

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

December 5, 2023

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:01 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; Steve Delight, Engineering Services Director/District Engineer; Dan Gill, Operations Director; Michelle Gallardo, Special Assistant to the General Manager; Douglas E. Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

General Counsel Coty stated that all Boardmembers attended two Board meetings this evening (a special DSRSD Financing Corporation meeting was held immediately before the regular Board meeting) and no Director will receive any compensation or stipend for participating in more than one meeting on this date.

4. BOARD REORGANIZATION

4.A. Select and Approve President and Vice President of the Board of Directors for 2024

President Vonheeder-Leopold reviewed the item for the Board.

Director Govindarao MOVED to Nominate and Approve the Selections of Vice President Johnson as President of the Board of Directors for 2024 and Director Goel as Vice President of the Board of Directors for 2024. Director Halket SECONDED the MOTION, which CARRIED with FIVE AYES.

Director Vonheeder-Leopold passed the gavel to President Johnson who then presided over the remainder of the meeting. President Johnson thanked Director Vonheeder-Leopold for her “above and beyond” service to DSRSD and others, and presented her with an engraved plaque on behalf of the Board and staff that read “With Sincerest Appreciation for Championing the District at CASA and your Devotion to Service as President of the Board of Directors in 2023.”

5. SPECIAL ANNOUNCEMENTS/ACTIVITIES – None

6. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:08 p.m. No public comment was received.

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

8. CONSENT CALENDAR

Director Vonheeder-Leopold MOVED for approval of the items on the Consent Calendar.
Director Govindarao SECONDED the MOTION, which CARRIED with FIVE AYES.

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

8.B. 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

8.C. Approve Amendment to the Capital Improvement Program (CIP) Ten Year Plan and Two-Year Budget for Fiscal Years 2024 and 2025 to Increase the Large Diameter Sewer Condition Assessment Project (CIP 24-S020) Budget, and Authorize the General Manager to Award a Technical Services Agreement for the Large Diameter Sewer Condition Assessment Project (CIP 24-S020) to National Plant Services, Inc. – Approved – Resolution No. 46-23

8.D. 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. 43-23 – Approved – Resolution No. 47-23

8.E. Approve the Joint Community Facilities Agreement among the Dublin San Ramon Services District, TH East Ranch Dublin LLC, and the City of Dublin for the East Ranch Development – Approved – Resolution No. 48-23

9. BOARD BUSINESS

9.A. Receive Presentation on the Emergency Intertie Maintenance Test with East Bay Municipal Utility District

Associate Engineer Sukhpreet Mann reviewed the item and gave a presentation (handed out to the Board) that was added to the website as supplementary materials. The Board and staff discussed various aspects of the presentation including the testing process timeline (five days) and the ramp-up time to activate an intertie in an emergency (approximately eight hours). Ms. Mann reported that the interties performed as expected and are emergency ready. Staff also explained that DSRSD and East Bay Municipal Utility District (EBMUD) have executed an agreement by which EBMUD is obligated to provide potable supply to meet DSRSD's basic customer needs should an emergency occur, and that the interties can function for any duration of such an emergency. The Board was pleased with the test outcome and thanked staff for the presentation.

9.B. Receive Report on Employee Professional and Leadership Training and Development Program

Special Assistant to the General Manager Gallardo reviewed the item and gave a presentation (handed out to the Board) that was added to the website as supplementary materials to further illustrate the five program elements:

- Required/Compliance Training
- Skills Training (Professional and Technical)
- Development & Activities
- Senior/Lead Training
- Supervisory/Management/Executive Development

The Board and staff discussed various aspects of the presentation. The Board complimented the new staff training hub and the development opportunities available to staff. The Board expressed interest in the measures reported for training accomplishments and internal promotions, and how the program might impact staff retention. Staff reported the program will be evaluated through ongoing user feedback and a formal assessment every two years. President Johnson suggested incorporating opportunities related to the City of San Ramon, such as Leadership San Ramon Valley, and including a listing of career-related conferences. The Board thanked staff for the presentation and directed staff to carry forward with the program as designed.

9.C. Receive Report on District Code Chapter 7.30, Facility Use Permits

Special Assistant to the General Manager Gallardo reviewed the item for the Board. The Board and staff discussed the historical use of District facilities, current facilities and staffing, and potential options and risks associated with future facility use. The Board agreed it would be prudent to align the District's facility use permitting with the recently updated District Participation in Charitable Events and Community Services Activities policy. The Board directed staff to implement Option #3 and add the requirement that applicants must provide insurance in order to use a facility.

Director Halket MOVED to Direct Staff to Implement Option #3 to Limit Use of District Building Facilities to only Governmental Entities and Organizations with whom the District Conducts Business, and Eliminate Use of District Building Facilities by Not-for-Profit Community Interest Groups for Community Interest Purposes (with exception of District Office lawn area, patio, and parking lot), and Align and Update District Code Chapter 7.30 to Conform with Board Policy, and Add the Requirement that Applicants Must Provide Necessary Insurance Coverage to Use a District Facility. Director Govindarao SECONDED the MOTION, which CARRIED with FOUR AYES and ONE NO (Vonheeder-Leopold).

9.D. Discuss Board Committee and Joint Powers Authority Assignments for Calendar Year 2024

Assistant General Manager Lee reviewed the item for the Board. The Boardmembers expressed satisfaction with the current committee structure and their individual assignments. President Johnson recommended assigning Director Govindarao as a primary representative to LAVWMA, to which the Boardmembers were amenable. She

stated she will prepare the proposed 2024 assignments for approval at the December 19 Board meeting.

10. REPORTS

10.A. Boardmember Items

10.A.1. Joint Powers Authority and Committee Reports LAVWMA Board Meeting of November 15, 2023

President Johnson 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.

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

Director Vonheeder-Leopold submitted reports to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the Alameda County Special Districts Association chapter meeting at the Washington Township Health Care District in Fremont on November 8, and the virtual California Association of Sanitation Agencies Board of Directors meeting on November 29. She summarized the activities and discussions at the meetings.

Director Govindarao reported he enjoyed his tour of the District's Regional Wastewater Treatment Plant on November 10 and was accompanied by Assistant General Manager Lee and Operations Director Gill.

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

Director Govindarao requested an item be scheduled for an upcoming meeting, prior to the next election cycle, regarding a review of the tie breaker procedure in the Election and Rotation of Board Officers policy.

10.B. Staff Reports

Assistant General Manager Lee reported that the next DERWA Board meeting will be held on Monday, December 11, at 6 p.m.

General Counsel Coty reported that the California Supreme Court has accepted a jurisdictional petition filed by the Governor and state legislators to remove from the November 2024 ballot the California Business Roundtable's measure (Initiative 35) which would restrict the ability of state and local governments to raise revenues for services. The Court will hold a hearing in February 2024. The Board adopted a resolution opposing the measure last October.

The Board agreed to take a brief recess from 7:45 p.m. to 7:50 p.m.

11. CLOSED SESSION

The Board went into Closed Session at 7:50 p.m.

11.A. Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1)

Name of Case: Aqueous Film-Forming Foams Products Liability Litigation (PFAS contamination claims and proposed settlement of City of Camden v. 3M Company and City of Camden v. E.I. DuPont de Nemours and Company federal cases)

11.B. Conference with Legal Counsel – Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2): (one case)

12. REPORT FROM CLOSED SESSION

At 8:05 p.m. the Board came out of Closed Session. President Johnson announced that there was no reportable action.

13. ADJOURNMENT

President Johnson adjourned the meeting at 8:05 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary