

# AGENDA

## NOTICE OF SPECIAL MEETING

**TIME:** 6 p.m.

**DATE:** Monday, December 1, 2025

**PLACE:** Regular Meeting Place  
7051 Dublin Boulevard, Dublin, CA  
[www.dsrsd.com](http://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
  - 4.A. New Employee Introductions
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 November 18, 2025  
**Recommended Action:** Approve by Motion
  - 7.B. Approve Amended Resolutions for Rescission of Public Agency Vesting for Post-Retirement Health Benefits under Government Code Section 22893 for Mid-Management Employees' Bargaining Unit and Unrepresented Management, Professional, Technical, Administrative and Confidential Employees and Rescind Resolution No. 37-25  
**Recommended Action:** Approve by Resolutions (2)

8. BOARD BUSINESS

- 8.A. Receive Update on On-Site Solar, Battery Storage, EV Charging (CIP 24-A046) and Off-Site Solar (CIP 24-L045) Projects

**Recommended Action:** Receive Presentation

9. REPORTS

9.A. Boardmember Items

- 9.A.1. Joint Powers Authority and Committee Reports  
LAVWMA Board Meeting of November 19, 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

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. Unrepresented Employees
- Additional Attendees: Cepideh Roufougar, Jackson Lewis P.C.

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**

**November 18, 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 Georgean M. Vonheeder-Leopold, and Director Edward R. Duarte.

Director Govindarao was absent.

District staff present: Jan Lee, General Manager/Treasurer; Michelle Gallardo, Administrative Services Director; Steve Delight, Engineering Services Director/District Engineer; Ken Spray, Finance Director; Douglas E. Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

4.A. New Employee Introductions  
Kim Roberts, Administrative Assistant II

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 Duarte MOVED for approval of the items on the Consent Calendar. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Govindarao).

- 7.A. Approve Regular Meeting Minutes of November 4, 2025 – Approved
- 7.B. Accept Regular and Recurring Reports: Quarterly Financial Report, Capital Projects Created from Programs, and Capital Budget Adjustments Approved by the General Manager – Approved
- 7.C. Authorize Amendment No. 4 to Task Order No. 1 with Kennedy/Jenks Consultant, Inc. for Design Services for the Biogas Improvements Project (CIP 18-P010) – Approved
- 7.D. Approve Tentative Agreement with Mid-Management Employees' Bargaining Unit (MEBU) for Successor Memorandum of Understanding (MOU) for the Period of December 22, 2025, through December 16, 2029 – Approved – Resolution No. 35-25
- 7.E. Approve Revised Terms and Conditions, Salary, and Benefits for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees – Approved – Resolution No. 36-25

- 7.F. Rescind Public Agency Vesting for Post-Retirement Health Benefits under Government Code Section 22893 for MEBU and Unrepresented Management, Professional, Technical, Administrative and Confidential Employees – Approved – Resolution No. 37-25
- 7.G. Approve Health Insurance Contribution for Calendar Year 2026 for MEBU and Unrepresented Management, Professional, Technical, Administrative and Confidential Employees – Approved – Resolution No. 38-25

8. BOARD BUSINESS

- 8.A. Consider Board of Directors Health Insurance Premium Contribution for Calendar Year 2026

Director Vonheeder-Leopold stated, “I am recusing myself from any participation in any discussions, decisions, or voting on the Board of Directors Health Insurance Premium Contribution for Calendar Year 2026, Item 8.A., because I receive health benefits as a retired Boardmember of Dublin San Ramon Services District.” She departed the meeting at 6:04 p.m. before discussion of Item 8.A.

Human Resources and Risk Manager Samantha Koehler reviewed the item for the Board. The Board discussed the matter and agreed to defer setting the health insurance premium contribution for active Boardmembers and annuitants for CY 2026 to a later meeting following completion of contract negotiations with all labor groups.

Vice President Halket MOVED to Defer Consideration of the Calendar Year 2026 Health Insurance Premium Contribution for Active Boardmembers and Annuitants to a Subsequent Board Meeting. Director Duarte SECONDED the MOTION, which CARRIED with THREE AYES and TWO ABSENT (Govindarao and Vonheeder-Leopold).

Director Vonheeder-Leopold returned to the meeting at 6:07 p.m. after discussion of Item 8.A.

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 Alameda County Special Districts Association Chapter meeting on November 12 at the Hayward Area Recreation and Park District in Hayward. She summarized the activities and discussions at the meeting.

Director Duarte submitted a written report to Executive Services Supervisor/District Secretary Genzale. He reported that he attended the virtual Contra Costa Special Districts Association Chapter meeting on November 17. He 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

9.B.2. Public Outreach Activities Quarterly Report

The Board and staff discussed the above reports. General Manager Lee also announced the following items:

- A LAVWMA Board meeting will be held tomorrow at 6 p.m.
- A special Board meeting will be held on Monday, December 1 at 6 p.m. Staff will inform the Board if any additional special Board meetings are needed.

10. CLOSED SESSION

At 6:22 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. Mid-Management Employees Bargaining Unit  
3. Unrepresented Employees

Additional Attendees: Cepideh Roufougar, Jackson Lewis P.C.

Mss. Gallardo and Koehler exited Closed Session 10.A. at 6:35 p.m. Ms. Roufougar exited Closed Session 10.A. at 6:40 p.m. Engineering Services Director Delight entered Closed Session 10.B. at 6:40 p.m.

10.B. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8

Property: APNs 941-210-24-6, 941-1311-16-1, 941-1300-2-8, 941-1300-1-17

District Negotiator: General Manager

Negotiating Party: Endelos Energy, Inc.

Under Negotiation: Price and Terms of Payment for Lease of DSRSD Property for Solar Panel Installations

11. REPORT FROM CLOSED SESSION

At 7:20 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 7:21 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary



**TITLE:** Approve Amended Resolutions for Rescission of Public Agency Vesting for Post-Retirement Health Benefits under Government Code Section 22893 for Mid-Management Employees' Bargaining Unit and Unrepresented Management, Professional, Technical, Administrative and Confidential Employees and Rescind Resolution No. 37-25

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by two (2) separate Resolutions, rescission of Public Agency Vesting for post-retirement health benefits under Government Code Section 22893 of the Public Employees' Medical and Hospital Care Act for Mid-Management Employees' Bargaining Unit (MEBU) and Unrepresented Management, Professional, Technical, Administrative, and Confidential (Unrepresented MPTAC) employees and rescind Resolution No. 37-25.

**DISCUSSION:**

At the regularly scheduled Board meeting on November 18, 2025, by Resolution No. 37-25, the Board rescinded the post-retirement health insurance benefits under Government Code Section 22893 (Public Agency Vesting) of the Public Employees' Medical and Hospital Care Act (PEMHCA), for MEBU and Unrepresented MPTAC employees, effective January 1, 2026.

Staff submitted the approved Resolution No. 37-25 to the California Public Employees' Retirement System (CalPERS) on Wednesday, November 19, 2025, to process the rescission of Public Agency Vesting for MEBU and Unrepresented MPTAC employees. CalPERS notified staff on Friday, November 21, 2025, of an administrative error on Resolution No. 37-25, stating that the rescission of Public Agency Vesting for each employee group is required to be submitted on separate Board-approved resolutions. To comply with CalPERS requirements, staff recommends the Board approve, by two (2) separate resolutions, the rescission of Public Agency Vesting for MEBU and Unrepresented MPTAC employees, effective January 1, 2026, and rescind Resolution No. 37-25.

Originating Department: Administrative Services	Contact: S. Koehler/M. Gallardo	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Resolutions (2) <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		6 of 13

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ELECTING TO RESCIND PUBLIC AGENCY VESTING FOR EMPLOYEES AND ANNUITANTS UNDER SECTION 22893 OF THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT FOR MID-MANAGEMENT EMPLOYEES' BARGAINING UNIT EMPLOYEES AND RESCINDING RESOLUTION NO. 37-25

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WHEREAS, the Dublin San Ramon Services District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, the Dublin San Ramon Services District is a contracting agency and has filed a resolution with the Board of the California Public Employees' Retirement System to provide a post-retirement health benefit vesting requirement to employees who retire for service in accordance with Government Code Section 22893.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, as follows:

1. Dublin San Ramon Services District elects to rescind post-retirement health benefits vesting requirements for the Mid-Management Employees' Bargaining Unit Employees.
2. Mid-Management Employees' Bargaining Unit employees first hired on or after September 1, 2007 will no longer be subject to vesting as established by Resolution No. 36-07.
3. Dublin San Ramon Services District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.
4. The participation of the employees and annuitants of Dublin San Ramon Services District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Dublin San Ramon Services District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees' Retirement System (CalPERS) may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
5. The executive body hereby appoints and directs, Nicole Genzale, District Secretary, to file with CalPERS a verified copy of this resolution, and to perform on behalf of Dublin San Ramon Services District all functions required of it under the Act.

6. The rescission of post-retirement health benefit vesting requirements for the Mid-Management Employees' Bargaining Unit employees is effective on January 1, 2026.
7. Resolution No. 37-25, attached as Exhibit "A," is hereby rescinded effective December 1, 2025.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its special meeting held on the 1st day of December, 2025, and passed by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Arun Goel, President

ATTEST: \_\_\_\_\_  
Nicole Genzale, District Secretary



RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ELECTING TO RESCIND PUBLIC AGENCY VESTING FOR EMPLOYEES AND ANNUITANTS UNDER SECTION 22893 OF THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT FOR UNREPRESENTED MANAGEMENT, PROFESSIONAL, TECHNICAL, ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES AND RESCINDING RESOLUTION NO. 37-25

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WHEREAS, the Dublin San Ramon Services District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, the Dublin San Ramon Services District is a contracting agency and has filed a resolution with the Board of the California Public Employees' Retirement System to provide a post-retirement health benefit vesting requirement to employees who retire for service in accordance with Government Code Section 22893.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, as follows:

1. Dublin San Ramon Services District elects to rescind post-retirement health benefits vesting requirements for the Unrepresented Management, Professional, Technical, Administrative and Confidential Employees.
2. Unrepresented Management, Professional, Technical, Administrative and Confidential employees first hired on or after September 24, 2007 will no longer be subject to vesting as established by Resolution No. 47-07.
3. Dublin San Ramon Services District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.
4. The participation of the employees and annuitants of Dublin San Ramon Services District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Dublin San Ramon Services District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California Public Employees' Retirement System (CalPERS) may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.

5. The executive body hereby appoints and directs, Nicole Genzale, District Secretary, to file with CalPERS a verified copy of this resolution, and to perform on behalf of Dublin San Ramon Services District all functions required of it under the Act.
6. The rescission of post-retirement health benefit vesting requirements for the Unrepresented Management, Professional, Technical, Administrative and Confidential employees is effective on January 1, 2026.
7. Resolution No. 37-25, attached as Exhibit "A," is hereby rescinded effective December 1, 2025.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its special meeting held on the 1st day of December, 2025, and passed by the following vote:

AYES:

NOES:

ABSENT:

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Arun Goel, President

ATTEST: \_\_\_\_\_  
Nicole Genzale, District Secretary

RESOLUTION NO. 37-25

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ELECTING TO RESCIND PUBLIC AGENCY VESTING FOR EMPLOYEES AND ANNUITANTS UNDER SECTION 22893 OF THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT FOR MID-MANAGEMENT EMPLOYEES' BARGAINING UNIT AND UNREPRESENTED MANAGEMENT, PROFESSIONAL, TECHNICAL, ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES

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WHEREAS, the Dublin San Ramon Services District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, the Dublin San Ramon Services District is a contracting agency and has filed a resolution with the Board of the California Public Employees' Retirement System to provide a post-retirement health benefit vesting requirement to employees who retire for service in accordance with Government Code Section 22893.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, as follows:

1. Dublin San Ramon Services District elects to rescind post-retirement health benefits vesting requirements for the Mid-Management Employee's Bargaining Unit and the Unrepresented Management, Professional, Technical, Administrative and Confidential Employees.
2. Mid-Management Employee's Bargaining Unit employees first hired on or after September 1, 2007, will no longer be subject to vesting as established by Resolution No. 36-07.
3. Unrepresented Management, Professional, Technical, Administrative and Confidential Employees first hired on or after September 24, 2007, will no longer be subject to vesting as established by Resolution No. 47-07.
4. Dublin San Ramon Services District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.
5. The participation of the employees and annuitants of Dublin San Ramon Services District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Dublin San Ramon Services District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, the California

Public Employees' Retirement System (CalPERS) may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.

6. The executive body hereby appoints and directs, Nicole Genzale, District Secretary, to file with CalPERS a verified copy of this resolution, and to perform on behalf of Dublin San Ramon Services District all functions required of it under the Act.

7. The rescission of post-retirement health benefit vesting requirements for the Mid-Management Employees' Bargaining Unit and Unrepresented Management, Professional, Technical, Administrative and Confidential Employees is effective on January 1, 2026.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 18th day of November, 2025, and passed by the following vote:

AYES: 4 – Directors Edward R. Duarte, Georjean M. Vonheeder-Leopold, Richard M. Halket, Arun Goel

NOES: 0

ABSENT: 1 – Director Dinesh Govindarao

ATTEST:

  
Nicole Genzale, District Secretary

  
Arun Goel, President



**TITLE:** Receive Update on On-Site Solar, Battery Storage, EV Charging (CIP 24-A046) and Off-Site Solar (CIP 24-L045) Projects

**RECOMMENDATION:**

Staff recommends the Board of Directors receive an update on the On-Site Solar, Battery Storage, EV Charging (CIP 24-A046) and Off-Site Solar (CIP 24-L045) projects.

**DISCUSSION:**

In support of the District's Strategic Plan and Energy policy, the adopted Capital Improvement Program (CIP) includes the On-Site Solar, Battery Storage, EV Charging (CIP 24-A046) and Off-Site Solar (CIP 24-L045) projects to install solar energy systems at District-owned sites. In March 2024, the District contracted with ARC Alternatives to analyze the feasibility of installing solar at four facilities (District Administrative Office, Field Operations Facility, Regional Wastewater Treatment Plant, and Livermore-Amador Valley Water Management Agency (LAVWMA) pump station) to diversify the District's energy portfolio with additional renewable energy sources and help stabilize long-term energy costs. These projects were accelerated to take advantage of available but limited funding opportunities through federal and state programs, and to meet future state regulations for fleet emissions.

The results of the Arc Alternatives solar feasibility analysis, including potential energy offsets, proposed solar layouts, and calculated financial net-benefits, were presented at the February 4, 2025 DSRSD Board meeting. Based on the results of the feasibility study, the Board directed District staff to proceed with issuing a request for proposals (RFP) to solar power purchase agreement providers for installation and maintenance of solar energy systems at the four sites, and to partner with LAVWMA on the proposed solar project at the LAVWMA site. On February 19, 2025, the LAVWMA Board similarly directed LAVWMA staff to work with DSRSD on issuing the RFP for solar installation at the LAVWMA site.

On June 18, 2025, staff issued an RFP to solar power purchase agreement providers for the four District-owned sites. Six proposals were received from BPI, Endelos Energy, Motive Energy, Staten Solar, Enerlogics, and Pacific Solar. The proposals were evaluated by DSRSD and LAVWMA staff based on established criteria including project understanding, project approach, proposed scope of work, company and personnel qualifications, project schedule, and level of effort; and interviews were conducted with the two highest ranked firms. Based upon the proposals and interviews, Endelos Energy was determined to have the best combination of qualifications and proposed approach to meet the needs of the projects.

On December 1, staff will provide an update to the Board on the two solar projects, including an overview of the RFP process, the proposed systems at each site, performance guarantees, contract considerations, and schedule for negotiating a long-term power purchase agreement for the four District-owned sites.

Originating Department: Engineering	Contact: S. Delight	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input checked="" type="checkbox"/> None <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	13 of 13	