

AGENDA

NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, September 5, 2023

PLACE: Regular Meeting Place
7051 Dublin Boulevard, Dublin, CA
www.dsrsd.com

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, Govindarao, Halket, Johnson, Vonheeder-Leopold
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
 - 4.A. New Employee Introductions
5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)

At this time those in the audience 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 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 proceed to the lectern, introduce him/herself, and then proceed with his/her comment. Written comments received by 3 p.m. on the day of the meeting will be provided to the Board.
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 August 15, 2023
Recommended Action: Approve by Motion
 - 7.B. Approve the Continuation for Repair of the LAVWMA Livermore Interceptor Pipeline by General Manager and Find that the Need for the District's State of Emergency Still Exists
Recommended Action: Approve by Resolution
 - 7.C. Approve Amendment to the Capital Improvement Program (CIP) Ten-Year Plan and Two-Year Budget for Fiscal Years 2024 and 2025 to Advance the Dublin Boulevard Extension Sewer Facilities Project (CIP 20-S028)
Recommended Action: Approve by Resolution

- 7.D. Affirm No Changes to Proposition 218 Receipt, Tabulation, and Validation of Written Protests Policy
Recommended Action: Approve by Motion
- 7.E. Affirm No Changes to Construction Project Acceptance by the General Manager Policy
Recommended Action: Approve by Motion
- 8. BOARD BUSINESS
 - 8.A. Adopt Revised District Participation in Charitable Events and Community Service Activities Policy and Rescind Resolution No. 50-14
Recommended Action: Adopt Policy by Resolution
- 9. REPORTS
 - 9.A. Boardmember Items
 - 9.A.1. Joint Powers Authority and Committee Reports
LAVWMA – August 16, 2023
 - 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
- 10. CLOSED SESSION
 - 10.A. Public Employee Appointment Pursuant to Government Code Section 54957
Title: General Manager
- 11. REPORT FROM CLOSED SESSION
- 12. 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.

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

August 15, 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, and Director Richard M. Halket.

Director Goel entered the meeting at 6:20 p.m. after the roll call was done and during the recess held before Item 8.A. Director Govindarao was absent.

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; 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 – None

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:02 p.m. No public comment was received.

6. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS) – President Vonheeder-Leopold stated that Item 8.A. will be moved to the end of this evening's agenda to ensure the Board has a quorum to act on the item. She reported that she must recuse herself from the item and that Director Goel will be delayed arriving to the meeting.

7. CONSENT CALENDAR

Vice President Johnson MOVED for approval of the items on the Consent Calendar. Director Halket SECONDED the MOTION, which CARRIED with THREE AYES and TWO ABSENT (Govindarao and Goel).

7.A. Approve Regular Meeting Minutes of August 1, 2023 – Approved

7.B. Accept Regular and Recurring Reports: Treasurer's Report, Outstanding Receivables Report, and Employee Reimbursements Greater than \$100 – Approved

7.C. Approve Amendment to the Capital Improvement Program Ten-Year Plan and Two-Year Budget for Fiscal Years 2024 and 2025 to Add the Fiscal Year 2024 Fleet 2 – Ford F-250 (Qty 4) & Ford Escape Hybrid (Qty 2) (CIP 24-A030) and Fiscal Year 2024 Fleet 4 – Water Valve Truck (CIP 24-A033) Projects and Authorize the General Manager to Execute a Purchase Order with Concord Ford for the Purchase of Two Ford Escape Hybrid and Four Ford F-250 Vehicles – Approved – Resolution No. 32-23

- 7.D. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the LAVWMA Livermore Interceptor Pipeline and Find that the Need for the LAVWMA Livermore Interceptor Pipeline Emergency Still Exists – Approved
- 7.E. Affirm No Changes to Annexation and Utility Extension Policy – Approved
- 7.F. Approve Revised General Manager Classification Description – Approved – Resolution No. 33-23
- 7.G. Approve Health Insurance Contribution for Calendar Year 2024 for Stationary Engineers, Local 39; International Federation of Professional and Technical Employees, Local 21; Mid-Management Employees’ Bargaining Unit; Unrepresented Employees; and General Manager – Approved – Resolution No. 34-23

8. BOARD BUSINESS

- 8.A. Approve Health Insurance Maximum Contribution for Calendar Year 2024 for Board of Directors

President Vonheeder-Leopold stated, “I am recusing myself from any participation in any discussions, decisions, or voting on the Health Insurance Maximum Contribution for Calendar Year 2024 for Board of Directors, Item 8.A., because I receive health benefits as a retired Boardmember of Dublin San Ramon Services District.”

President Vonheeder-Leopold passed the gavel to Vice President Johnson and departed the meeting at 6:22 p.m. before discussion of Item 8.A.

Acting Human Resources & Risk Manager Samantha Koehler reviewed the item for the Board.

Director Goel MOVED to approve Resolution No. 35-23, 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. Director Halket SECONDED the MOTION, which CARRIED with THREE AYES and TWO ABSENT (Govindarao and Vonheeder-Leopold).

President Vonheeder-Leopold returned to the meeting at 6:24 p.m. after discussion of Item 8.A.

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

Vice President Johnson submitted a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the 68th

annual California Association of Sanitation Agencies (CASA) conference held in San Diego on August 9–11. She summarized the activities and discussions at the meeting.

President Vonheeder-Leopold submitted written reports to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the CASA Board of Directors meeting on August 9 during her attendance at the CASA conference on August 9–11. She summarized the activities and discussions at the meetings. She noted that she concluded her tenure as CASA President and received a commemorative shadow box in recognition of her service.

9.A.3. Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

Vice President Johnson requested that staff provide the Board a briefing, possibly in a future General Manager Report to Board, on the status of sampling activities and data collection for disease and chemical detection in wastewater.

9.B. Staff Reports

9.B.1. Event Calendar – Staff reported on the following:

- A LAVWMA Board meeting will be held tomorrow night at 6 p.m.
- The San Ramon Chamber of Commerce will host the Tri-Valley Mayors' Summit on Thursday, August 31, at the San Ramon Marriott at 10:30 a.m.

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

The Board took a recess at 6:14 p.m. and returned at 6:20 p.m. to hold Item 8.A.

10. CLOSED SESSION

At 6:24 p.m. the Board went into Closed Session. General Counsel Coty announced that additional attendee Ms. Heather Renschler, Ralph Andersen & Associates recruitment consultant, will attend the Closed Session via teleconference.

10.A. Public Employee Appointment Pursuant to Government Code Section 54957
Title: General Manager

11. REPORT FROM CLOSED SESSION

At 7:07 p.m. the Board came out of Closed Session. President Vonheeder-Leopold announced that there was no reportable action.

12. ADJOURNMENT

President Vonheeder-Leopold adjourned the meeting at 7:08 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary



TITLE: Approve Continuation of Emergency Action Procurement by General Manager for Repair of the LAVWMA Livermore Interceptor Pipeline and Find that the Need for the LAVWMA Livermore Interceptor Pipeline Emergency Still Exists

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, a continuation of the Emergency Action as declared in Board Resolution No. 22-23 and find that there exists a need for continuing the LAVWMA Livermore Interceptor Pipeline Emergency which the Board last confirmed on August 15, 2023.

DISCUSSION:

From late 2022 through March of 2023, a series of severe winter storms characterized as “atmospheric rivers” struck California bringing damaging winds and historic precipitation. On February 9, 2023, District staff discovered that these storms had left a portion of LAVWMA’s Livermore Interceptor Pipeline and its associated manhole exposed in the Arroyo Mocho Creek, and caused significant erosion in the nearby creek bed and banks.

The LAVWMA’s Livermore Interceptor Pipeline serves the sole benefit of the City of Livermore, and as such, all costs (100 percent) associated with the repair of the pipeline will be allocated to the City of Livermore. On June 20, 2023, the District’s Board of Directors approved Resolution No. 22-23 (Attachment 1), approving emergency action procurement by the General Manager for the repair of the LAVWMA Livermore Interceptor Pipeline. Per Public Contract Code 22050 and the District’s Emergency Response Plan policy (P300-20-3), the Declaration of the District State of Emergency shall be reviewed by the Board of Directors at every regular meeting to determine, by a four-fifths vote, that there is a need to continue the emergency action.

Under the emergency authorization, five task orders have been issued to date. Two task orders have been issued to Carollo Engineers: (1) a task order, for an amount not to exceed \$676,263, for engineering design services including property rights acquisition and permitting support services, and (2) a task order, for an amount not to exceed \$215,000, for construction management services including inspection and material testing services.

Three task orders have been issued to DPI, Inc.: (1) a task order, in an amount not to exceed \$65,000, for construction design services including constructability review, material procurement assessments, and construction costs, (2) a task order, in an amount not to exceed \$70,000, for exploratory construction services including utility locating services to confirm the alignment and depth of existing utilities within the proposed alignment of the new pipe, and (3) a task order, in an amount not to exceed \$950,000, for emergency repair materials including procurement of long lead-time equipment and materials, such as piping, casing pipe, manholes, valves, and other pipeline appurtenances.

To complete the project before the next wet season, an aggressive project and implementation schedule is required. The revised 25 percent design was received in August, and staff is actively engaging with DPI, Inc. on constructability review, material selection and procurement, and construction costs. In parallel with the design effort, staff also continues to work with property owners on negotiating property rights for the new pipeline easements and right-of-entry permits, coordinating with respective agencies for the acquisition of environmental permits and encroachment permits, pursuing funding assistance through the Federal Emergency Management Agency (FEMA) and the California Office of Emergency Services (CalOES), and procuring long lead-time materials including large-diameter piping and valves. Additional task orders, purchase orders, and/or other contracts are expected to be awarded in the near term for property acquisition, material procurement, additional construction services, and construction management services.

Originating Department: Engineering and Technical Services	Contact: K. Castro/S. Delight	Legal Review: Yes
Financial Review: Not Required	Cost and Funding Source: \$5,000,000 to be reimbursed by LAVWMA	
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	

To ensure the project can meet the aggressive project schedule, staff recommends the Board of Directors find the need to continue the State of Emergency reflected by Board Resolution No. 22-23. Expedited action, including the emergency procurement of construction materials, equipment, construction services, and construction management services, is necessary to mitigate any additional damage to the pipeline and avoid the potential discharge of treated wastewater effluent to the Arroyo Mocho Creek. A four-fifths vote is necessary to extend the emergency.

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT CONFIRMING EMERGENCY DECLARATION AND APPROVING EMERGENCY ACTION PROCUREMENT BY THE GENERAL MANAGER FOR REPAIR OF THE LAVWMA LIVERMORE INTERCEPTOR PIPELINE

WHEREAS, on February 9, 2023, the Livermore-Amador Valley Water Management Agency (“LAVWMA”) and the Dublin San Ramon Services District (“DSRSD”) discovered that recent severe winter storms, which brought strong winds and abnormally high precipitation, had left a portion of LAVWMA’s Livermore Interceptor Pipeline and its associated manhole exposed in the Arroyo Mocho Creek and caused significant erosion in the nearby creek bed and banks; and

WHEREAS, the failure of the pipeline presents a substantial risk to public health and safety; and

WHEREAS, on May 17, 2023, LAVWMA approved Resolution No. 23-04, declaring an emergency pursuant to Public Contract Code Section 22050 and authorizing emergency work for the repair of the exposed pipeline; and

WHEREAS, pursuant to the Agreement for Maintenance of LAVWMA Facilities dated January 15, 1980, and Amendment No. 1 to the Agreement for Maintenance of LAVWMA Facilities dated June 4, 2021, DSRSD provides all required operation and maintenance tasks for LAVWMA facilities; and

WHEREAS, pursuant to the Amended and Restated Joint Exercise of Powers Agreement dated September 10, 1997, the interceptor pipeline carrying effluent from the Livermore treatment plant to the joint use facilities is a sole use facility and is allocated 100 percent to Livermore; and

WHEREAS, the District’s Emergency Response Plan policy (P300-20-3) designates the General Manager as DSRSD’s Emergency Manager, charged with managing all emergency operations and making decisions to allocate resources and expend funds as necessary to meet the needs of the emergency; and

WHEREAS, on June 12, 2023, the General Manager, acting in the capacity of DSRSD’s Emergency Manager, made an Emergency Declaration to facilitate and ensure that DSRSD is able to comply with its contractual obligations to LAVWMA which are described herein, which action was confirmed by the Board of Directors by adoption of Resolution No. 22-23; and

WHEREAS, as DSRSD’s Emergency Manager, in accordance with Public Contract Code Section 22050 and District Code Section 7.40.090, the General Manager may let contracts for any amount without giving notice for bids for repair or replacement of a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes; and

Res. No. _____

WHEREAS, the General Manager has authorized emergency procurement actions which will allow DSRSD, on LAVWMA's behalf, to order any action to repair or replace the affected pipeline, take any directly related and immediate action required by the emergency, and to procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts; and

WHEREAS, District Code Section 7.40.090 also requires that any emergency action taken by the General Manager be reviewed by the Board of Directors at its next regularly scheduled meeting, but in no event later than 14 days after the emergency action.

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 Board of Directors confirms the District State of Emergency declared by the General Manager on June 12, 2023, and as confirmed by the Board at each regular meeting since that date.
2. The emergency action procurements by the General Manager to restore core business operations, as stated above, is hereby re-approved and re-authorized.
3. The General Manager is authorized to enter into contracts for continuing actions to repair the exposed LAVWMA pipeline crossing under DSRSD emergency procedures and policies, and all such contracts entered into to date are hereby ratified and approved.
4. The General Manager is directed to report the reasons justifying why the emergency will not permit a delay resulting from a competitive solicitation for bids at least at every regularly scheduled meeting until the District State of Emergency is terminated.

ADOPTED by a four-fifths vote of 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 5th day of September, 2023, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgian M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Approve Amendment to the Capital Improvement Program (CIP) Ten-Year Plan and Two-Year Budget for Fiscal Years 2024 and 2025 to Advance the Dublin Boulevard Extension Sewer Facilities Project (CIP 20-S028)

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, an amendment to the Capital Improvement Program (CIP) Ten-Year Plan and Two-Year Budget for Fiscal Years 2024 and 2025 to advance the Dublin Boulevard Extension Sewer Facilities Project (CIP 20-S028).

DISCUSSION:

On August 1, 2023, the Board approved a design agreement with the Alameda County Transportation Commission (Alameda CTC) related to the Dublin Boulevard – North Canyons Parkway Extension Project. This project will extend Dublin Boulevard 1.5 miles from Fallon Road in Dublin to North Canyons Parkway at Doolan Road in Livermore. The Alameda CTC will be responsible for the design of the water and sewer facilities for the project, subject to the terms and conditions in the design agreement. The estimated design cost is \$247,000.

Funding for this project is included in the District’s Dublin Boulevard Extension Water Facilities Project (CIP 20-W027) funded by Water Expansion (Fund 620) and the Dublin Boulevard Extension Sewer Facilities Project (CIP 20-S028) funded by Local Wastewater Expansion (Fund 220). The Dublin Boulevard Extension Water Facilities Project (CIP 20-W027) has sufficient budget in the CIP Two-Year Budget for Fiscal Years 2024 and 2025. The Dublin Boulevard Extension Sewer Facilities Project (CIP 20-S028) only has budget included in future years as part of the Ten-Year Plan and was not included in the CIP Two-Year Budget for Fiscal Years 2024 and 2025. This was an administrative oversight, as the intent was to split the design cost between these two projects. For this reason, staff recommends advancing the Dublin Boulevard Extension Sewer Facilities Project (CIP 20-S028) to the Two-Year Budget to fund the project’s share of the design cost (\$123,500).

There is no net adjustment to the total project budget, which is \$1,449,140. Advancing the project allows the adopted budget to be expended sooner than anticipated. There is also no need for an adjustment to the Local Wastewater Expansion fund limit.

Originating Department: Engineering and Technical Services	Contact: J. Yee/S. Delight	Legal Review: Yes
Financial Review: Yes	Cost and Funding Source: \$1,449,140 from Local Wastewater Expansion (Fund 220)	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Ordinance <input type="checkbox"/> Other (see list on right)	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation	10 of 29

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AN AMENDMENT TO THE CAPITAL IMPROVEMENT PROGRAM TEN-YEAR PLAN FOR FISCAL YEARS 2024 THROUGH 2033 AND THE TWO-YEAR BUDGET FOR FISCAL YEARS 2024 AND 2025 TO ADVANCE THE DUBLIN BOULEVARD EXTENSION SEWER FACILITIES PROJECT (CIP 20-S028)

WHEREAS, the Board of Directors, by adopting Resolution No. 26-23, approved the District’s Capital Improvement Program (“CIP”) Ten-Year Plan for Fiscal Years 2024 through 2033 (“CIP Plan”) on June 20, 2023, 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, by adopting Resolution No. 26-23, also adopted the current CIP Two-Year Budget for Fiscal Years 2024 and 2025 (“CIP Budget”) on June 20, 2023, authorizing fund budgets for Fiscal Year 2024 and Fiscal Year 2025 to meet the District’s capital infrastructure needs; and

WHEREAS, District staff recommends revising the CIP Budget by advancing the Dublin Boulevard Sewer Facilities Project (CIP 20-S028) (Project) from the CIP Plan to the CIP 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:

1. The Dublin Boulevard Extension Sewer Facilities Project (CIP 20-S028) is hereby advanced from the CIP Ten-Year Plan for Fiscal Years 2024 through 2033 and incorporated into the CIP Two-Year Budget for Fiscal Years 2024 and 2025, in accordance with the project description sheet attached as Exhibit “A.”

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 5th day of September, 2023, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgean M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary

DSRSD CIP 10-Year Plan for FYEs 2024 through 2033

CATEGORY: WASTEWATER COLLECTION

Local Wastewater Expansion (Fund 220)

CIP No. 20-S028 Dublin Boulevard Extension Sewer Facilities

Funding Allocation: 100% 220

Project Manager: TBD

Status: Continuing Project

Project Summary:

The Alameda County Transportation Commission, Alameda County, and the cities of Dublin and Livermore have partnered on the Dublin Boulevard Extension Project (Extension Project), a 1.5-mile extension of Dublin Boulevard from Fallon Road in Dublin to North Canyons Parkway at Doolan Road in Livermore. To accommodate future development based on the City of Dublin’s General Plan, this project will construct 2,800 feet of 15-inch wastewater collection pipeline and associated appurtenances in Dublin Boulevard from Fallon Road to Croak Road in coordination with the project.

Anticipated CEQA: Final EIR – Dublin Blvd. – North Canyons Parkway Extension Project (City of Dublin) – August 2019

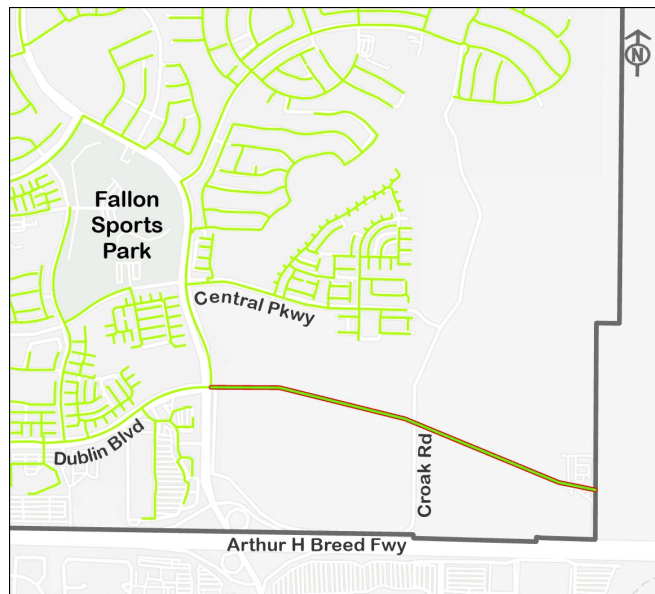
Reference: DSRSD 2019 Collection System Master Plan; DSRSD 2018 Local Wastewater Capacity Reserve Fee Study

Fund Allocation Basis: Project is required to convey future customer wastewater flows.

10-Year Cash Flow and Estimated Project Cost:

Prior	FYE 24	FYE 25	FYE 26	FYE 27	FYE 28	FYE 29	FYE 30	FYE 31	FYE 32	FYE 33	Future
46,140	123,500	0	0	0	188,000	1,091,500	0	0	0	0	0

Total Estimated Project Cost **\$1,449,140**
 Current Adopted Budget \$1,449,140
 Increase/(Decrease) \$0





TITLE: Affirm No Changes to Proposition 218 Receipt, Tabulation, and Validation of Written Protests Policy

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Motion, affirmation of no changes to the Proposition 218 Receipt, Tabulation, and Validation of Written Protests policy.

DISCUSSION:

All District policies are reviewed on a rotating four-year cycle to ensure that they remain current and that the Board seated at the time continues to concur with that policy. Staff and the General Counsel recently reviewed the Proposition 218 Receipt, Tabulation, and Validation of Written Protests policy (P100-19-5) and recommend no changes. The current policy with updated review history is attached. If affirmed, the policy will be scheduled for subsequent review in 2027.

It is important to note that this policy only applies to written protests received related to proposed changes to utility charges in accordance with Proposition 218. Protests or comments received on matters that are not subject to Proposition 218, such as the collection of charges via the secured property tax rolls, are not subject to this policy.

Originating Department: Administrative Services	Contact: V. Chiu/C. Atwood	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 – Marked-up Proposition 218 Receipt, Tabulation, and Validation of Written Protests policy	



Policy

Policy No.: P100-19-5	Type of Policy: Board Business
Policy Title: Proposition 218 Receipt, Tabulation, and Validation of Written Protests	
Policy Description: Defines guidelines for receiving, tabulating, and validating written protests of proposed changes to utility charges	
Approval Date: 10/15/2019	Last Review Date: 2019 2023
Approval Resolution No.: 37-19	Next Review Date: 2023 2027
Rescinded Resolution No.: 73-15	Rescinded Resolution Date: 9/1/2015

The purpose of this policy of the Board of Directors of Dublin San Ramon Services District is to define guidelines for receiving, tabulating, and validating written protests of proposed changes to utility charges in accordance with Section 6 of Article XIII D of the California Constitution, commonly referred to as "Proposition 218."

1. General

When notice of a public hearing with respect to a sewer service or water rate has been given by the District pursuant to Proposition 218, the following shall apply:

The District and its Board of Directors welcome and will consider input from the community at any time, including during the public hearing on the proposed charges. However, in accordance with Proposition 218 as described herein, only valid written protests that are timely received will be counted as formal protests of a proposed water or sewer charge.

The District Secretary is hereby appointed as the recipient, tabulator, and validator of written protests; the District Secretary may at his or her discretion retain the services of a third party to assist him or her with receipt, tabulation, and validation.

2. Receipt of Written Protests

- a. Any record property owner or tenant-customer of a parcel receiving a property-related service desiring to submit a written protest shall submit that written protest to the District Secretary. Protests may be submitted by personal delivery, the U.S. Postal Service, or other delivery services addressed to the District Secretary at 7051 Dublin Boulevard, Dublin, CA 94568. Written protests submitted in this fashion should note on the envelope "Protest of Proposed Charge" so as to help ensure proper handling when received by the District. Protests may also be submitted electronically, either in the form of a .pdf document

Policy No.: [P100-19-5](#)

Policy Title: Proposition 218 Receipt, Tabulation, and Validation of Written Protests

attached to an email addressed to the email address provided in the notice of the proposed charge, or by fax sent to the fax number provided in the notice of the proposed charge.

- b. The deadline for receipt of hand-delivered protests shall be the close of the public comment period at the Board meeting at which the rate decision is made.
- c. The deadline for the receipt of mailed protests, delivered protests or electronically sent protests (fax, .pdf documents, etc.) shall be 5 p.m. on the date of the Board meeting at which the rate decision is made. Postmarks or other indications of the date on which the protest was sent to the District will not be accepted as evidence of timely delivery.
- d. Any protest not received by the District before the deadlines identified above, whether or not placed in the mail or electronically transmitted prior to the deadline, shall not be counted.
- e. A valid protest must be in writing and:
 - Identify the affected property by either assessor’s parcel number, street address, or customer account number;
 - Identify the name of the record property owner or tenant-customer;
 - Clearly state that the transmittal is a protest to the proposed charges;
 - Identify what proposed charges are being protested; and
 - Bear the original signature of the record property owner or tenant-customer. In the case of electronically delivered protests, a scanned signature of the property owner or tenant-customer will be accepted, subject to later verification if necessary as described below.
- f. Only one protest will be counted per parcel served by the District. For a parcel of which there is a single owner and a single tenant-customer, only one protest will be counted, even if protests are received from both the property owner and tenant-customer. For a parcel owned by more than a single record property owner, or occupied by more than one tenant-customer, or both, each record property owner and each tenant-customer may submit a written protest in accordance with this policy, but only one protest will be counted for that parcel.
- g. The protest may not be altered or withdrawn by anyone other than the signatory. Any person who submits a protest may withdraw it by submitting to the District Secretary a written request (in any of the formats specified above) that the protest be withdrawn before the deadline for receipt of the original protest. The withdrawal of a protest shall contain the same information as specified above for a valid protest.
- h. Unless and to the extent that the person submitting the written protest waives, in writing, the right to have his or her personal information withheld from disclosure, protests received

Policy No.: P100-19-5	Policy Title: Proposition 218 Receipt, Tabulation, and Validation of Written Protests
----------------------------------------------	----------------------------------------------------------------------------------------------

by a public agency pursuant to Proposition 218 are currently not subject to disclosure without redaction of the protestant’s personal information because Government Code Section 6254.16 bars the disclosure of personal information about utility customers, and because the requirements of Proposition 218 can be met without disclosing such information¹. Accordingly, all protests received by the District, except those that state on the face of the protest that the protestant waives the right to have his or her personal information withheld from disclosure, shall be disclosed only after the protestant’s personal information is redacted consistent with Section 6254.16, which personal information shall be maintained in confidence and will not be open to public review.

3. Tabulation of Written Protests

- a. When directed by the Board and after the latest deadline for receipt of protests, the District Secretary shall complete the tabulation of all protests received and shall report the results of the tabulation to the Board upon completion.
- b. If tabulation of the protests received demonstrates that the number received is less than one-half of the parcels served by the District with respect to the charge which is the subject of the protest, then the District Secretary shall advise the Board that there is an absence of a majority protest, and, therefore, there is no need to determine the validity of each individual written protest. For the purposes of this provision, all protests will be presumptively assumed to be validly submitted.
- c. If tabulation of the protests received demonstrates that the number received is greater than one-half of the parcels served by the District with respect to the charge which is the subject of the protest, then the District Secretary shall advise the Board that a validation of the protests is required and when that validation will be completed. In conducting such validation, the District Secretary may, in his or her discretion, require that the original of a written protest submitted electronically be produced in order to verify the original signature is genuine.

4. Validation of Written Protests

- a. A majority protest exists if valid protests are timely submitted and not withdrawn by the record property owners or tenant-customers of a majority of the parcels subject to the proposed charge, a majority being equal to greater than fifty percent (50%).
- b. In the event there is an apparently successful majority protest, the District Secretary, or his or her designated representative, shall determine the validity of all protests. The District

¹ *Morgan v. Imperial Irrigation District* (2014) 223 Cal.App.4th 892, 920-922.

Policy No.: P100-19-5	Policy Title: Proposition 218 Receipt, Tabulation, and Validation of Written Protests
---------------------------------------	---------------------------------------------------------------------------------------

Secretary shall not determine as valid any protest if the District Secretary determines that any of the following conditions exist:

- The protest does not contain all of the information specified above;
- The protest was not received prior to the deadlines identified above;
- A request to withdraw the protest was received prior to the deadlines identified above; or
- The protest was altered by someone other than the record property owner or tenant-customer whose signature appears on it.

c. The District Secretary’s determination that a protest is not valid (or does not apply to a specific charge) shall constitute a final action of the District subject to appropriate judicial review.

<p align="center">Policy is current and no changes need to be adopted by the Board of Directors. Status Quo Chronology:</p>	
<p align="center">Date Adopted:</p>	
<p align="center">October 15, 2019</p>	
<p align="center">Reviewed by Committee or Board:</p>	<p align="center">Date:</p>
<p align="center">Board</p>	<p align="center">September 5, 2023</p>



TITLE: Affirm No Changes to Construction Project Acceptance by the General Manager Policy

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Motion, affirmation of no changes to the Construction Project Acceptance by the General Manager policy.

DISCUSSION:

All District policies are reviewed on a rotating four-year cycle to ensure that they remain current and that the Board seated at the time continues to concur with that policy. Staff recently reviewed the Construction Project Acceptance by the General Manager policy (P200-18-1) and recommends no changes. The current policy with updated review history is attached. If affirmed, the policy will be scheduled for subsequent review in 2027.

Originating Department: Engineering and Technical 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 – Marked-up Construction Project Acceptance by the General Manager policy	



Policy

Policy No.: P200-18-1	Type of Policy: General
Policy Title: Construction Project Acceptance by the General Manager	
Policy Description: Allows the General Manager to accept construction projects	
Approval Date: 8/7/2018	Last Review Date: 2018 2023
Approval Resolution No.: 41-18	Next Review Date: 2022 2027
Rescinded Resolution No.: 71-14	Rescinded Resolution Date: 10/21/2014

It is the policy of the Board of Directors of Dublin San Ramon Services District:

Upon determining that a particular project has satisfied the provisions of this Construction Project Acceptance policy, the General Manager is authorized and may accept Capital Improvement Program (CIP) construction projects and developer dedicated construction projects in accordance with this policy. Further, the General Manager is authorized to execute a Certificate of Acceptance, in a form substantially in conformance with "Attachment A," to memorialize the acceptance of the project for purposes of Civil Code Section 9200. As is set forth in the form of the Certificate of Acceptance, upon execution thereof, the General Manager is further authorized to cause to be recorded, in the Official Records of each County in which work on the project was performed under contract with the District, a Notice of Completion in accordance with Civil Code Section 9204.

Within 15 days of receipt of written verification from the District Engineer that a project has satisfied the conditions of this Construction Project Acceptance by the General Manager policy described below, the General Manager will either accept the project or refer the project to the Board at the next available opportunity for a decision on acceptance.

Capital Improvement Program (CIP) Construction Projects – Conditions for Acceptance

All of the following conditions must be satisfied for a CIP Construction Project to be considered for acceptance. Within 10 days of completion of all the conditions, the District Engineer shall provide the General Manager written notification with a recommendation to accept the project.

1. The contractor has submitted a written request for final payment and release of all retentions, which request is accompanied by a duly executed conditional waiver and release upon final payment in the then-current statutory form releasing the District from all existing and/or future claims against the District for the work.
2. The contractor has completed all punch list items.

Policy No.: P200-18-1	Policy Title: Construction Project Acceptance by the General Manager
------------------------------	-----------------------------------------------------------------------------

3. The contractor has completed all required submittals.
4. The contractor has provided a warranty bond in conformance with contract requirements.
5. The total amount of final compensation to be paid to the contractor does not exceed the amount authorized by the Board for the construction contract.

Developer Dedicated Construction Projects – Conditions for Acceptance

All of the provisions of District Code Section 3.50.120 must be satisfied for a Developer Dedicated Construction Project to be considered for acceptance. Within 10 days of completion of all the conditions, the District Engineer shall provide the General Manager written notification with a recommendation to accept the project.

The General Manager shall develop comprehensive rules and procedures in furtherance of this policy.

Policy is current and no changes need to be adopted by the Board of Directors. <u>Status Quo Chronology:</u>	
Date Adopted:	
August 7, 2018	
Reviewed by Committee or Board:	Date:
Board	September 5, 2023

Policy No.: P200-18-1	Policy Title: Construction Project Acceptance by the General Manager
------------------------------	----------------------------------------------------------------------

Attachment A

CERTIFICATE OF ACCEPTANCE

This is to certify that the project specified herein:

[For developer dedicated projects: list project name, description and location of facilities, developer name and address.]

[For CIP projects: list project name and CIP number, description and location of facilities, date of completion, contractor name and address.]

is hereby accepted by the General Manager of Dublin San Ramon Services District (District) on behalf of said District pursuant to authority conferred by Resolution No. _____ of the governing Board of the District adopted on August 7, 2018. *[For CIP projects only: The District Secretary is hereby ordered to file a Notice of Completion in the office of the County Recorder within ten (10) days of the date of this acceptance.]*

[NAME]
General Manager

Acceptance Date

ATTEST:

[NAME]
District Secretary



TITLE: Adopt Revised District Participation in Charitable Events and Community Service Activities Policy and Rescind Resolution No. 50-14

RECOMMENDATION:

Staff recommends the Board of Directors adopt, by Resolution, the revised District Participation in Charitable Events and Community Service Activities policy and rescind Resolution No. 50-14.

DISCUSSION:

The District Participation in Charitable Events and Community Service Activities policy was last reviewed on August 21, 2018. The purpose of the policy is to establish criteria for District participation in charitable events and community service activities. The policy was recently reviewed by legal counsel and staff, to ensure the policy conforms with applicable legal requirements for charitable events and community service activities funded, sponsored, or supported by a public agency.

In addition to non-substantiative edits and language clarifications, staff recommends that the policy be revised to affirm:

- a. That the District’s purpose and interest in participation of charitable events and community service activities further the interests of the District with respect to its water, wastewater, and recycled water enterprise responsibilities;
- b. That expenditures or commitments of public resources by the District (including monetary contributions, use of District facilities or equipment, and staff time) shall serve a distinct District purpose, such as furthering its water, wastewater, and recycled water services, providing publicity for District initiatives, or enhancing District outreach to the community; and
- c. That participation in any charitable event or community service activity must be sponsored by at least one member of the Board of Directors and presented to the Board for approval if it is not pre-authorized by the Board by virtue of being included in the policy and/or included in an approved Operating Budget.

Staff recommends that the policy be further updated to remove the following three matters:

- 1. Remove employee-specific directives which are more appropriately addressed by General Manager directive or personnel rule;
- 2. Remove reference to use of District facilities, which is explicitly outlined in District Code Title 7, Chapter 7.30 “Facility Use Permits”; and
- 3. Remove reference to disaster relief assistance to other water or wastewater utilities, which is more appropriately addressed via applicable state and local agreements.

Staff recommends removing references to employee-specific activities, such as fundraising and community service activity participation by employees, which are more appropriately addressed as personnel rules and guidelines which fall under the authority and responsibility of the General Manager. Staff further recommends removal of reference to use of District facilities since such facility use is already defined by District Code. As a part of this policy review and update, staff recommends that a draft update to the District Code Title 7, Chapter 7.30 “Facility Use Permits” be brought back to the Board for discussion and to provide direction on an update (this Chapter of the District Code was last updated in 2010). A draft redline version of the proposed revisions to the District Charitable Events and Community Service Activity policy is included as Attachment 1.

In accordance with the District’s practice of reviewing each of its policies on a rotating four-year cycle to ensure that they remain current and that the Board seated at that time continues to concur with that policy, this policy is scheduled for review again in 2027 if the Board adopts the revised policy.

Originating Department: Office of the General Manager	Contact: M. Gallardo/D. McIntyre	Legal Review: Yes
Financial Review: Not Required	Cost and Funding Sources: Eligible expenditures from Administrative Cost Center (Fund 900)	
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 – Marked-up District Participation in Charitable Events and 22 of 29 Community Service Activities policy	



Policy

Policy No.: P200-18-2	Type of Policy: General
Policy Title: District Participation in Charitable Events and Community Service Activities	
Policy Description: Establishes criteria for District participation in charitable events and community service activities	
Approval Date: 8/19/2014 9/5/2023	Last Review Date: 2018 2023
Approval Resolution No.: 50-14	Next Review Date: 2022 2027
Rescinded Resolution No.: 39-0650-14	Rescinded Resolution Date: 9/5/2006 8/19/2014

~~It is~~ The purpose of this policy of the Board of Directors of Dublin San Ramon Services District is to establish :

~~That~~ the District participate in only those charitable events and/or, and community service activities, ~~or projects~~ which are determined to ~~be in the interests of the communities served by the District, in view of its~~ further the interests of the District with respect to its water, wastewater, and recycled water enterprise responsibilities, as well as its environmental stewardship role. Expenditures or commitments of public resources by the District (including monetary contributions, use of District facilities or equipment, and staff time) shall serve a distinct District purpose, such as furthering its water, wastewater, and recycled water services mission, providing publicity for District initiatives, or enhancing District outreach to the community, ~~or increasing goodwill.~~

Participation in any such activity must be sponsored by at least one member of the Board of Directors and presented to the Board for approval ~~if it is not, or is~~ pre-authorized by the Board by virtue of being included in this policy and/or included in an approved Operating Budget. ~~At a minimum, any such event shall bear some reasonable~~ The connection between the activity or event ~~it~~ and the mission of the District, ~~which connection~~ shall be stated in the proposal.

The events and activities that are pre-authorized hereby are the following:

~~Disaster relief assistance to other water or wastewater utilities by agreement (such as Cal OES-WARN), or that results in increasing District staff's knowledge for disaster planning, training, and communications, or that may result in commitments by other utilities to assist the District in the event of a disaster within the District's service area;~~

1. An event or activity that is directly or indirectly tied to the District or to matters within the jurisdiction of the District, including local, regional, and state events such as ~~a~~ job fairs, science fairs, ~~a~~ charitable fundraiser, sponsored by ~~an~~ utility, ~~focused organizations~~ such as CASA, ACWA, WEF, etc., and other similar community events;

~~1.~~

<p>Policy No.: P200-18-2</p>	<p>Policy Title: District Participation in Charitable Events and Community Service Activities</p>
------------------------------------------------	----------------------------------------------------------------------------------------------------------

- ~~2. An event or activity that will provide an identifiable and reasonable return to the District in the form of publicity, outreach, or goodwill, in exchange for the District's expenditure of resources (funds, time, facilities, equipment, etc.);~~
- ~~3. Disaster relief assistance to other water or wastewater utilities that results in increasing District staff's knowledge for disaster planning, training, and communications, or that may result in commitments by other utilities to assist the District in the event of a disaster within the District's service area;~~
3. An event that offers the District the opportunity to actively participate and distribute District messages related to its mission and to the within its service area (e.g., Day on the Glen Festival, St. Patrick's Day Parade, fairs, gardening expositions, and similar events);
4. An other Other events or activities that will provide an identifiable and reasonable return to the District in the form of publicizing its mission and/or available servicesity, or enhance outreach to specific communities within the district service area, or goodwill, in exchange for the District's expenditure of public resources (funds, time, facilities, equipment, etc.);
- ~~5. Use of facilities (pursuant to as governed by the all District Code requirements) by non-profit organizations, such as, but not limited to charitable groups, sports organizations, professional organizations, service organizations, and scouting organizations;~~
- ~~7. Other charitable fundraising activities that involve raising donations, and include, but are not limited to, the annual United Way fundraising campaign and Daffodil Days (on behalf of the American Cancer Society). Charities must meet IRS rules for non-profit, charitable organizations. To the extent possible, these charities shall benefit the residents of the District's Service Area;~~
- ~~8. Individual charitable or community service activities in which employees voluntarily participate and promote. Any time spent in these efforts must be the employee's time and not during time he or she is paid as a District employee. Subject to this Policy and any applicable personnel rules, individual employees may use District resources on a limited basis to promote legitimate charities on District premises in the following ways, without prior approval by the General Manager or designee:

 - ~~• Post email messages about the charity in the public folders on Outlook, and/or send information to a limited number of co-workers—the message should make it clear that this is an individual effort, not a District-sponsored activity;~~
 - ~~• Place brochures, fliers, candy for sale, etc. in common employee areas at the District, such as lunchrooms; and,~~
 - ~~• Share information about the activity in a manner that does not interfere with the individual's work or the work of other employees.~~~~
- ~~9. Individual charitable or community service activities that require the use of additional District resources, such as those listed below, require prior approval from the General Manager or his/her designee:

 - ~~• Sending information about the charity by email to "Everyone" or a large number of employees;~~
 - ~~• Spending more than minimal de minimis work time organizing or publicizing the charity or activity; and,~~
 - ~~• Arranging for representatives of the charity to present information to employees at a brown-bag session.~~~~

Policy No.: P200-18-2	Policy Title: District Participation in Charitable Events and Community Service Activities
-----------------------------------------	---------------------------------------------------------------------------------------------------

Board any proposals that are not pre-authorized by this policy.

Policy is current and no changes need to be adopted by the Board of Directors. <u>Status Quo Chronology:</u>	
Date Adopted:	
August 19, 2014	
Reviewed by Committee or Board:	Date:
Board	August 21, 2018
Board	TBD

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING THE DISTRICT PARTICIPATION IN CHARITABLE EVENTS AND COMMUNITY SERVICE ACTIVITIES POLICY AND RESCINDING RESOLUTION NO. 50-14

WHEREAS, on August 19, 2014, the Board of Directors adopted a revised District Participation in Charitable Events and Community Service Activities policy, which was last reviewed on August 21, 2018; and

WHEREAS, the District has updated and revised the policy to ensure it conforms with applicable federal, state, and local requirements for charitable events and community service activities funded, sponsored, or supported by a public agency; and

WHEREAS, the policy has also been updated to affirm and clarify that expenditures or commitments of public resources by the District for charitable events and community service activities (including monetary contributions, use of District facilities or equipment, and staff time) shall serve a distinct District purpose, such as furthering its water, wastewater, and recycled water services, providing publicity for District initiatives, or enhancing District outreach to the community; and

WHEREAS, the District desires to rescind the previously adopted District Participation in Charitable Events and Community Service Activities policy and replace it with the revised version.

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, that the revised District Participation in Charitable Events and Community Service Activities policy, attached as Exhibit "A," is hereby adopted; and Resolution No. 50-14, attached as Exhibit "B," is hereby rescinded.

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 5th day of September, 2023, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgean M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary



Policy

Policy No.: Click here to enter text.	Type of Policy: General
Policy Title: District Participation in Charitable Events and Community Service Activities	
Policy Description: Establishes criteria for District participation in charitable events and community service activities	
Approval Date: 9/5/2023	Last Review Date: 2023
Approval Resolution No.: Click here to enter text.	Next Review Date: 2027
Rescinded Resolution No.: 50-14	Rescinded Resolution Date: 8/19/2014

The purpose of this policy of the Board of Directors of Dublin San Ramon Services District is to establish that the District participate in only those charitable events and/or community service activities which are determined to further the interests of the District with respect to its water, wastewater, and recycled water enterprise responsibilities, as well as its environmental stewardship role. Expenditures or commitments of public resources by the District (including monetary contributions, use of District facilities or equipment, and staff time) shall serve a distinct District purpose, such as furthering its water, wastewater, and recycled water services, providing publicity for District initiatives, or enhancing District outreach to the community.

Participation in any such activity must be sponsored by at least one member of the Board of Directors and presented to the Board for approval if it is not pre-authorized by the Board by virtue of being included in this policy and/or included in an approved Operating Budget. The connection between the activity or event and the mission of the District, shall be stated in the proposal.

The events and activities that are pre-authorized hereby are the following:

1. Disaster relief assistance to other water or wastewater utilities by agreement (such as Cal OES, CalWARN), or that results in increasing District staff’s knowledge for disaster planning, training, and communications, or that may result in commitments by other utilities to assist the District in the event of a disaster within the District’s service area;
2. An event or activity that is directly or indirectly tied to the District or to matters within the jurisdiction of the District, including local, regional, and state events such as job fairs, science fairs, charitable fundraisers sponsored by utility-focused organizations such as CASA, ACWA, WEF, etc., and other similar community events;
3. An event that offers the District the opportunity to actively participate and distribute District messages related to its mission and within its service area (e.g., Day on the Glen Festival, St. Patrick’s Day Parade, fairs, gardening expositions, and similar events);

Policy No.:	Policy Title: District Participation in Charitable Events and Community Service Activities
--------------------	---------------------------------------------------------------------------------------------------

- 4. Other events or activities that will provide an identifiable return to the District in the form of publicizing its mission and/or available services or enhance outreach to specific communities within the district service area in exchange for the District’s expenditure of public resources (funds, time, facilities, equipment, etc.);

The General Manager is hereby authorized and directed to implement this policy, and to present to the Board any proposals that are not pre-authorized by this policy.

RESOLUTION NO. 50-14

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING BOARD POLICY DISTRICT PARTICIPATION IN CHARITABLE EVENTS AND COMMUNITY SERVICE ACTIVITIES AND RESCINDING RESOLUTION NO. 39-06

WHEREAS, on July 1, 2014 the District Board of Directors adopted Resolution No. 38-16 thereby adopting revised Guidelines for Conducting Dublin San Ramon Services District Business ("Guidelines"); and

WHEREAS, Resolution No. 38-16 authorized and directed the General Manager to propose formal revisions to those existing Board policies that are in conflict with the Guidelines; and

WHEREAS, current policy District Participation in Charitable Events and Community Service Activities, last revised by Resolution No. 39-06, contains provisions that is in conflict with the newly revised Guidelines.

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:

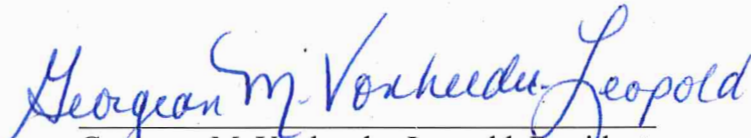
1. The revised "District Participation in Charitable Events and Community Service Activities" policy, attached hereto as Exhibit "A" be adopted, and
2. Resolution No. 39-06 is hereby Rescinded and attached as Exhibit "B," and
3. Authorizes the General Manager to make non-substantive editorial changes to the Policy as that document is finalized for posting on the District's website.

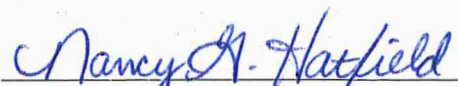
ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, counties of Alameda and Contra Costa, at its regular meeting held on the 19th day of August 2014, and passed by the following vote:

AYES: 5 - Directors D.L.(pat) Howard, Edward R. Duarte, Dawn L. Benson, Richard M. Halket, Georgean M. Vonheeder-Leopold

NOES: 0

ABSENT: 0


Georgean M. Vonheeder-Leopold, President

ATTEST: 
Nancy G. Hatfield, District Secretary