

AGENDA

NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, June 4, 2024

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
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 May 21, 2024
Recommended Action: Approve by Motion
 - 7.B. Authorize Consolidation of District Election with Statewide General Election on November 5, 2024
Recommended Action: Authorize by Resolution

Board of Directors

Division 1 ♦ Dinesh Govindarao | Division 2 ♦ Ann Marie Johnson | Division 3 ♦ Richard Halket
Division 4 ♦ Georgean Vonheeder-Leopold | Division 5 ♦ Arun Goel

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 2024–2025
Recommended Action: Hold Public Hearing and Adopt by Resolution
- 8.B. Public Hearing: Adopt Annual Dougherty Valley Incremental State Water Project Charge Report for Fiscal Year 2024–2025 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
Recommended Action: Hold Public Hearing and Adopt by Resolution
- 8.C. Receive Presentation on District Governance (New Laws Update) and on Legislative and Regulatory Affairs
Recommended Action: Receive Presentation
- 8.D. Adopt Revised Legislative and Regulatory Advocacy Policy and Rescind Resolution No. 59-18
Recommended Action: Adopt Policy by Resolution
- 8.E. Receive Update on Miscellaneous Fees and Charges and Suspend Collection of Certain Fees and Charges Established by Resolution No. 8-24
Recommended Action: Receive Update and Approve by Resolution

9. REPORTS

9.A. Boardmember Items

- 9.A.1. Joint Powers Authority and Committee Reports
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. 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**

May 21, 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, and Director Georgean M. Vonheeder-Leopold.

Director Dinesh Govindarao was absent.

District staff present: Jan Lee, General Manager/Treasurer; Steve Delight, Engineering Services Director/District Engineer; Dan Gill, Operations Director; Michelle Gallardo, Special Assistant to the General Manager/Interim Administrative Services Director; Douglas E. Coty, General Counsel; and Vivian Chiu, Management Analyst II/Acting District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

4.A. NOT HELD – New Employee Introductions

4.B. Recognition of Fallon Middle School Student Arjun Mahajan for Development of “Drought Saver” App to Further Water Conservation Efforts

Public Affairs Program Administrator Erin Steffen introduced 8th grade student Arjun Mahajan, who described his app’s features. The Board complimented him on his creation and suggested a neighborhood challenge as a future feature. The Board then presented him with a Certification of Recognition.

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 Halket SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Govindarao).

7.A. Approve Special Meeting Minutes of May 6, 2024 – Approved

7.B. Revise Election and Rotation of Board Officers Policy and Joint Powers Agency Rotation Policy and Rescind Resolution Nos. 19-15 and 20-15 – Approved – Resolution No. 10-24 and Resolution No. 11-24

- 7.C. Authorize Execution of Quitclaim of Easement with Avalon West Dublin, L.P. for a Water and Sewer Line Easement within the City of Dublin – Approved – Resolution No. 12-24
- 7.D. Approve Master Agreement for Consulting Services with Carollo Engineers, Inc. and Authorize Execution of Task Order No. 1 for the Water System Master Plan and Operations Plan Update Project (CIP 20-W017) – Approved
- 7.E. Approve Revised Salary Ranges for Accounting Technician I/II Job Classifications – Approved – Resolution No. 13-24
- 7.F. 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. 47-23 – Approved – Resolution No. 14-24

8. BOARD BUSINESS

8.A. Receive Presentation on 2023 Annual Water Quality Report

Operations Director Gill introduced Laboratory & Environmental Compliance Manager Kristy Fournier, who reviewed the item for the Board with a presentation (included in the agenda packet). Ms. Fournier provided background on the annual report and explained the report's contents, including drinking water standards, contaminants of emerging concern, and frequently asked questions from customers. The Board thanked staff for the presentation.

8.B. Receive Presentation on 2024 Water Supply Conditions and Long-term Water Resiliency Efforts

Engineering Services Director Delight introduced Senior Engineer Irene Suroso, who reviewed the item for the Board with a presentation (handed out to the Board and posted to the website as supplemental materials). Ms. Suroso provided an overview of the Zone 7 Water Agency's (Zone 7) 2024 Annual Sustainability Report and the long-term water resiliency efforts, including Zone 7's long-term water projects, DERWA's recycled water supply efforts, and the State of California's regulatory framework for long-term conservation, known as "Making Conservation a California Way of Life," that establishes urban efficiency standards and performance measures for commercial, industrial, and institutional (CII) water use.

The Board and staff discussed various aspects of the presentation during the presentation, including the following:

- Assumptions made on Zone 7's five-year outlook for years 2024–2028
- Status of lawsuits and water rights petitions and protests surrounding the Delta Conveyance and Sites Reservoir projects and the potential impacts on the two projects
- Model used for the groundwater contaminant mobilization study and PFAS (perfluoroalkyl and polyfluoroalkyl substances)
- Industry standard for using the term "purified water" to describe the product of potable reuse

- Outdoor water use standard and LEF (landscape efficiency factor) in future years
- Preparation of a Water Conservation Master Plan to fine-tune DSRSD conservation programs and measures to achieve targets and comply with new regulations.
- Comments made to the state to address the conflict between conservation regulations being applied to recycled water use and future nutrient regulations

8.C. Receive Presentation on Residential Graywater Systems

Senior Engineer Suroso verbally reviewed the item for the Board. The Board and staff discussed dishwashers as a source of water for graywater systems, plumbing configurations as a determinant for the complexity of the graywater system, permitting requirements, and communications to customers. The Board directed staff to add dishwashers as a water source and create tactful communications at a suitable level. The Board thanked Ms. Suroso for her two presentations this evening.

9. REPORTS

9.A. Boardmember Items

9.A.1. Joint Powers Authority and Committee
LAVWMA Board Meeting of May 15, 2024

President Johnson invited comments on recent JPA activities. Vice President Goel announced that he was elected to be the LAVWMA Chair starting August. Directors felt the available staff reports adequately covered the many matters considered at the JPA meeting and made a few comments about some of the JPA activities.

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

Director Vonheeder-Leopold submitted written reports to Management Analyst II/Acting District Secretary Chiu. She reported that she attended the Alameda County Special Districts Association meeting on May 8 and the Association of California Water Agencies (ACWA) Conference on May 7 to 9 in Sacramento. She summarized the activities and discussions at the events and showed a booklet created by the Alameda Local Agency Formation Commission (LAFCO) explaining what LAFCO does.

President Johnson submitted a written report to Management Analyst II/Acting District Secretary Chiu. She reported that she also attended the ACWA Conference on May 7 to 9. She summarized the activities and discussions at the conference.

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 planned cancellation of the July 2 Board meeting.

President Johnson reminded the Board about the Annual Employee Recognition Event on Wednesday, May 29, at Emerald Glen Park in Dublin.

10. ADJOURNMENT

President Johnson adjourned the meeting at 7:24 p.m.

Submitted by,

Vivian Chiu, MMC
Management Analyst II/Acting District Secretary

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



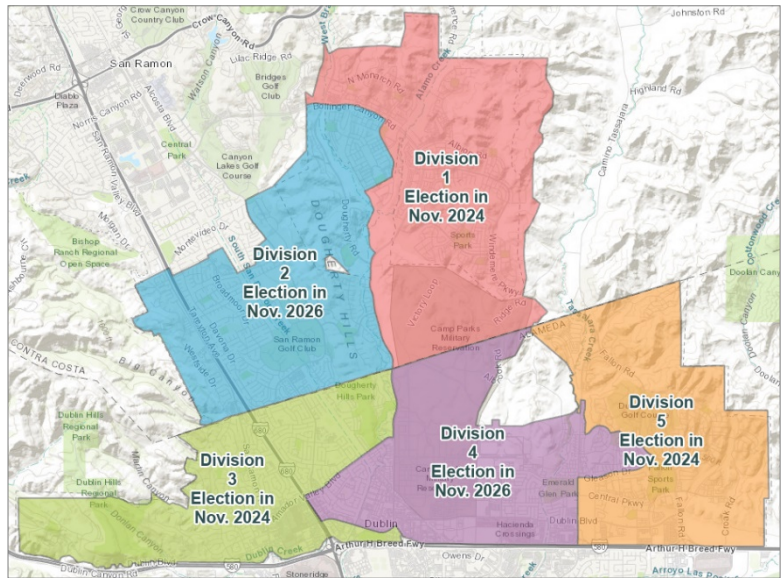
TITLE: Authorize Consolidation of District Election with Statewide General Election on November 5, 2024

RECOMMENDATION:

Staff recommends the Board of Directors authorize, by Resolution, the consolidation of the District’s election with the Statewide General Election to be held on November 5, 2024, within the Counties of Alameda and Contra Costa.

DISCUSSION:

The District is required to hold an election on November 5, 2024, for three of the five seats on the Board of Directors. The Board adopted Ordinance No. 345 on May 21, 2019, to establish a by-division election system with five divisions and adopted Resolution No. 70-21 on December 21, 2021, to update election division boundaries map following the 2020 Decennial Census results. Shown to the right is the current division map. Divisions 1 and 2 are located in Contra Costa County, and Divisions 3, 4, and 5 are located in Alameda County.



Divisions 1, 3, and 5, are up for election this year. All three seats are for full terms of four years. The District traditionally consolidates its elections with the Counties to ensure substantial cost savings and ease of administration. The estimated 2024 total election costs by election type are shown in the table below as an example of the savings realized by a countywide consolidated general election. The cost estimates are based on election type, cost per voter, and the approximate registered voters for the three participating divisions (13,340 for Division 1, 13,470 for Division 3, and 11,620 for Division 5).

Election Type	Cost Per Voter in Alameda	Cost Per Voter in Contra Costa	Estimated Total Cost for Both Counties
Countywide Consolidated General Election	\$4–\$6	\$2.50–\$4	\$133,710–\$203,900
Countywide Consolidated Primary Election	\$7–\$9	\$4–\$5.50	\$228,990–\$299,180
Standalone Vote by Mail Election	\$9–\$11	\$9–\$11	\$345,870–\$422,730
Standalone Special Election	\$19–\$21	\$12–\$15	\$636,790–\$726,990

An estimated \$210,000 is budgeted to cover multiple candidates and 100% voter turnout in the three divisions. To continue to minimize costs and for the ease of conducting the election, staff recommends the Board consolidate the District’s election with the November 5, 2024 Statewide General Election and authorize the consolidation by resolution. The approved resolution and the current Candidate’s Statement Cost policy (Exhibit A to the resolution) will be submitted to the Alameda and Contra Costa County Elections Departments and their respective Boards of Supervisors. The candidate nomination period opens July 15 and closes August 9. If no incumbent files nomination papers by the end of the filing period, the filing period is extended to August 14 for nonincumbents only.

Originating Department: Office of the General Manager	Contact: V. Chiu/J. Lee	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: \$210,000 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 type="checkbox"/> Other (see list on right)		

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT CALLING AND DIRECTING THAT NOTICE BE GIVEN OF AN ELECTION OF THREE DIRECTORS ON NOVEMBER 5, 2024, AND REQUESTING THE RESPECTIVE BOARDS OF SUPERVISORS OF THE COUNTIES OF ALAMEDA AND CONTRA COSTA CONSOLIDATE THE DISTRICT'S GENERAL ELECTION WITH THE STATEWIDE GENERAL ELECTION

WHEREAS, pursuant to the provisions of the Community Services District Law, the Elections Code, and District Resolution No. 2-87, an election is scheduled to be held within the Dublin San Ramon Services District on November 5, 2024, for the purpose of electing three (3) members to the District Board of Directors consisting of three (3) "Full Term" seats with a four (4) year term from 2024 to 2028; and

WHEREAS, it is desirable that the general District election be consolidated with the Statewide General Election to be held on the same date within the Counties of Alameda and Contra Costa; and

WHEREAS, by District Resolution No. 27-20, the District adopted a Candidate's Statement Cost policy, attached hereto and incorporated herein as Exhibit "A," consistent with Elections Code Section 13307, pertaining to candidate's statements to be submitted to the voters at the District election.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency in the Counties of Alameda and Contra Costa, California, as follows:

Section 1. A general election is hereby called to be held within Dublin San Ramon Services District, located in portions of the Counties of Alameda and Contra Costa, on November 5, 2024, for the purpose of electing three (3) members to the District Board of Directors nominated from Divisions 1, 3, and 5, consisting of three (2) "Full Term" seats with a four (4) year term from 2024 to 2028; and the District Secretary is hereby authorized and directed to give notice of said election in accordance with applicable provisions of law.

