

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

**August 5, 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; Ken Spray, Finance Director; 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 items on the Consent Calendar. Director Govindarao SECONDED the MOTION, which CARRIED with FIVE AYES.

- 7.A. Approve Special Meeting Minutes of July 22, 2025 – Approved
- 7.B. Accept Regular and Recurring Reports: Treasurer's Report, Outstanding Receivables Report, and Employee and Director Reimbursements Greater than \$100 – Approved
- 7.C. Award Technical Services Agreement with Unison Solutions for the Biogas Treatment System Improvements Project (CIP 16-P028) – Approved
- 7.D. Adopt Revised Water Resiliency Policy and Rescind Resolution No. 22-21 – Approved – Resolution No. 26-25
- 7.E. Approve Director Travel Expenses for Attendance at Water Environment Federation Technical Exhibition and Conference (WEFTEC) on September 27 to October 1 in Chicago, Illinois – Approved

**8. BOARD BUSINESS**

- 8.A. First Reading of Ordinance Amending Sections 4.10.010, 4.10.120, 4.10.090, and 4.30.050 of Title 4, Water Service Delivery, Entirety of District Code Title 6, Personnel Merit System, and Entirety of Chapter 7.30, Facility Use Permits, for the 2025 Annual Update

President Goel read the title of the ordinance and asked for the staff presentation. Management Analyst II Vivian Chiu reviewed the item for the Board.

President Goel inquired if there were any comments from the public. There was no public comment received.

Director Vonheeder-Leopold MOVED to Waive Reading of Ordinance. Director Govindarao SECONDED the MOTION, which CARRIED with FIVE AYES.

Director Johnson MOVED to Schedule the Ordinance for Second Reading and Adoption at the Regular Board Meeting of August 19, 2025. Director Govindarao SECONDED the MOTION, which CARRIED with FIVE AYES.

8.B. Receive Presentation on Long-term Water Resiliency Efforts

Senior Engineer Irene Suroso 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 presentation including the District's FY 2024 Annual Water Use Report and regulatory impacts related to indoor residential water use standards, outdoor irrigation, and system water loss. They discussed factors that can contribute to system water loss, such as water line breaks, leaks, and meter data inaccuracies, and staff's efforts to identify and implement technological improvements for system monitoring and leak detection. Additionally, staff noted that DSRSD's very low average system water loss (5.7% compared to the country-wide average of 16%) is due, in part, to DSRSD's relatively younger infrastructure. Water loss will incrementally increase as the system ages. The Board also noted the benefits of DSRSD's recycled water use to offset the impact of the non-functional turf ban. The Board thanked staff for the informative presentation.

9. REPORTS

9.A. Boardmember Items

9.A.1. Joint Powers Authority and Committee Reports – None

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

Director Vonheeder-Leopold submitted written reports to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the California Association of Sanitation Agencies 70th Annual Conference and Board of Directors meeting July 30–August 1, 2025, in San Diego. She summarized the activities and discussions at the meetings.

Director Govindarao submitted written reports to Executive Services Supervisor/District Secretary Genzale. He reported that he attended the State of the County Address with Contra Costa County District 2 Supervisor Candace Andersen in San Ramon on July 29, and that he completed required harassment

prevention training on July 30. 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:

- A LAVWMA Board meeting will be held on Wednesday, August 20, 2025 at 6 p.m.
- The Board received an invitation from City of Dublin and the Dublin Historical Society to attend a new exhibit called "Fighting Fires and Saving Lives: Dublin's First Firefighters" at the City of Dublin's Heritage Park and Museums. The District provided fire services for 35 years prior to the cities incorporating in the early 1980s and will be featured in the exhibit. The exhibit begins August 30 and will run through February 2026. Staff will include additional information for touring the exhibit in the next Board Communications Update.

10. ADJOURNMENT

President Goel adjourned the meeting at 6:40 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary