as a Seniors housing type.
Applicable
27. The Project will comply with the Leveraged Soft Resources requirements of Section 5230(h). At a minimum, the Project must continue to meet the criteria sufficient to retain 8 points.
Applicable
28. The Project will comply with the Readiness to Proceed requirements of Sections 5152 and 5230(i). At a minimum, the Project must continue to meet the criteria sufficient to retain 10 points.
Applicable

RESOLUTION NO. 21-282

Exhibit A

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29. The Project will comply with the Affirmatively Furthering Fair Housing requirements of Section 5230(j)(1)(A). At a minimum, the Project must continue to meet the criteria sufficient to retain 9 points.

Applicable

30. The Project will comply with the Affirmatively Furthering Fair Housing Site Amenity requirements of Section 5230(j)(1). At a minimum, the Project must continue to meet the criteria sufficient to retain 10 points.

Applicable

31. For a period of fifteen (15) years after the Project is placed in use, the Project will provide residents high speed internet service in each Project unit free of charge.

Not Applicable

32a. For a period of fifteen (15) years after the Project is placed in use, the Project will provide residents instructor-led adult educational, health and wellness, or skill building classes. This includes, but is not limited to: Financial literacy, computer training, home-buyer education, GED classes, and resume building classes, ESL, nutrition class, exercise class, health information/awareness, art class, parenting class, on-site food cultivation and preparation classes, and smoking cessation classes. Drop-in computer labs, monitoring or technical assistance shall not qualify.

Applicable

Hours per Year: 84

32b. For a period of fifteen (15) years after the Project is placed in use, the Project will provide residents Health and Wellness Services and Programs. Such services and programs shall provide individualized support to tenants (not group classes) and need not be provided by licensed individuals or organizations. This includes, but is not limited to visiting nurses programs, intergenerational visiting programs, or senior companion programs. The application must describe in detail the services to be provided.

Applicable

Hours per Year: 60

33a. Special Needs projects:
Additional Service Amenity Requirements.

Not Applicable

Hours per Year: 0

33b. Special Needs projects:
Additional Service Amenity Requirements.

Not Applicable

Hours per Year: 0

RESOLUTION NO. 21-282

Exhibit A

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34. The Project will comply with the Cost Containment requirements of Section 5230(l). At a minimum, the Project must continue to meet the criteria sufficient to retain 12 points.

Applicable

35. As specified in Section 5144(c) of the Committee's Regulations, sponsors will be required to utilize TCAC's Compliance Manual specifically Section VI: Qualify Tenants for Low Income Housing Tax Credit Units, to verify tenant income in conjunction with initial occupancy. No less than every three (3) years after the project is completed, the Sponsor must collect and retain the following income and verification documentation related to all the Federally Bond-Restricted units identified in the Committee Resolution: TCAC Tax Income Calculation (TIC) or equivalent documentation, all associated source income documentation, evidence of the verifying income computation and unit lease.

Applicable

36. As specified in Section 5144(c) of the Committee's Regulations, compliance with the income and rental requirements of the Federally Bond-Restricted Units identified in the Committee Resolution and the Bond Regulatory Agreement must be demonstrated by the Applicants initial review of 20% of all management files associated with the Federally Bond-Restricted units and subsequent review every three years of 20% of all management files associated with the Federally Bond-Restricted units.

Applicable

37. As specified in Section 5144(d) of the Committee's Regulations, applicants are required to ensure an onsite inspection as well as an on-site review of the 20% Federally Bond-Restricted units is performed every 3 years after the Qualified Project Period has commenced.

The following entity will conduct the site and file inspections:

Not Applicable

STATE OF CALIFORNIA
CALIFORNIA DEBT LIMIT ALLOCATION COMMITTEE
ACCOUNTING SERVICES
915 Capitol Mall, Room 311
Sacramento, CA 95814
(916) 653-3255

FILING FEE INVOICE

PAYMENT IS DUE WITHIN 30 DAYS OF BOND CLOSING

Date: December 8, 2021

Invoice No.: 21-282

Application No.: 21-683

Analyst Initials: AW

To: Anthony Stubbs
Financial Advisor
California Municipal Finance Authority
2111 Palomar Airport Road, Ste. 320
Carlsbad, CA 92011

2nd Installment of fee levied pursuant to Section 8869.90 of the California Government Code:

NAME OF ISSUER: California Municipal Finance Authority

NAME OF PROJECT: Aspen Wood Apartments

ALLOCATION AWARD DATE: December 8, 2021

ALLOCATION AWARD AMOUNT: \$26,342,943

| | | | | |
|--------------------|------------------------------|---|-----------|-----------------|
| <u>AMOUNT DUE:</u> | Allocation award x .00035 | = | \$ | 9,220.03 |
| | Less initial application fee | = | -\$ | 1,200.00 |
| | Amount Due | = | \$ | 8,020.03 |

Issuer or bond trustee to complete the following (please use ink):

The application fee is based on the amount of allocation used to issue bonds. Please complete the following *only if* the amount of allocation used is less than the amount of allocation awarded, and remit the *revised* amount due.

BOND ISSUANCE DATE:

PRINCIPAL AMOUNT OF BOND ISSUE: \$

AMOUNT OF BOND ALLOCATION USED: \$

| | | | | |
|----------------------------|------------------------------|---|-----------|----------|
| <u>REVISED AMOUNT DUE:</u> | Amount issued x .00035 | = | \$ | |
| | Less initial application fee | = | -\$ | 1,200.00 |
| | Revised Amount Due | = | \$ | |

**PLEASE WRITE APPLICATION NUMBER ON YOUR CHECK, OR
RETURN A COPY OF THIS INVOICE WITH YOUR PAYMENT.**