

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

September 9, 2025

1. CALL TO ORDER

A special 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, and Director Georgean M. Vonheeder-Leopold.

District staff present: Jan Lee, General Manager/Treasurer; Douglas E. Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

4.A. Presentation of Transparency Certificate of Excellence and District of Distinction Accreditation by Special District Leadership Foundation

Ms. Colleen Haley, Public Affairs Field Coordinator (Bay Area Network) for the California Special Districts Association, presented the Special District Leadership Foundation awards to the Board.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:10 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 FOUR AYES.

7.A. Approve Regular Meeting Minutes of August 19, 2025 – Approved

**7.B. Approve the California Office of Emergency Services Designation of Applicant's Agent Resolution for Non-State Agencies (Cal OES Form 130) – Approved –
Resolution No. 27-25**

8. BOARD BUSINESS

8.A. Discuss Options for Filling a Board of Directors Vacancy

General Manager Lee reviewed the item for the Board. The Board and staff discussed the three options as presented. The Boardmembers agreed that filling the seat by appointment rather than by a special election would be beneficial to the District. Calling

a special election for April or May 2026 would be cost prohibitive and would significantly shorten the elected Boardmember's term ending in December 2026.

Vice President Halket proposed the Board proceed to fill the vacancy with a direct appointment, as presented under Option #3. He stated that former DSRSD Director Edward Duarte resides in Division 2 and is amenable to serving the remainder of the vacant term. The Boardmembers agreed it would be beneficial to fill the short-term vacancy with an experienced and knowledgeable appointee who could quickly reassimilate to the role and address key matters the Board will consider during the remainder of the term. They reflected on Mr. Duarte's prior service on the Board and supported Vice President Halket's proposal.

Director Govindarao MOVED to Accept the Declaration of a Board of Directors Vacancy for Division 2 and Directed Staff to Proceed with Option # 3 - Proceed with the Direct Appointment of a Qualified Citizen in the District, Former DSRSD Boardmember Edward Duarte. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES.

8.B. Approve Revised Board Committee and Joint Powers Authority Assignments for Calendar Year 2025

General Manager Lee reviewed the item for the Board. President Goel reviewed his proposal for updating the assignments to provide appropriate coverage and support succession planning in consideration of the current Division 2 Board vacancy and anticipated appointment to fill the seat in October. The Boardmembers discussed the options as presented and supported President Goel's proposal as defined in Option #1.

Vice President Halket MOVED to Approve the Revised Board Committee and Joint Powers Authority Assignments for the Remainder of Calendar Year 2025 per Option #1 - Approve the Board President's Proposed Revised Committee and JPA Assignments shown in Table 2 for the Remainder of 2025. Director Govindarao SECONDED the MOTION, which CARRIED with FOUR AYES.

9. REPORTS

9.A. Boardmember Items

9.A.1. Joint Powers Authority and Committee
LAVWMA Board Meeting of August 20, 2025

President Goel invited comments on recent JPA 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 Vonheeder-Leopold submitted a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the California Special Districts Association Annual Conference August 25-28 in Monterey. She summarized the activities and discussions at the meeting.

She also announced that today is California's 175th birthday. California was admitted to the United States on September 9, 1850.

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 DERWA Board meeting will be held on Monday, September 22, 2025 at 6 p.m.
- The WateReuse California Annual Conference will be held September 21–23 (Sunday–Tuesday) in San Diego.
- The WEFTEC Conference will be held September 27–October 1 (Saturday–Wednesday) in Chicago, Illinois.
- The Tri-Valley Mayors' Summit will be held on Wednesday, October 15 at Casa Real at Ruby Hill Winery in Pleasanton.

10. ADJOURNMENT

President Goel adjourned the meeting at 6:44 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary