

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

**November 4, 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**

**4.A. New Employee Introductions**

Michelle Rodriguez, Administrative Assistant II

**5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:03 p.m. No public comments received.**

**6. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS) – General Manager Lee recommended the Board take Closed Session Items 10.A. and 11. at this time, ahead of Item 7. Consent Calendar. The Board agreed to reorder the items as recommended and adjourned to Closed Session Item 10.A.**

**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 Regular Meeting Minutes of October 21, 2025 – Approved**

**7.B. Accept Regular and Recurring Report: Treasurer's Report – Approved**

**7.C. Approve Tentative Agreement with International Federation of Professional and Technical Engineers, Local 21 for Successor Memorandum of Understanding (MOU) for December 22, 2025, through December 16, 2029 – Approved – Resolution No. 32-25**

**7.D. Rescind Public Agency Vesting for Post-Retirement Health Benefits Under Government Code Section 22893 for Local 21 Employees – Approved – Resolution No. 33-25**

**7.E. Approve Health Insurance Contribution for Calendar Year 2026 for Local 21 Employees – Approved – Resolution No. 34-25**

**8. BOARD BUSINESS****8.A. Receive Annual Update on Drinking Water, Wastewater, and Recycled Water Regulations**

Operations Director Gill introduced the item and Deputy Director of Operations – Regulatory Kristy Fournier. He announced Ms. Fournier's recent promotion to this new position within the District's Operations Department. He and Ms. Fournier reviewed the item for the Board and gave a presentation (posted to the website as supplemental materials).

The Board and staff discussed various aspects of the presentation regarding new and upcoming regulations including a requirement per the Cross Connection Control Policy Handbook to prevent backflow in residential fire sprinkler systems, steps taken and underway to comply with the Lead and Copper Rule (Rule) monitoring requirements and additional requirements per recent Rule improvements, and the District's potential pathways to comply with nutrient discharge limits to the San Francisco Bay.

General Manager Lee reported DSRSD was early to reduce nutrient discharge via its long-standing water recycling program, however, the Third Nutrient Watershed Permit (Nutrient Permit), adopted in 2024 by the State Regional Water Quality Control Board (State Water Board), does not recognize reductions prior to 2022. The Nutrient Permit requires the wastewater agencies collectively discharging to the San Francisco Bay reduce nutrient loads, relative to 2022 discharges, by 40% by 2034. The Board thanked staff for an informative presentation.

**9. REPORTS****9.A. Boardmember Items****9.A.1. Joint Powers Authority and Committee Reports**

DSRSD/City of Dublin Liaison Committee Meeting of November 3, 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 written reports to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the virtual California Association of Sanitation Agencies Board of Directors meeting on October 22 and the virtual Alameda County Special Districts Association Executive Committee meeting on October 23. She 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

General Manager Lee reported on the following items:

- The November 19 LAVWMA Board meeting may be rescheduled. Staff will inform the Board of any updates.
- The December 2 Board meeting will be cancelled due to a conflict; a placeholder for a special Board meeting on Monday, December 1, was added to the Board's calendar. Staff will evaluate the need for a special meeting and notify the Board as soon as possible.

10. CLOSED SESSION

The Board took Items 10.A. and 11. ahead of Item 7. At 6:04 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.

Mss. Gallardo and Koehler exited Closed Session at 6:15 p.m.

11. REPORT FROM CLOSED SESSION

At 6:19 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 7:02 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary