

**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