

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

**June 20, 2023**

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:03 p.m. by President Vonheeder-Leopold.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting: President Georgan M. Vonheeder-Leopold, Vice President Ann Marie Johnson, Director Arun Goel, Director Dinesh Govindarao, and Director Richard M. Halket.

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; Maurice Atendido, Acting 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

General Manager McIntyre informed the Board that the District's audio visual consultant will perform testing of the new Boardroom cameras during this evening's meeting.

4.A. New Employee Introductions

Danny Ward, Water/Wastewater Systems Supervisor  
Roger Chu, Associate Engineer

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:07 p.m. No public comment was received.

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

7. CONSENT CALENDAR

Director Govindarao 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 June 6, 2023 – Approved

7.B. Authorize the General Manager to Execute Agreement with Powerclean Carpet & Janitorial Services for Custodial Services – Approved

7.C. Approve Water Use Agreement with the County of Alameda for Water Meter Use at the New Alameda County Fire Protection Training Facility – Approved

- 7.D. Approve Salary Range for New Public Affairs Program Administrator Classification – Approved – Resolution No. 20-23
- 7.E. Adopt Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5, Requirement for a Publicly Available Pay Schedule and Rescind Resolution No. 9-23 – Approved – Resolution No. 21-23
- 7.F. Approve Emergency Action Procurement by General Manager for Repair of the LAVWMA Livermore Interceptor Pipeline and Confirm Emergency Declaration – Approved – Resolution No. 22-23

8. BOARD BUSINESS

- 8.A. Public Hearing: Adopt Engineer’s Report and Direct Levy of Annual Assessments in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2023–2024

President Vonheeder-Leopold announced the item and asked for the staff presentation. Administrative Services Director Atwood reviewed the item for the Board.

President Vonheeder-Leopold declared the Public Hearing open. She inquired if there were any comments from the public. There was no public comment received. She declared the Public Hearing closed. The Board had no further discussion.

Director Goel MOVED to adopt Resolution No. 23-23, Adopting Engineer’s Report and Directing the Levy of Annual Assessments in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2023–2024. Director Govindarao SECONDED the MOTION, which CARRIED with FIVE AYES.

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

President Vonheeder-Leopold announced the item and asked for the staff presentation. Administrative Services Director Atwood reviewed the item for the Board.

President Vonheeder-Leopold declared the Public Hearing open. She inquired if there were any comments from the public. There was no public comment received. She declared the Public Hearing closed. The Board had no further discussion.

Director Halket MOVED to adopt Resolution No. 24-23, Adopting the Annual Dougherty Valley Incremental State Water Project Charge Report and Directing the Levy and Collection of the Dougherty Valley Incremental State Water Project Charge on the Contra Costa County Property Tax Roll for Non-Governmental Parcels and on the Utility Bills for Governmental Customers for Fiscal Year 2023–2024. Vice President Johnson SECONDED the MOTION, which CARRIED with FIVE AYES.

8.C. Public Hearing: Adopt Operating Budget for Fiscal Years Ending 2024 and 2025

President Vonheeder-Leopold announced the item and asked for the staff presentation. Administrative Services Director Atwood reviewed the item for the Board.

President Vonheeder-Leopold declared the Public Hearing open. She inquired if there were any comments from the public. There was no public comment received. She declared the Public Hearing closed.

Director Govindarao inquired as to any changes made to the budget since the Board reviewed it at the June 6 budget workshop. Ms. Atwood explained that non-substantive corrections and cosmetic refinements were made to finalize the budget document presented this evening. The Board had no further discussion.

Director Goel MOVED to adopt Resolution No. 25-23, Adopting the Operating Budget for Fiscal Years Ending (FYE) 2024 and 2025. Director Govindarao SECONDED the MOTION, which CARRIED with FIVE AYES.

8.D. Public Hearing: Approve Capital Improvement Program (CIP) Ten-Year Plan for Fiscal Years 2024 through 2033 and Adopt Two-Year CIP Budget for Fiscal Years 2024 and 2025

President Vonheeder-Leopold announced the item and asked for the staff presentation. Engineering Services Director Delight reviewed the item for the Board.

President Vonheeder-Leopold declared the Public Hearing open. She inquired if there were any comments from the public. There was no public comment received. She declared the Public Hearing closed. The Board had no further discussion.

Director Govindarao MOVED to adopt Resolution No. 26-23, Approving Capital Improvement Program (CIP) Ten-Year Plan for Fiscal Years 2024 through 2033 and Adopting the Capital Improvement Program Two-Year Budget for Fiscal Years 2024 and 2025. Director Halket 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

President Vonheeder-Leopold submitted a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the virtual Alameda County Special Districts Association Executive Committee meeting on June 7. She summarized the activities and discussions at the meeting.

Vice President Johnson submitted a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the City of San Ramon Council meeting on June 13. 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

President Vonheeder-Leopold requested staff provide the Board an update on the current parking lot construction at Dublin High School in the next General Manager Report to Board.

9.B. Staff Reports – None

9.B.1. Event Calendar

9.B.2. Correspondence from the Board

10. ADJOURNMENT

President Vonheeder-Leopold adjourned the meeting at 6:25 p.m. in memory of Mr. George Zika, former City of Dublin Councilmember (1998-2006), who passed today.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary