

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

**February 21, 2023**

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6 p.m. by President Vonheeder-Leopold.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Georgean M. Vonheeder-Leopold, Vice President Ann Marie Johnson, Director Dinesh Govindarao, and Director Richard M. Halket.

Director Goel entered the meeting at 6:01 p.m. after the roll call was done.

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; Michelle Gallardo, Special Assistant to the General Manager; Douglas E. Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

4.A. New Employee Introductions

Emerson De Klotz, Laboratory Technician (Limited Term)

Tong Thao, Utility Billing & Customer Services Representative I (Limited Term)

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

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

7. CONSENT CALENDAR

Director Halket MOVED for approval of the items on the Consent Calendar. Director Goel SECONDED the MOTION, which CARRIED with FIVE AYES.

7.A. Approve Regular Meeting Minutes of February 7, 2023 – Approved

7.B. Accept Regular and Recurring Report: Treasurer's Report – Approved

## 8. BOARD BUSINESS

### 8.A. Receive Presentation on the Energy Facilities Master Plan Project (CIP 22-P009)

Senior Engineer Jason Ching reviewed the item for the Board. The Board and staff discussed several aspects of the presentation, including the Energy Facilities Master Plan Project's (Project) timeline, potential project types, cost/benefit concepts, and development of guiding principles and a new Energy policy. They also discussed the importance of balancing the implementation of the Project with existing projects and day-to-day operations with regards to timing, budgeting, grant funding, staffing, training, operations, maintenance, and responding to changing conditions and priorities. The Board requested an assessment of grant funding opportunities to better guide the Board's determination of energy projects. The Board requested that staff accelerate the Project and policy schedule to enable the Board to begin making decisions and act on any "low hanging fruit," such as cogeneration replacements and other expiring equipment, and additionally, footnote in upcoming presentations that proper equipment maintenance has been adhered to, but it is time to consider certain equipment "end-of-design-life" options. The Board also recommended staff have "shelf ready" projects to capitalize on grant funding in parallel with preparing the policy. The Board directed staff to review the District's Green Business policy for possible incorporation into the new Energy policy. The Board confirmed that the Project is heading in the right direction, and it appreciates staff efforts and presentation.

### 8.B. Receive Presentation on District's Water Conservation Status

Senior Engineer Irene Suroso reviewed the item and provided the Board a presentation which was added to the website as supplemental materials and included the following drought and supply updates:

- Department of Water Resources expects to deliver 30% of requested water supply per the State Water Project's allocation increase due to capture of recent storm water.
- Zone 7 Water Agency's operational plan (the District's water wholesaler) outlines 10% conservation, use of the Kern County storage and recovery program, and a water transfer of 5,000 acre-feet.
- State Emergency Drought remains at Level 2 through December 2023.
- Executive Order EO-3-23, effective February 13, 2023, directs the State to provide recommendations on ongoing emergency drought response action by April 28, 2023.

The Board and staff discussed the District's conservation trends and the effects of possibly moving from Stage 2 to Stage 3 water restrictions. Staff explained that implementing Stage 3 would misalign the District with the Tri-Valley agencies and be punitive to customers who already invested in the District's recycled water program, which achieved approximately 25% conservation years ahead of this drought. Because of this, there is not as much opportunity for District customers to conserve under current conditions. Staff also clarified that Zone 7 Water Agency requested 15% cumulative conservation across its retailers, not 15% per agency. The Board directed Public Affairs staff to communicate to customers that the drought is ongoing and to continue conservation measures.

8.C. Receive Presentation on Calendar Year 2022 Public Affairs Activities and Outreach

Public Affairs Specialist Lea Blevins reviewed the item and provided the Board a presentation which was added to the website as supplemental materials. The presentation showcased the District's drought and water conservation campaigns, customer publications and resources, technology and platform utilization, media engagement, Tri-Valley and industry collaborations and partnerships, and support of community events and internal District work products and projects. Director Govindarao requested that staff establish an outreach partnership with the high schools in San Ramon as has been done with Dublin High School. The Board expressed its support of the District's outreach program and acknowledged staff for the excellent work and presentation.

8.D. Approve 180-Day Wait Period Exception for Retired Annuitant Gemma Lathi as the Management Analyst II under Government Code Sections 7522.56 and 21224

Administrative Services Director Atwood reviewed the item for the Board.

Director Halket MOVED to approve Resolution No. 6-23, Approving a 180-Day Wait Period Exception for Retired Annuitant Gemma Lathi as the Management Analyst II under Government Code Sections 7522.56 and 21224. Director Goel SECONDED the MOTION, which CARRIED with FIVE AYES.

9. REPORTS

9.A. Boardmember Items

9.A.1. Joint Powers Authority and Committee Reports  
LAVWMA – February 15, 2023

President Vonheeder-Leopold invited comments on recent JPA activities. Directors felt the available staff reports adequately covered the many matters considered at the JPA meetings and made a few comments about some of the JPA activities.

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

Director Goel reported that he attended the Secretary Speaker Series: After the Storm! A Timely Update on California's Water Supply webinar today. He summarized the activities and discussions at the meeting. He did not submit a written report.

President Vonheeder-Leopold reported that she did not attend the Alameda County Special Districts Association (ACSDA) Executive Committee meeting last week, however, she encouraged the Boardmembers to attend the ACSDA's annual dinner event which will be held at the Wedgewood at Redwood Canyon Golf Course in Castro Valley on Monday, March 20, at 6 p.m. She did not submit a written report.

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

9.B. Staff Reports

9.B.1. Event Calendar – None

9.B.2. Correspondence from the Board – None

10. ADJOURNMENT

President Vonheeder-Leopold adjourned the meeting at 8:24 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary