

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

April 2, 2024

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG

3. ROLL CALL

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

District staff present: Jan Lee, 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 Vivian Chiu, Management Analyst II/Acting District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

4.A. New Employee Introductions

Michael Yee – Financial Services Manager (Interim)

Thinh Lucero – Financial Analyst

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:06 p.m. No public comment was received.

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

7. 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.

7.A. Approve Regular Meeting Minutes of March 19, 2024 – Approved

7.B. Affirm No Changes to Candidate's Statement Cost Policy – Approved

7.C. Appoint Ms. Shu-Jan (Jan) R. Lee as DSRSD Treasurer – Approved

8. BOARD BUSINESS

8.A. Receive Presentation and Adopt the Proposed Livermore-Amador Valley Water Management Authority (LAVWMA) Operations and Maintenance Budget for Fiscal Year 2025

Operations Director Gill reviewed the item for the Board.

Director Halket MOVED to Adopt the Proposed Livermore-Amador Valley Water Management Authority (LAVWMA) Operations and Maintenance Budget for Fiscal Year 2025. Vice President Goel SECONDED the MOTION, which CARRIED with FIVE AYES.

8.B. Adopt the Tri-Valley Hazard Mitigation Plan

Engineering Services Director Delight introduced GIS Analyst Aaron Johnson, who reviewed the item for the Board. Mr. Johnson provided a brief history of the Tri-Valley Hazard Mitigation Plan (Plan) and explained how the Plan is organized. He indicated that, in addition to satisfying the Federal Emergency Management Agency (FEMA) guidelines, the Plan aligns with the District's Strategic Plan goal to *enhance our ability to respond to emergencies and maintain business continuity* and the related action item to *explore coordination of emergency planning with partner agencies and the cities we serve*. The Board and staff discussed incorporation of a table of potential impacts in the next Plan and the District's capacity to mitigate hazards.

Director Govindarao MOVED to adopt Resolution No. 5-24, Adopting in its Entirety Volume I and the Relevant Portions of Volume II, Including the Dublin San Ramon Services District Annex and Appendices, of the Tri-Valley Hazard Mitigation Plan. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

8.C. Receive Presentation on Calendar Year 2023 Public Affairs Activities and Outreach Efforts

Public Affairs Program Administrator Erin Steffen reviewed the item and provided the Board a presentation (included in the agenda packet) that covered:

- 2023 activities and outreach efforts, including outreach methods, community partnerships, direct mail campaigns, publications, community events, and education
- 2024 priorities – community events (including a new Oscar the Otter mascot costume with cooling apparatus requested at the March 19 Board meeting), community presence, educational programming, and collaborative partnerships

The Board expressed appreciation for the recent participation opportunities and the District's responsiveness to the community. The Board requested staff to look into taking part in the Dougherty Valley High School Science Fair on April 14. The Board and staff discussed techniques for increasing followers on social media and various aspects of the District's public outreach efforts.

9. REPORTS

9.A. Boardmember Items

- 9.A.1. Joint Powers Authority and Committee Reports
DSRSD/City of Pleasanton Meeting of March 25, 2024
LAVWMA Special Board Meeting of March 28, 2024

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

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

Director Govindarao submitted a written report to Management Analyst II/ Acting District Secretary Chiu. He reported that he attended the DSRSD/City of Pleasanton Liaison Committee meeting on March 25, the City of Pleasanton State of the City address on March 26, and the special LAVWMA Board meeting on March 28. He summarized the activities and discussions at the meetings.

Director Vonheeder-Leopold reported that she attended a dinner in honor of former East Bay Municipal Utility Director John Coleman as Lafayette Citizen of the Year on March 28. She remarked on Mr. Coleman's contributions. 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

General Manager Lee reported on the following:

- A Tri-Valley Water Liaison Committee meeting will be held on Monday, April 29, at DSRSD's Field Operations Facility.
- A special DSRSD Board meeting may be held on Monday, May 6, in lieu of the May 7 regular Board meeting.

10. ADJOURNMENT

President Johnson adjourned the meeting at 6:51 p.m.

Submitted by,

Vivian Chiu, MMC
Management Analyst II/Acting District Secretary

FOR: Nicole Genzale, CMC
Executive Services Supervisor/District Secretary