Section 2. Pursuant to Elections Code Section 10403, the Boards of Supervisors of the Counties of Alameda and Contra Costa are hereby requested to consent and agree to the consolidation of said general District election to be held throughout the whole of the District with the Statewide General Election on Tuesday, November 5, 2024, for the purpose of the election of three (3) members to the District Board of Directors.

Section 3. The respective Boards of Supervisors are hereby requested to issue instructions to their respective County Elections Department to take any and all steps necessary for the holding of the consolidated election in accordance with the general elections law of the State of California.

Res. No. _____

Section 4. Each candidate for elective office to be voted for at said general District election may file a candidate's statement pursuant to the regulations in the Elections Code and in adherence to the District's Candidate's Statement Cost policy.

Section 5. The respective County Elections Departments are hereby authorized and instructed to collect from each non-indigent candidate, as appropriate, the deposit in the amount of \$250 at the time a candidate's statement is filed, as established in the District's Candidate's Statement Cost policy. Candidate's statements shall adhere to the District's Candidate's Statement Cost policy, including, but not limited to, a word count of no more than 200 words.

Section 6. The respective County Elections Departments are hereby authorized and instructed to canvass the returns of the District general election and submit a certified statement of the results of the election to the District as soon as the result of the canvass is determined.

Section 7. The District Secretary is hereby authorized and directed to file a certified copy of this Resolution with the Boards of Supervisors of the Counties of Alameda and Contra Costa and their respective County Elections Departments.

Section 8. The District recognizes that additional costs will be incurred by the Counties of Alameda and Contra Costa by reason of this consolidation and hereby agrees to reimburse the Counties for such additional actual costs.

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 4th day of June, 2024, and passed by the following vote:

AYES:

NOES:

ABSENT:

Ann Marie Johnson, President

ATTEST: _____
Nicole Genzale, District Secretary



Policy

Policy No.: P100-24-2	Type of Policy: Board Business
Policy Title: Candidate's Statement Cost	
Policy Description: Establish candidate's cost to file a candidate's statement for election to the District Board	
Approval Date: 4/7/2020	Last Review Date: 2024
Approval Resolution No.: 27-20	Next Review Date: 2028
Rescinded Resolution No.: 11-17	Rescinded Resolution Date: 3/21/2017

The purpose of this policy of the Board of Directors of Dublin San Ramon Services District is to establish the cost of the publication of a candidate's statement by a candidate for election to the District Board pursuant to Elections Code Section 13307, as specified in the Uniform District Election Law to which community services districts are subject in accordance with Government Code Section 61008, part of the Community Services District Law; the California Voting Rights Act, and the federal Voting Rights Act of 1965, as amended.

1. General

Each candidate at the General Election for the Office of Director of the District may file a candidate's statement, as provided for in Elections Code Section 13307, with the Elections Official in the County from whom the candidate obtains the nomination papers and other forms required for nomination to the Office of Director. A candidate in a dual-county election division (divisions may be located wholly in either Alameda or Contra Costa County, or partially in both) may also file a candidate's statement in the alternate County subject to the same limitations, and policies detailed in this policy. The candidate's statement may include the name, age, and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate. The statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5 p.m. of the next working day after the close of the nomination period.

2. Foreign Language Policy

The Elections Official shall provide a language translation of the candidate's statement when required by federal law, or Elections Code Section 13307(b).

Policy No.: P100-24-2	Policy Title: Candidate’s Statement Cost
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3. **Advance Deposit and Payment**

- a. Pursuant to Elections Code Section 13307(d), a local agency may estimate the total cost of printing, handling, translating, and mailing the candidate’s statement filed pursuant to this section, including costs incurred as a result of complying with any applicable law, and may require each candidate filing a statement to pay the estimated pro-rata share. The collection of such amount is as described in subsections 3(b) and 3(c) below.

- b. **For candidates filing a candidate’s statement for an election division that is located wholly in one County (Alameda or Contra Costa County),** the District Secretary is hereby authorized and directed to provide for collection, by the Elections Official, from each non-indigent candidate who files such a statement, a deposit in the amount of \$250 to represent the candidate’s pro rata share as described in subsection 3(a) above and collection of such amount shall be a condition of having the candidate’s statement included in the voter’s pamphlet.

- c. **For candidates filing a candidate’s statement for an election division that is located partially in both Counties (Alameda and Contra Costa County),** the District Secretary is hereby authorized and directed to provide for the collection, by the Elections Official of the candidate’s home County (County in which the candidate resides), from each non-indigent candidate who files such a statement, a deposit in the amount of \$250 to represent the candidate’s pro rata share as described in subsection 3(a) above. Collection of such amount shall be a condition of having the candidate’s statement included in the voter’s pamphlet.

The District Secretary is also hereby authorized and directed to waive collection by the Elections Official of the second County (County in which the candidate *does not* reside) of a deposit from a candidate wishing to file a candidate’s statement, provided the candidate presents in person to the Elections Official the receipt showing payment of the required deposit to the first County and a copy of the candidate statement. Upon this verification, the second County will waive collection of a deposit and will include the statement in the voter’s pamphlet. The second County is directed to bill the full cost of the candidate’s statement directly to the District.

- d. If the actual costs in Alameda County or Contra Costa County exceed the deposit amount for the printing, handling, translating, and mailing of the candidate’s statement in said County, then the proper officers of the District are hereby authorized and directed to pay the difference between the deposit amount and the actual cost to that County.

- e. If the actual cost of the candidate’s statement in Alameda County or Contra Costa County is less than the deposit amount for the printing, handling, translating, and mailing of the candidate’s statement in said County, then the District Secretary is hereby authorized and directed to make necessary arrangements to refund the amount of the deposit which exceeds said actual cost to the candidate.

Policy No.: P100-24-2	Policy Title: Candidate’s Statement Cost
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4. Indigent Candidates

- a. As provided in Elections Code Section 13309, a candidate who alleges to be indigent and unable to pay in advance the requisite deposit for submitting a candidate’s statement shall submit a certified statement of financial worth, and such other verifying documentation as the District shall reasonably require, to be used by the District in determining whether or not he or she is eligible to submit a candidate’s statement without payment of the deposit in advance. Upon receipt of a statement of financial worth, the District shall promptly determine, in its sole discretion, whether or not the candidate is indigent and shall notify the candidate in writing of its findings. If it is determined that the candidate is not indigent, the candidate shall, within three working days of the notification, either withdraw the candidate’s statement or pay the requisite deposit in accordance with the provisions of this policy.
- b. The proper officers of the District are hereby authorized and directed to pay the costs incurred by the District for printing, handling, translating, and mailing the statements for candidates determined by the District to be indigent.

5. Additional Materials

Other than the candidate’s statement, no candidate will be permitted to include additional materials in the sample ballot package.

6. Notice to Counties

The District Secretary shall provide this policy and a certified copy of the Resolution adopting this policy to the Elections Officials of the Counties of Alameda and Contra Costa. The District Secretary shall also provide this policy and the Resolution authorizing consolidation of the District Election with the November Statewide General Election to the Elections Officials of the Counties of Alameda and Contra Costa.

Policy is current and no changes need to be adopted by the Board of Directors. <u>Status Quo Chronology:</u>	
Date Adopted:	
April 7, 2020	
Reviewed by Committee or Board:	Date:
Board	April 2, 2024



TITLE: 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 2024–2025

RECOMMENDATION:

Staff recommends the Board of Directors hold a Public Hearing and adopt, by Resolution, the Engineer’s Report and direct the levy of the annual assessments in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for fiscal year 2024–2025.

DISCUSSION:

The Zone 7 Water Agency (Zone 7) assesses parcel owners in its service area for a proportionate share of California Department of Water Resources State Water Project (SWP) costs via the Alameda County property tax roll. Since Zone 7 does not have authority to assess Contra Costa County parcel owners, DSRSD established the Dougherty Valley Standby Charge District 2001-1 (DVSCD) to recover Zone 7’s share of SWP costs on its behalf. SWP costs assessed to DVSCD parcel owners on the Contra Costa County property tax roll are collected by DSRSD and then remitted directly to Zone 7.

Each year, Zone 7 provides estimated SWP costs specifically associated with providing water service to the Dougherty Valley area in the City of San Ramon. An Engineer’s Report is prepared annually that determines projected costs to be incurred in the upcoming fiscal year and the allocation of those costs to individual parcels based upon equivalent dwelling units (EDUs). The Engineer’s Report is available for review on the District’s website at www.drsrd.com/your-account/rates-fees (Rates & Fees page) and at the Office of the District Secretary during regular business hours at the District Office at 7051 Dublin Boulevard, Dublin, California. Based on this report, the annual assessment for DVSCD for fiscal year 2024–2025 will remain at the maximum allowed of \$170.75 per equivalent dwelling unit, or \$1,303,941.94.

The Board actions that must be taken to levy the annual DVSCD assessments for fiscal year 2024–2025 include adoption of a resolution of intention to levy the annual assessments, followed by a public hearing at a Board meeting. After the public hearing, the Board adopts the Engineer’s Report and directs the levy of the assessments. These assessments are then placed on the Contra Costa County secured property tax roll, which is then submitted to Contra Costa County no later than August 10, 2024.

The Board adopted the resolution of intention to levy on April 16, 2024. Notice of the public hearing, provided as Attachment 1, was published in the local newspaper on May 21, 2024, and May 28, 2024. The public hearing will be held at the June 4, 2024 regularly scheduled Board meeting, at which time public comments and objections may be received, and the Board will consider adopting the Engineer’s Report and directing the levy of the assessments to be placed on the Contra Costa County property tax roll.

Originating Department: Administrative Services	Contact: A. Hernandez/M. Gallardo	Legal Review: Yes
Financial Review: Yes	Cost and Funding Source: N/A	
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 – Newspaper Notice of Public Hearing	
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**DUBLIN SAN RAMON SERVICES DISTRICT
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Dublin San Ramon Services District will hold a **Public Hearing on Tuesday, June 4, 2024, at 6 p.m., in the Boardroom at the District Office at 7051 Dublin Boulevard, Dublin, California**, to consider the levy of annual assessments in the District’s Dougherty Valley Standby Charge District 2001-1 for fiscal year 2024–2025.

NOTICE IS FURTHER GIVEN that on June 16, 2001, by its Resolution No. 20-01, the Board under Article XIII D of the California Constitution and the Uniform Standby Charge Procedures Act, Sections 54984 et seq., of the California Government Code (together, the “Act”) established the District’s Dougherty Valley Standby Charge District 2001-1 (the “Assessment District”) and authorized the levy of annual assessments for standby charges (the “Assessments”) in the Assessment District to pay for certain water supply costs and charges.

Under the Act, the Board, by a Resolution adopted April 16, 2024, has expressed its intention to levy the Assessments for the fiscal year ending 2025 (the “Next Fiscal Year”) after a public hearing to be held before the Board during a regular meeting. At the hearing, the Board will consider the Annual Engineer’s Report concerning the proposed Assessments for the Next Fiscal Year, hear all persons interested in the Assessments, consider all objections to the Assessments, if any, and take final action on the levy of the Assessments for the Next Fiscal Year.

NOTICE IS FURTHER GIVEN that the Dougherty Valley Standby Charge shall appear on the 2024–2025 (July 1, 2024, to June 30, 2025) secured property tax rolls as “DSRSD-DOUGHERTY VLY 01-1” and are summarized below:

Dwelling Type	Equivalent Dwelling Unit (EDU)	Annual Service Charge ⁽¹⁾
Single-Family Detached	1.00	\$170.74 ⁽²⁾
Multi-Family Attached	0.40	\$68.30
Commercial Land	4.00	\$683.00 per Acre
⁽¹⁾ Annual service charge is apportioned according to the equivalent dwelling unit (EDU) of the parcel; the rate for a single family is the base, \$170.75 for 1.0 EDU.		
⁽²⁾ Adjusted to be divisible by two for semi-annual tax billing.		

The Draft Engineer’s Report is available for review on the District’s website at www.dsrds.com/your-account/rates-fees (Rates & Fees page) and at the Office of the District Secretary during regular business hours at the District Office at 7051 Dublin Boulevard, Dublin, California. Background information shall be included in the Board agenda packets of April 16 and June 4, 2024, posted on the District’s website at www.dsrds.com/about-us/board-meetings-agendas-minutes-videos 72 hours before the meeting .

For additional information about this matter or to submit written comments, contact Finance Supervisor Alberto Hernandez at 925-875-2219 or ahernandez@dsrds.com. Comments received by 3 p.m. on the day of the meeting will be provided to the Board before the meeting.

By: Nicole Genzale, CMC
District Secretary

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT 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 2024–2025

WHEREAS, the Board of Directors (the “Board”) of the Dublin San Ramon Services District (the “District”), located in the Counties of Alameda and Contra Costa, has previously completed its proceedings in accordance with and pursuant to Article XIII D of the California Constitution and the Uniform Standby Charge Procedures Act, Sections 54984 *et seq.*, of the California Government Code (together, the “Act”) to establish the District’s Dougherty Valley Standby Charge District 2001-1 (the “Assessment District”); and

WHEREAS, under the Act, this Board is authorized to levy assessments each year for the Assessment District, and on April 16, 2024, this Board adopted Resolution No. 6-24, a Resolution of the Board of Directors of Dublin San Ramon Services District of Intention to Levy Annual Assessments in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2024–2025 (the “Intention Resolution”) and preliminarily approved a special Engineer’s Report (the “Engineer’s Report”) prepared pursuant to the Act for purposes of the levy of assessments for Fiscal Year 2024–2025 (the “Next Fiscal Year”); and

WHEREAS, as specified in the Intention Resolution, and upon notice as required by the Act, the Board held a Public Hearing on June 4, 2024, on the issue of the levy of the assessments for the Next Fiscal Year, and all persons desiring to be heard were given an opportunity to be heard, and all objections to the assessment were considered by this Board.

NOW, THEREFORE, IT IS RESOLVED by the Board of Directors of the Dublin San Ramon Services District, a public agency located in the Counties of Alameda and Contra Costa, California, and ordered as follows:

1. **Objections and Protests.** No protests were filed against the annual levy of assessments for the Assessment District, as a whole or as to any part thereof, or against the estimate of costs and the assessments, in whole or in part, and received prior to or at the Public Hearing.
2. **Public Interest.** The public interest, convenience, and necessity require the levy of annual assessments within the Assessment District.
3. **District Described.** The Assessment District specially benefited and to be assessed to pay the costs and expenses thereof, and the exterior boundaries thereof, are as shown by the

Res. No. _____

assessment diagram thereof filed in the offices of the District, which map is made a part hereof by reference thereto.

4. **Engineer's Report Approved.** The Engineer's Report, filed with the District Secretary and to which reference is hereby made for further particulars, including the estimates of costs and expenses, the apportionment of assessments, and the assessment diagram contained in the Engineer's Report, is hereby approved and confirmed and shall stand as the Engineer's Report for the Next Fiscal Year.

5. **Benefits Determined.** Based on the oral and documentary evidence, including the Engineer's Report, offered and received at the public hearing, this Board expressly finds and determines that each of the several subdivisions of land in the Assessment District, and each of the properties therein, will be specially benefited by continuing to receive water service.

6. **Collection of Assessments.** The assessments herein confirmed shall be collected in accordance with the provisions of Resolution No. 20-01. The "Finance Director" (as therein defined as the treasurer or chief financial officer of the District) is hereby authorized and directed to cause such collections to be made for the Next Fiscal Year.

7. **Effective Date.** This resolution shall be effective upon the date of its adoption.

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 4th day of June, 2024, and passed by the following vote:

AYES:

NOES:

ABSENT:

Ann Marie Johnson, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Public Hearing: Adopt Annual Dougherty Valley Incremental State Water Project Charge Report for Fiscal Year 2024–2025 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

RECOMMENDATION:

Staff recommends the Board of Directors hold a Public Hearing and adopt, by Resolution, the Annual Dougherty Valley Incremental State Water Project Charge Report (the “DV Report”) for Fiscal Year 2024–2025 and direct the levy of the Dougherty Valley Incremental State Water Project Charge (the “DV Incremental SWP Charge”) for non-governmental parcels on the Contra Costa County secured property tax roll and for government potable water customers on utility bills.

DISCUSSION:

On June 18, 2019, the Board of Directors adopted Resolution No. 22-19 (Attachment 1), establishing the DV Incremental SWP Charge under Sections 4.40.010 and 4.40.020 of the District Code. The charge was established to recover the increment costs that exceed the maximum Standby Charge Assessment Fee that can be recovered from the Dougherty Valley Standby Charge District 2001-1 (“DVSCD”). The Board directed staff to prepare an annual DV Report to determine the amount of the DV Incremental SWP Charge to be charged proportionately to all parcels within DVSCD. Under the provisions of Section 4.40.120 (Collection of water charges by use of tax roll) of the District Code, the District may elect to use the tax roll for the collection of water service charges and fees or charges for other services related to water service, whether delinquent or not, for collection with and at the same time and in the same manner as property taxes, the proceedings shall be those set forth in Section 5473 of the California Health and Safety Code or those set forth in Section 61115(b) of the California Government Code.

In Spring of 2024, following the procedures required by Proposition 218, the Board approved the estimated annual charges for the next five-year period. The maximum annual charge for fiscal year ending 2025 was set at \$129.64 per Equivalent Dwelling Unit (EDU). Staff contracted with NBS to prepare the DV Report for fiscal year 2024–2025, describing each affected parcel of real property and the applicable charges for the forthcoming fiscal year to be collected on the property tax roll. The DV Report is available for review on the District’s website at www.dsrsd.com/your-account/rates-fees (Rates & Fees page) and at the Office of the District Secretary during regular business hours at the District Office at 7051 Dublin Boulevard, Dublin, California. The total annual incremental charge is \$1,033,999 or \$129.64 per EDU.

The action recommended above must be taken by the Board annually to collect the DV Incremental SWP Charge on the secured property tax roll in the County of Contra Costa for fiscal year 2024–2025. On April 19, 2024, a written notice of the incremental charge to be placed on the property tax roll for fiscal year 2024–2025 was mailed to non-governmental parcel owners. The adjusted rates for the forthcoming year are posted on the District’s website. In addition, a public hearing notice (Attachment 2) was published in the local newspaper on May 21 and May 28, 2024. One protest (Attachment 3) was received related to the fee increase; however, no protests were filed for the Board action related to the manner in which the fee is being collected.

Originating Department: Administrative Services	Contact: A. Hernandez/M. Gallardo	Legal Review: Yes
Financial Review: Yes	Cost and Funding Source: N/A	
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 – Resolution No. 22-19 Attachment 2 – Newspaper Notice of Public Hearing Attachment 3 – Written Protest	

RESOLUTION NO. 22-19

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT TO LEVY THE DOUGHERTY VALLEY INCREMENTAL STATE WATER PROJECT CHARGE IN THE DOUGHERTY VALLEY STANDBY CHARGE DISTRICT (DVSCD) 2001-1 FOR NON-GOVERNMENTAL PARCELS ON THE CONTRA COSTA COUNTY PROPERTY TAX ROLL AND FOR GOVERNMENT POTABLE WATER CUSTOMERS ON UTILITY BILLS

WHEREAS, on May 1, 2001, the Board adopted Resolution No. 14-01, a Resolution Initiating Proceedings for the Levy of Standby Charges, and in it directed the preparation and filing of a report in writing (the "Engineer's Report") in accordance with and pursuant to Article XIII D of the California Constitution and the Uniform Standby Charge Procedures Act, Sections 54984 et seq., of the California Government Code (together, the "Act") in and for the District's Dougherty Valley Standby Charge District 2001-1 (the "Assessment District"); and

WHEREAS, Resolution No. 14-01 contemplated that the Standby Charges to be established based on the Engineer's Report would be used to pay certain costs of the State Water Project incurred by the District under certain agreements between the District and Alameda County Flood Control and Water Conservation District, Zone 7 (Zone 7) regarding the provision of potable water service in Dougherty Valley in Contra Costa County; and

WHEREAS, for all District customers located in Alameda County, the corresponding costs of the State Water Project are collected directly by Zone 7 on the property tax rolls, but because Zone 7 lacks power to collect these costs on the property tax rolls in Contra Costa County, it was necessary for the District to use another mechanism to collect those costs as a condition of the District being allowed to serve to the Dougherty Valley water delivered to Zone 7 from the State Water Project; and

WHEREAS, on June 19, 2001, after a duly noticed and held public hearing, by Resolution No. 20-01, the Board approved the establishment of the contemplated Assessment District and approved the Engineer's Report with respect thereto and authorized the levy of assessments for Standby Charges (the "Assessments") in the Assessment District to pay for certain costs of the State Water Project in amounts not to exceed those provided in the Engineer's Report; and

WHEREAS, the Engineer's Report calculated a maximum Standby Charge of \$170.75 for each Equivalent Dwelling Unit (EDU) within the Assessment District, which was the amount of the Charge for which notice was provided pursuant to Proposition 218 in connection with the June 19, 2001 hearing; and

Res. No. 22-19

WHEREAS, beginning in fiscal year 2019/2020, these State Water Project costs, when spread over the EDUs within the Assessment District, are projected to exceed the maximum Standby Charge specified in the notice provided pursuant to Proposition 218 in connection with the June 19, 2001 hearing; and

WHEREAS, on June 18, 2019, a public hearing was held and the Board established a Dougherty Valley Incremental State Water Project Charge (DV Incremental SWP Charge) to recover State Water Project costs that, when spread over the EDUs within the Assessment District, would exceed the maximum Standby Charge; and

WHEREAS, Sections 4.40.010 and 4.40.020 of the District Code allows the Board of Directors to establish a water use charge by separate ordinance or resolution; and

WHEREAS, Section 4.40.120 of the District Code allows the Board of Directors to elect to use the tax roll for the collection of water service charges and fees or charges for other services related to water service, whether delinquent or not, for collection with and at the same time and in the same manner as property taxes; and

WHEREAS, the Board desires to levy the DV Incremental SWP Charge for non-governmental parcel owners in the Assessment District on the Contra Costa County property tax roll; and

WHEREAS, the Board desires to charge governmental potable water customers a proportionate share of Standby Charge assessments and DV Incremental SWP Charges on their utility bills.

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. A Dougherty Valley Incremental State Water Project Charge Report (the "DV Report") will be prepared with a similar methodology as the above referenced Engineer's Report for the purposes of levying the DV Incremental SWP Charge for Fiscal Year 2019/2020. The DV Report will determine the amount of the DV Incremental SWP Charge based on cost estimates provided by Zone 7.

2. Non-governmental parcels in the Assessment District as determined by the DV Report will be levied the DV Incremental SWP Charge separately from the Standby Charge assessment on the Contra Costa County property tax roll.

3. Governmental potable water customers in the Assessment District will be charged a proportionate share of the costs of the State Water Project to be collected through utility bills, and will be comprised of the sum of the amount of the Standby Charge assessments as determined by the Engineer's Report and the amount of the DV Incremental SWP Charges as determined by the DV Report.

Res. No. 22-19

4. Unless otherwise acted upon by the Board, the amount of the DV Incremental SWP Charge will be adjusted by the General Manager annually, in accordance with the DV Report, but no more than the amount set forth in the Proposition 218 notice.

5. The General Manager is authorized and directed to post any adjustments to the DV Incremental SWP Charge on the District's website by August 10 of each year, and customers and property owners required to pay the DV Incremental SWP Charge shall also receive notification thereof in accordance with Section 53756 of the California Government Code.

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 this 18th day of June, 2019, and passed by the following vote:

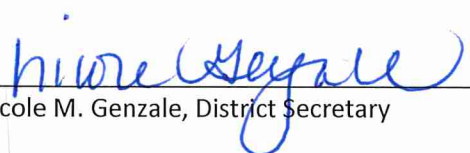
AYES: 5- Directors Georgean M. Vonheeder-Leopold, Richard M. Halket, Ann Marie Johnson, Edward R. Duarte, Madelyne A. Misheloff

NOES: 0

ABSENT: 0



Madelyne A. Misheloff, President

ATTEST: 

Nicole M. Genzale, District Secretary

**DUBLIN SAN RAMON SERVICES DISTRICT
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Dublin San Ramon Services District will hold a **Public Hearing on June 4, 2024, at 6 p.m., in the Boardroom at the District Office at 7051 Dublin Boulevard, Dublin, California**, to consider the levy of service charges on non-governmental parcels for the purpose of recovering State Water Project costs for the fiscal year 2024-2025 on the secured property tax rolls of the County of Contra Costa. Governmental parcels are charged separately on their water bills and are not subject to the public hearing.

NOTICE IS FURTHER GIVEN that at the hearing, the Board will consider the Annual Report concerning the proposed service charges for the fiscal year 2024-2025, consider all written protests, hear all persons interested, consider all comments, if any, and take final action on the levy of the Dougherty Valley Incremental State Water Project Charges on the county tax rolls for fiscal year 2024-2025.

The Dougherty Valley Incremental State Water Project Charges shall appear on the 2024–2025 (July 1, 2024 to June 30, 2025) secured property tax rolls as “DSRSD-DRTY VLY SWP” and are summarized below:

Dwelling Type	2023–24 Service Charge	2024–25 Service Charge(1)
Single-Family Detached	\$117.08	\$129.64
Multi-Family Attached	\$46.82	\$51.84
Commercial Land (per acre)	\$468.16	\$518.56

(1) Annual service charge is apportioned according to the equivalent dwelling unit (EDU) of the parcel; the rate for a single family is the base, \$129.64 for 1.0 EDU.

NOTICE IS FURTHER GIVEN that the Dougherty Valley Incremental State Water Project Charge Annual Report is available for review on the District’s website at www.dsrdsd.com/your-account/rates-fees (Rates & Fees page) and at the Office of the District Secretary during regular business hours at the District Office at 7051 Dublin Boulevard, Dublin, California. Background information will be included in the Board agenda packet of June 4, 2024, posted on the District’s website at www.dsrdsd.com/about-us/board-meetings-agendas-minutes-videos 72 hours before the meeting .

For additional information about this matter or to submit written comments, contact Finance Supervisor Alberto Hernandez at 925-875-2219 or ahernandez@dsrdsd.com. Written protests may be emailed to board@dsrdsd.com or mailed to the District Secretary at the address above. Protests and comments received by 4 p.m. on the day of the meeting will be provided to the Board before the meeting.

By: Nicole Genzale, CMC
District Secretary

From: [Satyajit Pandey](#)
To: [Board Mailbox](#)
Subject: Dougherty Valley - Incremental State Water Project charge increase for 24-25
Date: Tuesday, April 23, 2024 8:16:00 PM

[EXTERNAL – check for red flags]

Hi - I am writing to express my objection over the increase in charges for 24-25 from \$117.08 to \$129.64

As it is, Dougherty Valley has so many special taxes and assessments on the property tax, we should NOT be burdened with any more increases.

Thanks

A Gale Ranch resident.

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT 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 2024-2025

WHEREAS, Sections 4.40.010 and 4.40.020 of the District Code allows the Board of Directors to establish the Dougherty Valley Incremental State Water Project Charge (the “DV Incremental SWP Charge”); and

WHEREAS, in the spring of 2024, the District performed a Proposition 218 notice which estimated the maximum charge per Equivalent Dwelling Unit (EDU) over a five-year period and set the maximum fiscal year 2024–2025 charge at \$129.64; and

WHEREAS, on June 18, 2019, after a duly noticed and held public hearing, by Resolution No. 22-19 (the “Establishing Resolution”), the Board of Directors of the Dublin San Ramon Services District established the Dougherty Valley Incremental State Water Project Charge “DV Incremental SWP Charge” in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 (the “DV Properties”); and approved a separate report, Dougherty Valley Incremental State Water Project Charge Report (the “DV Report”) to be prepared annually for purposes of the levy of DV Incremental SWP Charge; and

WHEREAS, under Section 5473 of the California Health and Safety Code and Section 61115(b) of the California Government Code, the Board may provide that any charges and penalties may be collected on the tax roll in the same manner as property taxes; and

WHEREAS, Section 4.40.120 “Collection of water charges by use of tax roll” of the District Code allows the District to elect to use the tax roll for the collection of water service charges and fees or charges for other services related to water service, whether delinquent or not, for collection with and at the same time and in the same manner as property taxes; and

WHEREAS, the Board desires to levy the DV Incremental SWP Charge for non-governmental parcel owners within the DV Properties on the Contra Costa County secured property tax roll; and

WHEREAS, the Board desires to charge governmental potable water customers a proportionate share of Standby Charge assessments and DV Incremental SWP Charges on their utility bills; and

WHEREAS, written notice of collection of the DV Incremental SWP Charge on the Contra Costa County property tax roll for fiscal year 2024–2025 (the “Next Fiscal Year”) have been mailed to parcel owners for all affected parcels on April 19, 2024; and

WHEREAS, the Board held a Public Hearing on June 4, 2024, on the issue of the levy of the service charges for the Next Fiscal Year, and all persons desiring to be heard were given an opportunity to be heard, and all objections to the levy were considered by this Board.

Res. No. _____

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. **Objections and Protests.** One protest was received against the annual levy of DV Incremental SWP Charge for the DV Properties, as a whole or as to any part thereof, or against the estimate of costs and the service charges, in whole or in part, were received prior to or at the public hearing.

2. **Collection of Dougherty Valley Incremental SWP Charges.** The Board hereby elects to have those certain DV Incremental SWP Charges established by the District for water services collected on the tax roll of the County of Contra Costa, and in the manner provided pursuant to Section 5473 of the California Health and Safety Code and Section 61115(b) of the California Government Code and said resolutions of the District.

3. **DV Properties.** The DV Properties specially benefited and to be levied to pay the costs and expenses thereof are listed in the DV Report.

4. **Annual DV Report Approved.** The DV Report, in the form on file with the District Secretary and to which reference is hereby made for further particulars, including the estimates of costs and expenses, the apportionment of service charges contained in the DV Report, is hereby approved and confirmed and shall stand as the DV Report for the Next Fiscal Year.

5. **Benefits Determined.** Based on the oral and documentary evidence, including the DV Report, offered and received at the public hearing, this Board expressly finds and determines that each of the several subdivisions of land in the DV Properties will be specially benefited.

6. **Effective Date.** This resolution shall be effective upon the date of its adoption.

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 4th day of June, 2024, and passed by the following vote:

AYES:

NOES:

ABSENT:

Ann Marie Johnson, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Receive Presentation on District Governance (New Laws Update) and on Legislative and Regulatory Affairs

RECOMMENDATION:

Staff recommends the Board of Directors receive an informational presentation on District governance (new laws update) and on legislative and regulatory affairs.

DISCUSSION:

Consistent with the District’s Legislative and Regulatory Advocacy policy (P100-18-3), the District’s staff and legal team coordinate with professional organizations and partner agencies to monitor, review, and advocate positions on legislation and regulatory issues related to the business of the District. On June 4, staff will provide an informational presentation on District governance (new laws update) and on legislative and regulatory affairs. The presentation will include a legal briefing to the Board by Mr. Gavin Ralphs, associate attorney with Bartkiewicz, Kronick & Shanahan, on recent amendments to pertinent statutes and regulations and how these affect District operations and the Board of Directors. Staff will also provide the Board with a brief overview of the District’s legislative and regulatory affairs activities, highlights of advocacy issues and interests, and ongoing monitoring efforts.

Originating Department: Office of the General Manager	Contact: G. Ralphs/D. Coty, M. Gallardo/J. Lee	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 – Presentation Slides	

District Governance and Legislative & Regulatory Affairs Briefing



**Dublin San Ramon
Services District**

Water, wastewater, recycled water

Office of the General Manager

Michelle Gallardo, Interim Administrative Services Director

Gavin Ralphs, Associate Attorney, Bartkiewicz, Kronick & Shanahan (BKS)

Agenda

- Governmental Affairs Briefing (BKS Law Firm)
- Legislative and Regulatory Advocacy Policy
- Highlights of Advocacy Issues and Interests
- Ongoing District Legislative Efforts

New Laws Presentation

Dublin San Ramon Services District

June 4, 2024

Gavin Ralphs, Associate Attorney

Bartkiewicz, Kronick & Shanahan (BKS Law Firm)



BKS
LAW FIRM

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BRIDGING PUBLIC
& WATER LAW

Accessory Dwelling Units (ADUs)

- **AB 1033**

- Allows local agencies to authorize the conveyance of ADUs, as condominiums, separate from that of the primary residences
- Water Meter Requirements
 - Utility providers for the primary residence may require conveyed ADUs to have a separate water meter
 - Same for ADUs constructed with a new primary residence



Independent Contractors

- **AB 334**
 - Establishes Government Code section 1097.6
 - An independent contractor who enters into a contract with a public agency to perform one phase of a project may enter into contract for subsequent phases if:
 - They did not assist with any RFPs, RFQs, or any other subsequent contract with the agency, or
 - If they did assist, (1) the participation must be limited to preliminary or initial plans; and, (2) all bidders or proposers for the subsequent contract must have access to the same information



Water Use Analysis

- **AB 755**

- Existing law required public agencies, that supply water at retail or wholesale, to adopt and enforce a water conservation program
- Agencies must now conduct a water usage demand analysis prior to completing, or as part of, a cost-of-service analysis
 - The water usage demand analysis must identify the agency's cost to providing water service to the high water users and the average annual volume of water delivered to these users



Surplus Land Act

- **AB 480**

- Change of definition of dispose: includes the sale of or a lease term of at least 15 years of a surplus property
- Does not include entering into a lease for which no development or demolition will occur, regardless of the term of the lease

- **SB 747**

- Three new surplus land categories
- Failure to abide by the Surplus Land Act now results in a penalty for 30% of the disposition value of the land, rather than 30% of the final sale price of the land



Levine Act

- **SB 1439**

- Local elected officials may not accept, solicit, or direct a political contribution exceeding \$250 from a party that is seeking a non-competitive bid contract, license, permit, or other entitlement for use from the official's agency
- Prohibition applies 12 months prior to and 12 months after a final decision has been made
- May lead to disqualification on matter or a return of the funds



New Laws Presentation Discussion



BKS
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BRIDGING PUBLIC
& WATER LAW

District Legislative & Regulatory Affairs Activities



Legislative and Regulatory Advocacy Policy



Highlights of Advocacy Issues and Interests



Ongoing District Legislative Efforts

Legislative and Regulatory Advocacy Policy

- Membership with organizations which track legislative and regulatory issues, take positions, and draft comment letters (ACWA, CASA, CSDA, AWWA, BACWA etc.)
- Tracking and Taking positions on key local, regional, state, and federal legislation and regulations

Memberships

- » Association of California Water Agencies (ACWA)
- » American Water Works Association (AWWA)
- » California Association of Sanitation Agencies (CASA)
- » California Product Stewardship Council (CPSC)
- » California Special Districts Association (CSDA) [and local chapters]
- » WaterReuse
- » Water Education Foundation (WEF)
- » CA Public Employers Labor Relations Association (CalPELRA)
- » Municipal Information Systems Association of CA (MISAC)
- » Bay Area Clean Water Agencies (BACWA)
- » Bay Area Biosolids Coalition (BABC)



Memberships

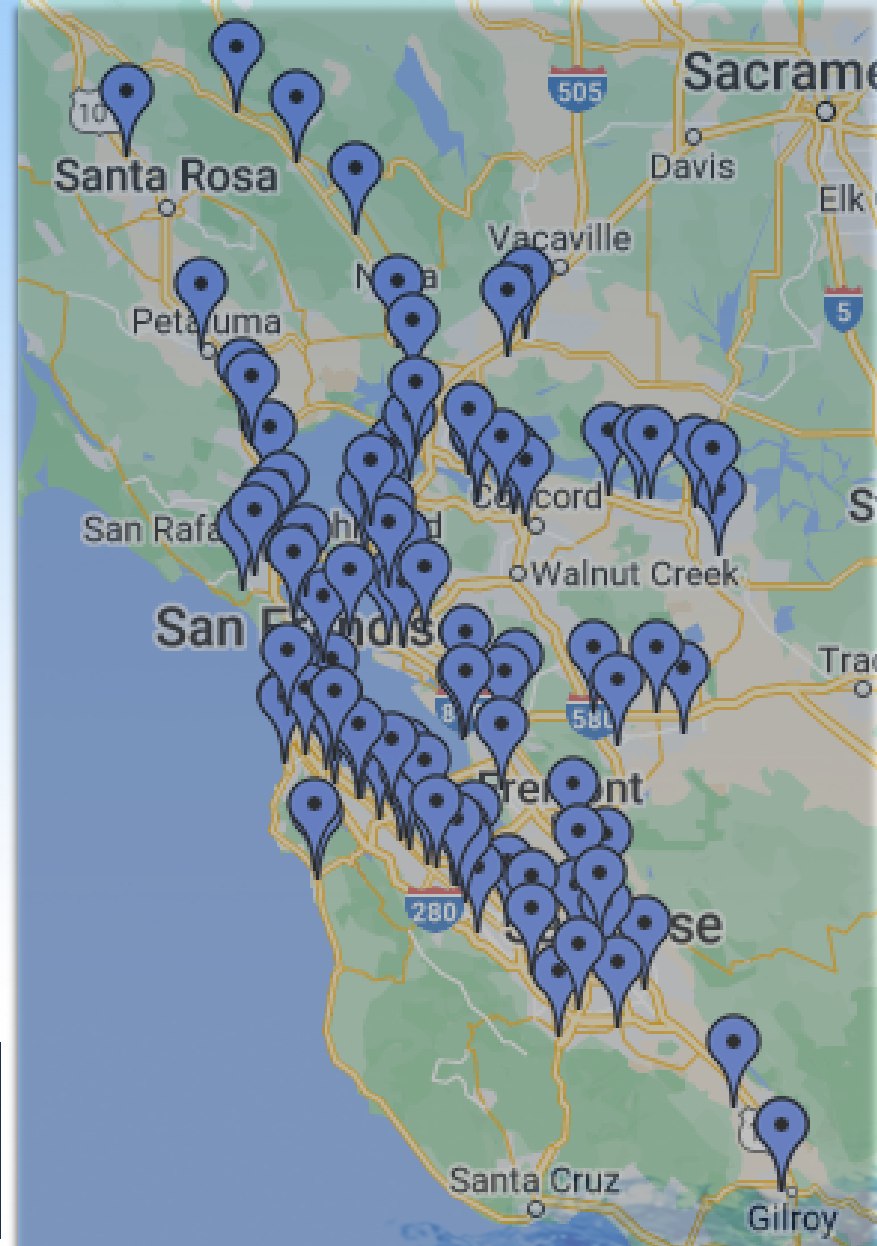
» Committee Participation

» Budget: Estimated over \$200,000 in annual membership fees



Partner Agencies

- Zone 7 Water Agency (Water Wholesaler)
- East Bay Dischargers Authority (EBDA)
- Tri-Valley and Bay Area water and wastewater agencies



Advocacy Issues and Interests

Issues and Interests

- Public agency contracting
- Water conservation
- Water supply
- Water quality
- PFAS & Pollutants
- Permits
- Environmental Health and Safety (CalOSHA, Air Quality, CARB, Pollution, Fire Prevention)
- Biosolids
- Nutrients

Issues and Interests

- Land Use
- Employment and labor laws
- LAFCO
- Funding
- Financial operations (rates, bonds, debt financing, payroll, 218 notices, financial reporting, etc.)
- Use of technology, cybersecurity
- Local agency/special district governance

Advocacy Issues and Interests – CY2023

Date	Issue	Letter	Recommended Position
3/13/2023	Funding	<u>Federal</u> : Letter of Support for Zone 7 Water Agency FY24 Community Project Request	SUPPORT
3/30/2023	Water Conservation	<u>State</u> : Making Water Conservation a CA Way of Life (SB 606 and AB 1668)	COMMENTS
6/29/2023	PFAS	<u>Federal</u> : Environmental & Public Works Draft PFAS Legislation	COMMENTS
8/14/2023	PFAS	<u>Federal</u> : DSRSD Requests Support for Water Systems PFAS CERCLA Liability Protections	SUPPORT
9/28/2023	PFAS	<u>State</u> : AB 727 (Weber) Signature Request (ban on sale of cleaning products containing PFAS)	SUPPORT
12/12/2023	Cross-Connection Control	<u>State</u> : Cross-Connection Control Policy Handbook	COMMENTS

Advocacy Issues and Interests – CY2024

Item/Reference	Issue	Subject	Recommended Position
AB 2751	Labor Laws	Prohibition on Employee Communications	WATCH
SB 1345	Labor Laws	Criminal Background Checks	WATCH
Federal	Funding	Appropriations for Mocho Wellfield PFAS Treatment Facility in 2025	SUPPORT
S. 1430 and H.R. 7944	PFAS	The Water Systems PFAS Liability Protection Act	SUPPORT
SB 903 (Skinner)	PFAS	Environmental health: product safety: perfluoroalkyl and polyfluoroalkyl substances (would restrict sale of PFAS-containing products in CA)	SUPPORT

Advocacy Issues and Interests – CY2024

Item/Reference	Issue	Subject	Recommended Position
AB 2257	Financing	Property-related water and sewer fees and assessments (218 Notices)	SUPPORT
H.R. 7525	Funding	Special District Grant Accessibility Act	SUPPORT
Initiative #1935	Financing	Taxpayer Protection Act	OPPOSE
Tentative Order	NPDES Permit	Tentative Order Regulating Nutrients in Discharges from Municipal Wastewater Treatment Facilities to SF Bay	COMMENTS

Ongoing Legislative/Regulatory Advocacy

- » Bi-weekly GM Reports to the Board
- » Continue active participation in Professional Memberships and Committees
- » Letters of support/opposition and comments (CSDA, CASA, ACWA, AWWA, etc.)
- » Monitoring of local agency legislative activities
- » Regulatory update – Fall 2024

Comments/Discussion

Contact:

Michelle Gallardo

Interim Administrative Services Director



TITLE: Adopt Revised Legislative and Regulatory Advocacy Policy and Rescind Resolution No. 59-18

RECOMMENDATION:

Staff recommends the Board of Directors adopt, by Resolution, the revised Legislative and Regulatory Advocacy policy and rescind Resolution No. 59-18.

DISCUSSION:

District policies are generally reviewed on a rotating four-year cycle to ensure that they remain current and that the Board seated at the time concurs with that policy. The Legislative and Regulatory Advocacy policy (P100-18-3), which was last reviewed in December 2018, provides guidance for staff to take positions on legislative and regulatory issues and to engage in the local, regional, state, and federal policy process when time and resources allow.

Consistent with the Legislative and Regulatory Advocacy policy, staff takes advantage of the District’s memberships in various trade organizations. These organizations track legislative and regulatory issues, take positions, and draft comment letters, making it more efficient for staff to engage on issues of importance to the District. The policy establishes criteria and a priority for determining whether or not to advocate on an issue. The priority, in order, includes advocating on issues consistent with District policies, the District’s annual legislative platform (if one is adopted by the Board), the District’s budget, and recommendations of trade associations of which the District is a member (e.g., Association of California Water Agencies, California Association of Sanitation Agencies, and WateReuse). The issue must be of direct interest to the District’s business.

Staff has reviewed the existing policy and recommends adding a minor clarification to allow the General Manager to advocate on issues of interest not already specified in the Legislative and Regulatory Advocacy policy, with the approval of the President of the Board of Directors, unless the President determines the issue warrants discussion by the Board of Directors. Attachment 1 is the marked-up version of the existing policy. The revised Legislative and Regulatory Advocacy policy is presented as Exhibit A to the proposed resolution.

Originating Department: Office of the General Manager	Contact: M. Gallardo/J. Lee	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: N/A	
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 Legislative and Regulatory Advocacy Policy	



Policy

Policy No.: P100-18-3	Type of Policy: Board Business
Policy Title: Legislative and Regulatory Advocacy	
Policy Description: Taking positions on local, regional, state, and federal legislation and regulations	
Approval Date: 12/18/2018 6/4/2024	Last Review Date: 2018 2024
Approval Resolution No.: 59-18	Next Review Date: 2022 2028
Rescinded Resolution No.: 48-14 59-18	Rescinded Resolution Date: 8/19/2014 12/18/2018

It is the policy of the Board of Directors of Dublin San Ramon Services District to take positions on legislative and regulatory issues that affect the District and to engage in the public policy process when time and resources allow. If legislative or regulatory issues do not affect the District, then the District will take no action unless a member of the Board requests a Board discussion of an issue. To guide staff in these efforts, the Board developed this policy.

Staff takes advantage of the District’s membership in various trade organizations. These organizations track legislative and regulatory issues, take positions, and draft comment letters, making it easy for staff to also engage on issues of importance to the District.

Such organizations include, but are not limited to, the following:

- Association of California Water Agencies (ACWA)
- American Water Works Association (AWWA)
- California Association of Sanitation Agencies (CASA)
- California Product Stewardship Council (CPSC)
- California Special Districts Association (CSDA)
- WaterReuse
- Water Education Foundation (WEF)

Staff will use other resources and sources of information to become aware of legislation and regulations which may impact the District.

To determine whether or not to advocate on an issue, staff uses the following criteria, in order of priority.

1. **DSRSD Policies** – If the DSRSD Board of Directors adopts formal policies which have a direct bearing on the legislative and/or regulatory issue, then staff may advocate consistent with those adopted policies.

Policy No.: P100-18-3

Policy Title: Legislative and Regulatory Advocacy

- 2. **DSRSD’s Legislative & Regulatory Platform** – If the DSRSD Board of Directors adopts an annual legislative platform which has a direct bearing on the legislative and/or regulatory issue, then staff may advocate consistent with the annual legislative platform.
- 3. **DSRSD Budget** – If the DSRSD Board of Directors adopts a budget which has a direct bearing on the legislative and/or regulatory issue, then staff may advocate consistent with the budget.
- 4. **Member Associations** – If one of the organizations, in which the District is a member, asks the District to advocate consistent with the organization’s position, staff may do so.

If the General Manager deems a legislative or regulatory issue of importance and it is not encompassed by the above categories, the General Manager may advocate on the issue of interest with the approval ~~bring it to the attention~~ of the President of the Board of Directors ~~and the President will decide if the issue rises to the level of requiring Board consideration.~~ . If the President of the Board of Directors determines that the matter warrants Board consideration, then the item will be agendized for discussion at a future Board meeting. ~~If the Board President determines that an issue does not warrant Board consideration, then the General Manager may advocate on the issue in the interest of the District.~~

If a legislative or regulatory item does not comply with any of the above criteria, a member of the Board may ask at a Board meeting that the issue be agendized for discussion at the next Board meeting, to discuss and determine whether or not the District should advocate on the matter.

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING THE LEGISLATIVE AND REGULATORY ADVOCACY POLICY AND RESCINDING RESOLUTION NO. 59-18

WHEREAS, on December 18, 2018, the Board adopted a revised Legislative and Regulatory Advocacy policy, and

WHEREAS, a significant amount of state and federal legislation and regulations, and a significant number of city and county ordinances are proposed each year, some of which are applicable to the Dublin San Ramon Services District in carrying out its mission; and

WHEREAS, the District is a member of several organizations which monitor, review, and advocate positions on legislation related to the business of the District; and

WHEREAS, periodically, legislation is proposed which may either have direct and significant bearing on the District or be of only general interest and applicability to the District; and

WHEREAS, it is desirable to have a policy in place that sets forth how the District's position on legislation is to be determined and what that position entails; and

WHEREAS, it is in the best interest of the District to take positions on legislation in an effective and timely manner.

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 Legislative and Regulatory Advocacy policy, attached as Exhibit "A," is hereby adopted, and Resolution No. 59-18, 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 4th day of June, 2024, and passed by the following vote:

AYES:

NOES:

ABSENT:

Ann Marie Johnson, President

ATTEST: _____
Nicole Genzale, District Secretary



Policy

Policy No.:	Type of Policy: Board Business
Policy Title: Legislative and Regulatory Advocacy	
Policy Description: Taking positions on local, regional, state, and federal legislation and regulations	
Approval Date: 6/4/2024	Last Review Date: 2024
Approval Resolution No.:	Next Review Date: 2028
Rescinded Resolution No.: 59-18	Rescinded Resolution Date: 12/18/2018

It is the policy of the Board of Directors of Dublin San Ramon Services District to take positions on legislative and regulatory issues that affect the District and to engage in the public policy process when time and resources allow. If legislative or regulatory issues do not affect the District, then the District will take no action unless a member of the Board requests a Board discussion of an issue. To guide staff in these efforts, the Board developed this policy.

Staff takes advantage of the District’s membership in various trade organizations. These organizations track legislative and regulatory issues, take positions, and draft comment letters, making it easy for staff to also engage on issues of importance to the District.

Such organizations include, but are not limited to, the following:

- Association of California Water Agencies (ACWA)
- American Water Works Association (AWWA)
- California Association of Sanitation Agencies (CASA)
- California Product Stewardship Council (CPSC)
- California Special Districts Association (CSDA)
- WaterReuse
- Water Education Foundation (WEF)

Staff will use other resources and sources of information to become aware of legislation and regulations which may impact the District.

To determine whether or not to advocate on an issue, staff uses the following criteria, in order of priority.

1. **DSRSD Policies** – If the DSRSD Board of Directors adopts formal policies which have a direct bearing on the legislative and/or regulatory issue, then staff may advocate consistent with those adopted policies.

Policy No.:	Policy Title: Legislative and Regulatory Advocacy
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- 2. **DSRSD’s Legislative & Regulatory Platform** – If the DSRSD Board of Directors adopts an annual legislative platform which has a direct bearing on the legislative and/or regulatory issue, then staff may advocate consistent with the annual legislative platform.
- 3. **DSRSD Budget** – If the DSRSD Board of Directors adopts a budget which has a direct bearing on the legislative and/or regulatory issue, then staff may advocate consistent with the budget.
- 4. **Member Associations** – If one of the organizations, in which the District is a member, asks the District to advocate consistent with the organization’s position, staff may do so.

If the General Manager deems a legislative or regulatory issue of importance and it is not encompassed by the above categories, the General Manager may advocate on the issue of interest with the approval of the President of the Board of Directors. If the President of the Board of Directors determines that the matter warrants Board consideration, then the item will be agendaized for discussion at a future Board meeting.

If a legislative or regulatory item does not comply with any of the above criteria, a member of the Board may ask at a Board meeting that the issue be agendaized for discussion at the next Board meeting, to discuss and determine whether or not the District should advocate on the matter.

RESOLUTION NO. 59-18

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING THE LEGISLATIVE ADVOCACY POLICY AND RESCINDING RESOLUTION NO. 48-14

WHEREAS, on August 19, 2014, the Board adopted a revised Legislative Advocacy policy to conform with the newly revised Guidelines for Conducting District Business policy; and

WHEREAS, a significant amount of state and federal legislation and regulations, and a significant number of city and county ordinances, are proposed each year, some of which are applicable to the Dublin San Ramon Services District in carrying out its mission; and

WHEREAS, the District is a member of several organizations which monitor, review, and advocate positions on legislation related to the business of the District; and

WHEREAS, periodically, legislation is proposed which may either have direct and significant bearing on the District or be of only general interest and applicability to the District; and

WHEREAS, it is desirable to have a policy in place that sets forth how the District's position on legislation is to be determined and what that position entails; and

WHEREAS, it is in the best interest of the District to take a position on legislation in an effective and timely manner.

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 Legislative Advocacy policy, renamed the Legislative and Regulatory Advocacy policy and attached as Exhibit "A," is hereby adopted; and
2. Resolution No. 48-14, 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 18th day of December 2018, and passed by the following vote:

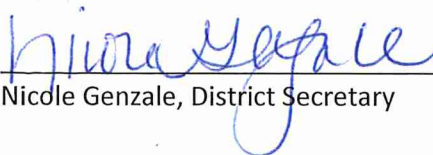
AYES: 5- Directors Richard M. Halket, Georgan M. Vonheeder-Leopold, Ann Marie Johnson, Edward R. Duarte, Madelyne A. Misheloff

NOES: 0

ABSENT: 0


for

Madelyne A. Misheloff, President

ATTEST: 
Nicole Genzale, District Secretary



TITLE: Receive Update on Miscellaneous Fees and Charges and Suspend Collection of Certain Fees and Charges Established by Resolution No. 8-24.

RECOMMENDATION:

Staff recommends the Board of Directors receive an update on Miscellaneous Fees and Charges and approve, by Resolution, suspension of collection of certain fees and charges established by Resolution No. 8-24.

DISCUSSION:

The District maintains various administrative, customer service, engineering, industrial waste, and laboratory analysis fees and charges that are paid by customers receiving the benefit. These fees and charges are typically reviewed and updated biennially to ensure that they reflect the costs of providing the service and that ratepayers are not subsidizing services that they do not receive. On April 16, 2024, the Board held a public hearing and adopted miscellaneous fees and charges that will take effect on July 1, 2024. The miscellaneous fees and charges schedule includes adjustments to existing miscellaneous fees and charges and several new fees that would be implemented for the first time.

As part of the April 16 Board action to adopt the miscellaneous fees and charges schedule, the Board directed staff to provide additional information regarding the Research Fee and Additional Punchlist Walk Fee prior to implementing these two new fees. As described below, in response to the Board’s request, staff has reviewed the Research Fee and Additional Punchlist Walk Fee and is recommending suspending collection of these two new fees until a future miscellaneous fees and charges update, which would allow staff additional time to collect data on the need and process for implementing these fees.

Research Fee - This new fee was proposed to recover the cost for staff time related to customer requests that exceed thirty minutes to research and respond. Typically, customers who are investigating potential business locations or changes to their property will request information related to assigned capacity rights for a parcel and request that staff calculate and recalculate fees based on multiple options. This type of general request has not been billed in the past, and all non-billable time is absorbed by the operating funds.

Staff reevaluated the proposed fee and estimates that the number of customers requesting work that could fall under the Research Fee is between 6 to 10 customers per year, and the average time to research and discuss capacity fees while providing multiple calculations is between 30 to 90 minutes. Due to the low number of potential customers, staff recommends that the Research Fee not be implemented at this time. Staff will collect data to determine if there is significant time spent on this type of request and will make an updated recommendation during the next update of miscellaneous fees and charges.

Additional Punchlist Fee - The Additional Punchlist Fee would recover costs for the added time for the inspector to return to the site multiple times to confirm items on the final punchlist (i.e., list of requirements that need to be met by the contractor) are complete and meet District standards. The District’s water or sewer main installment inspection fee includes two formal visits to the project site near the end of construction that is used by District inspectors to develop a punchlist. A re-walk of the job site is required if a developer requests a final sign off, however the inspector finds that the punchlist items were not completed. Staff recommends that the Additional Punchlist Fee not be implemented at this time. Staff will track inspector time to confirm the frequency of additional walks per project and will make an updated recommendation during the next update of miscellaneous fees and charges.

Originating Department: Engineering and Technical Services	Contact: J. Yee/S. Delight	Legal Review: Yes
Financial Review: Not Required	Cost and Funding Source: N/A	
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 – Resolution No. 8-24	

RESOLUTION NO. 8-24

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ESTABLISHING FEES AND CHARGES UNDER DISTRICT CODE SECTIONS 1.30.010(B), 1.40.040, 1.50.010, 1.50.070, 1.100.010, 1.100.030, 2.30.050, 3.70.060, 3.70.070 (A) & (B), 4.30.040, 4.30.070, 4.40.040 (A) & (B), 4.40.050, 4.40.070, 4.40.080 (A) & (C), 4.40.090, AND 5.30.090, AND RESCINDING RESOLUTION NO. 9-22

WHEREAS, the above referenced sections of the District Code allow the Board of Directors to establish the respective fees and charges by ordinance or resolution; and

WHEREAS, these fees and charges have been reviewed and require adjustment; and

WHEREAS, IB Consulting, Inc. prepared a Cost Allocation Plan for the District in February 2022, which uses industry best practices in allocating the District's indirect administrative costs to the direct service programs and services; and

WHEREAS, these fees and charges, are not assessed as an incident of property ownership, and are therefore not subject to Proposition 218 notification; and

WHEREAS, certain of these fees and charges are imposed for specific services provided by the District directly to the customer required to pay them, in which services are not provided to those not charged, and the amount of the fees and charges have each been calculated using an accepted methodology of allocating costs to the customers that benefit from the services provided such that the fee or charge does not exceed the reasonable costs of providing the service; and

WHEREAS, certain of these fees and charges are imposed for the reasonable regulatory costs for issuing licenses and permits, for performing investigations, inspections, and audits, and for the administrative enforcement and adjudication thereof, based on an accepted methodology of allocating the reasonable regulatory costs to those whose activities give rise to the need for regulation; and

WHEREAS, certain of these fees and charges are imposed due to the particular nature of the uses of a property; and

WHEREAS, certain of these of the fees and charges comprise monetary charges imposed by the District for violations of law; and

WHEREAS, the fees and charges, as adopted by this resolution, once operative, will supersede those previously established in Resolution No. 9-22.

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 charges authorized under Sections 1.30.010 (B) (GENERAL PENALTY – INFRACTION), 1.40.040 (COPIES OF PUBLIC RECORDS – FEES), 1.50.010 (ASSESSMENT OF LATE CHARGES), 1.50.070 (CHARGE FOR UNPAID RETURNED CHECKS), 1.100.010 (ESCROW FEES), 1.100.030 (OTHER FEES AND CHARGES AS ESTABLISHED OR AUTHORIZED BY THE BOARD), 2.30.050 (PROCESSING FEE [PLANNING SERVICES AGREEMENTS]), 3.70.060 (METER ASSEMBLY INSTALLATION FEE – WATER), 3.70.070 (A) & (B) (INSPECTION AND PROJECT REVIEW FEES – MISCELLANEOUS FEES), 4.30.040 (RECYCLED WATER USE LICENSE), 4.30.070 (SALE OF RECYCLED WATER AT RECYLED WATER TREATMENT FACILITIES), 4.40.040 (A) & (B) (OTHER FEES AND CHARGES FOR WATER SERVICE), 4.40.050 (METER ASSEMBLY AND INSTALLATION FEES), 4.40.070 (BACKFLOW PREVENTION ADMINISTRATION FEE), 4.40.080 (A) (FEES AND CHARGES FOR USE OF TEMPORARY METERS), 4.40.080 (C) (FEES AND CHARGES FOR USE OF TEMPORARY METERS – DEPOSIT), 4.40.090 (FEES AND CHARGES FOR USE OF CONSTRUCTION WATER METER), and 5.30.090 (INDUSTRIAL WASTE PROGRAM USER FEES AND CHARGES) of the Dublin San Ramon Services District Code are established in the respective amounts set forth in Exhibit “A,” attached.

2. This resolution will be effective immediately upon its adoption, provided that the charges as shown on Exhibit “A” shall be operative from July 1, 2024.

3. On January 1, 2025, fees and charges shown in Exhibit “A” shall be automatically adjusted in the manner described in the remainder of this subparagraph without further Board action or review. The General Manager is authorized to adjust these fees on January 1, 2025, and January 1, 2026, by the percentage by which the most recent CPI (Consumer Price Index – all urban wage earners, not seasonally adjusted, San Francisco-Oakland-Hayward, CA, current, all items series) as of October 31 has increased in relation to the most recent corresponding CPI as of the preceding October 31. The General Manager shall post the new fees and charges on the District’s website by December 31 of each calendar year.

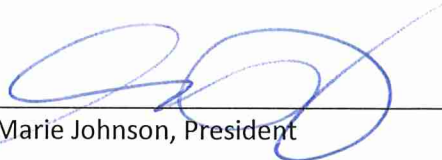
4. Resolution No. 9-22, attached as Exhibit “B,” is rescinded effective July 1, 2024.

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 16th day of April, 2024, and passed by the following vote:

AYES: 3 – Directors Ann Marie Johnson, Dinesh Govindarao, Georgean M. Vonheeder-Leopold

NOES: 2 – Directors Richard M. Halket, Arun Goel

ABSENT: 0



Ann Marie Johnson, President

ATTEST: 

Nicole Genzale, District Secretary

Dublin San Ramon Services District
Schedule of Fees and Charges
Miscellaneous Fees, Industrial Waste, and Laboratory Analysis

Miscellaneous Fees - Administrative

TYPE OF FEE	DISTRICT CODE	FEE DESCRIPTION	CURRENT FEE	FEE EFFECTIVE 7/1/24 - 12/31/24
General Penalty - Code Infraction	1.30.010(B)	First violation	\$250.00	\$250.00
		Second violation of the same provision or ordinance within one year	\$500.00	\$500.00
		Each additional violation of the same provision or ordinance within one year	\$1,000.00	\$1,000.00
Copies of Public Records Fee	1.40.040	Per page	\$0.15	\$0.15
Assessment of Late Charges	1.50.010	Shall be assessed on the overdue amount outstanding	10.0%	10.0%
Additional Late Charges	1.50.010	Shall be assessed for each 30 day period during which the overdue bill remains unpaid	1.0%	1.0%
Charge for Unpaid Returned Checks	1.50.070	First occurrence	\$25.00	\$25.00
		Each additional occurrence	\$35.00	\$35.00
Escrow Account - Set-up Fee	1.100.010	Fee to establish an escrow account requested by contractor	\$535.00	\$540.00
Escrow Account - Handling Fee	1.100.010	Fee for each escrow account transaction will be deducted from the contractor's regular progress payment	\$45.00	\$47.00
Regional Sewer Capacity Reserve Fee - Installment Plan - 10 year	3.70.070(B)	Initial set-up of 10 year installment plan	\$3,731.00	\$3,820.00

Miscellaneous Fees - Customer Service

TYPE OF FEE	DISTRICT CODE	FEE DESCRIPTION	CURRENT FEE	FEE EFFECTIVE 7/1/24 - 12/31/24
Backflow Prevention Administrative Fee - Reduced Pressure Device	4.40.070	Bi-monthly backflow prevention device maintenance administrative fee for reduced pressure device.	\$18.00	\$18.00
Backflow Prevention Administrative Fee - Double check/Detector check	4.40.070	Bi-monthly backflow prevention device maintenance administrative fee for double check/detector check devices.	\$23.00	\$23.00
New Accounts Set-up Fee	4.40.040(A)	New Utility Billing Account Set Up Fee. Charged when establishing a new account.	\$25.00	\$26.00
	4.40.040(B)			
Service Reconnection and Termination Fee	4.40.040(B)	For each occasion.	\$137.00	\$144.00
Service Reconnection Fee-OT	4.40.040(B)	Performed during non-regular business hours.	\$445.00	\$440.00
Curb Stop Repair Fee	4.40.040(B)	For repair of damaged curb stop.	\$489.00	\$516.00
Trim Charge	4.40.040(B)	For trimming around meter box after customer failed to do trimming after being notified.	\$179.00	\$187.00
Hand Delivered Notification Fee	4.40.040(B)	Hand delivery, to service location as required by law, to notify resident of pending service disconnect.	\$36.00	\$38.00
Broken Lock Fee	4.40.040(B)	Fee to cover the hardware and staff time costs resulting from a cut lock.	\$84.00	\$87.00
Meter Removal or Reinstall Fee	4.40.040(B)	Time and materials to remove or reinstall meter based on customer need	\$210.00	\$220.00
Site Visit	4.40.080(A)	Unsupported Site visit.	\$106.00	\$110.00
Temporary Meter - Charge for Breaking Seal/Tampering	4.40.080(A)	Customer will be charged for actual time and materials	Actual Cost	Actual Cost
	4.40.080(C)			
Construction Water Meter Fee Non-Residential	4.40.090(B)	Deposit equal to full replacement cost of the meter.	Actual Cost	Actual Cost
	4.40.090(C)	Field tracing charge each time a meter user fails to present the meter for reading.	\$316.00	\$332.00
Service Reconnection Fee under SB998 Provision	4.40.040(B)	For each occasion.	\$53.00	\$53.00
Service Reconnection Fee-OT under SB998 Provision	4.40.040(B)	Performed during non-regular business hours.	\$159.00	\$159.00

Dublin San Ramon Services District
Schedule of Fees and Charges
Miscellaneous Fees, Industrial Waste, and Laboratory Analysis

Miscellaneous Fees - Engineering

TYPE OF FEE	DISTRICT CODE	FEE DESCRIPTION	CURRENT FEE	FEE EFFECTIVE 7/1/24 - 12/31/24
Project Planning and Review Fees - Potable or Recycled Water <i>All Project Planning and Review Fees assume a maximum of two plan submittal reviews; all additional reviews will be billed at the staff's actual burdened hourly rate. Fee includes staff time for project support during construction and project acceptance.</i>	3.70.070(A)	Single family home (with existing service lines)	\$492.00	\$560.00
		Commercial/industrial unit improvement/expansion	\$2,612.00	\$3,155.00
		New commercial unit/building	\$5,225.00	\$6,310.00
		Additional new commercial unit/building	\$2,040.00	\$2,365.00
		Additional commercial fee per linear foot for new main installation over 300 ft	\$6.23	\$7.26
		New residential subdivision up to 5 units	\$5,225.00	\$6,310.00
		Additional residential unit over 5 units	\$180.00	\$210.00
		Additional residential fee per linear foot for new main installation over 300 ft	\$6.23	\$7.26
		Invoice Reissuance	\$0.00	\$105.00
		Recycled water irrigation system	\$4,944.00	\$5,520.00
		Recycled water irrigation system - per acre for sites over 2 acres	\$604.00	\$675.00
		Project Planning and Review Fees - Sewer <i>All Project Planning and Review Fees assume a maximum of two plan submittal reviews; all additional reviews will be billed at the staff's actual burdened hourly rate. Fee includes staff time for project support during construction and project acceptance.</i>	3.70.070(A)	Single family home (with existing service lines)
Commercial/industrial unit improvement/expansion	\$3,058.00			\$3,580.00
New commercial unit/building	\$6,110.00			\$7,155.00
Additional new commercial unit/building	\$1,409.00			\$1,685.00
Additional commercial fee per linear foot for new main installation over 300 ft	\$5.45			\$6.34
New residential subdivision up to 5 units	\$4,233.00			\$5,052.00
Additional residential unit over 5 units	\$79.00			\$95.00
Project Planning and Review Fees - Miscellaneous	3.70.070(A)	Variance review (from approved plans)	\$1,733.00	\$1,875.00
		Easement and quit claim review	\$0.00	\$990.00
		Research (every 30 minutes beyond the initial 30 minutes)	\$0.00	\$115.00
		Water Pressure Request	\$0.00	\$580.00
Planning Agreement Application Fee	2.30.050	Minimum processing fee for planning agreement application	\$4,420.00	\$4,590.00
Potable or Recycled Water Main Installation Inspection	3.70.070(A)	Installation or repair of water main line less than 50 ft	\$1,250.00	\$1,830.00
		Installation or repair of water main line up to 300 ft	\$5,554.00	\$6,885.00
		Additional cost per linear foot over 300 ft for inspection of installation or repair of water main line	\$10.00	\$11.73
Potable or Recycled Miscellaneous Inspection	3.70.070(A)	Backflow prevention device (per unit)	\$238.00	\$395.00
		Fire service installation and backflow prevention device (per unit)	\$1,033.00	\$1,155.00
		Blow off valve or air relief valve (per unit)	\$333.00	\$395.00
		Fire hydrant installation (per unit)	\$503.00	\$590.00
		Water line service assembly and service connection - "water tap" (per unit)	\$667.00	\$790.00
		Building service line (per unit)	\$667.00	\$790.00
		Recycled water irrigation system installation - up to 2 acre site	\$4,383.00	\$5,515.00
		Recycled water irrigation system -installation per acre for sites over 2 acres	\$742.00	\$940.00
		Recycled water irrigation system installation - zero pressure retest	\$742.00	\$940.00
		Chlorination/Bacti retest	\$911.00	\$1,070.00
		Water Pressure retest	\$413.00	\$480.00
Potable or Recycled Miscellaneous Inspection <i>(continued)</i>	3.70.070(A)	Water inspection conducted outside of 8:30 a.m. - 4:30 p.m., Monday - Friday (per hour)	\$265.00	\$300.00

Dublin San Ramon Services District
Schedule of Fees and Charges
Miscellaneous Fees, Industrial Waste, and Laboratory Analysis

		Water inspection conducted on weekends or holidays - minimum	\$853.00	\$990.00
		Water inspection conducted on weekends or holidays - for each hour in excess of four hours	\$265.00	\$300.00
Sewer Main Installation Inspection <i>Additional fees assessed for services performed by outside contractors.</i>	3.70.070(B)	Private single reach sewer main installation or repair - without TV	\$1,250.00	\$1,445.00
		Single or multiple reach sewer main installation up to 350 ft - with TV	\$6,317.00	\$7,795.00
		Additional cost per linear foot over 350 ft for single or multiple reach sewer main installation - with TV	\$10.90	\$12.68
Sewer Miscellaneous Inspection	3.70.070(B)	Repairs or minor alterations	\$333.00	\$480.00
		Saddle or manhole connection	\$503.00	\$590.00
		Existing lateral installation or repair	\$333.00	\$395.00
		New lateral installation	\$333.00	\$590.00
		Appurtenant structure installation - up to 350 ft of main (per structure)	\$588.00	\$690.00
		Appurtenant structure installation - over 350 ft of main (per structure)	\$249.00	\$495.00
		Sewer main air retest	\$413.00	\$480.00
		Sewer manhole vacuum retest	\$243.00	\$480.00
		New grease interceptor installation	\$424.00	\$495.00
		Annual grease interceptor maintenance inspection	\$143.00	\$240.00
		Annual grease interceptor maintenance inspection - per additional interceptor at same location	\$42.00	\$50.00
		Automotive pollution prevention inspection	\$170.00	\$340.00
		Automotive pollution prevention inspection - per additional separator at same location	\$0.00	\$50.00
		Reinspection of grease interceptor	\$143.00	\$240.00
		Reinspection of grease interceptor - per additional interceptor at same location	\$42.00	\$50.00
		Reinspection of automotive pollution prevention	\$0.00	\$340.00
		Reinspection of automotive pollution prevention - per additional separator at same location	\$0.00	\$50.00
		Sewer inspection conducted outside of 8:30 a.m. - 4:30 p.m., Monday - Friday (per hour)	\$243.00	\$300.00
		Sewer inspection conducted on weekends or holidays - minimum	\$773.00	\$990.00
		Sewer inspection conducted on weekends or holidays - for each hour in excess of four hours	\$243.00	\$300.00
		Sewer flushing -per hour, 2 hour minimum	Actual Cost	Actual Cost
Miscellaneous Inspection	3.70.070(B)	Additional punch list walk	\$0.00	\$480.00
		Directional drilling/boring near District Facilities - up to 3,000 ft	\$7,526.00	\$7,100.00
		Directional drilling/boring - per linear foot over 3,000 ft	\$2.54	\$2.40
Meter Assembly Installation Fee <i>(including meter and meter spud)</i>	3.70.060 & 4.40.050	5/8" meter	\$630.00	\$743.00
		3/4" meter	\$650.00	\$743.00
		1" meter	\$701.00	\$847.00
		1-1/2" positive displacement meter	\$2,816.00	\$3,298.00
		1-1/2" compound meter	\$1,856.00	\$2,144.00
		1-1/2" turbine meter	\$1,492.00	\$1,716.00
		2" positive displacement meter	\$3,019.00	\$3,298.00
		2" compound meter	\$2,050.00	\$2,371.00
		2" turbine meter	\$1,648.00	\$1,906.00

Dublin San Ramon Services District
Schedule of Fees and Charges
Miscellaneous Fees, Industrial Waste, and Laboratory Analysis

Recycled Water Fill Station	4.30.070	Annual Permit	\$118.00	\$122.00
		Per truck load	\$20.00	\$24.00
Recycled Water Irrigation System	4.30.040	License Fee	\$1,049.00	\$1,305.00
Construction Water Meter - Jumper	4.40.090(A)	Residential - flat rate fee per 3/4-inch residential service line (54.5 CCF)	\$307.00	\$290.00

Industrial Waste Program User Fees

TYPE OF FEE	DISTRICT CODE	FEE DESCRIPTION	CURRENT FEE	FEE EFFECTIVE 7/1/24 - 12/31/24
Sampling	5.30.090	Composite Sampler set-up	\$498.00	\$515.00
		Sampling, each site per day	\$318.00	\$330.00
Inspections and Permitting - Significant Industrial User	5.30.090	Inspection, initial (Significant Industrial User (SIU))	\$1,955.00	\$2,050.00
		Inspection, compliance (SIU)	\$1,150.00	\$1,205.00
		Permit Issuance, includes application review (SIU)	\$1,468.00	\$1,535.00
		Permit Renewal, includes application review (SIU)	\$874.00	\$915.00
		Permit Amendments (SIU)	\$487.00	\$510.00
Inspections and Permitting - Intermediate Industrial User	5.30.090	Inspection, initial (Intermediate Industrial User (IIU))	\$980.00	\$1,025.00
		Inspection, compliance (IIU)	\$577.00	\$600.00
		Permit Issuance, includes application review (IIU)	\$980.00	\$1,025.00
		Permit Renewal, includes application review (IIU)	\$434.00	\$455.00
		Permit Amendments (IIU)	\$296.00	\$310.00
Hearings and Enforcement	5.30.090	Show Cause Hearing, each hearing, hours	\$1,181.00	\$1,235.00
		Enforcement Hearing, each hearing, hours	\$1,574.00	\$1,645.00
Dental Amalgam Program	5.30.090	Permit fee - 3 year permit for dental offices with amalgam separator devices	\$132.00	\$155.00
		Inspection fee - inspection of amalgam separator devices	\$131.00	\$268.00
		Penalty for past due self-monitoring report submittal	\$132.00	\$142.00

Laboratory Analysis Fees

TYPE OF FEE	DISTRICT CODE	FEE DESCRIPTION	CURRENT FEE	FEE EFFECTIVE 7/1/24 - 12/31/24
Alkalinity Bicarbonate, HCO3	5.30.090; 1.100.030	Staff time at billing rates	\$42.00	\$58.00
Alkalinity Carbonate, CO3	5.30.090; 1.100.030	Staff time at billing rates	\$42.00	\$58.00
Alkalinity Hydroxide, OH	5.30.090; 1.100.030	Staff time at billing rates	\$42.00	\$58.00
Alkalinity Total	5.30.090; 1.100.030	Staff time at billing rates	\$42.00	\$74.00
Ammonia probe method	5.30.090; 1.100.030	Staff time at billing rates	\$166.00	\$198.00
Ammonia, EPA 350.1	5.30.090; 1.100.030	Staff time at billing rates	\$0.00	\$96.00
Antimony	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Arsenic (included in Metals)	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Barium	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Beryllium	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Biochemical Oxygen Demand (BOD)	5.30.090; 1.100.030	Staff time at billing rates	\$125.00	\$169.00
Boron	5.30.090; 1.100.030	Staff time at billing rates	\$137.00	\$146.00

Dublin San Ramon Services District
Schedule of Fees and Charges
Miscellaneous Fees, Industrial Waste, and Laboratory Analysis

Cadmium (included in Metals)	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$100.00
Calcium & Calcium Hardness	5.30.090; 1.100.030	Staff time at billing rates	\$49.00	\$176.00
Carbonaceous Biochemical Oxygen Demand (CBOD)	5.30.090; 1.100.030	Staff time at billing rates	\$0.00	\$160.00
Chemical Oxygen Demand (COD)	5.30.090; 1.100.030	Staff time at billing rates	\$49.00	\$66.00
Chloride	5.30.090; 1.100.030	Staff time at billing rates	\$130.00	\$262.00
Chlorine	5.30.090; 1.100.030	Staff time at billing rates	\$125.00	\$144.00
Chromium (included in Metals)	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Cobalt	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Conductivity	5.30.090; 1.100.030	Staff time at billing rates	\$42.00	\$130.00
Copper (included in Metals)	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Cyanide	5.30.090; 1.100.030	Staff time at billing rates	\$224.00	\$557.00
Dissolved Oxygen	5.30.090; 1.100.030	Staff time at billing rates	\$33.00	\$65.00
E.coli, Colilert-18 Enumeration Method	5.30.090; 1.100.030	Staff time at billing rates	\$0.00	\$226.00
Enterococcus, Enterolert	5.30.090; 1.100.030	Staff time at billing rates	\$116.00	\$197.00
Fecal Coliform, Multiple Tube Fermentation Method	5.30.090; 1.100.030	Staff time at billing rates	\$249.00	\$375.00
Fluoride	5.30.090; 1.100.030	Staff time at billing rates	\$109.00	\$124.00
Hardness, Total	5.30.090; 1.100.030	Staff time at billing rates	\$49.00	\$176.00
Heterotrophic Plate Count, SimPlate	5.30.090; 1.100.030	Staff time at billing rates	\$0.00	\$168.00
Langelier Index	5.30.090; 1.100.030	Staff time at billing rates	\$207.00	\$314.00
Lead (included in Metals)	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Manganese	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Mercury	5.30.090; 1.100.030	Staff time at billing rates	\$181.00	\$241.00
Metals	5.30.090; 1.100.030	Staff time at billing rates	\$524.00	\$609.00
Nickel (included in Metals)	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Nitrate, NO3	5.30.090; 1.100.030	Staff time at billing rates	\$109.00	\$124.00
Nitrate, NO3, Hach Method	5.30.090; 1.100.030	Staff time at billing rates	\$42.00	\$175.00
Nitrite and Nitrate, Total	5.30.090; 1.100.030	Staff time at billing rates	\$109.00	\$241.00
Nitrite, NO2	5.30.090; 1.100.030	Staff time at billing rates	\$109.00	\$241.00

**Dublin San Ramon Services District
Schedule of Fees and Charges
Miscellaneous Fees, Industrial Waste, and Laboratory Analysis**

Nitrite, NO2, Hach Method	5.30.090; 1.100.030	Staff time at billing rates	\$42.00	\$175.00
pH	5.30.090; 1.100.030	Staff time at billing rates	\$42.00	\$58.00
Potassium	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Selenium (included in Metals)	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Silica	5.30.090; 1.100.030	Staff time at billing rates	\$109.00	\$124.00
Silver (included in Metals)	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Sodium	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Sulfate	5.30.090; 1.100.030	Staff time at billing rates	\$109.00	\$136.00
Sulfide	5.30.090; 1.100.030	Staff time at billing rates	\$42.00	\$58.00
Temperature	5.30.090; 1.100.030	Staff time at billing rates	\$16.00	\$32.00
Thallium	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Total Coliform/E.coli, Colilert (enumeration)	5.30.090; 1.100.030	Staff time at billing rates	\$0.00	\$226.00
Total Coliform, Multiple Tube Fermentation Method	5.30.090; 1.100.030	Staff time at billing rates	\$249.00	\$375.00
Total Coliform/E.coli, Colilert (presence/absence)	5.30.090; 1.100.030	Staff time at billing rates	\$83.00	\$68.00
Total Dissolved Solids, TDS	5.30.090; 1.100.030	Staff time at billing rates	\$99.00	\$169.00
Total Solids, TS	5.30.090; 1.100.030	Staff time at billing rates	\$99.00	\$129.00
Total Suspended Solids, TSS	5.30.090; 1.100.030	Staff time at billing rates	\$99.00	\$118.00
Turbidity	5.30.090; 1.100.030	Staff time at billing rates	\$42.00	\$196.00
UV 254	5.30.090; 1.100.030	Staff time at billing rates	\$42.00	\$58.00
Vanadium	5.30.090; 1.100.030	Staff time at billing rates	\$94.00	\$102.00
Volatile Acids, VA	5.30.090; 1.100.030	Staff time at billing rates	\$125.00	\$144.00
Volatile Solids, VS	5.30.090; 1.100.030	Staff time at billing rates	\$116.00	\$160.00
Zinc (included in Metals)	5.30.090; 1.100.030	Staff time at billing rates	\$92.00	\$102.00

* On January 1, 2025, these fees and charges shall be automatically adjusted in the manner described in the remainder of this subparagraph without further Board action of review. The General Manager is authorized to adjust these fees and charges on January 1, 2025 and each succeeding calendar year through January 1, 2027, by the percentage by which the most recent CPI (Consumer Price Index - all urban wage earners, not seasonally adjusted, San Francisco-Oakland-Hayward, CA, current, all item series) as of October 31 has increased in relation to the most recent corresponding CPI as of the preceding October 31. The General Manager shall post the new fees and charges on the District's website by December 31st of each calendar year.

RESOLUTION NO. 9-22

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ESTABLISHING FEES AND CHARGES UNDER DISTRICT CODE SECTIONS 1.100.010, 1.30.010 (B), 1.40.040, 1.50.010, 1.50.070, 2.30.050, 3.70.070 (A) & (B), 3.70.060, 4.30.070, 4.40.040 (A) & (B), 4.40.050, 4.40.070, 4.40.080 (A), 4.40.080 (C), 4.40.090 (A) & (B), AND 5.30.090, AND RESCINDING RESOLUTION NO. 30-20

WHEREAS, the above referenced sections of the District Code allow the Board of Directors to establish the respective fees and charges by ordinance or resolution; and

WHEREAS, these fees and charges, which are not assessed as an incident of property ownership, but are imposed upon and due to the nature of the use of the property, and not by virtue of the landowner's ownership of the property and are therefore not subject to Proposition 218 notification, have been reviewed and require adjustment; and

WHEREAS, these fees and charges are imposed for specific services provided by the District directly to the customer required to pay them, in which services are not provided to those not charged, and the amount of the fees and charges have each been calculated using an accepted methodology of allocating costs to the customers that benefit from the services provided such that the fee or charge does not exceed the reasonable costs of providing the service; and

WHEREAS, the District contracted with IB Consulting, Inc. for a Cost Allocation Plan in October 2021. The plan uses industry best practices in allocating the District's indirect administrative costs to the direct service programs and services; and

WHEREAS, the Cost Allocation Plan is in compliance with Federal Office of Management and Budget Circular A-87; and

WHEREAS, some of the fees and charges are imposed for the reasonable regulatory costs for issuing licenses and permits, performing investigations, inspections, and audits, and for the administrative enforcement and adjudication thereof, based on an accepted methodology of allocating the reasonable regulatory costs to those whose activities give rise to the need for regulation; and

WHEREAS, some of the fees and charges comprise monetary charges imposed by the District for violations of law; and

WHEREAS, the fees and charges, as adopted by this resolution, once operative, will supersede those previously established in Resolution No. 30-20.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency in the Counties of Alameda and Contra Costa, California, as follows:

1. The charges authorized under Sections 1.30.010 (B) (GENERAL PENALTY – INFRACTION), 1.40.040 (COPIES OF PUBLIC RECORDS - FEES), 1.50.010 (ASSESSMENT OF LATE CHARGES), 1.50.070

(CHARGE FOR UNPAID RETURNED CHECKS), 2.30.050 (PROCESSING FEE [PLANNING SERVICES AGREEMENTS]), 1.100.010 (ESCROW FEES), 3.70.070 (A) & (B) (INSPECTION AND PROJECT REVIEW FEES – MISCELLANEOUS FEES), 3.70.060 (METER ASSEMBLY INSTALLATION FEE - WATER), 4.30.070 (SALE OF RECYCLED WATER AT RECYCLED WATER TREATMENT FACILITIES), 4.40.040 (A) & (B) (OTHER FEES AND CHARGES FOR WATER SERVICE), 4.40.050 (METER ASSEMBLY AND INSTALLATION FEES), 4.40.070 (BACKFLOW PREVENTION ADMINISTRATION FEE), 4.40.080 (A) (FEES AND CHARGES FOR USE OF TEMPORARY METERS), 4.40.080 (C) (FEES AND CHARGES FOR USE OF TEMPORARY METERS - DEPOSIT), 4.40.090 (A) & (B) (FEES AND CHARGES FOR USE OF CONSTRUCTION WATER METER), and 5.30.090 (INDUSTRIAL WASTE PROGRAM USER FEES AND CHARGES) of the Dublin San Ramon Services District Code are established in the respective amounts set forth in Exhibit “A,” attached.

2. This resolution will be effective immediately upon its adoption, provided that the charges as shown on Exhibit “A” shall be operative from July 1, 2022.

3. On January 1, 2023, fees and charges in Exhibit “A” shall be automatically adjusted in the manner described in the remainder of this subparagraph without further Board action or review. The General Manager is authorized to adjust these fees on January 1, 2023, by the percentage by which the most recent CPI (Consumer Price Index – all urban wage earners, not seasonally adjusted, San Francisco-Oakland-Hayward, CA, current, all items series) as of October 31 has increased in relation to the most recent corresponding CPI as of the preceding October 31. The General Manager shall post the new fees and charges on the District’s website by December 31, 2022.

4. Resolution No. 30-20, attached as Exhibit “B,” is rescinded effective July 1, 2022.

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 15th day of February, 2022, and passed by the following vote:

AYES: 5 – Directors Arun Goel, Marisol Rubio, Ann Marie Johnson, Georgan M. Vonheeder-Leopold, Richard M. Halket

NOES: 0

ABSENT: 0



Richard M. Halket, President

ATTEST:



Nicole Genzale, District Secretary

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT SUSPENDING COLLECTION OF CERTAIN MISCELLANEOUS FEES AND CHARGES IMPOSED UNDER DISTRICT CODE SECTIONS 3.70.070 (A) AND (B) ESTABLISHED BY RESOLUTION NO. 8-24

WHEREAS, the above referenced sections of the District Code authorize the Board of Directors to establish various miscellaneous fees and charges by ordinance or resolution; and

WHEREAS, these miscellaneous fees and charges were last adjusted on April 16, 2024, by adoption of Resolution No. 8-24, including imposition of two new fees, the Research Fee and the Additional Punchlist Fee; and

WHEREAS, upon further review of these fees, staff recommends the suspension of collection of the Research Fee and the Additional Punchlist Fee; and

WHEREAS, the suspension shall remain in effect until further action by the Board of Directors.

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. Collection of those certain charges, known as the Research Fee and Additional Punchlist Fee, as authorized under Sections 3.70.070 (A) and (B) (INSPECTION AND PROJECT REVIEW FEES – MISCELLANEOUS FEES), and as established by Resolution No. 8-24, is hereby suspended until further action by the Board of Directors.

2. Except as specified herein, all other miscellaneous fees and charges approved by Resolution No. 8-24 remain in full force and effect without modification.

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 4th day of June, 2024, and passed by the following vote:

AYES:

NOES:

ABSENT:

Ann Marie Johnson, President

ATTEST: _____
Nicole Genzale, District Secretary