

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

**July 1, 2025**

**1. CALL TO ORDER**

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

**2. PLEDGE TO THE FLAG**

**3. ROLL CALL**

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

District staff present: Jan Lee, General Manager/Treasurer; Michelle Gallardo, Administrative Services Director; Steve Delight, Engineering Services Director/District Engineer; Dan Gill, Operations Director; Douglas E. Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

**4. SPECIAL ANNOUNCEMENTS/ACTIVITIES – None**

**5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:01 p.m. No public comments received.**

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

**7. CONSENT CALENDAR**

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

7.A. Approve Regular Meeting Minutes of June 17, 2025 – Approved

**8. BOARD BUSINESS**

8.A. Adopt the 2025 Sewer System Management Plan Update

Water/Wastewater Systems Supervisor Danny Ward reviewed the item for the Board and gave a presentation (handed out to the Board and posted to the website as supplemental materials).

The Board and staff discussed various aspects of the updated Sewer System Management Plan (SSMP) and presentation including DSRSD's wastewater collection system, training, operations, emergency response, technical innovations, and compliance with recent State Water Resources Control Board waste discharge requirements for sanitary sewer systems. The Board complimented staff on the preparation of the SSMP update as well as the performance and professionalism of field operations staff serving the community.

Director Govindarao MOVED to approve [Resolution No. 24-25](#), Adopting the 2025 Sewer System Management Plan (SSMP) Update. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

8.B. Receive Presentation on the Zone 7 Water Agency 2025 Annual Water Sustainability Report

Senior Engineer Irene Suroso reviewed the item for the Board and gave a presentation. The Board and staff discussed various aspects of the presentation pertaining to Zone 7 Water Agency's (Zone 7) five-year water supply and demand analysis and delivery projections to its retail agencies. The Board expressed its appreciation for the clear, informative report and acknowledged Zone 7's conservative approach and effective planning which shows Zone 7 is able to meet Tri-Valley water demands over the next five years without mandatory conservation under assumed hydrologic conditions. Based on Zone 7's sustainability evaluation, the Board affirmed DSRSD will be fully capable of meeting its customer demands in 2025.

8.C. Receive Presentation on Strategic Plan Progress Report for Fiscal Years 2024 and 2025

Administrative Services Director Gallardo reviewed the item for the Board and gave a presentation. The Board was pleased by the accomplishments highlighted in the Strategic Plan progress report for fiscal years 2024 and 2025, and acknowledged the great work done by staff to meet the needs of the District's customers. The Board and staff then discussed the approach for project tracking and progress reporting in support of the updated Strategic Plan for Fiscal Years 2026–2030.

9. REPORTS

9.A. Boardmember Items

9.A.1. Joint Powers Authority and Committee Reports  
DSRSD/City of Dublin Liaison Committee Meeting of June 23, 2025

President Goel invited comments on recent Committee activities. Directors felt the available staff reports adequately covered the many matters considered at the meeting and commented on some of the meeting activities.

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

Director Govindarao submitted a written report to Executive Services Supervisor/District Secretary Nicole Genzale. He reported that he attended the City of San Ramon Council meeting on Tuesday, June 24 and presented the DSRSD Annual Report with General Manager Lee. He summarized the activities and discussions at the meeting.

9.A.3. Request New Agenda Item(s) for a Future Board or Committee Agenda – None

9.B. Staff Reports

General Manager Lee reported on the following items:

- DSRSD will host the joint Alameda County and Contra Costa County California Special Districts Association chapter meeting on Wednesday, July 9, at 10 a.m.
- The regular Board meeting on Tuesday, July 15, has been cancelled.
- A special Board meeting will be held on Tuesday, July 22, at 6 p.m.
- The California Association of Sanitation Agencies' 70th Annual Conference will be held July 30–August 1 (Wednesday–Friday) in San Diego.

10. ADJOURNMENT

President Goel adjourned the meeting at 7:04 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary