

AGENDA

NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, October 21, 2025

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
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 District 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. 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 October 7, 2025
Recommended Action: Approve by Motion
 - 7.B. Affirm No Changes to the Discontinuation of Residential Water Service for Nonpayment Policy
Recommended Action: Approve by Motion
8. BOARD BUSINESS
 - 8.A. Authorize Execution of Dublin Unified School District Campus Fire Line Agreement
Recommended Action: Authorize by Motion

- 8.B. Receive Presentation on Draft Water Conservation Master Plan
Recommended Action: Receive Presentation and Provide Direction

9. REPORTS

9.A. Boardmember Items

- 9.A.1. Joint Powers Authority and Committee Reports
Tri-Valley Water Liaison Committee Meeting of October 20, 2025
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

- 9.B.1. General Manager Monthly Report

10. CLOSED SESSION

- 10.A. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6
Agency Negotiators: Jan Lee, General Manager
Michelle Gallardo, Administrative Services Director
Samantha Koehler, Human Resources and Risk Manager
Employee Organizations: 1. Stationary Engineers, Local 39
2. International Federation of Professional and Technical Employees, Local 21
3. Mid-Management Employees Bargaining Unit
4. Unrepresented Employees
Additional Attendees: Cepideh Roufougar, Jackson Lewis P.C.
- 10.B. Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8
Property: APN 946-3200-5-4
Agency Negotiator: Jan Lee, General Manager
Negotiating Party: Zone 7 Water Agency
Under Negotiation: Price and Terms of Payment for Easement

11. REPORT FROM CLOSED SESSION

12. 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**

October 7, 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, and Director Georgean M. Vonheeder-Leopold.

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 Vivian Chiu, Management Analyst II/Acting District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

4.A. New Employee Introductions

Hayden Jackson, Maintenance Worker I

Gabriel Curtis, Mechanic I

Scott Lyda, Mechanic I

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:02 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 FOUR AYES.

7.A. Approve Regular Meeting Minutes of September 16, 2025 – Approved

7.B. Affirm No Changes to Utility Billing Leak Adjustments Policy – Approved

7.C. Authorize Amendment No. 1 to Task Order No. 1 with Kennedy/Jenks Consultants, Inc. for Design Services for the Reservoir 2 Recoating Project (CIP 18-W003) – Approved

7.D. Approve Salary Range for New Water Quality Operator Classification – Approved – Resolution No. 28-25

7.E. Approve Revised Salary Range for Water/Wastewater Systems Operator II Classification and Abolish Water/Wastewater Systems Operator II (On-Call) Classification – Approved – Resolution No. 29-25

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. 17-25 – Approved – Resolution No. 30-25

8. BOARD BUSINESS

8.A. Consider Appointment of Edward R. Duarte to Fill the Board Vacancy in Division 2

General Manager Lee reviewed the item for the Board.

Acting District Secretary Chiu announced that District Secretary Nicole Genzale received correspondence on October 6, 2025 from former Boardmember Ann Marie Johnson expressing her full support for Edward Duarte being appointed to fill the remainder of the term.

The Board expressed that given Mr. Duarte's previous experience on the Board, he will serve the District well.

Director Vonheeder-Leopold MOVED to adopt Resolution No. 31-25, Appointing Edward R. Duarte to Fill the Vacancy in Division 2 on the District Board of Directors. Director Govindarao SECONDED the MOTION, which CARRIED with FOUR AYES.

Director Duarte was immediately sworn in and seated.

8.B. Receive Presentation on Utility Billing Operations and Delinquency Management Procedures

Finance Director Spray reviewed the item for the Board and gave a presentation (handed out to the Board and posted to the website as supplemental materials). The presentation included an overview of how the Utility Billing and Customer Services (UBCS) Division manages billing and delinquent accounts, and an evaluation of potential improvements and procedural changes in response to questions posed by the Board on July 22, 2025, following a public hearing on delinquent water and sewer charges. The Board and staff discussed staff's recommended procedural changes and ways to provide payment convenience for the customers, reduce the District's payment processing costs, enhance customer communications, and improve cash flow.

The Board agreed with staff's recommendation to keep the e-check payment option at no cost to customers for now but requested that staff evaluate having customers assume the e-check processing fee in the future and whether the processing fee could be waived for customers with hardships. The Board also requested that staff coordinate with the cities to provide information on the property owner's responsibility for utility bills to landlords of rental properties; include a property owner notice when the late payment notice goes to the customer, in addition to the recommended property owner notice coupled with the shutoff notice; start a campaign to convert customers to automated clearing house (ACH) as a means to reduce payment processing fees for both the District and customer; and continue to explore monthly billing to improve cash flow. Staff advised that the current priority is optimization of the Tyler Munis utility billing system implemented earlier this year. Staff will incorporate the Board's suggestions into future efforts and return to the Board at a later date with an update on e-check processing fees. The Board thanked staff for the comprehensive and thorough presentation.

9. REPORTS

9.A. Boardmember Items

9.A.1. Joint Powers Authority and Committee Reports.
DERWA Board Meeting of September 22, 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 Management Analyst II/Acting District Secretary Chiu. She reported that she attended the California Association of Sanitation Agencies Board of Directors retreat on September 25–26 in Lafayette. She summarized the activities and discussions at the meeting.

Vice President Halket submitted a written report to Management Analyst II/Acting District Secretary Chiu. He reported that he attended the WaterReuse California Annual Conference on September 21–23 in San Diego. He summarized the activities and discussions at the meeting.

President Goel submitted written reports to Management Analyst II/Acting District Secretary Chiu. He reported that he also attended the WaterReuse conference on September 21–23 and that he attended the Water Environment Federation Technical Exhibition and Conference (WEFTEC) on September 27–October 1 in Chicago where DSRSD was 1 of 41 organizations to receive the 2025 Utility of the Future Today recognition, for the District's work on water reuse. He summarized the activities and discussions at the meetings.

President Goel then announced that October 4–12 is Water Professionals Appreciation Week in California.

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:

- The Tri-Valley Mayors' Summit will be held on Wednesday, October 15, at Casa Real at Ruby Hill Winery in Pleasanton.
- The Tri-Valley Water Liaison Committee meeting will be hosted by City of Livermore on Monday, October 20, at 4 p.m.

10. CLOSED SESSION

At 6:59 p.m. the Board went into Closed Session.

- 10.A. Conference with Legal Counsel – Consideration of Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): One Case

11. REPORT FROM CLOSED SESSION

At 7:36 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 7:36 p.m.

Submitted by,

Vivian Chiu, MMC
Management Analyst II/Acting District Secretary

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



TITLE: Affirm No Changes to the Discontinuation of Residential Water Service for Nonpayment Policy

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Motion, affirmation of no changes to the Discontinuation of Residential Water Service for Nonpayment policy.

DISCUSSION:

District policies are generally reviewed on a four-year cycle to ensure that they remain current. The Discontinuation of Residential Water Service for Nonpayment policy was adopted by the Board in 2021 to define conditions and standard procedures for the discontinuation of water service from nonpayment of billed usage charges in accordance with the Water Shutoff Protection Act passed in 2018 by Senate Bill 998. The bill requires all public water systems with more than 200 connections to have a written policy on discontinuation of residential water service, which includes adequate noticing and repayment options for low-income customers before shutting off water service.

Staff reviewed the policy and recommends no changes. Attachment 1 is the current policy with updated review history. If affirmed, the policy will be scheduled for subsequent review in 2029.

Originating Department: Finance	Contact: A. Hernandez/K. Spray	Legal Review: Not Required
Financial Review: Yes	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 – Marked-up Discontinuation of Residential Water Service for Nonpayment Policy	



Policy

Policy No.: P400-21-1	Type of Policy: Finance
Policy Title: Discontinuation of Residential Water Service for Nonpayment	
Policy Description: Authorize the General Manager to Approve Discontinuation of Residential Water Service Due to Nonpayment	
Approval Date: 9/7/2021	Last Review Date: 2021 <u>2025</u>
Approval Resolution No.: 46-21	Next Review Date: 2025 <u>2029</u>
Rescinded Resolution No.: N/A	Rescinded Resolution Date: N/A

It is the policy of the Board of Directors of Dublin San Ramon Services District:

To authorize the General Manager or designee to approve discontinuation of residential water service arising from nonpayment of billed usage charges. Such discontinuations are to be conducted in accordance with Dublin San Ramon Services District (DSRSD) Code Chapter 1.50 Nonpayment of Fees and Charges, in addition to the "Water Shut-off Protection Act" (California Health and Safety Code Division 104 Part 12 Chapter 6) which has established specific requirements for water systems to follow when discontinuing residential water service due to nonpayment of charges.

1. Purpose of the Policy

The purpose of this policy is to define the conditions and procedures for discontinuing residential water service due to account holders' nonpayment of water charges, including how account holders and/or occupants are notified by this policy, how they may obtain a payment arrangement or alternative payment schedule, how they may contest or appeal water charges, and how they may restore service after it has been discontinued for nonpayment.

2. Posting of the Policy

This policy will be posted on the District's website. In addition to English, this policy will be made available in Spanish, Chinese, Tagalog, Vietnamese, Korean, and any other language spoken by at least 10% of the people (currently no other language meets this criteria) residing in the DSRSD service area.

3. Collection timeline for Utility Bills

- a. Per DSRSD Code §4.40.140, bills are due upon receipt and past due 30 days from the billing date. The billing due date is printed on the bill sent to the account holder.
- b. If the utility bill remains unpaid 30 days after the bill date, late fees and/or interest charges in amounts established by separate District ordinance or resolution will be added to the bill.

Policy No.: P400-21-1**Policy Title:** Discontinuation of Residential Water Service for Nonpayment

unpaid balance, and a “Late Payment Notice” will be mailed to the account holder. This notice will request that payment be made within 23 days from the date printed on the notice.

- c. If the utility bill remains unpaid 23 days after the “Late Payment Notice” was sent to the account holder, telephonic contact with the account holder will be attempted, after which, if the bill remains unpaid, a “Final Notice” will be mailed to the account holder. This notice will require payment to be made within 7 days from the delivery date. If payment is not received within the 7 days, the utility service may be discontinued without further notification attempts. The District will offer to provide this policy in writing and offer to discuss options to avert discontinuation of service if the telephonic contact is successful.

4. **Payment Arrangement, Deferred Payment, and Alternative Payment Schedule**

Upon receipt of a “Late Payment Notice” an account holder can request a payment arrangement, a temporary deferment, or an alternative schedule to make the required payments (a “payment plan”). DSRSD may choose which payment arrangement to accept as long as the outstanding balance is paid within a 12-month period.

5. **Special Medical and Financial Circumstances**

Water service shall not be discontinued for nonpayment if **ALL** of the following conditions are met:

- a. The property owner, or tenant of the property owner, submits the certification of a primary care provider that discontinuation of service will be life threatening or pose a serious threat to the health and safety of a resident of the premise where service is provided, **AND**
- b. The account holder demonstrates financial inability to pay for residential service within the normal billing cycle. (Account holder is deemed unable to pay if any member of the household is a current recipient of CalWORKS, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the account holder declares that the household’s annual income is less than 200 percent of the federal poverty level.), **AND**
- c. The account holder is willing to enter into a payment arrangement, a temporary deferral or alternative payment schedule consistent with this policy.

The District may choose which payment option to offer and accept. It should result in repayment of the outstanding balance in no more than 12 months. Payment arrangements longer than 12 months may be granted if the General Manager or designee finds that a longer period is necessary to avoid undue hardship on the customer based on the circumstances of the individual case.

Policy No.: P400-21-1**Policy Title:** Discontinuation of Residential Water Service for Nonpayment

If for 60 days or more, the account holder fails to comply with the payment plan or the account holder does not pay the current charges while under the payment plan, then residential water service may be discontinued after a final notice to discontinue service is posted at the property.

6. Landlord Customers of Single-Family Residential Properties

When the account holder is a landlord and the account is delinquent and subject to discontinuation of service, the District shall make good faith effort to inform the residential occupants, by means of written notice hand-delivered or mailed to the service address, that service will be terminated at least 10 days prior to the termination. The notice shall also inform the occupants that they have the right to become account holders without being required to pay any amount that may be due on the delinquent account. The water system may require the tenant to verify that the delinquent account customer of record is or was the landlord, manager, or agent of the dwelling. The water system is not required to make service available to the tenants unless they agree to the terms and conditions of service.

7. Landlord Customers of Multi-Family Residential Properties

When the account services a multi-family residential building, the District will not discontinue service for nonpayment of charges. Pursuant to DSRSD Code §4.40.120, unpaid utility charges on residential multi-family buildings may be added as a special assessment to the property owner's Alameda County or Contra Costa County property tax bill. No resident of a multi-family residential building will have their services discontinued due to the delinquency of a property owner.

8. Procedure for Customers to Contest or Appeal a Utility Bill

An account holder who desires to appeal or dispute the accuracy of the charges on a utility bill shall, no later than 30 days from the date of the original bill, submit a written notice to the Utility Billing & Customer Services Supervisor. The account holder must provide the reason or reasons for which the appeal or contest is based such as an erroneous water meter reading. The Utility Billing & Customer Services Supervisor, or designee, is authorized to correct an erroneous bill. The account holder shall be given written notification of the decision regarding the dispute. The Utility Billing & Customer Services Supervisor, or designee, will investigate claims relating to the accuracy of the amount billed, but will not review claims concerning level of service, general level of rates, pending rate changes, source of water, or similar matters.

If an account holder disagrees with the decision of the Utility Billing & Customer Services Supervisor, or designee, the account holder may appeal that decision to the General Manager. The General Manager, or designee, may review the accuracy of the amount billed, but will not review appeals under this procedure concerning level of service, general level of rates, pending rate changes, source of water and similar matters.

Any account holder who, pursuant to this policy, submits an appeal or contests the accuracy of the water consumption shown on a bill, shall not have service discontinued for nonpayment during the pendency of any investigation or appeal, provided the customer keeps current the account for services rendered as charges accrue in each subsequent billing period.

Policy No.: ~~P400-21-1~~Policy Title: Discontinuation of Residential Water Service for
Nonpayment**9. Contact DSRSD about Your Bill**

An account holder may call 925-828-8524 to discuss options to avert discontinuance of service for non-payment.

Policy is current and no changes need to be adopted by the Board of Directors. Status Quo Chronology:	
Date Adopted:	
9/7/2021	
Reviewed by Committee or Board:	Date:
Board	10/21/2025



TITLE: Authorize Execution of Dublin Unified School District Campus Fire Line Agreement

RECOMMENDATION:

Staff recommends the Board of Directors authorize, by Motion, the General Manager to execute the Dublin Unified School District Campus Fire Line Agreement between Dublin Unified School District and DSRSD to convey DSRSD's interests in the fire water line systems located at certain school campuses.

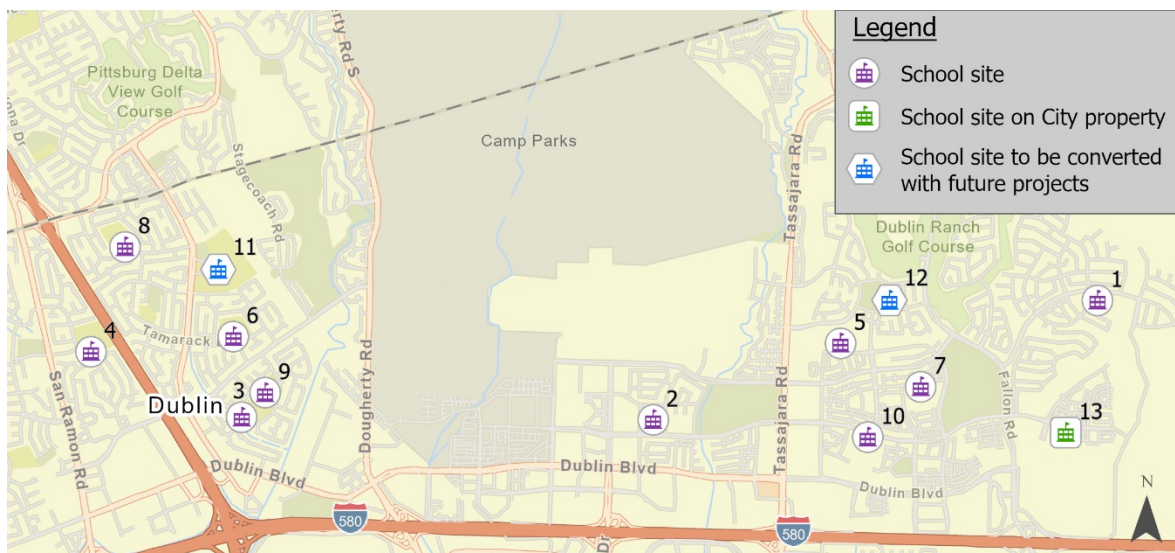
SUMMARY:

Dublin Unified School District ("DUSD") has requested to take ownership of DSRSD-owned fire water service lines and fire hydrants on school property. This ownership transfer would provide DUSD with added flexibility and control over implementing improvements on school property, reduce the need for DSRSD staff to work on school property, and transfer long-term costs and responsibilities for operation, maintenance, repair and replacement of fire water infrastructure from DUSD to DSRSD. The parties have negotiated the Dublin Unified School District Campus Fire Line Agreement ("Agreement") outlining the terms and conditions to convert ownership of fire water infrastructure on school property from DUSD to DSRSD. Prior to transferring ownership, DUSD will be responsible for installing backflow prevention assemblies to isolate the fire water lines on DUSD property from DSRSD's potable water system. The DUSD Board of Trustees approved the Agreement on October 14, and staff is recommending the DSRSD Board of Directors approve the Agreement on October 21.

BACKGROUND:

DUSD has 13 school campuses located on DUSD or City of Dublin owned property within the DSRSDs service area (see Figure 1 Location Map). All of the campuses have DSRSD-owned and DSRSD-operated fire water service lines with fire hydrants that loop throughout each school campus to provide fire protection for school buildings ("fire hydrant loops"). As summarized in Table 1, the fire hydrant loops on DUSD school campuses collectively include over 21,000 linear feet of fire lines and 55 fire hydrants. The fire lines are a combination of 6-inch and 8-inch diameter pipelines.

Figure 1. Location of DUSD School Campuses



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 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 – Dublin Unified School District Campus Fire Line Agreement	

Table 1. Summary of DUSD Schools and Fire Hydrant Loop Infrastructure

Map Label	School Name	School Address	Property Owner	Fire Line (Linear Feet)	Hydrants
1	Jose Maria Amador Elementary School	2100 ECantara Dr, Dublin	DUSD	2,069	5
2	James Dougherty Elementary School	5301 Hibernia Dr, Dublin	DUSD	360	2
3	Dublin Adult Education	6901 York Dr, Dublin	DUSD	340	1
4	Dublin Elementary	7997 Vomic Dr, Dublin	DUSD	1,071	2
5	Fallon Middle School	3601 Kohnen Way, Dublin	DUSD	2,334	5
6	Frederiksen Elementary School	7243 Tamarack Dr, Dublin	DUSD	314	1
7	HW Kolb Elementary School	3150 Palermo Way, Dublin	DUSD	1,880	6
8	Murray Elementary School	8435 Davona Dr, Dublin	DUSD	2,540	5
9	Wells Middle School / York Center	6800 Penn Dr, Dublin	DUSD	1,508	4
10	Emerald High School	3600 Central Pkwy, Dublin	DUSD	3,069	10
11	Dublin High School / Valley High School	8151 Village Pkwy, Dublin	DUSD	3,335	5
12	John Green Elementary School	3300 Antone Way, Dublin	DUSD	1,453	4
13	Cottonwood Elementary School	2400 Central Pkwy, Dublin	City of Dublin	1,559	5
Total				21,832	55

When a school campus is constructed, DUSD or the property developer pays to design and construct fire lines and hydrants to DSRSD standards. Upon project completion, the infrastructure is dedicated to DSRSD. DSRSD accepts the infrastructure and associated easements, and assumes full responsibility for operations and maintenance. This practice has been done to ensure that the fire lines and fire hydrants are well maintained. However, this practice is somewhat unique to DSRSD. Most of the neighboring water agencies do not operate and maintain fire hydrant loops on school property.

DISCUSSION:

In 2024, DUSD requested to take ownership of DSRSD-owned fire hydrant loops on school property. DUSD has stated that school districts in California typically maintain their own fire hydrant loops on their campuses. This change would allow DUSD to have more flexibility regarding placement of school facilities in relation to underground utilities and a more streamlined review process. School districts require approval from the Division of State Architect and State Fire Marshall for campus improvements. In addition, both parties (DUSD and DSRSD) agree that coordinating routine maintenance and repairs of water mains and hydrants located on school property has become increasingly more difficult to coordinate, due to access restrictions during school hours and required security clearances such as finger printing and background checks that have been added in recent years.

The staff and legal counsel from both agencies have negotiated the attached Agreement for DSRSD to convert ownership of DSRSD-owned fire hydrant loops on school campuses to DUSD. Key terms of the Agreement include:

- DUSD will cover the costs for all work needed to convert ownership of the fire hydrant loops on each school campus from DSRSD to DUSD. Once ownership is transferred, DUSD will be responsible for all operation, maintenance, repair, and replacement of the fire hydrant loops.
- Prior to the transfer of ownership, DUSD shall install backflow prevention assemblies in accordance with current DSRSD standards to isolate the fire hydrant loops from the DSRSD potable water mains, which protects DSRSD's water system. DUSD shall perform backflow tests as required.
- DUSD shall coordinate design of the backflow prevention assemblies with DSRSD and shall provide DSRSD with a copy of the issued permit from the Division of State Architect and State Fire Marshall confirming that the installation of the backflow assemblies on the fire lines will not reduce the water pressure for the campus below acceptable standards.
- DUSD shall provide an estimated timeline for the work required at each school campus.

- Once all work is completed at a campus site, DSRSD will quitclaim the easement and ownership of the infrastructure to DUSD. DUSD shall provide existing easement documents for each site that will accompany the quitclaim easements.
- DUSD shall pay to DSRSD all associated plan review and inspection fees related to the conveyance and transfer and allow for DSRSD inspections during the field conversion of each site.
- DUSD agrees that only fire protection appurtenances shall be connected to the privatized hydrant loops and no other water services (e.g., domestic or irrigation) shall connect to the privatized hydrant loops. Future potable water service connections are subject to DSRSD approvals.
- DUSD shall notify DSRSD when flushing the fire hydrant loops and associated hydrants so that the volume of water used for flushing can be recorded and reported as water loss as required by the State of California.

Of the 13 school campuses listed in Table 1, DUSD will proceed with converting ownership of 10 school campuses. Two of the school campuses, John Green Elementary School and Dublin High School, will be converted in the future when they go through a major remodel. DUSD will coordinate with DSRSD on these two conversions as part of future school projects. Cottonwood Creek School is currently on property owned by the City of Dublin and will only be converted in the event the City deeds that property to DUSD in the future.

Fiscal Impact:

There are no immediate fiscal impacts. DUSD will pay for all costs to perform work needed to convert ownership of the fire hydrant loops from DSRSD to DUSD. In the long term, once ownership of all fire hydrant loops is transferred to DUSD, DSRSD could experience a minor reduction in routine maintenance costs associated with pipeline and hydrant maintenance. There would also be a reduction of approximately \$11,150,000 in replacement costs associated with the infrastructure.

NEXT STEPS:

The DUSD Board of Trustees approved the Agreement at its October 14, 2025 meeting. If the DSRSD Board approves the Agreement on October 21, the parties will execute the Agreement and begin work needed to convert ownership of the fire hydrant loops for each school campus from DSRSD to DUSD. The schedule for completing the work for the initial ten campus sites is anticipated to take multiple years and will largely depend on DUSD's schedule for installing backflow devices at each site. Once all work is completed at a campus site, DSRSD will quitclaim the easement, and ownership of the infrastructure will be transferred to DUSD.

DUBLIN UNIFIED SCHOOL DISTRICT CAMPUS FIRE LINE AGREEMENT

This Dublin Unified School District Campus Fire Line Agreement (“Agreement”) is made by and between the Dublin San Ramon Services District (“DSRSD”), and the Dublin Unified School District (“DUSD”) to convey the DSRSD’s interests in the fire water line systems located at the DUSD’s school campuses. Together, DSRSD and DUSD are at times referenced as the “Parties” and individually, as a “Party”.

RECITALS

A. WHEREAS, DUSD is the fee owner of the following twelve (12) school campuses: (1) Jose Maria Amador Elementary School, located at 2100 E. Cantara Dr., Dublin, CA 94568; (2) James Dougherty Elementary School, located at 5301 Hibernia Dr., Dublin, CA 94568; (3) Dublin Adult Education, located at 6901 York Drive, Dublin, CA 94568; (4) Dublin Elementary, located at 7997 Vomic Road, Dublin, CA 94568; (5) Dublin High School/Valley High School, located at 8151 Village Pkwy, Dublin, CA 94568; (6) Fallon Middle School, located at 3601 Kohnen Way, Dublin, CA 94568; (7) Frederiksen Elementary School, located at 7243 Tamarack Dr., Dublin, CA 94568; (8) John Green Elementary School, located at 3300 Antone Way, Dublin, CA 94568; (9) HW Kolb Elementary School, located at 3150 Palermo Way, Dublin, CA 94568; (10) Murray Elementary School, located at 8435 Davona Drive, Dublin, CA 94568; (11) Wells Middle School / York Center, located at 6800 Penn Dr., Dublin, CA 94568; (12) Emerald High School, located at 3600 Central Pkwy, Dublin, CA 94568 (collectively, the “Campuses”);

B. WHEREAS, DUSD is not the fee owner of the land occupied by Cottonwood Creek K-8, located at 2400 Central Pkwy, Dublin, CA 94568, therefore Cottonwood Creek will not be transferred per this agreement;

C. WHEREAS, DSRSD is the easement holder for, and the owner of, the fire water service lines (“Fire Lines”) at the Campuses;

D. WHEREAS, DUSD desires to take ownership of the Fire Lines and extinguish the Fire Line easements at the Campuses upon the terms of this Agreement;

E. WHEREAS, DSRSD is willing to turn over ownership of the Fire Lines at the Campuses to the District and quitclaim the Fire Line easements to the District upon the terms of this Agreement; and

F. WHEREAS, following good faith negotiations, the Parties agree as set forth below to the following terms and conditions.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated by reference herein and are a material part of this Agreement, and the following considerations, provisions, and mutual promises, the Parties hereby agree to the following terms:

1. Effective Date of Agreement: The “Effective Date” of this Agreement shall be the date of the last Party’s execution of this Agreement as indicated below.

2. DSRSD Conveyances: No more than thirty (30) days after DUSD has provided the backflow test reports for all existing and new backflow assemblies required pursuant to Section 4.F. of this Agreement, DSRSD shall provide to DUSD, and DUSD shall provide to DSRSD, copies of all easements granted to DSRSD (whether recorded or not) in the possession of each party which relate to the Campuses, including any legal descriptions. DSRSD shall provide to DUSD depictions of the Fire Line system(s) that are not attached to the easements, and a per-site list of all Fire Line piping, connections, hydrants, and any other appurtenances that DSRSD owns within the easements. DSRSD shall also provide copies of documentation reflecting installation, repair, and maintenance of the Fire Line system for the last ten (10) years.

Within ninety (90) days of exchanging and assembling a complete set of legal descriptions for the Fire Line easements on the Campuses, DSRSD shall approve and deliver to DUSD Quitclaim Deeds, conveying to DUSD, the Fire Line easements at that campus. DUSD shall take appropriate Board action to accept the deeds and shall record them with Alameda County Recorder’s Office. Further, DSRSD shall transfer ownership of the physical Fire Lines, connections, hydrants, backflow assemblies, and all appurtenances on the Campuses to DUSD by executed Bills of Sale.

3. DUSD Acceptance: DUSD shall accept all Fire Line infrastructure as-is in their current state. Ownership responsibilities transferred to DUSD begin from the point of connection of the Fire Lines at the DSRSD water main, downstream of the isolation valve, which may be located within the street and shall include all appurtenances on the fire water service main including but not limited to the associated backflow assemblies, hydrants, and all appurtenances. DUSD shall also be responsible from the time of transfer, for all transferred facilities, any existing or future leaks, and all utility marking obligations in response to requests from outside agencies, including but not limited to those found in California Government Code §§ 4215 et seq.

4. DUSD’s Further Obligations:

A. Costs for Fire Line repair, modification, rehabilitation, replacement, and future maintenance costs related to Fire Line infrastructure transferred from DSRSD to DUSD or construction by DUSD shall be solely borne by DUSD.

B. Within thirty (30) days of the Effective Date, DUSD shall provide to DSRSD an estimated timeline for each school site conversion and cooperate with DSRSD to confirm a mutually agreeable timeline for each site.

C. DUSD shall provide to DSRSD any missing survey data, plat maps, and legal descriptions of the existing DSRSD easements for each site that will accompany the quitclaim easements.

D. At the Campuses, DUSD shall install approved backflow prevention assemblies in accordance with current DSRSD standards to isolate the Fire Lines from the DSRSD potable water mains to protect the public potable water infrastructure. The backflow prevention assemblies installed by DUSD shall be double check-detector backflow prevention assembly (DCDA) used on main fire service lines. The DCDA shall consist of

two backflow devices, one on the main line and the other on a bypass line. The bypass line device shall contain a small meter for detecting water use.

E. DUSD shall coordinate design with an engineering firm to ensure that installation of the backflow assemblies on the fire water service main will not reduce the water pressure for the site below state requirements, which includes, but is not limited to, calculations showing any water pressure loss through the assemblies and its correlation with the water pressure requirements on site. DUSD shall obtain, and provide to DSRSD, a copy of the issued permit from the Division of State Architect (DSA) or equivalent government authority confirming that the installation of the backflow assemblies on the fire water service main will not reduce the water pressure for the site below state requirements.

F. After the conversion of each school site, DUSD shall perform backflow tests as required by the DSRSD Code of Regulations (“DSRSD Code”) or the State Water Resources Control Board Cross-Connection Control Policy Handbook (whichever is stricter) and provide test reports for all existing and new backflow assemblies and submit that to DSRSD’s Clean Water division. If backflow assembly(ies) fail testing and need repair and/or replacement, DUSD shall make the repair(s) within thirty (30) days; otherwise DSRSD may shut the water off to that Fire Line service main to prevent any possible contamination to the DSRSD potable water system.

G. DUSD shall timely pay the bimonthly fee for the backflow assemblies (Schedule of Fees and Charges) installed at all existing Campuses as listed in Recital A of this Agreement. The bimonthly fee may change from time to time by action of the DSRSD Board of Directors.

H. The Fire Lines service mains are for fire service only. DUSD hereby acknowledges and agrees that only fire protection appurtenances shall be connected to the fire water service main and no other water services (e.g. domestic or irrigation) shall connect to the Fire Line service mains. Any changes to the Fire Line service mains shall be reviewed by DSRSD. Future potable water service connections are subject to DSRSD approvals as provided pursuant to the DSRSD Code. Any existing water services (e.g. domestic or irrigation) connected to the fire lines to be transferred from DSRSD to DUSD shall be disconnected from the private water main and reconnected to the water main located within the public right of way by DUSD, at DUSD’s sole expense, as part of the backflow installations as indicated in Section 4.D. Any future new school buildings or major modernization projects at Dublin High School and John Green Elementary shall require that the existing water service lines to be separated from the fire lines and at that time the easements and fire main with appurtenances shall be relinquished to DUSD. Major modernization shall be defined as projects in which interior and exterior improvements impact multiple permanent buildings, a substantial portion of the campus, or introduce new program space that results in increased water demand or fire flow requirements. In such cases, the cost of any required water service loop upgrades shall not exceed ten percent (10%) of the total budgeted construction cost. For all sites privatized, DSRSD reserves the right to inspect the water facilities at reasonable hours to ensure that the rules and regulations of the District are met per District Code 4.10.030 Regulation of Water Usage.

I. DUSD shall notify DSRSD when cleaning the Fire Line and associated hydrants so that the volume of water used for flushing can be recorded and reported as water loss as required by the State of California. DUSD shall coordinate with DSRSD's flushing program to ensure impacts to surrounding DSRSD customers are minimized. Annually, no later than September 1 of each year, DUSD shall notify DSRSD of all water loss quantities due to flushing or other water loss events.

J. DUSD shall pay to DSRSD all associated plan review and inspection fees related to the conveyance and transfer and allow for DSRSD inspections during the field conversion of each site. DUSD shall coordinate its activities and cooperate with DSRSD and shall follow the DSRSD Code, DSRSD Standard Specifications, and the State Water Resources Control Board Cross-Connection Control Policy Handbook for all proposed changes related to the water main and fire hydrants.

K. DUSD and DSRSD shall meet and confer regarding transfer of facilities at Cottonwood Creek K-8, as provided in this agreement, should DUSD be conveyed property ownership.

5. Notices: Any notice required or permitted to be given under this Agreement, including a statutory notice, shall be in writing and deemed to be properly delivered, given, or served when (a) personally delivered against receipted copy, (b) mailed by certified or regular mail, postage prepaid, (c) sent by overnight delivery service, or (d) email or facsimile transmission to the Parties at the following addresses:

To: Dublin San Ramon Services District
7051 Dublin Boulevard
Dublin, CA 94568-3018
Attn: General Manager
Email: jlee@dsrsd.com

with a copy to: Jackie Yee, Senior Engineer
7051 Dublin Boulevard
Dublin, CA 94568-3018
Phone: (925) 875-2258
FAX: (925) 829-1180
Email: yee@dsrsd.com

To: Dublin Unified School District
7471 Larkdale Ave.
Dublin, CA 94568
Attn: Owen Fish, Chief Facilities Officer
Phone: (925) 828-2551 ext. 8136
Fax: (925) 829-6532
Email: fishowen@dublinusd.org

If notice of any change in its address is given by a Party in accordance with the foregoing, the other Party shall thereafter give notices at such changed address.

6. Indemnification: DUSD, its heirs, successors or assigns or other successors in title shall indemnify and hold harmless DSRSD, its directors, employees and agents from any and all claims, suits, or actions from any cause whatsoever arising out of any use of the real and personal property conveyed from DSRSD to DUSD pursuant to this Agreement, other than those arising from the sole negligence, willful misconduct, or criminal acts of DSRSD, its directors, employees, and agents. This indemnity shall survive termination of this Agreement.
7. Attorney's Fees and Costs: The Parties shall bear their own respective attorney's fees and costs relating to the Agreement, including the drafting and consideration of this Agreement.
8. Successors and Assigns: This Agreement shall be binding upon and inure to the benefit of the Parties, and their respective officers, officials, heirs, employees, agents, attorneys, successors, devisees, executors, administrators, assigns, and insurance carriers.
9. Entire Agreement: This Agreement constitutes the entire agreement between the Parties, and it is expressly understood and agreed that this Agreement may not be altered, amended, modified, or otherwise changed in any respect except by a writing duly executed and authorized by each of the Parties.
10. Interpretation: The provisions of this Agreement shall be liberally construed to effectuate its purpose. The title headings of the respective paragraphs of this Agreement are inserted for convenience only and shall not be deemed to be part of this Agreement or considered in construing this Agreement.
11. California Law and Venue: This Agreement shall be deemed to have been executed and delivered within the State of California, and the rights and obligations of the Parties shall be governed by, and construed and enforced in accordance with, the laws of the State of California. Any dispute concerning the terms and conditions of this Agreement shall be resolved in Alameda County Superior Court, California.
12. Legal Representation: Each Party acknowledges that he, she, they, and/or it has been represented by counsel, or has had counsel available to them, throughout the pendency of the negotiations of this Agreement. The Parties each agree that they are to be considered mutual authors of this Agreement.
13. Authority to Execute: Each individual executing this Agreement represents and warrants that he or she is duly authorized to execute this Agreement and that it is binding in accordance with its terms. Each of the Parties represents and warrants that they are the true holders of all rights and remedies which they purport to have, and that they have not assigned or transferred any of those rights or remedies to any other individuals and/or entities.
14. Good Faith and Further Assurances: The Parties agree that they shall act in good faith in abiding by the terms of this Agreement, and in carrying out the obligations of each Party set forth herein. So long as they are authorized by applicable laws to do so, each of the Parties shall do such further acts and execute, acknowledge, and deliver all further documents as may be necessary to fully effectuate the provisions of this Agreement.

15. Execution: This Agreement may be executed in counterparts which, when taken together, shall constitute one original agreement. An electronic or facsimile signature shall be deemed the same as, and valid as if it were, an original signature.

16. Time is of the Essence: Every term and obligation of a Party shall be deemed material and together with the prompt adherence to due dates are of the essence of this Agreement.

17. Effectiveness of Agreement: This Agreement shall be effective upon the execution of this Agreement by all Parties.

DATED: _____, 2025

DUBLIN SAN RAMON SERVICES DISTRICT

By: _____

Name: Jan R. Lee

Title: General Manager

DATED: _____, 2025

DUBLIN UNIFIED SCHOOL DISTRICT

By: _____

Name: Chris D. Funk

Title: Superintendent

APPROVED AS TO FORM:	
DATED: _____, 2025	DUBLIN SAN RAMON SERVICES DISTRICT By: Douglas E. Coty, Esq., Attorney for DSRSD

APPROVED AS TO FORM:	
DATED: _____, 2025	ORBACH HUFF & HENDERSON LLP By: Stan M. Barankiewicz II, Esq., Attorney for DUSD



TITLE: Receive Presentation on Draft Water Conservation Master Plan

RECOMMENDATION:

Staff recommends the Board of Directors receive a presentation on the Draft Water Conservation Master Plan and provide direction.

DISCUSSION:

Water conservation has been a key element of the District's water supply planning since the 1990s, aimed at reducing the demand for potable water and promoting the efficient use of water resources. The District, in partnership with Zone 7 Water Agency, actively promotes conservation programs that include public outreach, educational workshops, and rebates. In 2014, with the implementation of Advanced Metering Infrastructure (AMI), the District became one of the earliest Bay Area agencies to utilize technology to remotely collect and manage consumption more efficiently. AMI provides real-time monitoring, which allows for timely customer notifications of leaks and provides support for customer conservation efforts. The District also has a successful recycled water program which conserves limited drinking water supplies and reduces nutrient discharges to San Francisco Bay. Approximately 20–25% of the District's total water demands are met with recycled water.

State legislation has driven requirements for water conservation. In May 2018, Senate Bill 606 (Hertzberg) and Assembly Bill 1668 (Friedman) were signed into law to establish a new regulatory framework, referred to as "Making Conservation a California Way of Life," for long-term improvements in water conservation and drought planning. In September 2022, Senate Bill 1157 (Hertzberg) further reduced the standard for indoor residential water use. In Fall 2023, Assembly Bill 1572 (Friedman) prohibited the use of potable water to irrigate non-functional turf on commercial, industrial, and institutional properties. To review compliance with long-term conservation regulations, the District engaged Maddaus Water Management in January 2024 to develop a Water Conservation Master Plan. The Water Conservation Master Plan is intended to guide the District's current and potential future conservation programs in meeting state requirements. In developing this Master Plan, existing conservation measures were evaluated, and potential future conservation measures were reviewed based on their cost-effectiveness, suitability for DSRSD's service area, and potential to achieve sustained water savings.

On October 21, staff will provide a presentation summarizing the preliminary results and findings from the Draft Water Conservation Master Plan.

Originating Department: Engineering and Technical Services	Contact: I. Suroso/S. Delight	Legal Review: Not Required
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	



**Dublin San Ramon
Services District**

Water, wastewater, recycled water

Draft Water Conservation Master Plan

**Board of Directors Meeting
October 21, 2025**

Irene Suroso, Senior Engineer



Presentation Overview

1. Master Plan Purpose / Drivers
2. Current Program Overview
3. Draft Master Plan Methodology
4. Water Conservation Program Options
5. Recommendations & Next Steps



Acronyms Used During this Presentation

- **AB:** Assembly Bill
- **AMI:** Advanced Metering Infrastructure
- **CII:** Commercial, Industrial, and Institutional
- **DIM:** Dedicated Irrigation Meter
- **DSRSD:** Dublin San Ramon Services District
- **DWR:** California Department of Water Resources
- **GPCD:** Gallons per Capita per Day
- **LAM:** Landscape Area Measurements
- **LEF:** Landscape Efficiency Factor
- **Net ETo:** Net Evapotranspiration Rate
- **SB:** Senate Bill
- **UWUO:** Urban Water Use Objective



MASTER PLAN PURPOSE / DRIVERS

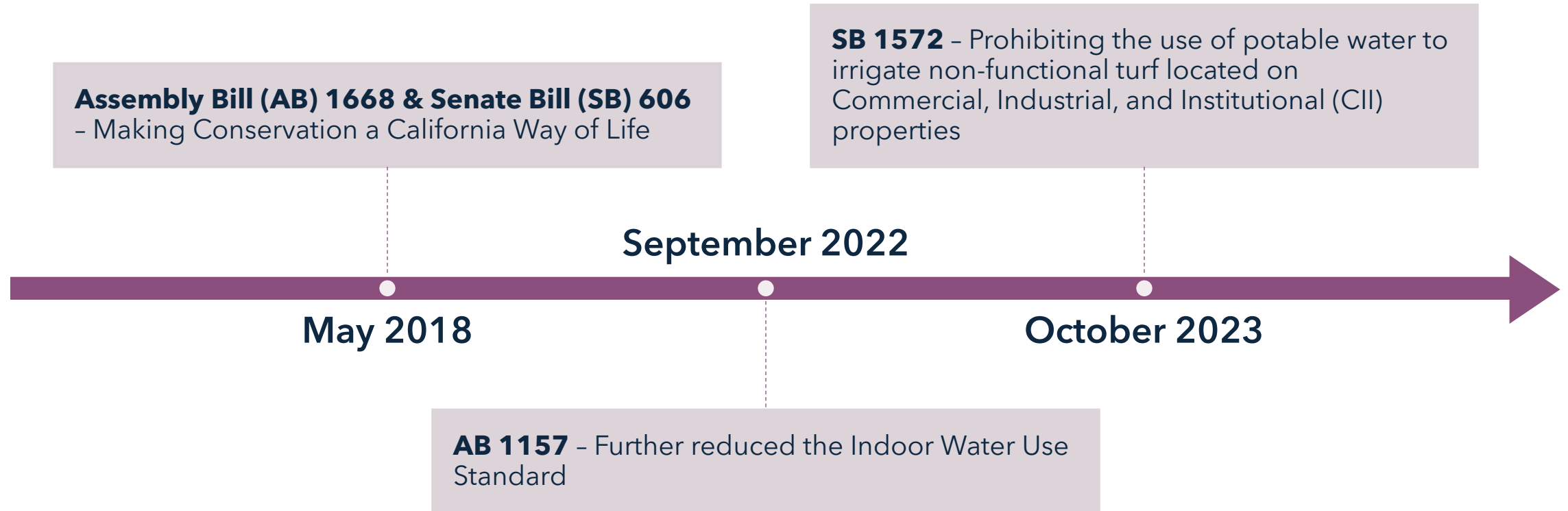
Dublin San Ramon Services District Water Conservation Master Plan



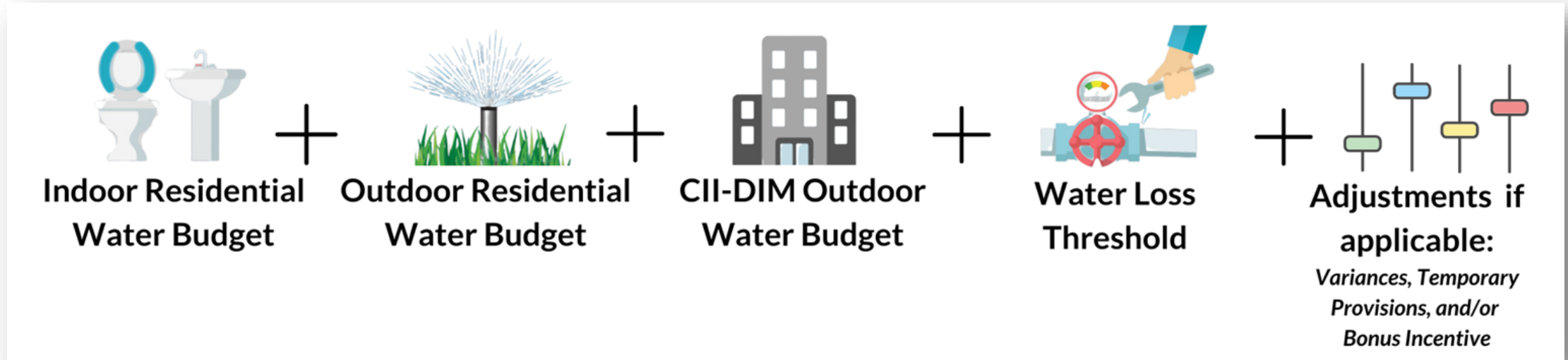
Plan Objectives

1. Identify and address requirements to meet new regulations
2. Evaluate current and new water conservation measures

Drivers for the Water Conservation Master Plan



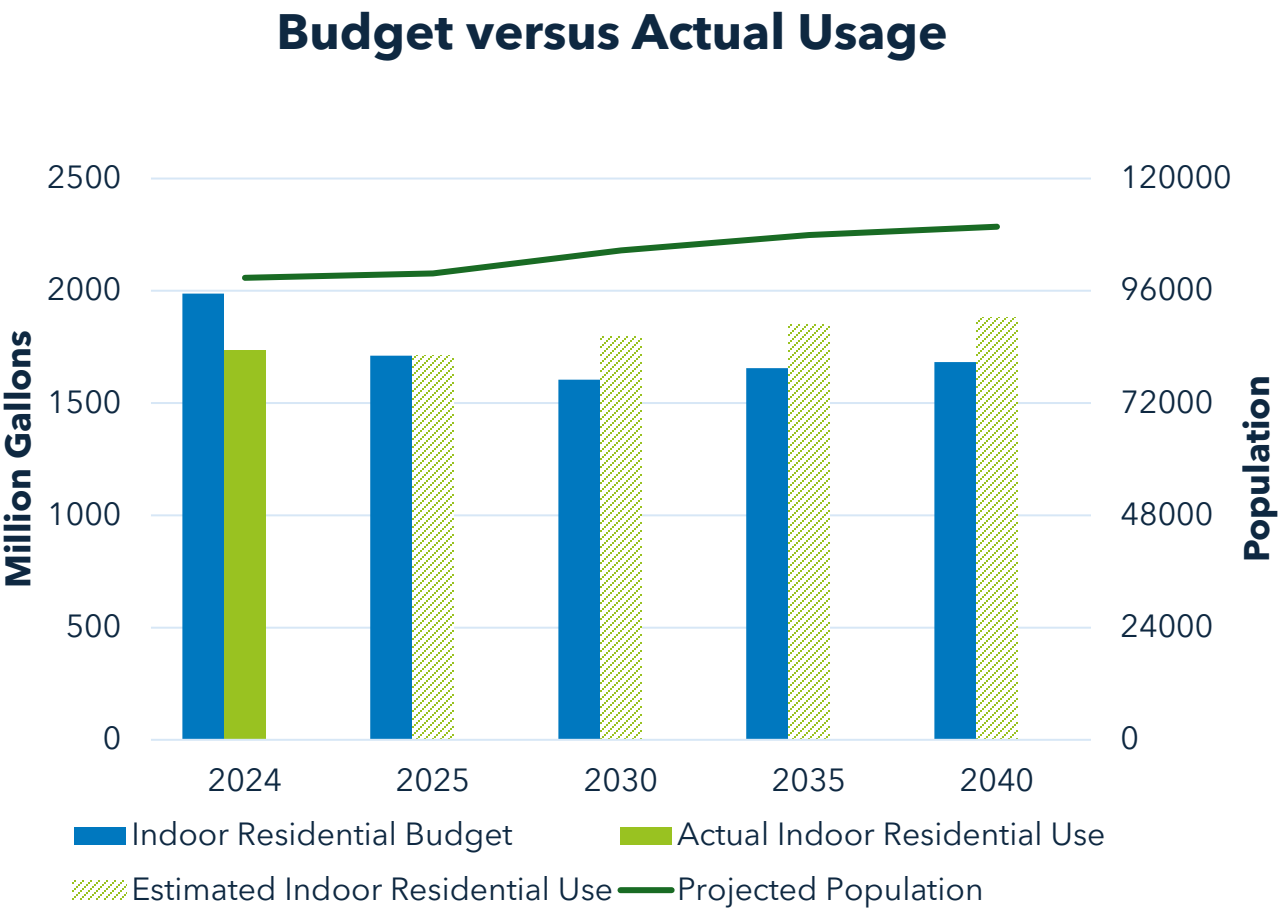
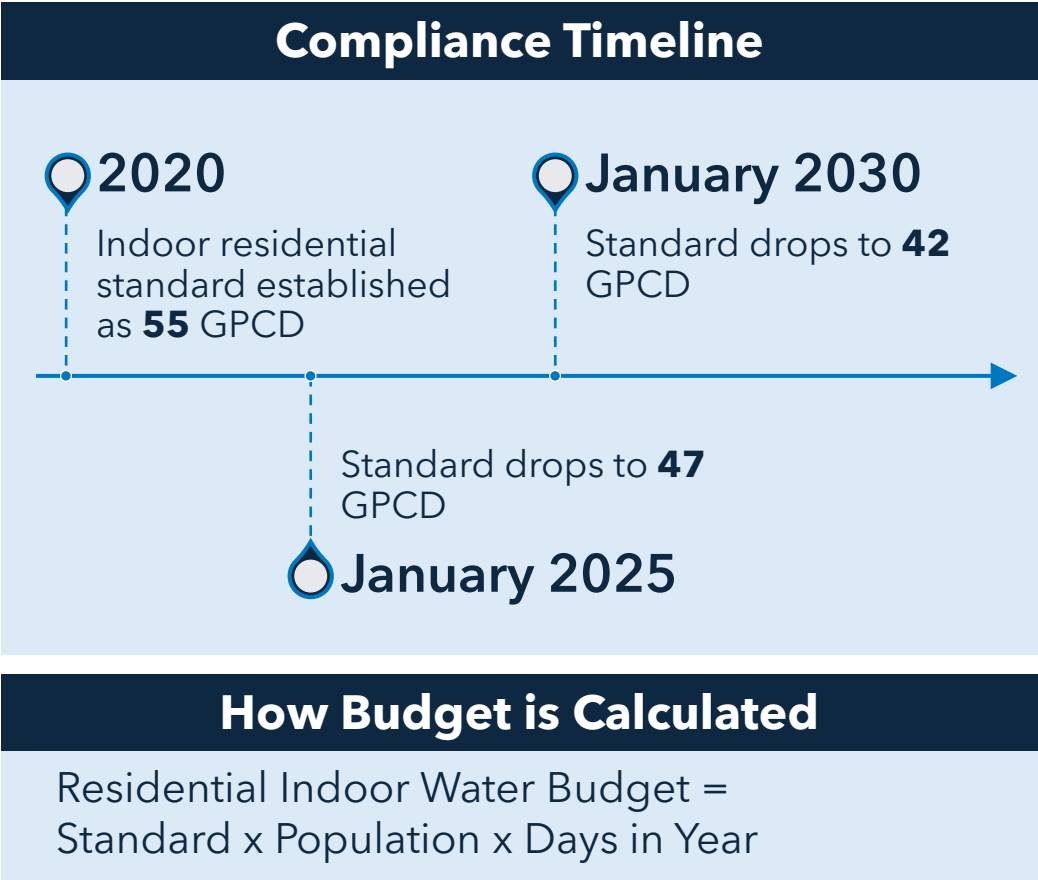
Making Conservation a California Way of Life: Urban Water Use Objective



- Suppliers do not have to meet each standard individually.
- Budgets are set for suppliers, not individual customers.
- Agriculture and indoor CII not part of objective, though indoor CII is covered by Performance Measures.



Residential Indoor Water Budget



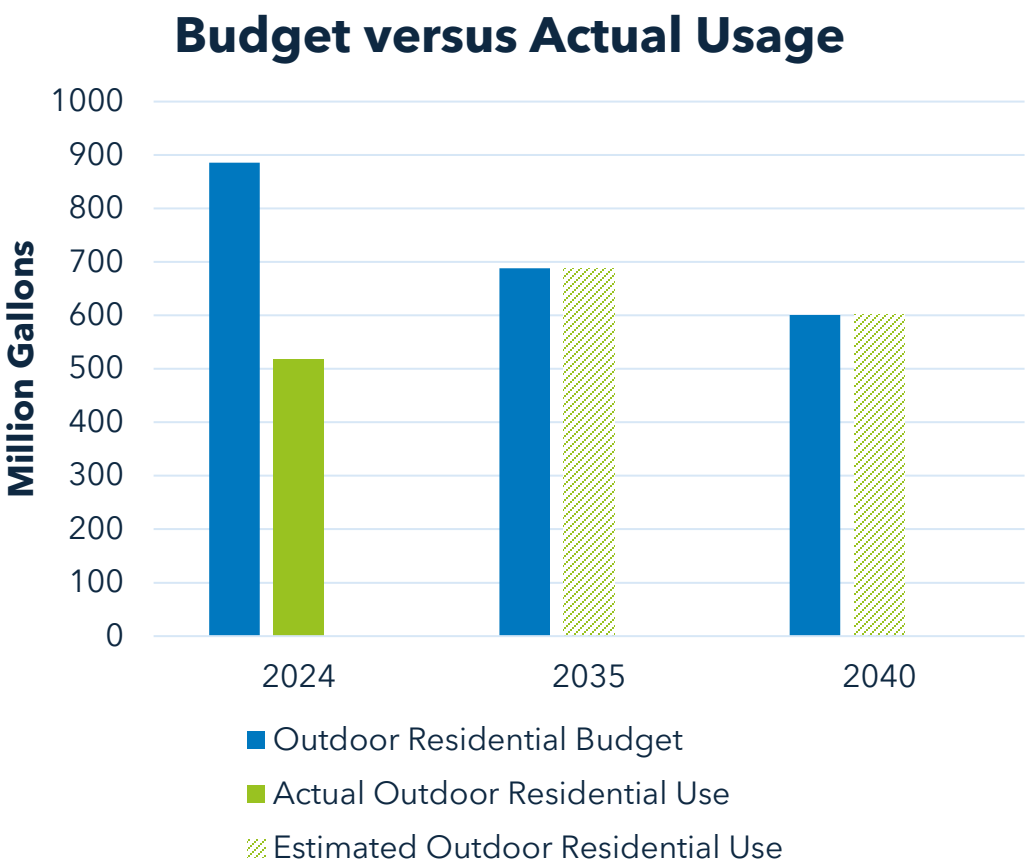
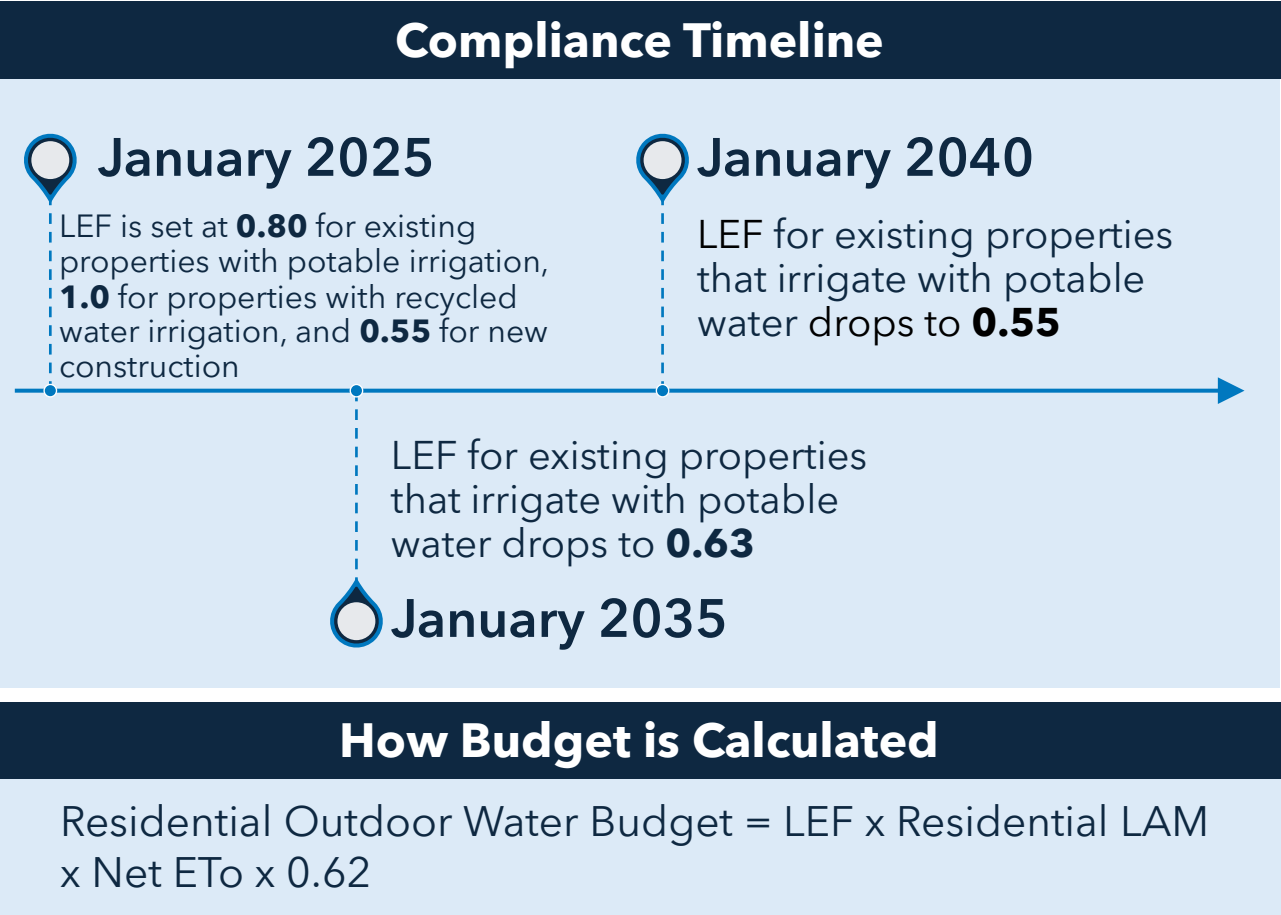
Landscape Efficiency Factor (LEF)



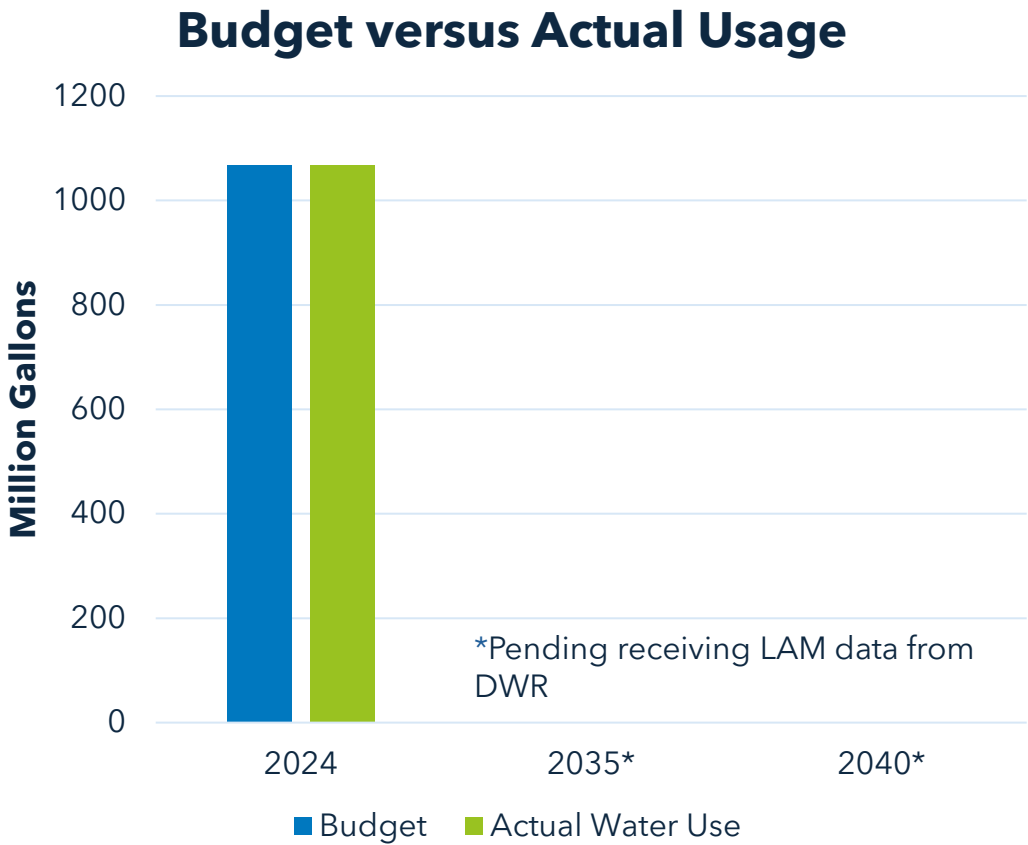
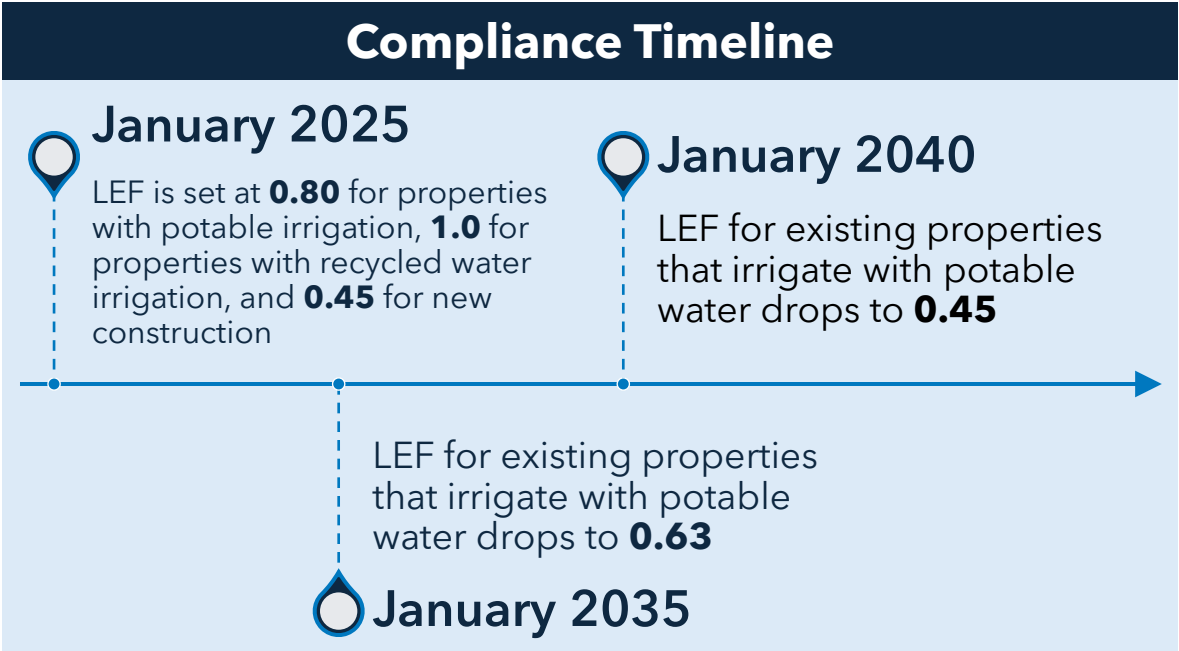
- LEF is a factor used to indicate the amount of water a supplier may need to deliver to maintain healthy and efficient landscapes across its service area.
- A higher LEF value indicates higher water-using, less efficiently irrigated landscapes.

Photo Credit: DWR

Residential Outdoor Water Budget



Commercial, Industrial, & Institutional Dedicated Irrigation Meter (CII-DIM) Outdoor Budget



Water Loss Budget

Compliance Timeline

2022

DSRSD's water loss standard set at **10.7** gallons per connection per day

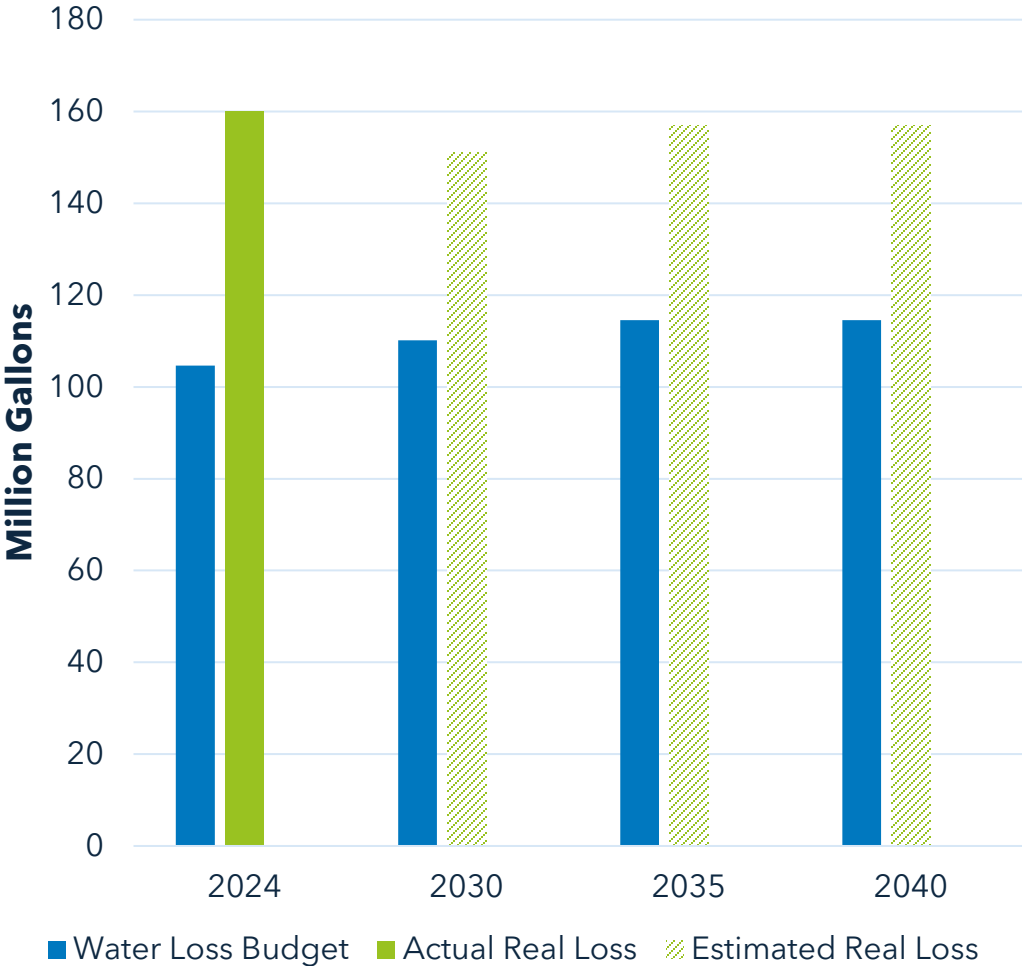
DSRSD is required to maintain the real loss average below **15.7** gallons per connection per day. Average is based on most recent 3 years of data

After 2028

How Budget is Calculated

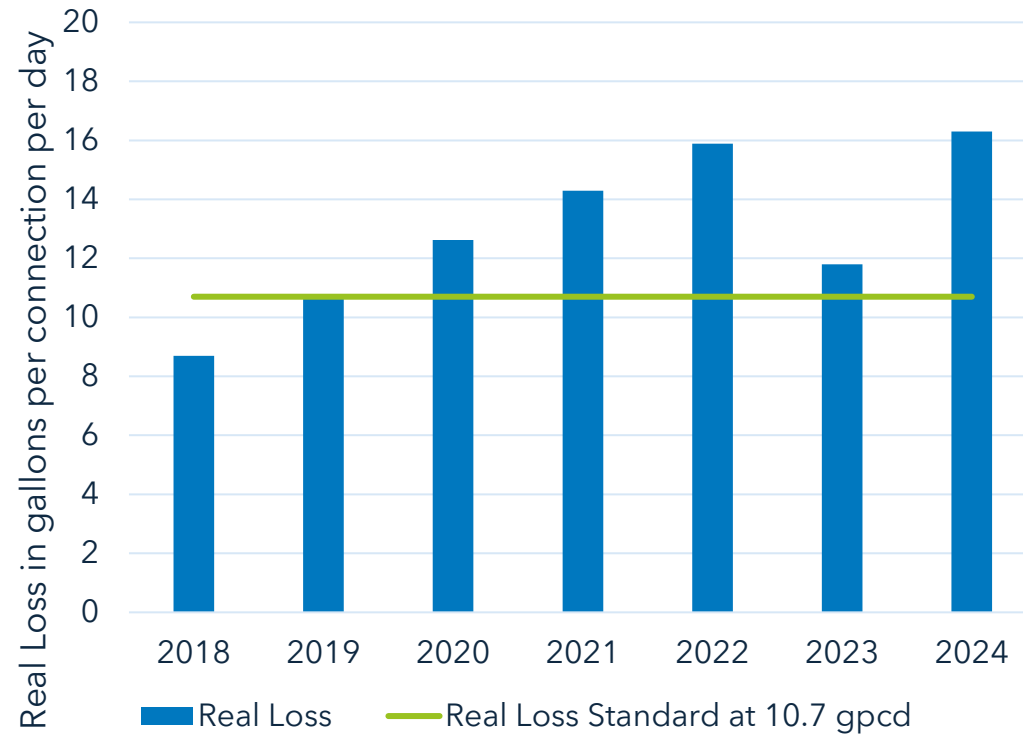
Water Loss Budget = Standard x Number of Connections x Days in Year

Budget versus Actual Real Loss

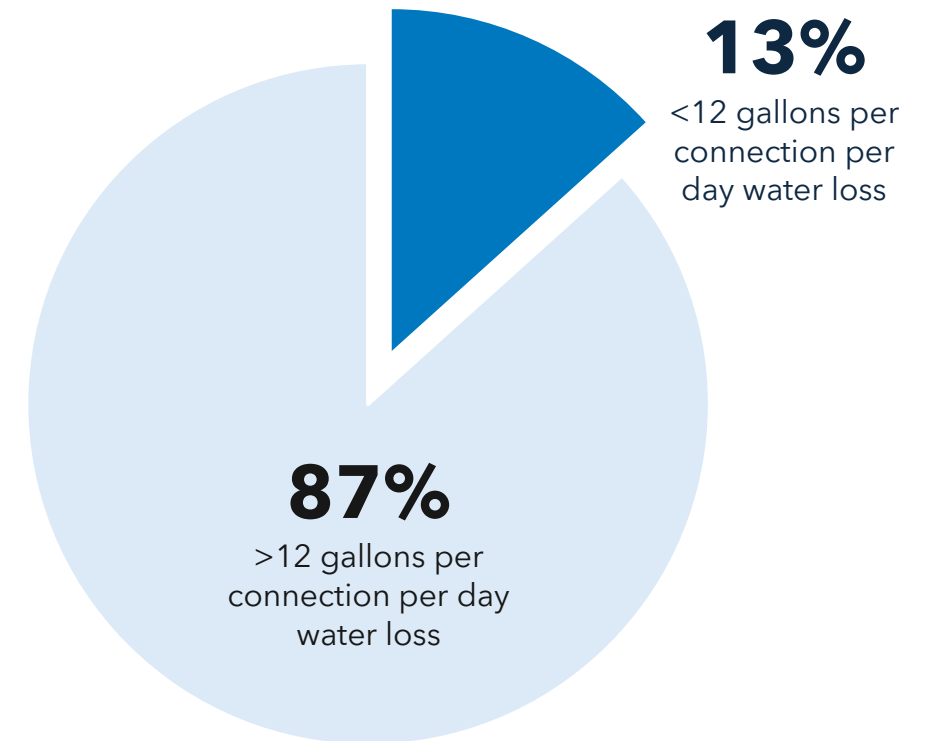


DSRSD Water Loss

Real Loss and DWR Standard for DSRSD

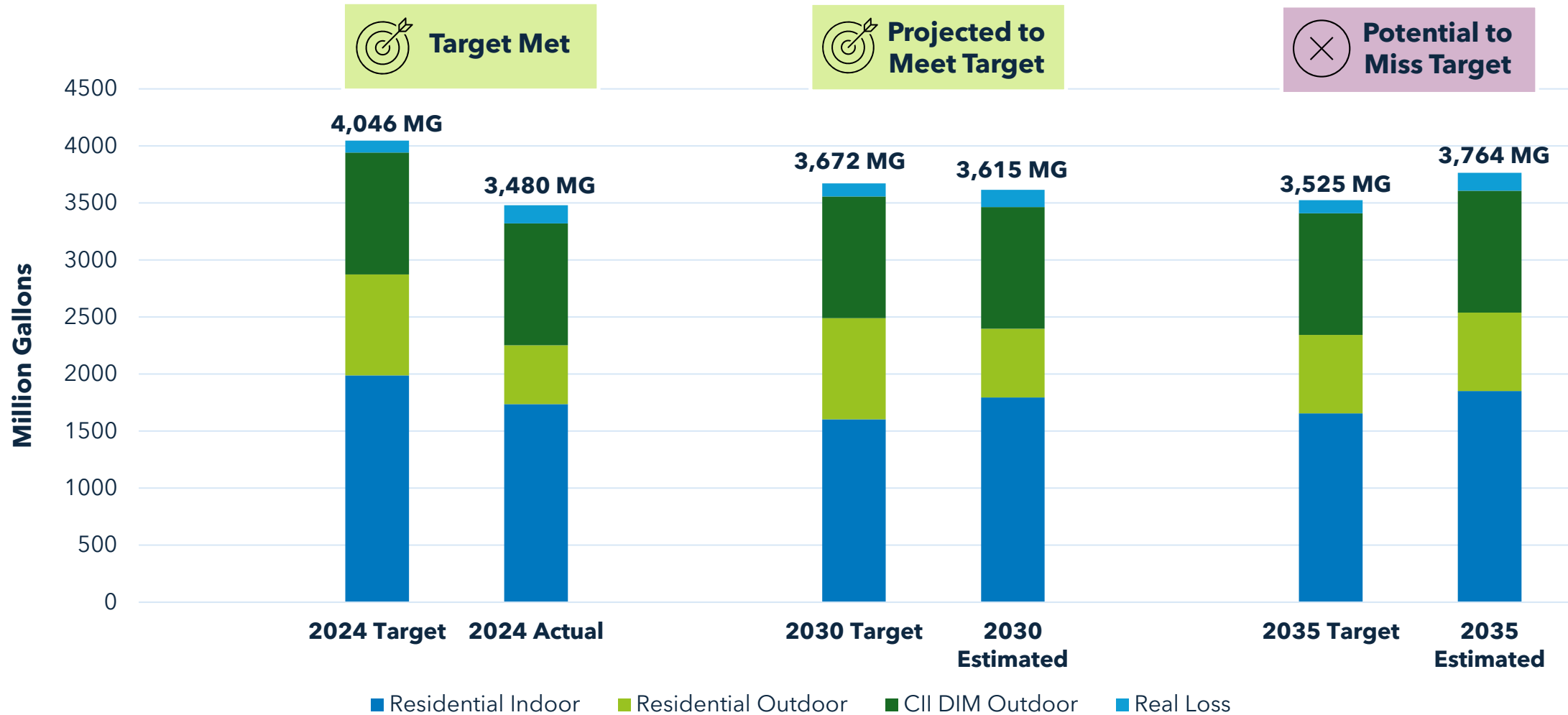


Three-Year Average California Water Utility Real Loss Data



Data Source: DWR Water Loss Audit

Urban Water Use Objective (UWUO) Target





CURRENT PROGRAM OVERVIEW

Current Program Overview

Administered by Zone 7 Water Agency

Rebate Programs

Educational Resources &
Events

Administered by DSRSD

Free Water Saving
Devices

AMI Infrastructure &
AquaHawk Portal

Customer Outreach



Current Program Results

Program	Fiscal Year 2025
Rebates	97 rebates distributed
Events & Resources	10 water conservation events hosted
Water-Saving Devices	43 customers received devices
AMI Infrastructure	100% of DSRSD customers have AMI meters
AquaHawk Portal	47% of potable customers have an AquaHawk account



DRAFT MASTER PLAN METHODOLOGY



Dublin San Ramon Services District Water Conservation Master Plan



Draft Water Conservation Master Plan Elements

- **Factors Considered in the Model**

- Historical Rebate & Program Participation Data
- Baseline Water Use & Demand Forecasting
- Community Survey Results

- **Outcome of Conservation Model**

- Four Program Options Developed – A, B, C, & D

Survey Overview

Details	
Languages	English & Spanish
Method	<ul style="list-style-type: none">• Phone (landline & mobile)• Online (email & text-to-web)
Time Period	July 16 - 28, 2024
Participants	400
Margin of Error	+/- 5%





Key Takeaways

Our customers care about saving water

- **94%** respondents believe water conservation is important
- **72%** responded climate change, drought, and supply reliability as the key reasons for conserving



Key Takeaways

Our customers are already taking steps to conserve

- **67%** reported making a change in their water use behavior
- **54%** found and repaired leaks
- **44%** installed indoor water-efficient fixtures/devices
- **42%** renovated landscapes to be more water-efficient



Challenges & Opportunities for Improvement

Cost

- **53%** of respondents said the cost of water conservation options was a barrier.
- **47%** of respondents with lawns said the cost of conversion was a barrier.

Customer Education

- **36%** of respondents said they are already using a minimal amount of water.
- **9%** of respondents said they do not know how to reduce their water usage.

Program Outreach

- **17%** of respondents said they lack information about water saving options.
- Long-standing conservation programs have not reached market saturation.



Proposed New Programs

If Dublin San Ramon Services District offered these programs, would you participate? (% for yes responses)

36% Greywater Rebates

35% Home Water Audits

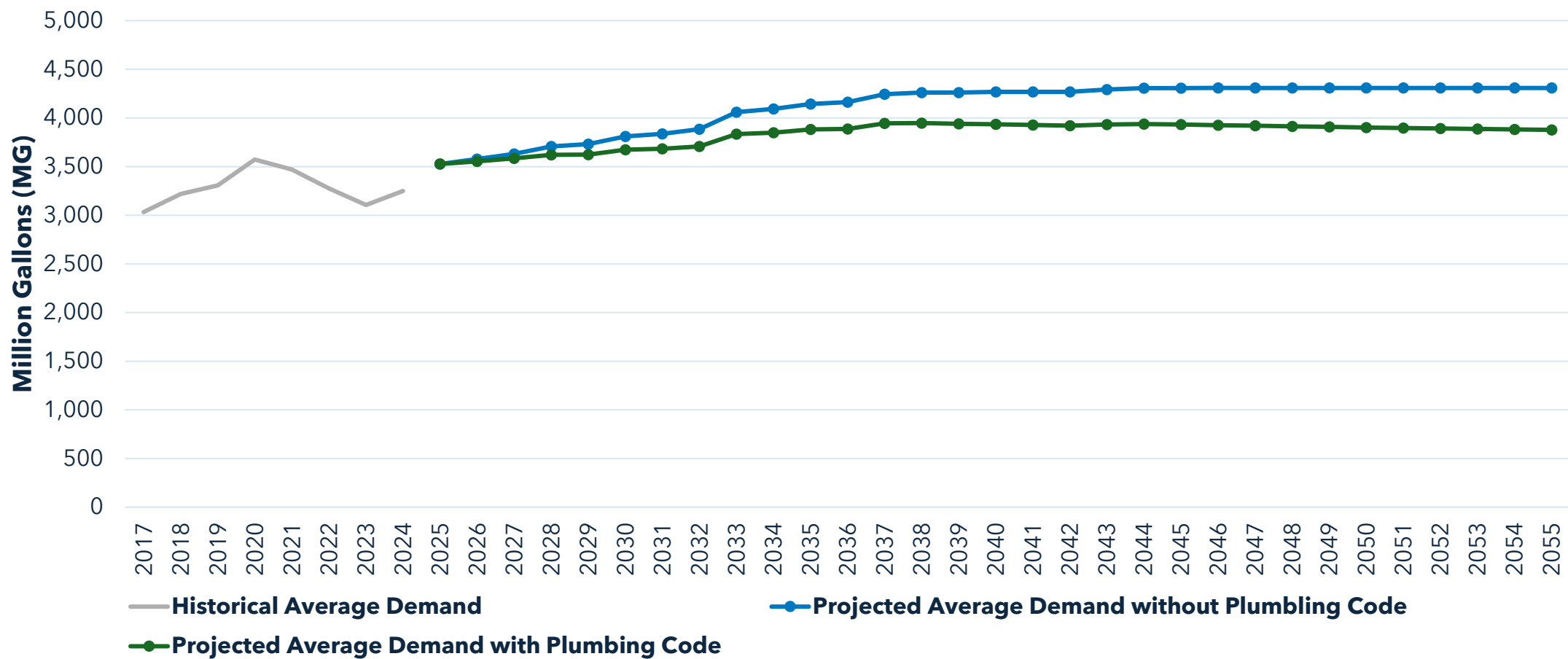
32% Water Conservation Workshops

25% Smart Irrigation Controller Set-Up Workshops

9% Water Conservation Hotline or Online Office Hours



Demand Forecast 2025 to 2055





Considerations

- 21 measures were selected for evaluation from 130 options
- Evaluation was holistic and considered the following factors:
 - Environmental Benefit
 - Water Saving Potential
 - Technology Market Maturity
 - Potential to Reduce Peak Water Use Demand
 - Customer Equitability
 - Customer Interest & Acceptance (*Determined by Survey Results*)



Least Cost Planning Decision Support System Model



DSS Water Demand & Conservation Model

Version Troubleshoot License Help

Dublin San Ramon Services District




Conservation Measures

Measure List

Dublin San Ramon Services District

Previo Conse 1 2 3 4 5 6 6B 7 8 9 10 11 12 13 14 15 16 16B 17 18 19 B/C Next

Create Edit and Delete Conservation Measures

	Measure List					
	Name	Abbr	Categories			
<div>Add Measure</div> <div>Import</div> <div>Export</div>	DSRSD - Real Water Loss Reporting and Tracking (Current)	1		Edit	Copy	Delete
	DSRSD - Billing Rate Structure Evaluation (New)	2	SF	Edit	Copy	Delete
	DSRSD - Targeted AMI Data to Specified Customer Categories (New)	3	SF,MF,COM,INST,LAND	Edit	Copy	Delete
	DSRSD - Residential Water Budgeting (New)	4	SF,MF	Edit	Copy	Delete
	DSRSD - Public Education (Current)	5	SF,MF,COM,INST	Edit	Copy	Delete
	DSRSD - CII CA Required Landscape Conversion/Non-Functional Turf Removal (New)	6	COM,INST,LAND	Edit	Copy	Delete
	DSRSD - CII CA Required Non-Functional Turf Ban for Development (New)	6B	COM,INST,LAND	Edit	Copy	Delete
	Zone 7 - Landscape Conversion or Turf Removal Incentive (Current)	7	SF,MF,COM,INST,LAND	Edit	Copy	Delete
	Zone 7 - Landscape Education and Training (Current)	8	SF,MF	Edit	Copy	Delete
	Zone 7 - Landscape Incentives for Irrigation Upgrades (Current)	9	SF,MF,COM,INST	Edit	Copy	Delete
	DSRSD - Landscape Water Surveys (New)	10	SF,MF	Edit	Copy	Delete
	DSRSD - Landscape Water Audit (New)	11	SF,MF,COM,INST,LAND	Edit	Copy	Delete
	DSRSD - Customer Engagement Billing Report Educational Tool (Current)	12	SF,MF,COM,INST,LAND	Edit	Copy	Delete
	DSRSD - Customer Engagement Landscape Water Calculator (New)	13	SF,MF,COM,INST,LAND	Edit	Copy	Delete
	DSRSD - Residential Car Wash Coupon (New)	14	SF,MF	Edit	Copy	Delete
	Zone 7 - Residential Clothes Washer Incentive (Current)	15	SF,MF	Edit	Copy	Delete
	DSRSD - Prohibit Outdoor Water Wasting Fixtures and Practices (Current)	16	SF,MF,COM,INST,LAND	Edit	Copy	Delete
	DSRSD - Prohibit Once-Through Cooling (New)	16B	COM,INST	Edit	Copy	Delete
	ENHANCED DSRSD - Landscape Conversion or Turf Removal Incentive	17	SF,MF,COM,INST,LAND	Edit	Copy	Delete
	ENHANCED DSRSD - Landscape Incentives for Irrigation Upgrades	18	SF,MF,COM,INST	Edit	Copy	Delete
	Compliance with UWUO Performance Measures	19	COM	Edit	Copy	Delete



WATER CONSERVATION PROGRAM OPTIONS



Overview of Master Plan Program Options

A

DSRSD's Current Water Conservation Program

B

Program A *with mandatory compliance measures added*

C

Program B *with additional measures chosen for their cost effectiveness*

D

Program C *with additional measures chosen for their water saving potential*





Program B (Regulatory Only)

1. Continue all current water conservation program measures
2. Introduces three new compliance measures:
 - Non-Functional Turf Ban for Planned CII Development
 - Landscape Conversion / Non-Functional Turf Removal for Existing CII Customers
 - Compliance with UWUO Requirement for CII Performance Measures



Program C (Cost Effectiveness Focus)

1. Includes all measures from Program B
2. Introduces two new measures:
 - Targeted AMI Data to Specified Customer Categories
 - Customer Engagement Landscape Water Calculator





Program D (Water-Savings Focus)

1. Includes all measures from Program C
2. Introduces Residential Water Budgeting
3. Prohibit Once-Through Cooling
4. Includes two enhancements to our current programs:
 - ✓ ○ Increased Incentives for Irrigation System Upgrades
 - ✓ ○ Increased Incentives for Landscape Conversion or Turf Removal



Estimated Average Water Savings and Administrative Cost

Program	Annual Water Savings (Million Gallons)	Additional Water Savings over Current Program (Million Gallons)	Annual DSRSD Administrative Cost (Current \$)	Additional Cost over Current Program (Current \$)
A (Current)	38	0	\$ 151,000	\$ 0
B (Regulatory Only)	74	+36	\$ 198,000	+\$ 47,000
C (Cost Effectiveness Focus)	126	+88	\$ 269,000	+\$ 118,000
D (Water-Savings Focus)	151	+113	\$ 282,000	+\$ 131,000



AFTER



BEFORE

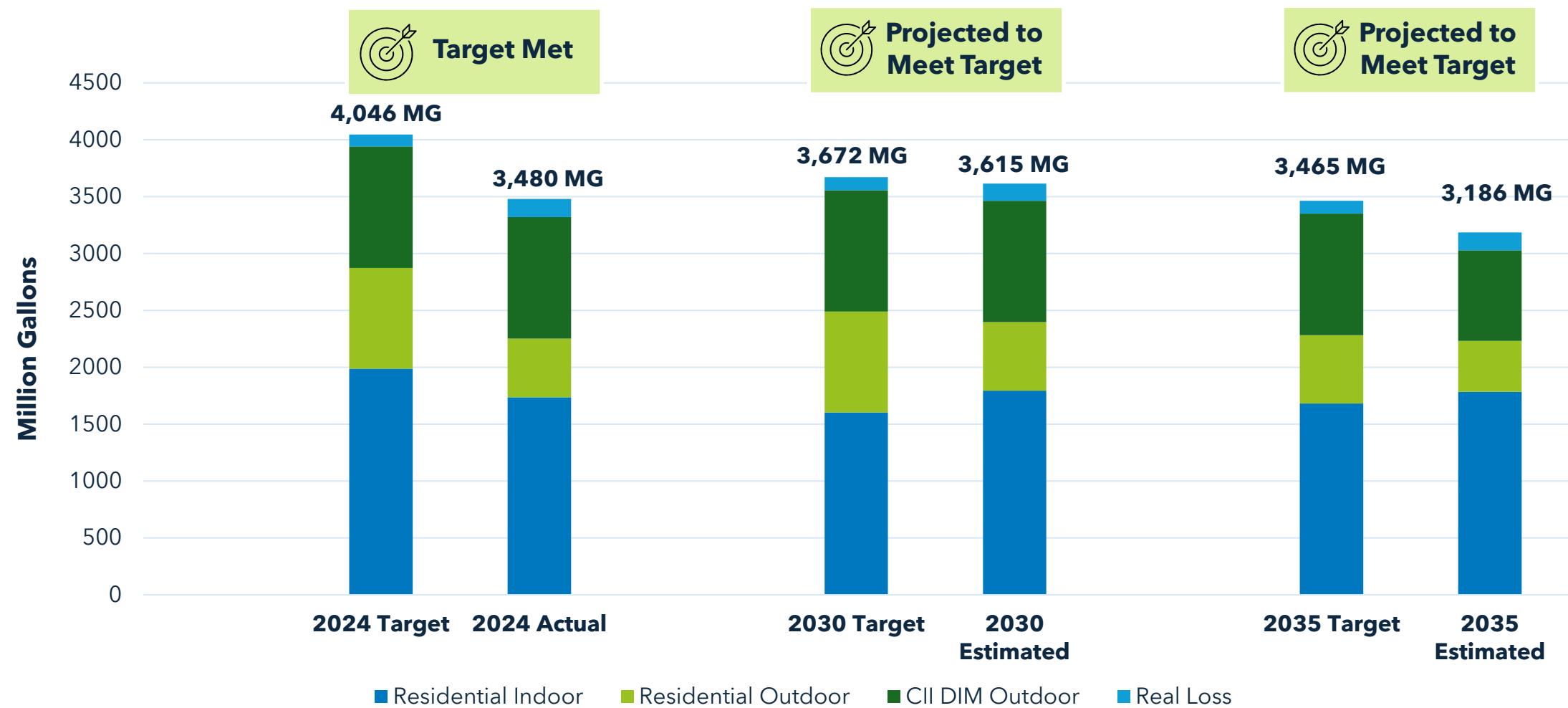
RECOMMENDATIONS & NEXT STEPS

Recommendation: Phased Implementation

- **Phase 1:** Implement Program B
- **Phase 2:** Revise Program B when DWR delivers the CII Outdoor Landscape Area Measurement (LAM) data
- **Phase 3:** Evaluate implementing Program D as needed



UWUO Target with Program B Implemented



Next Steps

- Evaluate resources needed to implement Program B
- Public Affairs will evaluate ways to strengthen water conservation outreach to customers
- Share recommendations with Zone 7 Water Agency and other retailers to identify opportunities for collaboration





**Dublin San Ramon
Services District**
Water, wastewater, recycled water

Questions?

Irene Suroso, Senior Engineer

suroso@dsrsd.com



To: Board of Directors

From: Jan R. Lee, General Manager 

Date: October 21, 2025

Subject: **General Manager Monthly Report for September 2025**

This report highlights DSRSD's key activities and progress made on major projects in the previous month, September 2025.

ADMINISTRATION AND FINANCE

Regional and Local Wastewater Rate Study – Staff has initiated preparation of a wastewater rate study for the Local and Regional Wastewater enterprises. The purpose of the study is to develop legally compliant, proportional, and cost-based wastewater rates to adequately fund the operating and capital replacement needs for the District's wastewater enterprises. The last wastewater rate study was completed in May 2023. During budget workshops for the current two-year operating budget, the Board concurred with staff's recommendation to accelerate preparation of an update to the 2023 wastewater rate study to review cost of service and revenue requirements. Based on a competitive procurement process, staff selected and awarded a contract to HDR Engineering, Inc. to prepare the study.



Utility of the Future Award – On September 30, 2025, DSRSD was recognized as a “2025 Utility of the Future Today” during the Water Environment Federation Technical Exhibition and Conference (WEFTEC). Board President Goel attended the ceremony to receive the national recognition, which honored DSRSD for its resilient water reuse strategies. The program is sponsored by the Water Environment Foundation, WaterReuse Association, National Association of Clean Water Agencies, and the Water Research Foundation, with support from the U.S. Environmental Protection Agency and Department of Energy.

Monthly Warrant List – For the period of September 1–30, 2025, Accounts Payable issued 254 checks totaling \$7.11 million. Notable payments this period include \$3.63 million to the Zone 7 Water Agency, \$0.51 million to PG&E, and \$0.48 million to Woodard & Curran. Current warrant lists are available at [Financial Information | DSRSD](#).

ENGINEERING

Cogeneration Engines Replacement Project (CIP 26-P015) – The District's three cogeneration engines utilize a blend of biogas and natural gas to produce almost all of the Regional Wastewater Treatment Plant's (WWTP) energy needs. The adopted Capital Improvement Program includes a project to replace

the cogeneration engines. On September 24, 2025, a request for proposals was issued for Phase 1 of the project to evaluate replacement options. This planning phase will assess capacity needs, technology alternatives, siting, permitting requirements, and funding opportunities. In addition, the planning effort will consider how the cogeneration system will integrate with other planned District energy projects, including the potential installation of a future battery energy storage system (BESS). The key deliverable is a detailed comprehensive plan summarizing analyses, findings, and recommendations. Staff anticipates award by January 2026, and completion of the study by mid-2026.

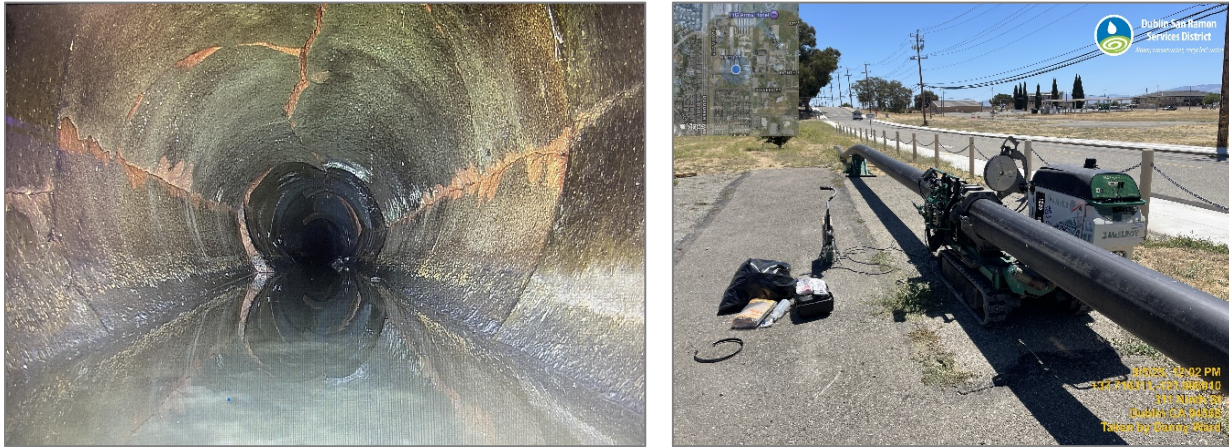
OPERATION AND MAINTENANCE

Reservoir 10A Electrical Improvements Project (CIP 26-W028) – Staff has initiated the Reservoir 10A Electrical Improvements Project. This project includes replacing a transformer pole to ensure a more reliable utility power supply and installing a new, small-scale off-grid solar and battery system to provide a resilient and sustainable backup power source. Reservoir 10A is a critical microwave radio repeater site for the District. The 12kV power for Reservoir 10A provided by Alameda County has been faulted and unavailable for over four months. Alameda County and the District determined that because the transformer pole is located on District property, the repair responsibility falls on the District. The project is anticipated to be completed by the end of 2025.



From left: Existing transformer pole to be replaced; solar and battery system to be installed

Pipe Bursting Project at Cromwell Avenue in Camp Parks – While performing a closed-circuit television (CCTV) inspection on Cromwell Avenue inside Camp Parks, staff identified that two sections of 12-inch clay sewer pipe, totaling 300 feet, had multiple high rated defects and was in danger of collapsing. The Field Operations Division's collections crew worked with the on-call contractor to procure bids and obtain required permits to initiate a pipe bursting project. Pipe bursting is a trenchless method for replacing damaged underground pipe by breaking them apart and simultaneously installing a new pipe in its place. The collections crew coordinated with the selected contractor and successfully replaced the damaged portion of the 72-year-old clay pipe with high-density polyethylene (HDPE) pipe. The project was completed safely in a week and a half and without any impacts to Camp Parks customers.



From left: Defects in old clay pipe; two new 12" HDPE pipes being fused before installation

Potable Water, Recycled Water, and Wastewater Production Charts – Charts showing potable water supply, recycled water production, and WWTP flows are attached.

- *Potable water supply (Figure 1)* – From January through September 2025, Zone 7 Water Agency supplied approximately 2,522 million gallons (MG) of potable water to DSRSD for delivery to customers, which is a 1.6% increase compared to the same period last year. The chart also shows calendar years 2023 and 2024 monthly potable water supply for comparison.
- *DERWA recycled water production (Figure 2)* – From January through September 2025, the DERWA recycled water treatment facility produced approximately 1,289 MG, which is a 3.2% decrease compared to the same period last year. The chart also shows calendar years 2023 and 2024 monthly potable water supply for comparison. Recycled water demands are lower because of the mild summer weather.
- *Wastewater flows and precipitation (Figure 3)* – The average WWTP influent flow for September 2025 was 10.8 million gallons per day (MGD), and the average wastewater exported to LAVWMA was 4.4 MGD. Precipitation for the month totaled 0.13 inches.

Figure 1. Monthly Potable Water Supply
January 1, 2023 - September 30, 2025

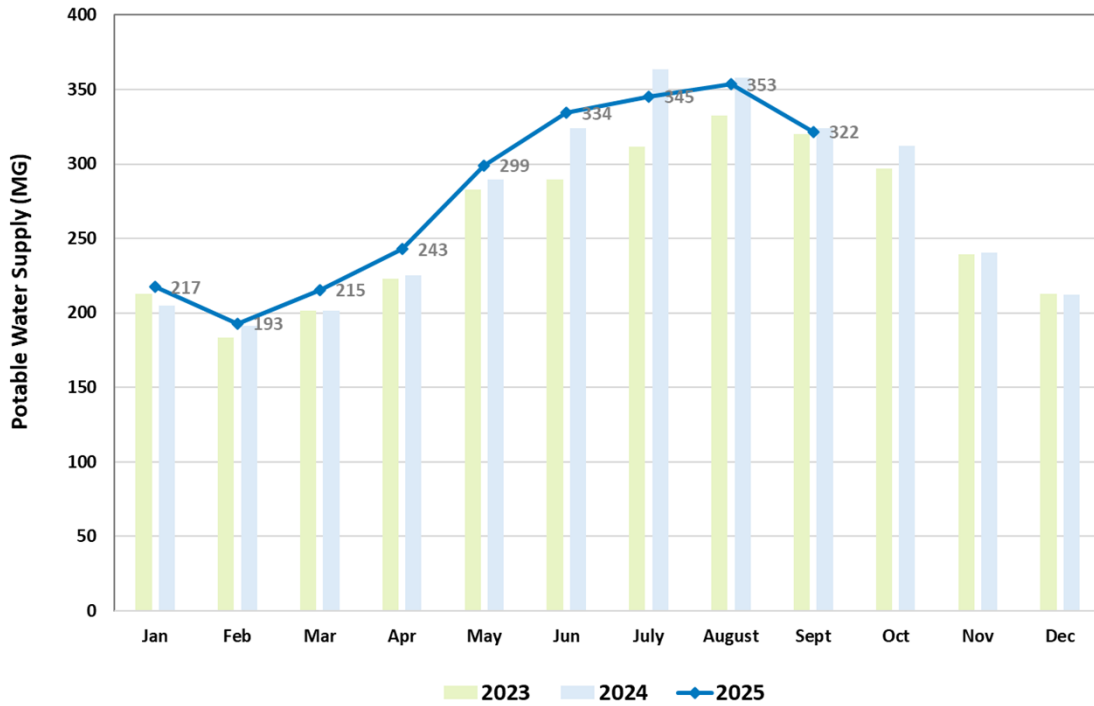


Figure 2. Monthly DERWA Recycled Water Production
January 1, 2023 - September 30, 2025

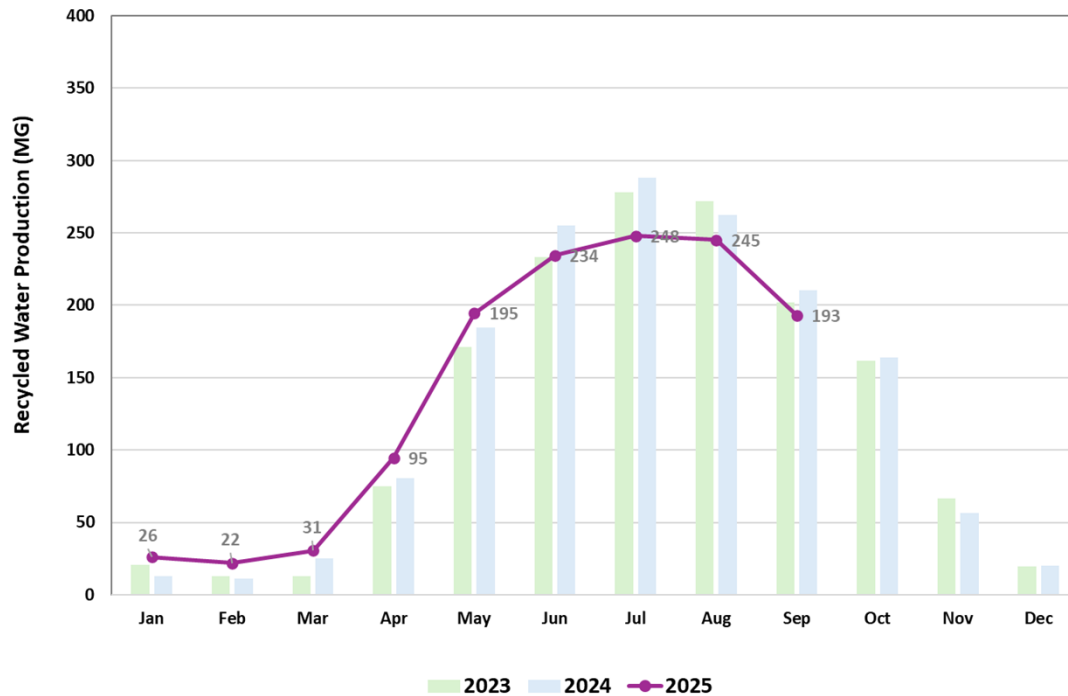


Figure 3. Wastewater Flows and Precipitation
September 2025

