

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

October 21, 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 Edward R. Duarte.

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 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 October 7, 2025 – Approved

7.B. Affirm No Changes to the Discontinuation of Residential Water Service for Nonpayment Policy – Approved

8. BOARD BUSINESS

8.A. Authorize Execution of Dublin Unified School District Campus Fire Line Agreement

Engineering Services Director Delight 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 the respective responsibilities of DSRSD and Dublin Unified School District (DUSD) regarding conversion of the District owned and operated fire water service lines at 10 Dublin school campuses. Mr. Delight noted the District and San Ramon Valley Unified School District may wish to consider a similar conversion arrangement for school campuses located within DSRSD's service area in the Dougherty Valley portion of San Ramon.

Finance Director Spray reported that the replacement value of the fire lines converting to DUSD ownership is approximately \$10 million. Finance staff needs to determine the net value of the assets that would be deducted from the District's financial statements once the conversions are complete since fire lines at campuses built prior to 1975 are considered fully depreciated as the maximum life expectancy of the fire lines is about 50 years.

General Counsel Coty informed the Board that a mutually agreed upon conversion timeline will be established within 30 days of executing the agreement. DSRSD will retain ownership of each campus's fire lines until its conversion has been completed. Staff noted it could take several years to convert all 10 sites based on DUSD's scheduling and the work required for each campus conversion.

Director Duarte MOVED to Authorize Execution of the Dublin Unified School District Campus Fire Line Agreement. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

8.B. Receive Presentation on Draft Water Conservation Master Plan

Engineering Services Director Delight introduced the item and Senior Engineer Irene Suroso who presented the Draft Water Conservation Master Plan's (Plan) preliminary results and findings. He prefaced the presentation by stating that the District is well-prepared to meet the state's regulatory requirements due to factors such as its current metering technology, a younger water system, newer construction within the service area, and utilization of recycled water which meets approximately 25% of outdoor water needs.

Ms. Suroso reviewed the item for the Board and gave a presentation. The Board and staff discussed various aspects of the Plan, including the District's current program efforts and accomplishments, data gathered, and future strategies for meeting the standards in the regulatory framework referred to as "Making Conservation a California Way of Life" for long-term water conservation and drought planning improvements. They discussed the four program options presented in the Plan to help guide the District's current and potential future water conservation programs to meet state requirements, including additional measures addressing compliance, cost efficiency, and water savings. Ms. Suroso also highlighted outreach improvements planned for the District's upcoming new website, and reported that staff is working with Zone 7 Water Agency to enhance customer rebate programs and broaden educational resources.

President Goel requested additional information about the Plan's customer conservation survey to enable the District to better understand and provide customer and homeowner water-saving opportunities. Ms. Suroso confirmed she will follow up with a more specific breakdown of the survey demographics.

The Board thanked staff for a thorough presentation and directed staff to carry forward with implementation of Master Plan Program Option B as recommended in the item.

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

President Goel invited comments on recent Committee activities. The attending Directors felt the available agenda information adequately covered the 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 Tri-Valley Mayors' Summit on October 15 held in Pleasanton. She summarized the activities and discussions at the meeting.

Director Govindarao submitted a written report to Executive Services Supervisor/District Secretary Genzale. He reported that he also attended the Tri-Valley Mayors' Summit on October 15. He summarized the activities and discussions at the meeting.

Vice President Halket submitted written reports to Executive Services Supervisor/District Secretary Genzale. He reported that he also attended the Tri-Valley Mayors Summit on October 15 and that he attended the Tri-Valley Water Liaison Committee meeting on October 20 at City of Livermore. He summarized the activities and discussions at the meetings.

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

General Manager Lee had nothing additional to report.

10. CLOSED SESSION

At 7:14 p.m. the Board went into 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.

Director Govindarao and Mss. Gallardo, Koehler, and Roufougar exited Closed Session at the conclusion of Item 10.A. at 7:40 p.m.

- 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

At 8:15 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 8:16 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary