

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

**August 19, 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; Christine Chen, Finance Supervisor; 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 Govindarao MOVED for approval of the items on the Consent Calendar. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

7.A. Approve Regular Meeting Minutes of August 5, 2025 – Approved

7.B. Accept Regular and Recurring Reports: Quarterly Financial Report and Capital Projects Created from Programs – Approved

Director Govindarao noted that the Quarterly Financial Report reflects overages in certain budget areas and requested that staff look into opportunities to project potential overages and incorporate into future budgets going forward. General Manager Lee confirmed staff will look into this.

7.C. Authorize Continued Rental of Personal Protective Equipment Vending Machines and Purchase of Inventory from Fastenal Company – Approved

7.D. Reject All Bids for the Hypochlorite Building Rehabilitation Project (CIP 22-P021) – Approved

8. BOARD BUSINESS

- 8.A. Second Reading and Adoption of an Ordinance of Dublin San Ramon Services District Amending District Code Sections 4.10.010, 4.10.120, 4.10.090, and 4.30.050 of Title 4, Water Service Delivery, Entirety of 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.

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

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

Vice President Halket MOVED to adopt Ordinance No. 355, Amending District Code Sections 4.10.010, 4.10.120, 4.10.090, and 4.30.050 of Title 4, Water Service Delivery; Entirety of Title 6, Personnel Merit System; and Entirety of Chapter 7.30, Facility Use Permits, for the 2025 Annual Update. Director Govindarao SECONDED the MOTION, which CARRIED with FIVE AYES.

- 8.B. Approve Proclamation Honoring Board Director Ann Marie Johnson

President Goel read the proclamation aloud.

Director Govindarao MOVED to Approve the Proclamation Honoring Board Director Ann Marie Johnson. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

President Goel presented the proclamation to Director Johnson. The Board expressed its gratitude for her leadership, tenacity, and impactful contributions during her nearly seven years of service to DSRSD. Director Johnson thanked the Board for the kind recognition and reflected on her tenure as a DSRSD Boardmember.

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 a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the virtual Alameda County Special Districts Association Executive Committee meeting on August 13. She 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

9.B.1. General Manager Monthly Report

Operations Director Gill reviewed the slight decline in recycled water production reported year to date, as compared to the same period in 2024, and explained it is due to cooler than usual weather conditions in July and lower water use for irrigation. July is typically the hottest month during the summer period and one of the highest months for recycled water production.

9.B.2. Public Outreach Activities Report

The Board expressed its satisfaction with ongoing improvements to DSRSD's public outreach efforts and thanked Public Affairs staff for their hard work.

The Board agreed to take a brief recess from 6:29 p.m. to 6:40 p.m.

10. CLOSED SESSION

At 6:40 p.m. the Board went into Closed Session.

10.A. Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8  
Property: Water Supply Contract  
District Negotiator: Jan Lee, General Manager  
Negotiating Party: Zone 7 Water Agency  
Under Negotiation: Price and Terms of Payment for Water Supply

11. REPORT FROM CLOSED SESSION

At 7:58 p.m. the Board came out of Closed Session. President Goel announced that there was no reportable action.

12. ADJOURNMENT

President Goel adjourned the meeting at 7:59 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary