



# AGENDA

## NOTICE OF REGULAR MEETING

**TIME:** 6 p.m.

**DATE:** Tuesday, December 16, 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. BOARD REORGANIZATION
  - 4.A. Select and Approve President and Vice President of the Board of Directors for 2026  
**Recommended Action:** Approve by Motions (2)
5. SPECIAL ANNOUNCEMENTS/ACTIVITIES
6. 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.
7. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS)
8. 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.

  - 8.A. Approve Special Meeting Minutes of December 1, 2025  
**Recommended Action:** Approve by Motion
  - 8.B. Approve Change Order to Sole Source Purchase Order with Aqua-Metric Sales Company for Advanced Metering Infrastructure Technical Support and Equipment  
**Recommended Action:** Approve by Motion

- 8.C. Approve Revised Terms and Conditions, Salary, and Benefits for Unrepresented Senior Management Employees and Rescind Resolution No. 16-25; and Ratify Revised Terms and Conditions, Salary, and Benefits for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees and Rescind Resolution Nos. 16-25 and 36-25

**Recommended Action:** Approve by Resolutions (2)

- 8.D. Rescind Public Agency Vesting for Post-Retirement Health Benefits under Government Code Section 22893 for Unrepresented Senior Management Employees

**Recommended Action:** Rescind by Resolution

- 8.E. Approve Health Insurance Contribution for Calendar Year 2026 for Unrepresented Senior Management Employees and General Manager

**Recommended Action:** Approve by Resolution

- 8.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. 30-25

**Recommended Action:** Adopt by Resolution

9. BOARD BUSINESS

- 9.A. Accept Independent Auditor's Report and the Annual Comprehensive Financial Report (ACFR) for Fiscal Year Ended June 30, 2025

**Recommended Action:** Accept by Motion

- 9.B. Authorize Letter of Intent to Negotiate a Solar Power Purchase Agreement with Renewable Energy Partners, Inc. and Endelos Construction LLC for the Design, Installation, Operations, and Maintenance of Solar Photovoltaic, EV Chargers, and Battery Storage Systems (CIP 24-A046 and CIP 24-L045) Projects

**Recommended Action:** Authorize by Motion

- 9.C. Approve Health Insurance Contribution for Calendar Year 2026 for Board of Directors

**Recommended Action:** Approve by Resolution

- 9.D. Discuss Board Committee and Joint Powers Authority Assignments for Calendar Year 2026

**Recommended Action:** Discuss and Provide Input

10. REPORTS

10.A. Boardmember Items

- 10.A.1. Joint Powers Authority and Committee Reports

DERWA Board Meeting of December 8, 2025

LAVWMA Adjourned Board Meeting of December 9, 2025

- 10.A.2. Submittal of Written Reports for Day of Service Events Attended by Directors

- 10.A.3. Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

10.B. Staff Reports

- 10.B.1. General Manager Monthly Report

11. 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.*



**TITLE:** Select and Approve President and Vice President of the Board of Directors for 2026

**RECOMMENDATION:**

Staff recommends the Board of Directors select and approve, by two (2) separate Motions, first the President and then the Vice President of the Board to serve as Board officers effective immediately and until the next annual selection scheduled for December 2026.

**DISCUSSION:**

For this year's rotation, Vice President Halket would be in line for President and Director Govindarao would be in line for Vice President for 2026 in accordance with the Selection and Rotation of Board Officers Policy (Attachment 1), which provides the guidelines and criteria for the annual selection of the President and the Vice President:

- In the year of a District general election, the selection must take place at the first meeting after the elected Boardmembers are sworn in.
- The Board officers must have been elected to the Board rather than appointed, and eligibility occurs after 12 months of continuous service following first election to the Board.
- Under normal rotation, the Vice President would become the President. The elected member who has served the longest on the Board (in continuous service) on the Board since last being President would become Vice President.

The following table lists the Board officers for the last five years:

Year	President	Vice President
2025	Goel	Halket
2024	Johnson	Goel
2023	Vonheeder-Leopold	Johnson
2022	Halket	Rubio
2021	Johnson	Halket

Traditionally, the term for the officers begins immediately upon the Board's action in this matter and runs through the next selection of officers in December.

Originating Department: Office of the General Manager	Contact: V. Chiu/J. Lee	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 – Selection and Rotation of Board Officers Policy	



<b>Policy No.:</b> P100-24-3	<b>Type of Policy:</b> Board Business
<b>Policy Title:</b> Selection and Rotation of Board Officers	
<b>Policy Description:</b> Guidelines for Selecting Board President and Vice President on the District Board	
<b>Approval Date:</b> 5/21/2024	<b>Last Review Date:</b> 2024
<b>Approval Resolution No.:</b> 10-24	<b>Next Review Date:</b> 2028
<b>Rescinded Resolution No.:</b> 19-15	<b>Rescinded Resolution Date:</b> 4/7/2015

The purpose of this policy of the Board of Directors of Dublin San Ramon Services District is to establish guidelines and criteria for the selection of Board officers (President and Vice President).

### 1. Timing of Selection

The selection of Board officers (President and Vice President) shall take place annually, with the President elected first and the Vice President second, each by separate motion:

- a. In an election year, at the first regular Board Meeting after elected Boardmembers are sworn in.
- b. In a non-election year, at the first regular Board meeting in December.

### 2. Eligibility

The President and Vice President must have been elected to the Board of Directors rather than appointed. Eligibility for the offices of President and Vice President occur after twelve (12) months of continuous services following first election to the Board of Directors.

### 3. Rotation for Presidency

Elected members who meet the requirements specified in Section 2 above can rotate for Presidency:

- a. The Vice President is the President-elect under normal rotation.
- b. The elected member who has served the longest on the Board (in continuous service) without ever serving as President shall rotate to the Presidency.
- c. If all elected members of the Board have been President, the elected member who has served the longest on the Board (in continuous service) since last being President shall rotate to the Presidency.

**Policy No.:** P100-24-3**Policy Title:** Selection and Rotation of Board Officers**4. Rotation for Vice Presidency**

Elected members who meet the requirements specified in Section 2 above can rotate for Vice Presidency:

- a. The elected member of the Board who has served longest on the Board (in continuous service) without ever serving as President shall rotate to the Vice Presidency.
- b. If all elected members of the Board have been President, the elected member who has served the longest on the Board (in continuous service) since last being President shall rotate to the Vice Presidency.

**5. Tie Breaker**

If no member meets the rotation criteria in Section 3 or 4 above, or if there are members whose eligibility criteria are the same, then succession shall be determined by which member has served longest on the Board (in continuous service). If a tie still exists, the seated President shall call for a motion to nominate one of the tied members, unless one of the members opts to cede the leadership rotation to the other. If a tie persists after multiple motions, the seated President may request the District Secretary to draw lots to determine which member will serve as the next President or Vice President.

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

**December 1, 2025**

**1. CALL TO ORDER**

A special meeting of the Board of Directors was called to order at 6 p.m. by President Goel.

**2. PLEDGE TO THE FLAG**

**3. ROLL CALL**

Boardmembers present at start of meeting: President Arun Goel, Vice President Richard M. Halket, Director Dinesh Govindarao, 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; Douglas E. Coty, General Counsel; and Vivian Chiu, Management Analyst II/Acting District Secretary.

**4. SPECIAL ANNOUNCEMENTS/ACTIVITIES**

**4.A. New Employee Introductions**

Melissa Redona, 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) – 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 November 18, 2025 – Approved**

**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 – Approved – Resolution No. 39-25 and Resolution No. 40-25**

**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**

Engineering Services Director Delight reviewed the item for the Board and introduced ARC Alternatives consultant Russell Driver who gave a presentation (posted to the website as supplemental materials). The presentation included an overview of the

request for proposal process in which Endelos Energy was selected for negotiations, the competitive procurement process under California Government Code Section 4217 to allow more flexibility over the typical low-bid public works contracting, the proposed system and estimated annual solar generation at each of the four sites, Endelos Energy's performance guarantee, contractual considerations, and the schedule for finalizing a letter of intent and negotiating a power purchase agreement.

The Board, staff, and consultant discussed the solar panels to be used in the projects; risks and protections for the District in different scenarios, including assignment to another company, bankruptcy, and failure to reach an agreement; LAVWMA's portion of the projected savings (estimated at \$1.6 million of the \$8.6 million over 20 years for the four sites); LAVWMA's contractual involvement; ability to secure the Investment Tax Credit before the end of this year; opportunity for the District to buy out the solar systems; and agreement terms to address the concerns raised. The LAVWMA Board will hold a meeting on December 9 regarding the letter of intent, which will be considered by the DSRSD Board on December 16. Negotiations will continue on the power purchase agreement planned for Board approval in January.

## 9. REPORTS

### 9.A. Boardmember Items

#### 9.A.1. Joint Powers Authority and Committee Reports. LAVWMA Board Meeting of November 19, 2025

President Goel invited comments on recent JPA 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 Management Analyst II/Acting District Secretary Chiu. She reported that she attended the virtual California Association of Sanitation Agencies Board of Directors meeting on November 19. She 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

General Manager Lee reported on the following items:

- A DERWA Board meeting will be held on Monday, December 8, at 6 p.m.
- A LAVWMA adjourned Board meeting will be held on Tuesday, December 9, at 6 p.m.
- The last DSRSD Board meeting of the year will be held on Tuesday, December 16, at 6 p.m.

10. CLOSED SESSION

At 6:41 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. Unrepresented Employees

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

11. REPORT FROM CLOSED SESSION

At 6:53 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 6:54 p.m.

Submitted by,

Vivian Chiu, MMC  
Management Analyst II/Acting District Secretary

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



**TITLE:** Approve Change Order to Sole Source Purchase Order with Aqua-Metric Sales Company for Advanced Metering Infrastructure Technical Support and Equipment

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Motion, a change order to increase a sole source purchase order with Aqua-Metric Sales Company (Aqua-Metric) for advanced metering infrastructure (AMI) technical support and equipment by \$200,000, from \$150,000 to \$350,000, for fiscal year (FY) 2026.

**SUMMARY:**

Water meters measure the volume of water used at a particular service location. DSRSD purchases new water meters each year to provide water service to newly developed service locations and replace existing meters as part of regular meter maintenance. In July 2025, a sole source purchase order in the amount of \$150,000 was established with Aqua-Metric for the purchase of water meter equipment based on projections for new and replacement meter needs for the fiscal year. The current budget is insufficient to meet the District's meter purchase needs for the fiscal year, largely due to new development in eastern Dublin. Staff has updated development projections for the next six months based on construction progress and coordination with developers, and revised the estimated meter equipment needs by \$200,000 from \$150,000 to \$350,000. As set forth in District Code Chapter 7.40, Board approval is required for purchases above \$175,000. New meter connections are assessed a meter assembly fee to offset the cost to furnish and connect the meter. A budget adjustment is not required to accommodate the change order request.

**BACKGROUND:**

A water meter is a device that measures the volume of water used at a particular service location. DSRSD has over 27,000 meters in the drinking water and recycled water distribution systems and was one of the earliest Bay Area water agencies to utilize AMI technology to remotely collect and manage water consumption. In 2013, DSRSD installed the Sensus Flex-Net AMI system, which converted the existing drive-by meter reading system to an automated data collection system. The upgraded meters eliminated the need to drive by meters to collect consumption information, enabling staff to focus efforts on water system maintenance and investigating and resolving problems in the field. AMI also provides real-time monitoring, which allows for timely customer notifications of leaks and support for customer conservation efforts.

**DISCUSSION:**

Budget for meter equipment purchases are included in the adopted FY 2026 and FY 2026 Operating Budget and are funded by Water Enterprise (Fund 600). The budget is based on projections for new meter connections and replacement meter needs. Meter equipment expenditures over the last three years range between \$180,000 and \$311,000 and are highly dependent upon development needs. New meter connections are assessed a meter assembly fee, which offsets the cost of the meter equipment and labor and equipment to furnish and connect the meter.

In July 2025, a sole source purchase order in the amount of \$150,000 was established with Aqua-Metric for the purchase of water meter equipment and technical support for the Sensus Flex-Net AMI system, based on projections for new and replacement meter needs for FY 2026. Sensus Flex-Net AMI technology is proprietary, and there are no substitute meters from other manufacturers that are compatible with this platform. Aqua-Metric is the sole authorized distributor of Sensus Flex-Net AMI equipment. Therefore, the purchase of meter equipment from Aqua-Metric is exempt from competitive procurement under the District's Purchasing Procedures.

Originating Department: Operations	Contact: D. Ward/D. Gill	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: \$200,000 from Water Enterprise (Fund 600)	
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)	10 of 211	

To date, \$108,000 has been spent on the \$150,000 Aqua-Metric purchase order in FY 2026. There is also \$40,000 in pending order needs. The current budget is insufficient to meet the District's meter purchase needs for FY 2026, largely due to the Francis Ranch development in eastern Dublin.

Staff has updated development projections for the next six months based on construction progress and coordination with developers, and revised the estimated meter equipment needs by \$200,000 from \$150,000 to \$350,000. The proposed change order would allow staff to purchase meters and equipment for nearly 400 new connections in Francis Ranch and replace approximately 100 meters and endpoints by June 30, 2026. As set forth in District Code Chapter 7.40, Board approval is required for purchases above \$175,000.

**FISCAL IMPACT:**

Budget for meter equipment purchases are included in the adopted FY 2026 and FY 2027 Operating Budget for the Water Enterprise (Fund 600). Staff estimates that the proposed increase can be accommodated within the existing FY 2026 Operating Budget. If necessary, staff will request adjustments to the FY 2026 and FY 2027 Operating Budget as part of the mid-cycle adjustment process.

The costs for meters purchased for new connections are recovered through established meter assembly fees paid for by developers. Staff anticipates that the increase in meter purchases would be offset by increased revenues from new meter connections.

**NEXT STEPS:**

If the Board approves the proposed change order, staff will proceed with placing necessary meter orders with Aqua-Metric so there is no delay in meter replacements or new meter sets. For the remaining six months of this fiscal year, staff will focus on carefully managing meter inventory to meet development and replacement needs of the service area. Staff will also continue to monitor the Operating Budget, as well as new development and meter replacement needs.



**TITLE:** Approve Revised Terms and Conditions, Salary, and Benefits for Unrepresented Senior Management Employees and Rescind Resolution No. 16-25; and Ratify Revised Terms and Conditions, Salary, and Benefits for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees and Rescind Resolution Nos. 16-25 and 36-25

**RECOMMENDATION:**

Staff recommends the Board of Directors take the following actions:

1. Approve, by Resolution, the revised terms and conditions, salary, and benefits for Unrepresented Senior Management Employees (Senior Managers) and rescind Resolution No. 16-25
2. Ratify, by Resolution, the revised terms and conditions, salary and benefits for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees (Unrepresented MPTAC), revised November 18, 2025, and rescind Resolution Nos. 16-25 and 36-25

**DISCUSSION:**

At the November 18, 2025, Board meeting, the Board approved, by Resolution No. 36-25, the revised terms and conditions of employment, salary, and benefits provisions for Unrepresented MPTAC, in Exhibit A to Resolution No. 16-25. The Board approval of Exhibit A did not modify Exhibit B to Resolution No. 16-25, which provides the terms and conditions of employment, salary, and benefits for Senior Managers, through December 21, 2025.

The purpose of the recommended Board actions is to: (1) update and include salary and benefits provisions for calendar years 2026, 2027, 2028, and 2029 for Senior Managers; (2) approve separate resolutions, with corresponding exhibits, for Senior Managers and Unrepresented MPTAC; and (3) rescind Resolution Nos. 16-25 and 36-25.

The key provisions in the proposed terms and conditions for Senior Manager employees are as follows:

- Future Salary Increases: COLA (cost-of-living adjustment) for calendar year (CY) 2026 at 2.5%, CY 2027 and CY 2028 at 3%, and CY 2029 at 3.5%.
- Continue Deferred Compensation Incentive: \$2,500 dollar-for-dollar matching contribution to employee's 457 plan, for CYs 2026, 2027, 2028, and 2029.
- Health Care: District and employee cost share in CYs 2026, 2027, 2028, and 2029, with the District's medical insurance contribution for CY 2026, effective February 1, 2026, set at approximately 97.5% of the California Public Employees' Retirement System's (CalPERS) 2026 Kaiser rate for employee, employee plus one dependent, or employee plus two or more dependents, and future increases to the District's maximum contribution by 6% over the previous year's maximum contribution amount.
- Post-Retirement Health Benefits: Added a third tier of eligibility with a new structure for post-retirement health benefits for employees hired on or after February 1, 2026, to be equal to the CalPERS Minimum Employer Contribution amount, plus a supplemental contribution at 15 years of District service for the retiree only level, and an additional supplemental contribution at 20 years of District service for the retiree plus one dependent level, capped at 90% of the lowest cost CalPERS Region 1 Kaiser plan applicable to the retiree.
- Addition of Appendix 2: Memorialization of the post-retirement health benefits for current retirees hired or retired prior to March 1, 2004.
- All other terms and conditions, salary, and benefits, not described above remain in effect and unchanged.

The terms and conditions of employment, salary, and benefits for Unrepresented MPTAC will remain in effect and unchanged from the revised terms approved by the Board on November 18, 2025.

Originating Department: Administrative Services	Contact: S. Koehler/M. Gallardo	Legal Review: Yes
Financial Review: Not Required	Cost and Funding Source: Operating Budget FY26 – FY27	
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)		

Approval of separate resolutions for Senior Managers and Unrepresented MPTAC is a recommended administrative change to provide clarity and ease for any future updates to the terms and conditions of employees, salary, and benefit provisions for both groups of employees.

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING TERMS AND CONDITIONS, SALARY, AND BENEFITS, FOR UNREPRESENTED SENIOR MANAGEMENT EMPLOYEES AND RESCINDING RESOLUTION NO. 16-25

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WHEREAS, by Resolution No. 16-25, the Board of Directors approved the revised terms and conditions, salary, and benefits for Unrepresented Senior Management employees, effective May 20, 2025, in Exhibit B, at its regularly scheduled Board meeting on May 20, 2025; and

WHEREAS, the terms and conditions, salary, and benefits for Unrepresented Senior Management Employees have been amended to update the salary and benefits for calendar years 2026, 2027, 2028, and 2029.

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

1. Approve, this resolution with an effective date of December 16, 2025, and operative date of December 22, 2025, for the revised terms and conditions of employment between the District and Unrepresented Senior Management Employees, attached hereto as Exhibit "A," and incorporated herein by reference.

2. Rescind Resolution No. 16-25, attached hereto as Exhibit "B," effective December 22, 2025, coincident with the operative date of the terms and conditions provided for in Exhibit "A" to this resolution.

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 16th day of December, 2025, and passed by the following vote:

AYES:

NOES:

ABSENT:

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

, President

# **Salary and Benefits Resolution**

For

**Unrepresented Senior Management Employees**

**Original Effective Date: December 13, 2021**

**Revised: June 21, 2022**

**Revised: December 20, 2022**

**Revised: August 6, 2024**

**Revised: May 20, 2025**

**Revised: December 16, 2025**

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The specific terms and conditions of employment for Unrepresented Senior Management Employees (hereinafter referred to as "Manager" or "Employee") are governed by their Personal Services Agreement or Offer Letter of Employment with the District. The District recognizes that Personal Services Agreements or Offer Letters of Employment may not address all terms and conditions of employment and there may be some terms and conditions of employment generally applicable to all Unrepresented Senior Management Employees. The more specific terms and conditions of employment of a Personal Services Agreement or Offer Letter of Employment are not modified by this Resolution. Where a Personal Services Agreement or Offer Letter of Employment is silent, the terms in this Resolution apply.

It is understood that Unrepresented Senior Management Employees shall perform all duties, assume all obligations and constantly meet all qualifications of their appointed job classification as that job classification exists as of the Effective Date of this Resolution and their Personal Services Agreement or Offer Letter of Employment and as it may, from time to time, be amended by the District.

The Unrepresented Senior Management Employees shall be subject to all pertinent provisions of the ordinances, resolutions, rules, regulations and all other lawful orders and directives of the General Manager, the District, and the Board. Said duties and obligations shall be performed in an efficient and professional manner and in conformance with the standards generally prevailing for the performance of the duties and obligations pertaining to the position of similar managerial positions of public or private entities, including, but not limited to, community services districts.

## **Section 1. COMPENSATION**

### **1.1 Initial Base Salary**

Commencing on the Effective Date of this Resolution, District shall compensate Unrepresented Senior Management Employees a base salary in accordance with Appendix 1. Salaries for each Unrepresented Senior Management Employees shall be in five (5) steps of A through E, with Step E being the highest salary. Movement from one step to the next is based upon merit as explained in Section 1.3.

### **1.2 Annual Cost of Living Base Salary Adjustments**

Subject to satisfactory performance as determined by the General Manager, Unrepresented Senior Management Employee's base salary shall be adjusted as follows:

Effective on the later of either: (1) the first day of the first pay period of calendar year 2026; or (2) the first day of the first pay period following Board approval of this Salary and Benefits Resolution, the salary schedule for all Unrepresented Senior Management classifications will be increased by 2.5%.

Effective on the first day of the first pay period of calendar year 2027, the salary schedule for all Unrepresented Senior Management classifications will be increased by 3.0%.

Effective on the first day of the first pay period of calendar year 2028, the salary schedule for all Unrepresented Senior Management classifications will be increased by 3.0%.

Effective on the first day of the first pay period of calendar year 2029, the salary schedule for all Unrepresented Senior Management classifications will be increased by 3.5%.

Such increase constitutes a cost of living increase, and is separate and apart from a merit-based increase.

### **1.3 Annual Merit Increase Adjustment**

#### **(a) No Automatic Step Increase**

No step increase in salary shall be automatic merely upon completion of a specified period of service. All step increases shall be based on merit as established by record of the senior management employee's performance and are at the discretion of the General Manager.

#### **(b) Timing of Increases – Full-Time Employees**

Subject to the provisions of this Section, an Unrepresented senior management employee shall receive said increases in salary at the discretion of the General Manager on the employee's anniversary date according to the following plan:

- Step B upon successful completion of twelve (12) months' service in Step A, at the discretion of the General Manager.
- Step C upon completion of twelve (12) months' service in Step B, at the discretion of the General Manager.
- Step D upon completion of twelve (12) months' service in Step C, at the discretion of the General Manager.
- Step E upon completion of twelve (12) months' service in Step D, at the discretion of the General Manager.

### **1.4. Deferred Compensation Plan Existence and Participation**

The District and Unrepresented Senior Management Employees acknowledge that as of the Effective Date of this Resolution, the District provides a Deferred Compensation Plan pursuant to an agreement or agreements with financial institution(s) qualified to provide such plans under the statutes of the United States Internal Revenue Code. Subject to the terms and conditions of such agreement(s) and the Deferred Compensation Plan collectively thereby established, the District and Unrepresented Senior Manager acknowledge that Unrepresented Senior Manager shall be eligible to participate in said Plan as Unrepresented Senior Manager shall determine. Nothing herein contained shall be deemed to limit the Board's discretion to revise, amend, or terminate said Plan, nor shall District be deemed obligated to replace said Plan in the event of its termination.

### **1.5. District Matching Contribution**

Unrepresented Senior Management Employees may participate in the District-sponsored deferred compensation (457) plan on a voluntary basis in accordance with the IRC maximum contribution limitations. Unrepresented Senior Management Employees may also elect to contribute to a Roth 457 option. Beginning on the first pay date of the first full pay period of calendar year 2025 through 2029, the District will contribute on behalf of each Unrepresented Senior Management Employee an amount equal to one-hundred percent (100%) of the first \$2,500 that the Unrepresented Senior Management Employee voluntarily contributes to the Employee's 457 Plan account. Said payment will be made on the same payday as the employee elects to make voluntary contributions to the Plan. "Over Age 50" and "catch-up" contributions are not subject to matching funds.

This incentive shall be administered in accordance with state and federal regulations, which may impose limits on such benefits for New Members within the CalPERS Retirement System.

## **Section 2. RETIREMENT PLAN**

### **2.1 Retirement Program**

District shall furnish Unrepresented Senior Management Employees with retirement benefits through the California Public Employees Retirement System ("PERS") under contract with PERS entered into pursuant to Government Code Sections 20450 et seq. District shall provide a retirement plan with the following benefits to Classic Members: 2.7% at 55 benefit formula with modified social security coverage, 12 month final average compensation period, sick leave credit, standard non-industrial disability coverage, Optional Settlement 2W pre-retirement death benefits, \$500 lump sum post-retirement death benefits, and 2% COLA option.

"Classic members" are eligible to participate in the 2.7% @ 55 retirement benefit plan. Classic members contribute eight percent (8%) of the employee CalPERS contribution.

"New members" are eligible to participate in the 2.0% @ 62 retirement benefit plan and are required to pay CalPERS an employee contribution that is at least fifty percent (50%) of the total normal cost of the retirement benefit plan based on pensionable compensation in accordance with PEPRA.

### **2.2 Program Revisions**

In the event that the retirement program described in Section 2.1 of this Section (a) is modified or terminated by the District or (b) modified, terminated or no longer offered by the State, District will provide comparable benefits to the Unrepresented Senior Management Employees.

## **Section 3. HEALTH AND WELFARE BENEFITS**

### **3.1 Medical**

#### **a) Health Care Insurance**

The District is committed to provide health care (medical) insurance Unrepresented Senior Management Employees. The District currently obtains its health insurance through CalPERS and shall endeavor to continue that coverage for the duration of this Resolution. If it is unable to do so, the District will endeavor to obtain coverage that is comparable to the CalPERS program coverage. The District shall endeavor to provide a health care insurance program that has at least two choices for coverage for Health Maintenance Organizations (HMO) and two choices for Preferred Provider Organizations (PPO) Plans.

#### **b) Medical Insurance Premiums**

The District shall pay Unrepresented Senior Management Employees medical insurance premiums up to a maximum amount not to exceed the District "Maximum Contribution" for each level (employee only, employee plus one dependent, and employee plus two or more dependents). The District's maximum contribution below includes the minimum employer contribution, as established annually by CalPERS.

Payment by the District shall be for employee or employee plus eligible dependents, whichever represents the employee's situation. The employee shall pay the balance of the cost incurred in excess of the medical insurance premium maximum contribution. If the medical insurance premium of the plan an employee selects is less than the District maximum contribution, the District shall only pay the amount of the premium cost of the selected plan.

Effective on February 1, 2026, the District's maximum monthly contribution for health insurance premiums will be as follows:

	Employee Only	Employee + 1 Dependent	Employee + 2 or more Dependents
2026 District Maximum Monthly Contribution	\$1,141	\$2,282	\$2,966
2027 District Maximum Monthly Contribution	\$1,209	\$2,419	\$3,144
2028 Maximum Monthly Contribution	\$1,282	\$2,564	\$3,333
2029 District Maximum Monthly Contribution	\$1,359	\$2,718	\$3,533

Unrepresented Senior Managers will pay those amounts in excess of the District medical insurance premium Maximum Contribution and the premium of the plan they select.

c) Retiree Medical

(1) Employees Hired on or After March 1, 2004 and Before February 1, 2026

The District shall provide health care (medical) insurance to each qualified Unrepresented Senior Management employee that retires from the District and meets all eligibility requirements, in accordance with the Vesting Program as described below. All Unrepresented Senior Management employees hired after March 1, 2004 and before February 1, 2026 (or before March 1, 2004 and who elected to be subject to the Vesting Program) shall be enrolled in the Vesting Program. Any employee promoted into Unrepresented Senior Management who has previously elected to vest under their prior Local 39, Local 21, or MEBU MOU, or Unrepresented Management, Professional, Technical, Administrative, and Confidential Salary and Benefits Resolution shall vest under the Vesting Program as described below.

The District shall provide an eligible annuitant with a contribution to post-retirement health benefits in an amount that is consistent with Government Code Section 22893 ("Vesting Program"), which is summarized below.

- a. The percentage of employer contribution payable for postretirement health benefits for an employee of a contracting agency shall, except as provided in subdivision "b", be based on the member's completed years of credited CalPERS service at retirement as shown in the following table:

Credited Years	Percentage of Employer Contribution
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%

18	90%
19	95%
20 or more	100%

This subdivision shall apply only to employees who retire from District service. The application of this subdivision to those employees shall be subject to the following provisions:

1. The employer's contribution with respect to each annuitant shall be adjusted by the employer each year. Those adjustments shall be based upon the principle that the employer's contribution for each annuitant, including enrollment of eligible dependents, shall not be more than one hundred percent (100%) of the premium applicable to the annuitant, nor less than an amount equal to the 100/90 formula contribution as established by CalPERS.
  2. The credited service of any employee for the purposes of determining the percentage of employer contributions applicable under this section shall mean state service as defined in Section 20069, except that not less than five (5) years of that service shall be performed entirely with the District.
- b. Notwithstanding subdivision "a", the contribution payable by an employer subject to this section shall be equal to one hundred percent (100%) of the amount established pursuant to paragraph "1" of subdivision "a" on behalf of any annuitant who either:
1. Retired for disability.
  2. Retired for service with 20 or more years of service credit entirely with that employer, regardless of the number of days after separation from employment. The contribution payable by an employer under this paragraph shall be paid only if it is greater than, and made in lieu of, any contribution payable to an annuitant by any other employer under this part.

(2) Employees Hired on or After February 1, 2026

The District shall provide a contribution towards health care (medical) insurance to each Unrepresented Senior Management employee who retires from District service and who meets all eligibility requirements as a District "annuitant" as determined by CalPERS for purposes of participating in District sponsored health insurance programs. The District's monthly contribution towards an annuitant's benefit shall be in an amount equal to the minimum employer contribution, as established annually by CalPERS.

If an employee retires from District service with at least 15 years of total District service, the District will provide the annuitant with a supplemental contribution (reimbursement) for the cost of the premiums for CalPERS health plan in which the employee is enrolled. The amount of any supplemental contribution will be equal to the difference between 90% of the premium for the plan in which the annuitant is enrolled at annuitant-only coverage and the minimum employer contribution. However, in no circumstance will the maximum supplemental contribution provided be greater than 90% of the premium for the least expensive Region 1 Kaiser plan at annuitant only coverage, less the minimum employer contribution established by CalPERS. If the annuitant is Medicare eligible, the amount of any supplemental contribution will be no

greater than 90% of the premium for annuitant only coverage for the least expensive Region 1 Kaiser Medicare Advantage plan, less the minimum employer contribution established by CalPERS. Upon death of the employee, the District's obligation to provide a supplemental contribution will cease.

EXAMPLES:

Non-Medicare eligible annuitant

2026 CalPERS Plan	Plan Premium	90% of Plan Premium	2026 Minimum Employer Contribution	Supplemental Contribution
Kaiser Basic (Annuitant Only)	\$1,168.86	\$1,051.97	\$162	\$889.97

2026 CalPERS Plan	Plan Premium	90% of Plan Premium	2026 Minimum Employer Contribution	Supplemental Contribution
PERS Gold Basic (Annuitant Only)	\$1,120.58	\$1,008.52	\$162	\$846.52

Medicare eligible annuitant

2026 CalPERS Plan	Plan Premium	90% of Plan Premium	2026 Minimum Employer Contribution	Supplemental Contribution
Kaiser Senior Advantage (Annuitant Only)	\$356.83	\$321.15	\$162	\$159.15

If an employee retires from District service with at least 20 years of total District service, the District will provide the annuitant with a supplemental contribution towards the CalPERS plan in which the employee is enrolled. The maximum supplemental contribution provided will be no greater than 90% of the premium for the least expensive Region 1 Kaiser plan at either annuitant only or annuitant + 1 eligible dependent coverage (depending on the annuitant's level of coverage), less the minimum employer contribution established by CalPERS. If the annuitant is Medicare eligible, the amount of any supplemental contribution will be no greater than 90% of the premium for annuitant +1 eligible dependent coverage (depending on the annuitant's level of coverage) for the least expensive Region 1 Kaiser Medicare Advantage plan, less the minimum employer contribution established by CalPERS. Upon death of the employee or if the employee is not eligible to participate in a plan at annuitant + 1 eligible dependent coverage, any supplemental benefit will be reduced to the one-party rate.

EXAMPLES:

Non-Medicare eligible annuitant + 1 eligible dependent

2026 CalPERS Plan	Plan Premium	90% of Plan Premium	2026 Minimum Employer	Supplemental Contribution

			<b>Contribution</b>	
Kaiser Basic (Annuitant +1 Only)	\$2,337.72	\$2,103.95	\$162	\$1941.95

Medicare eligible annuitant + 1 eligible dependent

<b>2026 CalPERS Plan</b>	<b>Plan Premium</b>	<b>90% of Plan Premium</b>	<b>2026 Minimum Employer Contribution</b>	<b>Supplemental Contribution</b>
Kaiser Senior Advantage (Annuitant +1 Only)	\$713.66	\$642.29	\$162	\$480.29

d) Changes to the Law

In the event Federal or State legislation that provides health care coverage for Manager is enacted into law, and such legislation has an adverse impact on either party, the District shall amend the Resolution related to the impact of such legislation on the Resolution.

e) Waiver of Coverage

Consistent with District's Share the Savings Program, and subject to any limitations of the law, Manager may elect Affordable Care Act (ACA) compliant group health insurance coverage elsewhere and elect in writing to forgo medical coverage through the District and receive a contribution as a cash payment (payable via bi-monthly payroll) in the amount of four hundred dollars (\$400) per month (payable bi-monthly). Manager must make the election for Manager and Manager's dependents.

**3.2 Dental**

The District shall provide retiree dental care benefits for Unrepresented Senior Management Employees (and eligible dependents) who retire from the District and whose first date of employment was before July 1, 2014.

**3.3 Vision**

The District shall provide Manager with vision care benefits covering Manager, spouse, and eligible dependents. Vision care benefits will not be provided to Manager after retirement from the District.

**3.4 Basic Term Life Insurance**

a) Amount

The District shall provide Unrepresented Senior Management Employees with Life Insurance. The amount of the life insurance to be provided shall be equal to two (2) times Manager's annual salary, rounded up to the nearest \$1,000 to a maximum of \$400,000. The imputed cost of coverage in excess of \$50,000 will be included in Employee's income, using the IRS Premium Table, and are subject to applicable Federal and State taxes.

b) Additional Coverage

In addition to the life insurance provided at District expense, the District shall make arrangements for Manager to purchase additional life insurance for his/herself, his/her spouse, or his/her eligible dependents at Manager's cost.

c) Life Insurance During Retirement

Life Insurance will not be provided to Manager in retirement.

**3.5 Short Term Disability**

The District shall provide Unrepresented Senior Management Employees with Short-Term Disability Insurance. The Short-Term Disability Insurance shall provide for sixty percent (60%) of regular weekly salary, to a maximum of \$1,667 weekly benefit, after a 29-day waiting period. Benefits continue for a maximum of one year, if totally disabled. Integration of short-term insurance benefits and sick leave is to be automatic; the District may not waive integration. Short Term Disability Insurance benefits cease the day the termination of Manager occurs.

**3.6 Long Term Disability**

The District shall provide Unrepresented Senior Management Employees with Long -Term Disability Insurance. Long Term Disability Insurance shall provide 70% of regular monthly base salary (i.e., excluding any other compensation, including deferred compensation and matching contributions), to a maximum of \$10,000 monthly benefit, after 365 calendar days of short term disability coverage. Long Term Disability Insurance benefits cease the day the termination of employment occurs.

**3.7 Changes to Providers of Health and Welfare Benefit Plans**

The District intends to periodically evaluate the Health and Welfare plans currently available to employees to determine if similar or better coverage may be available at lower cost to the District. While District will endeavor to obtain similar or better coverage, and the District may, within its discretion, substitute new insurance carriers, provide different levels of coverages, or arrange for self-insurance.

**Section 4. FLEXIBLE BENEFITS/IRS SECTION 125 PLAN**

The District shall provide a Flexible Benefits Plan in accordance with IRS Section 125. The District shall allow employee contributions by the Manager to the maximum extent permitted by law as well as allowable pre-tax deductions for employee-paid premiums associated with eligible health care costs.

**Section 5. LEAVE BENEFITS**

**5.1 Employee Leave Bank ("ELB")**

a) Definition

Employee Leave Bank ("ELB") is paid leave provided to Unrepresented Senior Management Employees on an accrual basis to be used for personal time away from work and in accordance with Personnel Rule for Employee Leave Bank (ELB).

b) Employee Leave Bank Accrual Rate

Unrepresented Senior Management Employees newly hired at the District shall accrue time in the Employee Leave Bank, starting at the rate specified in the table below, each biweekly pay period (which rate of accrual shall increase one (1) day per year on the anniversary of the Manager's original appointment date up to a maximum accrual rate of 12.31 hours each biweekly pay period (40 days per year based on eight (8) hour work days), as follows:

Year	Vac	Float Holidays	Admin	Total Days	Total Hours	Per Pay Period
1-26 (1st year)	15	5	10	30	240	9.23
27-52 (2nd year)	16	5	10	31	248	9.54
53-78 (3rd year)	17	5	10	32	256	9.85
79-104 (4th year)	18	5	10	33	264	10.15
105-130 (5th year)	19	5	10	34	272	10.46
131-156 (6th year)	20	5	10	35	280	10.77
157-182 (7th year)	21	5	10	36	288	11.08
183-209 (8th year)	22	5	10	37	296	11.38
210-235 (9th year)	23	5	10	38	304	11.69
236-261 (10th year)	24	5	10	39	312	12.00
262-287 (11th year)	25	5	10	40	320	12.31

For employees promoted to an Unrepresented Senior Manager position from another District position, leave accrual shall begin at the first level (1<sup>st</sup> year) of the table (9.23 hours per pay period), unless the employee is already accruing leave at a higher rate, at which point, the employee shall begin accruing leave at a rate equal to one more total day than is currently earned (Example: newly-promoted employee is currently earning 10.77 hours per pay period [35 total days], new accrual rate upon appointment to Senior Manager, employee will begin accrual at 11.08 hours per pay period [36 total days] beginning on date of appointment to new position.)

c) Maximum Leave Bank Accrual

The maximum amount of leave in the Employee Leave Bank shall be no greater than an amount representing two years of leave accrual at any given time.

d) Unrepresented Senior Management Employee Leave Bank Sell Back

Unrepresented Senior Managers shall have an option to annually sell back up to 100 hours of leave from Manager's Employee Leave Bank; said option shall be exercised no more than two times in a calendar year provided that there are at least one-hundred (100) hours remaining after such sell back. Requests to sell back leave hours will be processed in accordance with IRS requirements and pursuant to procedures established by the District.

e) Use of Employee Leave Bank

All Employee Leave Bank (ELB) Leave shall be scheduled at the discretion of the General Manager; approval will not be unreasonably withheld.

(f) Pre-Employment Negotiated Administrative Leave

The General Manager, at the General Manager's sole discretion, may grant pre-employment negotiated Administrative Leave benefits for Unrepresented Senior

Management Employee, but may not exceed 80 hours. Such benefits must be used within 12 months of when they were granted or otherwise will be forfeited and will not be eligible for rollover or cash out.

## 5.2 Holidays

Unrepresented Senior Management Employees shall be entitled to nine (9) days' holiday leave (based on eight (8) hour work days) in accordance with District's personnel rules and regulations pertaining to holidays, as may be amended from time to time.

## 5.3 Sick Leave

### a) Benefits

Manager shall carry forward all accrued sick leave that accrued prior to the Effective Date. Manager shall accrue sick leave at the rate of eight (8) hours per month credited in hours per pay period. Sick leave usage shall not be considered as a privilege which Manager may use at their discretion, but shall be allowed only in case of necessity of sickness or disability in accordance with state law and the District Personnel Rules, or for Manager's dental, eye, or other physical or medical examination or treatment by a licensed practitioner.

### b) Use of Sick Leave

Manager may use sick leave on an hour for hour basis (or fraction thereof) in any pay period that the Manager has not worked their scheduled hours. Sick leave may not be used before it is credited.

### c) Health Care Provider's Certificate

When the Manager is absent due to the Manager's own illness or health condition for more than five (5) consecutive workdays, Manager shall submit to General Manager and/or Human Resources a certification from a health care provider stating that the Manager is unable to work due to illness or health condition and the anticipated date of Manager's return to work.

### d) Illness of Family Member

Manager shall be entitled to use sick leave consistent with the Paid Sick Leave law, Labor Code sections 245-249, and Kin Care law, Labor Code section 233.

### e) Family and Medical Care Leave

Family and Medical Care leave, the California Family Rights Act and other federal and state mandated leaves shall be administered in accordance with State and Federal Law.

### f) The District shall contract with PERS for "Credit for Unused Sick Leave at Retirement" as specified in the Government Code of the State of California, Section 20965.

## 5.4 Jury Duty Leave

If Manager is summoned to jury duty, Manager shall notify General Manager and Human Resources and if required to report and/or serve, and may be absent from duty with full pay only for those hours required to report and/or serve.

#### **5.5 Bereavement Leave**

In the event of a death in the immediate family of a Manager, Manager shall, upon request, be granted such time off with pay as is necessary to make arrangements for the funeral and attend same, not to exceed twenty-four (24) hours and must be taken consecutively. Leave for this purpose must be requested and used within three (3) months of the event of a death in the immediate family. For the purpose of this Section, the immediate family shall be restricted to father, mother, step-parent, brother, sister, spouse, legally-recognized domestic partnership, child, mother-in-law, father-in-law, grandparents, grandchildren, and stepchild in those cases where a direct child-rearing-parental relationship may be demonstrated. At the request of the District, the Manager shall furnish a death certificate and proof of relationship. Sick leave may be used for the purpose of Bereavement Leave.

#### **5.6 Industrial Disability Leave**

##### **(a) General**

Unrepresented Senior Management Employees who suffer any disability arising out of and in the course of their employment, as defined by the Workers' Compensation Laws of the State of California, shall be entitled to disability leave while so disabled until such time as **1) the District determines that the interactive process has been exhausted or completed, or that there is an inability to accommodate under the law, or 2) based upon a permanent and stationary finding in the worker's compensation matter; or 3) retirement, whichever occurs first.** Integration of sick leave and employee leave bank (ELB) with Workers' Compensation temporary disability benefits is to be automatic after exhausting regulatory protected leave provisions (such as FMLA/CFRA); the District may not waive integration.

##### **(b) Determination of Coverage**

The District reserves the right to withhold payment of any disability benefits until such time it is determined whether or not the illness or injury is covered by Workers' Compensation.

#### **5.7 Catastrophic Leave Donation Program (CLDP)**

The District agrees to establish a Catastrophic Leave Donation Bank (CLDB) program to assist employees who have exhausted accrued leave time due to a serious or catastrophic illness or injury, or to care for a member of the employee's immediate family (defined as the employee's legal spouse, domestic partner, child/step-child) who has had a catastrophic illness or injury. The Catastrophic Leave Donation Bank will allow other employees to donate time to a Catastrophic Leave Donation Bank administered by the District so that a qualifying active District employee can remain in a paid status for a longer period of time, thus partially offsetting the financial impact of the illness, injury or condition.

**Eligibility:** To be eligible for this benefit, the receiving employee must: 1) be a regular or limited-term full-time employee; 2) have sustained a life threatening or debilitating illness, injury or condition (physician confirmation will be required by the District), or a member of the employee's immediate family as defined in this Section has sustained a life threatening or debilitating illness

or injury (physician confirmation will be required by the District) which requires the employee's care and assistance; 3) have exhausted all accumulated paid leave including Employee Leave Bank, sick leave, compensatory time off, deferred holiday, and/or other such leaves; 4) be unable to return to work for at least thirty (30) days; and 5) have applied, and received approval, for a leave of absence without pay for medical reasons.

Benefits: Accrued Employee Leave Bank and compensatory time off hours donated by other employees to the Catastrophic Leave Donation Bank will be converted to sick leave, then credited to a receiving employee's sick leave balance from the Catastrophic Leave Donation Bank in increments of one (1) hour and shall be paid at the base rate of pay of the receiving employee in effect at the time of need for leave. For as long as the receiving employee remains in a paid status, seniority and all other benefits will continue, with the exception of leave accruals. The total leave credits received by an employee should not exceed three (3) months.

Guidelines for donating leave to the Catastrophic Leave Donation Bank (CLDB):

- (a) Accrued Employee Leave Bank and compensatory time off may be donated by any employee who has completed his/her initial District probationary period.
- (b) Time donated to the Catastrophic Leave Donation Bank will be converted (at the current pay rate of the donating employee) from Employee Leave Bank or compensatory time off to sick leave and credited from the CLDB to the receiving employee's sick leave balance in eight (8) hour increments (equivalent to the receiving employee's current base rate of pay), and shall be paid at the base rate of pay of the receiving employee in effect at the time of need for leave.
- (c) The total amount of time donated to the Catastrophic Leave Donation Bank by an employee shall not exceed eighty (80) hours in a calendar year. The total leave credits received by a receiving employee shall not exceed three (3) months.
- (d) Leave time donations must be a minimum of one-hour increments. An employee cannot donate leave hours, which would reduce the employee's own Employee Leave Bank balance to less than forty (40) hours.
- (e) The use of donated leave hours by a receiving employee will be in consecutive, one-workday increments (i.e., eight (8) hours for a full-time employee working five eight (8) hour days/week). Employees using the CLDB program will be converted to a regular 8 hours per day/5 days per week work schedule for the duration of their leave.
- (f) While an employee is on leave using donated leave hours, Employee Leave Bank or sick leave hours will not accrue.
- (g) Under all circumstances, leave donations made by the donating employee are forfeited once made (i.e. all completed donations are final and cannot be reversed once the District has acknowledged receipt). In the event that an eligible receiving employee does not use all transferred/credited leave for the catastrophic illness/injury, any balance will remain with the receiving employee.
- (h) Employees may donate leave to the CLDB at any time during their employment with the District, so long as their donation complies with all requirements of this Section.

## **Section 6. ADDITIONAL TERMS AND CONDITIONS OF EMPLOYMENT**

### **6.1 Continuous Availability**

Unrepresented Senior Manager shall maintain a continuous presence or means of communication with District staff at all times, either in person or via telephone, cell phone, e-mail, and/or VPN. Allowance during off duty hours shall be made for social events or personal enjoyment. At such times Manager shall ensure that duties have been properly and appropriately delegated to qualified District staff. If District is unable to contact Manager in a reasonable time for reasons beyond the Manager's control such as on-duty or off-duty air travel, Manager's presence in areas without cellular, phone service, email access, international travel or other similar circumstances, Manager's inability to maintain continuous availability shall not be considered grounds for termination for cause.

### **6.2 District Issued Management Tools**

#### **a) Smart Phone**

As of Effective Date, Unrepresented Senior Management Employees shall be issued a District-owned mobile device (e.g. smart phone) with cell phone, e-mail, and VPN functionality for District business use in accordance with District technology use policy. Email and VPN functionality can be provided by use of the District provided notebook or tablet computer.

#### **b) Notebook or Table Computer**

The District shall provide Unrepresented Senior Management Employees with use of a notebook or tablet computer (such as a Surface Pro or equivalent) for District business-use in accordance with District technology use policy. The equipment so provided is the property of the District and the District shall have the right to control the access to, and use of, equipment through its personnel policies, risk management policies or any other policies, and shall also provide Information Technology support as needed to facilitate performance of Manager duties and obligations as an employee of the District.

### **6.3 Certificate Reimbursement**

#### **a) Professional Engineer's (PE) License**

During the term of this Resolution and Senior Managers' employment with the District, Senior Managers shall be reimbursed for the bi-annual license renewal fee only for maintenance of Senior Manager's Professional Engineer's (PE) license. Reimbursement procedures are in accordance with the District Personnel Rule for Certificate Reimbursement Program.

#### **b) Certified Public Accountant (CPA) License**

During the term of this Agreement and Senior Manager's employment with the District, Senior Managers will be reimbursed for the bi-annual license renewal fee only for maintenance of Manager's Certified Public Accountant (CPA) license. Reimbursement procedures are in accordance with the District Personnel Rule for Certificate Reimbursement Program.

## **Section 7 SEPARATION FROM DISTRICT EMPLOYMENT**

### **7.1 Service at Pleasure of the District**

It is understood and agreed that as of Effective Date of this Resolution, Unrepresented Senior Management Employees shall, hold position of employment as such at the will and pleasure of the District and shall not have nor acquire a property interest or right to continuing employment, except as described below. Unrepresented Senior Management Employee further understand that Unrepresented Senior Management Employee employment as persons engaged to supply expert, professional, technical or other services exempts Unrepresented Senior Management Employee from the District's classified service as that service is defined in District Code Section 6.10.010.

## **7.2 Termination by District for Cause**

Nothing herein provided shall be deemed to affect or limit the right of District to terminate Manager's employment for cause, or otherwise to exercise District's rights, whether in law or in equity, by reason of breach hereof by Manager or for any other cause. "Cause" as used herein shall include, but not necessarily be limited to: below standard performance; refusal or failure to act in accordance with a specific written directive or order of the General Manager provided that such directive or order is legal; malfeasance or misfeasance in office; conviction of any felony or any crime involving moral turpitude; unauthorized absence; incompetence or inefficiency; insubordination; performance of duties or obligations as Manager while intoxicated or under the influence of drugs, narcotics, other substances, the use, dispensing, or sale of which is prohibited or controlled by the State of California; neglect of duty; breach of this Resolution or the applicable Personal Services Agreement or any similar or like act or omission. Notwithstanding the use of the term "cause" herein, nothing herein contained shall be deemed to create or establish a property right or a right to continuing employment in the position of employment of Manager or affect District's right to terminate the employment of Manager with or without cause.

In the event of termination for cause as determined by the General Manager, District shall not be obligated to compensate Manager in any amount except for services already rendered, including paid leave accrued in Manager's Employee Leave Bank, prior to the date of termination; provided that payment of such compensation shall not bar District's recovery of such damages as may accrue to District under the circumstances, nor shall termination for cause preclude District from exercising any other right or remedy it may have, whether in law or equity, which may accrue to District under the circumstances giving rise to such termination, or otherwise.

### **a) Appeals**

Manager may appeal any action of the General Manager under Section 7.2 Termination for Cause to the District Board of Directors. Said appeal shall be in writing and shall be timely filed within ten (10) calendar days of the General Manager's action that is being appealed. An untimely filing shall be deemed denied with no further right of appeal. Any appeal meeting may be in closed session, unless the Manager asks that it be in open session. Decisions by the Board of Directors shall be binding and final.

## **7.3 Termination at Discretion of District**

### **a) Process**

At the General Manager's sole discretion, District may terminate Unrepresented Senior Management Employee's employment without cause and in accordance with this paragraph by giving written notice of its intent thereof to Manager which notice shall specify the effective date on which Manager shall no longer act in said capacity. Any notice provided in accordance with this section shall be deemed given on the date it is given by District. No minimum amount of notice is required. Upon notice, District shall place Manager in paid administrative leave status from the date of said notice to the effective date specified in that notice. Nothing herein provided in this paragraph or this Resolution constitutes an appeal procedure for the Manager of termination in accordance with this provision.

b) Severance

Upon the effective date of termination by the District, District shall compensate Manager in a lump sum amount equal to four (4) months' base salary. Manager's benefits shall continue after termination for the period of time for which premiums have been paid before the effective date of termination. In addition, District will pay the same amount as it was paying on behalf of the Manager prior to termination towards the Manager's first four (4) months of COBRA premiums for health, dental and vision insurance benefits as described in Section 3 for a period of four (4) months after District benefits lapse unless Manager chooses to retire from District Service within 120 calendar days of termination in which case these benefits, including COBRA premiums being paid by District shall cease upon retirement or revert to benefits to be provided in retirement in accordance with Section 3.

This section is intended to comply with Section 53260 et seq. of the California Government Code. This severance payment shall be made within thirty (30) days of the effective date of the termination, and is subject to applicable withholdings.

**7.4 Termination by Unrepresented Senior Management Employee**

At employee's sole discretion, Manager may voluntarily separate from the District with a minimum thirty (30) calendar days' prior written notice to District. Any notice provided in accordance with this section shall be deemed given on the date it is given by Manager. Such termination shall be effective on the date specified in the notice unless the date is less than thirty (30) calendar days from receipt of the notice by the District in which case the date of termination shall be thirty (30) calendar days from receipt of notice by the District.

In the event Manager voluntarily separates in accordance with this provision, Manager shall not be entitled to severance or other benefits or COBRA payments beyond the date of termination, but the District shall, consistent with its rules and regulations, pay Manager for salary earned and accrued "Employee Leave Bank (ELB)" and accrued benefits through the effective date of termination.

**7.5 Mutual Termination**

Employment may be terminated at any time by mutual written consent of the District's General Manager and Unrepresented Senior Management Employee. In the event of mutual termination in accordance with this provision, Manager shall not be entitled to severance or other benefits beyond the date of termination, but the District shall, consistent with its rules and regulations, pay Manager for salary earned and accrued employee leave and accrued benefits through the effective date of termination.

## **7.6 Termination is Final**

The Manager's employment, and any applicable Personal Services Agreement, and the District's obligations to compensate the Manager excepting benefits which are specifically identified to continue into retirement shall cease on the effective date of Manager's termination.

Pursuant to California Government Code Section 53260, in no event shall Manager receive a settlement that exceeds Manager's monthly salary multiplied by eighteen (18).

Pursuant to California Government Code Section 53243.2, any lump sum severance payment or other non-contractual payments related to termination paid to Manager under this Section of the Resolution shall be fully reimbursed by Manager to the District if Manager is convicted of a crime involving an abuse of office or position. For purposes of this Resolution, the phrase "abuse of office or position" shall have the meaning set forth in Government Code Section 53243.4.

## **7.7 Status**

Unrepresented Senior Management Employee shall have the status of an employee of District, subject to all terms and conditions of employment pertaining to the job classification and position under the ordinances, resolutions, rules, regulations, or other lawful directives or orders of District or the Board; provided, however, that in the event of any conflict between such ordinances, resolutions, rules, regulations, directives or orders, and the provisions of this Resolution and any applicable Personal Services Agreement, the provisions of this Resolution shall prevail. To the extent not modified or otherwise provided in this Resolution, the District and Manager hereto agree that the provisions of said ordinances, resolutions, rules, regulations, or other lawful directives or orders pertaining to the relationship of employment between the District and its employees, shall also pertain to Manager. Notwithstanding any other provision, Manager shall serve as the pleasure of the District and may be discharged at any time with or without cause.

## APPENDIX 1: LIST OF UNREPRESENTED SENIOR MANAGER POSITIONS

As of the Effective Date of this Resolution, the following positions are Exempt positions as determined by application of the Fair Labor Standards Act:

Classification	5-Step Base Salary as of 12/22/25				
	Step A	Step B	Step C	Step D	Step E
Administrative Services Director	\$19,281	\$20,245	\$21,256	\$22,320	\$23,437
Assistant General Manager	\$20,729	\$21,765	\$22,852	\$23,995	\$25,197
Deputy Director of Operations - Regulatory	\$17,465	\$18,338	\$19,256	\$20,218	\$21,229
Engineering Services Director	\$19,281	\$20,245	\$21,256	\$22,320	\$23,437
Finance Director	\$19,281	\$20,245	\$21,256	\$22,320	\$23,437
Operations Director	\$19,281	\$20,245	\$21,256	\$22,320	\$23,437
Special Assistant to the General Manager	\$16,765	\$17,603	\$18,484	\$19,408	\$20,379

**APPENDIX 2: RETIREE MEDICAL FOR UNREPRESENTED SENIOR MANAGEMENT EMPLOYEES HIRED  
BEFORE MARCH 1, 2004**

The below description is intended to memorialize the retiree health benefits that were made available to Unrepresented Senior Management employees who were hired before March 1, 2004 and who did not elect to participate in those benefits offered to those employees who were hired on or after March 1, 2004.

**Employees Hired before March 1, 2004**

The District shall provide a contribution towards health care (medical) insurance to each unrepresented employee that retires from District service and who meets all eligibility requirements as a District "annuitant" as determined by CalPERS. The District's monthly contribution towards the annuitant's benefit shall be in an amount equal to the minimum employer contribution, as established annually by CalPERS. The District will also provide the annuitant with a supplemental contribution toward the CalPERS plan in which the annuitant is enrolled. The amount of any supplemental contribution will be equal to the difference between the premium of the CalPERS plan the annuitant is enrolled in up to the maximum District contribution stated in section 3.1 (b) of the current Salary and Benefits Resolution for Unrepresented Senior Management employees and the minimum employer contribution established by CalPERS.

Example:

CalPERS Plan	Plan Premium	Minimum Employer Contribution	Supplemental Contribution
Kaiser Senior Advantage (Annuitant + One Dependent)	\$713.66	\$162	\$551.66

Employees hired on or after March 1, 2004 are not eligible for the above benefits. Employees hired on or after March 1, 2004 should refer to the current Salary and Benefits Resolution for Unrepresented Senior Management employees for information on available benefits.

Except as specifically provided in this Appendix, all other terms and conditions of employment as set forth in the Salary and Benefits Resolution for Unrepresented Senior Management employees will apply.

RESOLUTION NO. 16-25

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING TERMS AND CONDITIONS, SALARY, AND BENEFITS, FOR UNREPRESENTED MANAGER, PROFESSIONAL, TECHNICAL, ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES, AND UNREPRESENTED SENIOR MANAGERS AND RESCIND RESOLUTION NO. 28-24

---

WHEREAS, by Exhibit "A" to Resolution No. 28-24, the Board of Directors approved the terms and conditions, salary, and benefits for Unrepresented Manager, Professional, Technical, Administrative and Confidential Employees, effective December 13, 2021, and revised, effective December 20, 2022, at its regularly scheduled Board meeting on December 20, 2022; and

WHEREAS, by Exhibit "B" to Resolution No. 28-24, the Board of Directors approved the terms and conditions, salary, and benefits for Unrepresented Senior Managers, effective December 13, 2021, and revised, effective August 6, 2024, at its regularly scheduled Board meeting on August 6, 2024; and

WHEREAS, there are no proposed changes to the terms and conditions, salary, and benefits for Unrepresented Manager, Professional, Technical, Administrative and Confidential Employees; and

WHEREAS, the terms and conditions, salary, and benefits for Unrepresented Senior Managers have been amended to include the new Deputy Director of Operations – Regulatory classification and salary approved by the Board earlier at this regularly scheduled meeting.

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

1. Approve the Resolution between the District and Unrepresented Manager, Professional, Technical, Administrative and Confidential Employees for the period of December 20, 2022, through December 21, 2025, attached hereto as Exhibit "A" and incorporated by reference herein; and
2. Approve the amended Resolution between the District and Unrepresented Senior Managers, effective May 20, 2025, through December 21, 2025, attached hereto as Exhibit "B" and incorporated by reference herein; and
3. Resolution No. 28-24, attached hereto as Exhibit "C," is rescinded effective May 20, 2025.

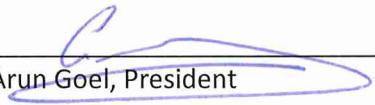
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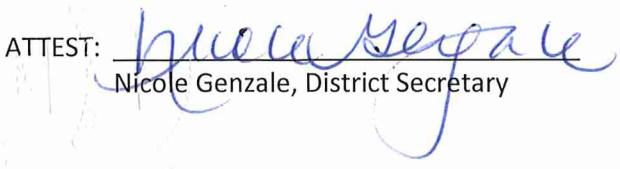
ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 20th day of May, 2025, and passed by the following vote:

AYES: 4 – Directors Ann Marie Johnson, Georgean M. Vonheeder-Leopold, Richard M. Halket, Arun Goel

NOES: 0

ABSENT: 1 – Director Dinesh Govindarao

  
Arun Goel, President

ATTEST:   
Nicole Genzale, District Secretary

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT RATIFYING THE TERMS AND CONDITIONS, SALARY, AND BENEFITS, FOR UNREPRESENTED MANAGEMENT, PROFESSIONAL, TECHNICAL, ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES AND RESCINDING RESOLUTION NO. 16-25 AND RESOLUTION NO. 36-25

---

WHEREAS, by Resolution No. 36-25, the Board of Directors approved revised terms and conditions, salary, and benefits for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees, effective December 22, 2025, in Exhibit A, at its regularly scheduled Board meeting on November 18, 2025; and

WHEREAS, Exhibit A to Resolution No. 36-25 superseded Exhibit A to Resolution No. 16-25; and

WHEREAS, there are no changes or modifications to the terms and conditions provided in the previously approved Exhibit A pursuant to this resolution, which terms and conditions are provided herein as Exhibit A to this resolution; and

WHEREAS, the District has an administrative need to separate the terms and conditions, salary, and benefits for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees from the terms and conditions, salary, and benefits for Unrepresented Senior Management Employees which are presented as Exhibit A and Exhibit B to Resolution No. 16-25, into separate resolutions.

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

1. Ratify the terms and conditions of employment between the District and Unrepresented Management, Professional, Technical, Administrative and Confidential Employees attached here to as Exhibit "A," and incorporated herein by reference, with an effective and operative date of December 22, 2025.

2. Rescind Resolution No. 16-25 and Resolution No. 36-25, attached hereto as Exhibit "B" and Exhibit "C," respectively, effective December 22, 2025, coincident with the operative date of the terms and conditions provided for in Exhibit "A" to this resolution.

\*\*\*\*\*

Res. No. \_\_\_\_\_

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 16th day of December, 2025, and passed by the following vote:

AYES:

NOES:

ABSENT:

---

, President

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

Exhibit A to Resolution No. TBD

# **Salary and Benefits Resolution**

For

**Unrepresented Management, Professional, Technical,  
Administrative and Confidential Employees**

**Original Effective Date: December 13, 2021**

**Revised: February 2, 2022**

**Revised: December 20, 2022**

**Revised: November 18, 2025**

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## **Section 1. Salaries and Cash Benefits**

The wages, hours and conditions of employment for Unrepresented Management, Professional, Technical, Administrative and Confidential employees (herein referred to as "Unrepresented Employees" or "Employees") shall be as follows:

### **1.1 Salaries**

Effective on the later of either: (1) the first day of the first pay period of calendar year 2026; or (2) the first day of the first pay period following Board approval of this Salary and Benefits Resolution, the salary schedule for all Unrepresented Management, Professional, Technical, Administrative, and Confidential classifications will be increased by 2.5%. Employees who are employed through the end of the first full pay period where this salary increase will take effect will receive a one-time cash payment of \$1,500. Employees who are employed through the end of the first full pay period that includes July 1, 2026 will receive a one-time cash payment of \$1,500.

Effective on the first day of the first pay period of calendar year 2027, the salary schedule for all Unrepresented Management, Professional, Technical, Administrative, and Confidential classifications will be increased by 3.0%.

Effective on the first day of the first pay period of calendar year 2028, the salary schedule for all Unrepresented Management, Professional, Technical, Administrative, and Confidential classifications will be increased by 3.0%.

Effective on the first day of the first pay period of calendar year 2029, the salary schedule for all Unrepresented Management, Professional, Technical, Administrative, and Confidential classifications will be increased by 3.5%.

Such increase constitutes a cost of living increase, and is separate and apart from a merit-based increase. Y-rated unrepresented employees will receive 0% cost of living salary increase adjustment of the employee's y-rated salary, or the market salary rate for the employee's classification with the applicable cost of living applied.

Salaries for each classification shall be in five (5) steps of A through E, with Step E being the highest salary. Movement from one step to the next (and the amount of the increase) is based upon merit as explained in Section 1.3.

Unrepresented management, professional, technical, administrative and confidential positions are listed in Appendix 1.

### **1.2 Entrance Salary**

Except as herein otherwise provided, the entrance salary shall be the minimum salary for the class to which that person is appointed. When circumstances warrant, the General Manager may approve an entrance salary that is more than the minimum salary.

### 1.3 Step Increases

#### (a) No Automatic Step Increase

No step increase in salary shall be automatic merely upon completion of a specified period of service. All step increases shall be based on merit as established by record of the employee's performance and shall require approval of the Senior Manager in whose department or group the employee is assigned.

#### (b) Timing of Increases – Full-Time Employees

Subject to the provisions of this Section, a full-time employee shall receive said increases in salary, on the employee's anniversary date, according to the following plan:

- Step B upon successful completion of twelve (12) months' service in Step A and Senior Manager's approval.
- Step C upon completion of twelve (12) months' service in Step B and Senior Manager's approval.
- Step D upon completion of twelve (12) months' service in Step C and Senior Manager's approval.
- Step E upon completion of twelve (12) months' service in Step D and Senior Manager's approval.

#### c) Timing of Increases – Part-Time Employees

Subject to the provisions of this Section, a part-time employee shall receive said increases in salary after working 2080 hours (equivalent to a full time employee).

### 1.4 Total Compensation Surveys

All total compensation surveys shall be conducted by District in accordance with Compensation Survey Procedures in Section 1.5.

### 1.5 Compensation Survey Procedures

The basis of compensation will be the sixtieth (60<sup>th</sup>) percentile of total compensation of the comparable positions at the survey agencies. Surveys will be done for benchmark positions in each classification and other levels in the classification will be indexed from the benchmark positions. Total compensation at other agencies is defined as base salary plus employer-paid member contributions to retirement and employer contributions for employee defined contribution plans (such as 401k, 457, 401a), minus employee-paid contributions toward employer-share of defined benefit retirement plan (i.e. CalPERS retirement). Total compensation at the District is defined as base salary plus two-thousand five hundred dollars (\$2,500) annual contribution to employee 457 plan.

EXAMPLE:

	Base Salary (Monthly)	ER Paid EE PERS (EPMC)	ER Paid Deferred Comp (457)	ER Paid Other Retirement	EE Paid ER Contributions to DB Plan	Total Comp (Monthly)
Comparator Agency	\$ 8,000.00	\$ 192.50	\$ 83.33	\$ 100.00	\$ -	\$ 8,375.83
DSRSD	\$ 8,100.00	\$ -	\$ 208.33	\$ -	\$ -	\$ 8,308.33

The following list of agencies will be used to establish the benchmark level of salaries:

EBMUD	Livermore
ACWD	Pleasanton
CCCSD	DDSD
CCWD	Brentwood
USD	Zone 7 Water Agency

1.6 Salary Increase Upon Promotion or Reclassification

When an Unrepresented employee is promoted from one classification to another classification with a higher maximum salary, the employee's salary shall be placed on a step within the salary range for the higher classification that is at least five percent (5%) greater than the employee's present salary. If the salary for the higher classification does not have a step that is at least five percent (5%) more than the employee's present salary the employee shall be paid at Step E of the class having a higher salary range.

In cases of promotion, the General Manager, in the General Manager's sole discretion may approve the placement of the employee's salary on a step that is more than five percent (5%) greater than the employee's present salary, except that in no event will an employee's salary exceed the top step for the range.

When an employee's position is reclassified, the employee's salary shall be determined as follows:

- (1) If the position is reclassified to a class with a higher salary range than the previous class, the employee's salary shall be determined in the same manner as if the employee had been promoted.
- (2) If the salary of the employee is the same or less than the maximum of the salary range for the new class, the employee will be placed at the step on the salary schedule that is at least equal to the employee's current salary, except that in no event will the employee be placed at a step that is more than five percent (5%) of the employee's current salary.
- (3) If the salary of the employee is greater than the maximum of the range of the new class, the salary of the employee shall be designated as a "Y-rate" and shall not change during continuous District service until the maximum salary range to which the class is assigned exceeds the "Y-rate" salary of the employee.

1.7 Out-of-Class Pay

An Unrepresented Employee who is assigned in writing by the General Manager or designated

representative, and, who is required to perform of the full range of the duties of a position having a higher salary range or rate of pay, will be paid the first step of the higher range, which is at least five percent (5%) higher than the employee's present salary during the period of the out-of-class assignment. If the position having a higher salary range is not at least 5% more than the employee's present salary at Step E, the employee shall be paid at Step E of the higher salary range.

Acting assignments will be made for three (3) or more consecutive working days of uninterrupted absence, such as vacation or long-term illness or injury. When an employee is expected to perform the full range of duties of a higher classification for three (3) or more consecutive working days, said employee shall be temporarily upgraded to the higher position with retroactive pay to the first day of said assignment.

Compensation provided under this section shall be salary only. All benefits will continue at the level of the employee's regular position.

Out-of-Class pay will be administered in accordance with state and federal regulations, which may impose limits on such benefits for New Members within the CalPERS Retirement System.

#### 1.8 Deferred Compensation

During the term of this Resolution, the District will maintain an IRS 457 Plan for interested employees. Employees may also elect to contribute to a Roth 457 option.

Beginning on the first pay date of the first full pay period of calendar years 2026, 2027, 2028, and 2029 the District will contribute on behalf of each employee an amount equal to one-hundred percent (100%) of the first \$2,500 that the employee voluntarily contributes to the Employee's 457 Plan account. Said payment will be made on the same payday as the employee elects to make voluntary contributions to the Plan. "Over Age 50" and "catch-up" contributions are not subject to matching funds.

This incentive shall be administered in accordance with state and federal regulations, which may impose limits on such benefits for New Members within the CalPERS Retirement System.

#### 1.9 Temporary Promotions

For Unrepresented management, professional, technical, administrative and confidential employees, compensation provided under this section shall be salary only, as outlined in Section 1.7. All benefits will continue at the level of the employee's regular position.

### **Section 2. Hours of Work and Overtime**

#### **(a) Non-Exempt Employees**

For non-exempt employees, the regular workweek shall consist of forty (40) hours and the regular workday shall consist of eight (8) hours. Those positions that are Non-Exempt as of the Effective Date of this MOU are listed in Appendix 1. All overtime worked by employees designated as Non-Exempt in accordance with the Fair Labor Standards Act must be approved in advance by the General Manager, or designated representative.

Any authorized time a non-exempt employee works in excess of 40 hours a workweek shall be compensated at or granted compensatory time at, the rate of one and one-half (1 ½) times the employee's regular straight-time rate of pay. Paid holiday and employee leave bank hours constitute "hours worked" for purposes of determining if an employee has worked hours in excess of the regular work week." A Non-Exempt employee will be allowed to annually accrue up to a maximum of forty (40) hours of compensatory time. The maximum amount of hours a non-exempt employee may keep in their compensation time bank shall be capped at 40 hours. Overtime usage shall be subject to the District Personnel Rules, as amended from time to time.

(b) Exempt Employees

Exempt employees may be required to, or because of the workload, may work in excess of their daily work schedule or eighty (80) hours per pay period and those hours shall be recorded as regular work time on the District's time accounting system but shall not be paid.

Each exempt employee shall have an assigned work schedule that is approved by the General Manager or designee and that consists of eighty (80) hours in a two-week pay period. Such schedule shall be worked on a regular basis. Occasionally, an employee may work fewer hours than their daily work schedule with the approval of their supervisor, and that time shall be made up during the same pay period or supplemented by use of leave. Employees may request an alternative work schedule such as a 9/80 schedule, a 4/9 + 4 work schedule or a 4/10 work schedule and, at the sole discretion of the General Manager, such schedule may or may not be granted.

**Section 3. Health and Welfare**

3.1 Medical

(a) Health Care Insurance

The District is committed to provide health care (medical) insurance to each Unrepresented employee. The District currently obtains its health insurance through CalPERS and shall endeavor to continue that coverage for the duration of this Resolution. If it is unable to do so, the District will endeavor to obtain coverage that is comparable to the CalPERS program coverage. The District shall endeavor to provide a health care insurance program that has at least two choices for coverage for Health Maintenance Organizations (HMO) and two choices for Preferred Provider Organizations (PPO) Plans.

(b) Medical Insurance Premiums

District shall pay employee medical insurance premiums up to a maximum amount not to exceed the District "Maximum Contribution" for each level (employee only, employee plus one dependent, and employee plus two or more dependents). The District's maximum contribution below includes the minimum employer contribution, as established annually by CalPERS.

Payment by District shall be for employee or employee plus eligible dependents, whichever represents the employee's situation. The employee shall pay the balance of the cost

incurred in excess of the medical insurance premium maximum contribution. If the medical insurance premium of the plan an employee selects is less than the District maximum contribution, the District shall only pay the amount of the premium cost of the selected plan.

Effective on the later of either: (1) the first day of the first pay period of the calendar year 2026; or (2) the first day of the second month following Board approval of the health contribution, the District's maximum monthly contribution for health insurance premiums will be as follows:

	Employee Only	Employee + 1 Dependent	Employee + 2 or more Dependents
2026 District Maximum Monthly Contribution	\$1,141	\$2,282	\$2,966
2027 District Maximum Monthly Contribution	\$1,209	\$2,419	\$3,144
2028 Maximum Monthly Contribution	\$1,282	\$2,564	\$3,333
2029 District Maximum Monthly Contribution	\$1,359	\$2,718	\$3,533

Unrepresented employees will pay those amounts in excess of the District medical insurance premium Maximum Contribution and the premium of the plan they select.

(c) Retiree Medical

(1) Employees Hired on or After September 24, 2007 and Before January 1, 2026

The District shall provide health care (medical) insurance to each qualified Unrepresented employee that retires from the District and meets all eligibility requirements, in accordance with the Vesting Program as described below. All Unrepresented employees hired after September 24, 2007 and before January 1, 2026 (or before September 24, 2007 and who elected to be subject to the Vesting Program) shall be enrolled in the Vesting Program. Any employee promoted into Unrepresented who has previously elected to vest under their prior Local 39, Local 21, or MEBU MOU, shall vest under the Vesting Program as described below.

The District shall provide an eligible annuitant with a contribution to post-retirement health benefits in an amount that is consistent with Government Code Section 22893 ("Vesting Program"), which is summarized below.

- a. The percentage of employer contribution payable for postretirement health benefits for an employee of a contracting agency shall, except as provided in subdivision "b", be based on the member's completed years of credited CalPERS service at retirement as shown in the following table:

Credited Years	Percentage of Employer Contribution
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20 or more	100%

This subdivision shall apply only to employees who retire from District service. The application of this subdivision to those employees shall be subject to the following provisions:

1. The employer's contribution with respect to each annuitant shall be adjusted by the employer each year. Those adjustments shall be based upon the principle that the employer's contribution for each annuitant, including enrollment of eligible dependents, shall not be more than one hundred percent (100%) of the premium applicable to the annuitant, nor less than an amount equal to the 100/90 formula contribution as established by CalPERS.
  2. The credited service of any employee for the purposes of determining the percentage of employer contributions applicable under this section shall mean state service as defined in Section 20069, except that not less than five (5) years of that service shall be performed entirely with the District .
- b. Notwithstanding subdivision "a", the contribution payable by an employer subject to this section shall be equal to one hundred percent (100%) of the amount established pursuant to paragraph "1" of subdivision "a" on behalf of any annuitant who either:
1. Retired for disability.
  2. Retired for service with 20 or more years of service credit entirely with that employer, regardless of the number of days after separation from employment. The contribution payable by an employer under this paragraph shall be paid only if it is greater than, and made in lieu of, any contribution payable to an annuitant by any other employer under this part.

(2) Employees Hired on or After January 1, 2026

The District shall provide a contribution towards health care (medical) insurance to each Unrepresented employee who retires from District service and who meets all eligibility requirements as a District "annuitant" as determined by CalPERS for purposes of participating in

District sponsored health insurance programs. The District's monthly contribution towards an annuitant's benefit shall be in an amount equal to the minimum employer contribution, as established annually by CalPERS.

If an employee retires from District service with at least 15 years of total District service, the District will provide the annuitant with a supplemental contribution (reimbursement) for the cost of the premiums for CalPERS health plan in which the employee is enrolled. The amount of any supplemental contribution will be equal to the difference between 90% of the premium for the plan in which the annuitant is enrolled at annuitant-only coverage and the minimum employer contribution. However, in no circumstance will the maximum supplemental contribution provided be greater than 90% of the premium for the least expensive Region 1 Kaiser plan at annuitant only coverage, less the minimum employer contribution established by CalPERS. If the annuitant is Medicare eligible, the amount of any supplemental contribution will be no greater than 90% of the premium for annuitant only coverage for the least expensive Region 1 Kaiser Medicare Advantage plan, less the minimum employer contribution established by CalPERS. Upon death of the employee, the District's obligation to provide a supplemental contribution will cease.

**EXAMPLES:**

Non-Medicare eligible annuitant

<b>2026 CalPERS Plan</b>	<b>Plan Premium</b>	<b>90% of Plan Premium</b>	<b>2026 Minimum Employer Contribution</b>	<b>Supplemental Contribution</b>
Kaiser Basic (Annuitant Only)	\$1,168.86	\$1,051.97	\$162	\$889.97

<b>2026 CalPERS Plan</b>	<b>Plan Premium</b>	<b>90% of Plan Premium</b>	<b>2026 Minimum Employer Contribution</b>	<b>Supplemental Contribution</b>
PERS Gold Basic (Annuitant Only)	\$1,120.58	\$1,008.52	\$162	\$846.52

Medicare eligible annuitant

<b>2026 CalPERS Plan</b>	<b>Plan Premium</b>	<b>90% of Plan Premium</b>	<b>2026 Minimum Employer Contribution</b>	<b>Supplemental Contribution</b>
Kaiser Senior Advantage (Annuitant Only)	\$356.83	\$321.15	\$162	\$159.15

If an employee retires from District service with at least 20 years of total District service, the District will provide the annuitant with a supplemental contribution towards the CalPERS plan in which the employee is enrolled. The maximum supplemental contribution provided will be no greater than 90% of the premium for the least expensive Region 1 Kaiser plan at either annuitant only or annuitant + 1 eligible dependent coverage (depending on the annuitant's level of coverage), less the minimum employer contribution established by CalPERS. If the annuitant is Medicare eligible, the amount of any supplemental contribution will be no greater than 90% of the premium for annuitant +1 eligible dependent coverage (depending on the annuitant's level of coverage) for the least expensive Region 1 Kaiser Medicare Advantage plan, less the minimum employer contribution established by CalPERS. Upon death of the employee or if the employee is not eligible to participate in a plan at annuitant + 1 eligible dependent coverage, any supplemental benefit will be reduced to the one-party rate.

EXAMPLES:

Non-Medicare eligible annuitant + 1 eligible dependent

<b>2026 CalPERS Plan</b>	<b>Plan Premium</b>	<b>90% of Plan Premium</b>	<b>2026 Minimum Employer Contribution</b>	<b>Supplemental Contribution</b>
Kaiser Basic (Annuitant +1 Only)	\$2,337.72	\$2,103.95	\$162	\$1941.95

Medicare eligible annuitant + 1 eligible dependent

<b>2026 CalPERS Plan</b>	<b>Plan Premium</b>	<b>90% of Plan Premium</b>	<b>2026 Minimum Employer Contribution</b>	<b>Supplemental Contribution</b>
Kaiser Senior Advantage (Annuitant +1 Only)	\$713.66	\$642.29	\$162	\$480.29

(d) Waiver of Coverage

An Unrepresented employee who chooses to do so, may elect Affordable Care Act (ACA) compliant group health insurance coverage elsewhere and designate in writing to forgo medical insurance coverage through the District and receive a contribution as a cash payment (payable bi-monthly via payroll) in the amount of four hundred dollars (\$400) per month. Such payment may be made on a per pay period basis as determined by the District. Said election must be made for the employee as well as the employee's dependents.

Eligibility for participation in this program shall be governed by the Guidelines for the Share the Savings Program in the District's Personnel Rules.

It shall be the employee's responsibility to promptly notify Human Resources (HR) if any eligibility condition changes. Any overpayment made to the employee due to their failure

to notify HR accordingly will be collected from the employee until the overpayment is fully paid back to the District.

3.2 Dental

The District shall provide dental care benefits covering the Unrepresented employee, spouse, and eligible dependents.

3.3 Retiree Dental

The District shall provide retiree dental care benefits for Unrepresented employees (and eligible dependents) who retire from the District and whose first date of employment was before July 1, 2014.

3.4 Life Insurance

(a) Amount

The District shall provide each Unrepresented employee with Life Insurance. The amount of the life insurance to be provided shall be equal to two (2) times an employee's annual salary, rounded up to the nearest \$1,000, to a maximum of \$400,000. The imputed cost of coverage in excess of \$50,000 will be included in employee's income, using the IRS Premium Table, and are subject to applicable Federal and State taxes.

(b) Additional Coverage

In addition to the life insurance provided at District expense, the District shall make arrangements for Unrepresented employees to purchase additional life insurance for themselves or their dependents at employee cost.

3.5 Short-Term and Long-Term Disability

The District shall provide each Unrepresented employee with Short-Term Disability Insurance. The Short-Term Disability Insurance shall provide for sixty percent (60%) of regular weekly salary, to a maximum of \$1,667 weekly benefit, after a 29-day waiting period. Benefits continue for a maximum of one year, if totally disabled. Integration of short-term insurance benefits and sick leave is to be automatic; the District may not waive integration. Long Term Disability Insurance shall provide 66 2/3% of regular monthly salary, to a maximum of \$6,000 monthly benefit, after 365 days of short term disability coverage. Both Short Term and Long Term Disability Insurance benefits cease upon termination of employment.

3.6 Vision Care

The District shall provide each Unrepresented employee with vision care benefits covering the employee, spouse, and eligible dependents.

3.7 Retiree Vision

Vision care will not be provided to Unrepresented employees who retire from the District.

3.8 IRS 125

The District shall continue the IRS 125 plan for employee funded expense reimbursement, including employee paid health care premiums, and allow employee contributions up to the maximum extent permitted by law.

3.9 Changes to Providers of Employee Benefit Plans

The District intends to periodically evaluate the Health and Welfare plans currently available to employees to determine if similar or better coverage may be available at lower cost to the District. The District may substitute new insurance carriers or arrange for self-insurance provided that the overall coverage is similar or better as specified in this Resolution.

**Section 4. Retirement Plan**

4.1 Terms of Program

District employees receive retirement benefits through CalPERS. Upon submission of enrollment information, CalPERS shall determine whether a new employee is a “classic member” or “new member” in accordance with the Public Employees’ Pension Reform Act (PEPRA).

“Classic members” are eligible to participate in the 2.7% @ 55 retirement benefit plan. Classic members contribute eight percent (8%) of the employee CalPERS contribution.

“New members” are eligible to participate in the 2.0% @ 62 retirement benefit plan and are required to pay CalPERS an employee contribution that is at least fifty percent (50%) of the total normal cost of the retirement benefit plan based on pensionable compensation in accordance with PEPRA.

**Section 5. Holidays**

5.1 General

Employees shall be entitled to take all authorized holidays at full pay, not to exceed eight (8) hours for any one (1) day, provided they are in a full pay status on both of their regularly scheduled workdays immediately preceding and following the holiday.

5.2 Holiday Schedule

The following shall be holidays under this Resolution, and shall fall on the calendar or legal date as noted. If a holiday is a calendar day holiday that falls on a Saturday or Sunday, the actual day of the holiday shall be the Friday or Monday before or after that weekend date that corresponds to the date the District shall be closed for business as solely determined by the District.

Holiday	2025	2026	2027	2028	2029
New Year's Day		Jan-1	Jan-1	Dec-31	Jan-1
Martin Luther King Day		Jan-19	Jan-18	Jan-17	Jan-15
Presidents' Day		Feb-16	Feb-15	Feb-21	Feb-19
Memorial Day		May-25	May-31	May-29	May-28
Independence Day		July-3	July-5	July-4	July-4
Labor Day		Sept-7	Sept-6	Sept-4	Sept-3
Thanksgiving Day		Nov-26	Nov-25	Nov-23	Nov-22
Day after Thanksgiving		Nov-27	Nov-26	Nov-24	Nov-23
Christmas	Dec-25	Dec-25	Dec-24	Dec-25	Dec-25

### 5.3 Floating Holidays

Five (5) Floating Holidays (40 hours) shall be incorporated into the Employee Leave Bank and thereafter be part of the Employee Leave Bank as described in Section 7 of this Resolution.

### **Section 6. Administrative Leave for Exempt Unrepresented Employees**

Five (5) Administrative Leave Days (40 hours), which are for the purpose of compensating exempt employees for the additional time required to perform their jobs beyond the normal work day and work week, shall be incorporated into the Employee Leave Bank and thereafter be part of the Employee Leave Bank as described in Section 7 of this Resolution.

### **Section 7. Unrepresented Employee Leave Bank**

#### 7.1 Eligibility

All Unrepresented Employees begin accruing Employee Leave (Leave) as defined in Section 7.4 from their hire date.

#### 7.2 Scheduling

The times during the calendar year at which an Unrepresented Employee shall take Leave shall be determined by the employee's supervisor with due regard to the wishes of the employee and in particular regard to the need of the District.

#### 7.3 Use

Unrepresented Employees may use Leave on an hour-for-hour (or fraction thereof) basis in any pay period that they have not worked their scheduled hours in accordance with Section 2 of this Resolution.

#### 7.4 Employee Leave Accrual Rate

Leave accrues on a pay period basis and the accrual rate is determined by the employee's hire date.

Example: For a full-time Unrepresented Management Employee, the accrual rate during their first year of employment is 7.69 hours per pay period.

The following tables are based on full-time employment. Leave for part-time employees will be prorated according to number of hours scheduled.

#### **Unrepresented Management Employees**

Year	VAC	FH	ADMIN	Total Days	Total Hours	Per PP
1	15	5	5	25	200	7.69
2	16	5	5	26	208	8.00
3	17	5	5	27	216	8.31
4	18	5	5	28	224	8.62
5	19	5	5	29	232	8.92
6	20	5	5	30	240	9.23
7	21	5	5	31	248	9.54
8	22	5	5	32	256	9.85
9	23	5	5	33	264	10.15
10	24	5	5	34	272	10.46
11	25	5	5	35	280	10.77

#### **Unrepresented Exempt Professional Employees**

Year	VAC	FH	ADMIN	Annual Days	Annual Hours	Hours Per PP
1	10	5	5	20	160	6.15
2	11	5	5	21	168	6.46
3	12	5	5	22	176	6.77
4	13	5	5	23	184	7.08
5	14	5	5	24	192	7.38
6	15	5	5	25	200	7.69
7	16	5	5	26	208	8.00
8	17	5	5	27	216	8.31
9	18	5	5	28	224	8.62
10	19	5	5	29	232	8.92
11	20	5	5	30	240	9.23
12	21	5	5	31	248	9.54
13	22	5	5	32	256	9.85
14	23	5	5	33	264	10.15
15	24	5	5	34	272	10.46

16 & After	25	5	5	35	280	10.77
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**Unrepresented Non-Exempt Professional, Technical, Administrative and Confidential Employees**

Non-exempt Employees					
Year	VAC	FH	Total	Total	Hours
			Days	Hours	PP
1	10	5	15	120	4.62
2	11	5	16	128	4.92
3	12	5	17	136	5.23
4	13	5	18	144	5.54
5	14	5	19	152	5.85
6	15	5	20	160	6.15
7	16	5	21	168	6.46
8	17	5	22	176	6.77
9	18	5	23	184	7.08
10	19	5	24	192	7.38
11	20	5	25	200	7.69
12	21	5	26	208	8.00
13	22	5	27	216	8.31
14	23	5	28	224	8.62
15	24	5	29	232	8.92
16 & after	25	5	30	240	9.23

**7.5 Crediting of Leave**

Unrepresented Employee Leave shall be accrued and credited in hours per pay period.

**7.6 Employee Leave at Separation**

Upon separation of employment, an Unrepresented Employee shall be paid cash value of his or her accrued Leave at the time of termination in accordance with the above schedule on a pro-rated basis.

**7.7 Leave Sell Back**

Each full-time Unrepresented Employee covered by this Resolution may sell back leave from the Employee Leave Bank at his or her current rate of pay up to two (2) times per calendar year, up to one-hundred (100) hours, provided that there are at least one-hundred (100) hours remaining after each such sell back. Requests to sell back leave hours will be processed in accordance with IRS requirements and pursuant to procedures established by the District.

## **Section 8.       Sick Leave**

### **8.1      Benefits**

Full-time Unrepresented Employees shall accrue sick leave at the rate of eight (8) hours per month credited in hours per pay period. Sick leave usage shall not be considered as a privilege which an employee may use at his or her discretion, but shall be allowed only in case of necessity of actual sickness or disability in accordance with state and federal laws and the District Personnel Rules, or for the employee's dental, eye, or other physical or medical examination or treatment by a licensed practitioner. Part-time employee's sick leave will be prorated according to their scheduled hours.

### **8.2      Use**

Employees may use sick leave on an hour-for-hour basis (or fraction thereof) in any pay period that they have not worked their scheduled hours in accordance with Section 2 of this Resolution. Sick leave may not be used before it is credited and may only be used as outlined in 8.1 above.

### **8.3      Notification Requirement**

If an employee will not be at work as scheduled, he/she must notify the supervisor within one half (1/2) hour of the time to report for work or at the first opportunity.

### **8.4      Physician's Certificate or Other Proof**

At the discretion of the Unrepresented Employee's supervisor, a physician's certificate or personal affidavit may be required for any period of absence for which sick leave is claimed after the first forty-eight (48) hours of sick leave used in a calendar year.

### **8.5      Family and Medical Care Leave**

Family and Medical Care leave, the California Family Rights Act and other federal and state mandated leaves shall be administered in accordance with State and Federal Law.

### **8.6      Sick Leave Incentive Program – PERS Credit**

The District shall contract with PERS for "Credit for Unused Sick Leave at Retirement" as specified in the Government Code of the State of California, Section 20965.

## **Section 9.       Leaves of Absence**

### **9.1      Jury Duty**

An Unrepresented Employee summoned to jury duty shall inform his or her supervisor and, if required to report and/or serve, may be absent from duty with full pay only for those hours required to report and/or serve.

9.2 Bereavement Leave

In the event of a death in the immediate family of an employee, he or she shall, upon request, be granted such time off with pay as is necessary to make arrangements for the funeral and attend same, not to exceed twenty-four (24) hours and must be taken consecutively. Leave for this purpose must be requested and used within three (3) months of the event of a death in the immediate family. For the purpose of this Section, the immediate family shall be restricted to father, mother, step-parent, brother, sister, spouse, legally-recognized domestic partnership, child, mother-in-law, father-in-law, grandparents, grandchildren, and stepchild in those cases where a direct child-rearing-parental relationship may be demonstrated. At the request of the District, the employee shall furnish a death certificate and proof of relationship. Sick leave may be used for the purpose of Bereavement Leave.

9.3 Industrial Disability Leave

(a) General

Unrepresented Employees who suffer any disability arising out of and in the course of their employment, as defined by the Workers' Compensation Laws of the State of California, shall be entitled to disability leave while so disabled until such time as 1) the District determines that the interactive process has been exhausted or completed, or that there is an inability to accommodate under the law, or 2) based upon a permanent and stationary finding in the worker's compensation matter; or 3) retirement, whichever occurs first. Integration of sick leave and employee leave bank (ELB) with Workers' Compensation temporary disability benefits is to be automatic after exhausting regulatory protected leave provisions (such as FMLA/CFRA); the District may not waive integration.

(b) Determination of Coverage

The District reserves the right to withhold payment of any disability benefits until such time it is determined whether or not the illness or injury is covered by Workers' Compensation.

9.4 Catastrophic Leave Donation Program

The District agrees to establish a Catastrophic Leave Donation Bank (CLDB) program to assist Unrepresented Employees who have exhausted accrued leave time due to a serious or catastrophic illness or injury, or to care for a member of the employee's immediate family (defined as the employee's legal spouse, domestic partner, child/step-child) who has had a catastrophic illness or injury. The Catastrophic Leave Donation Bank will allow other Unrepresented Employees to donate time to a Catastrophic Leave Donation Bank administered by the District so that a qualifying active District employee can remain in a paid status for a longer period of time, thus partially offsetting the financial impact of the illness, injury or condition.

Eligibility: To be eligible for this benefit, the receiving Unrepresented Employee must:

- 1) be a regular or limited-term full-time employee;
- 2) have sustained a life threatening or debilitating illness, injury or condition (physician

confirmation will be required by the District), or a member of the employee's immediate family as defined in this Section has sustained a life threatening or debilitating illness or injury (physician confirmation will be required by the District) which requires the employee's care and assistance;

- 3) have exhausted all accumulated paid leave including Employee Leave Bank, sick leave, compensatory time off, deferred holiday, and/or other such leaves;
- 4) be unable to return to work for at least thirty (30) days; and
- 5) have applied, and received approval, for a leave of absence without pay for medical reasons.

Benefits: Accrued Employee Leave Bank and compensatory time off hours donated by other employees to the Catastrophic Leave Donation Bank will be converted to sick leave, then credited to a receiving employee's sick leave balance from the Catastrophic Leave Donation Bank in increments of one (1) hour and shall be paid at the base rate of pay of the receiving employee in effect at the time of need for leave. For as long as the receiving employee remains in a paid status, seniority and all other benefits will continue, with the exception of leave accruals. The total leave credits received by an employee should not exceed three (3) months.

Guidelines for donating leave to the Catastrophic Leave Donation Bank (CLDB):

- (a) Accrued Employee Leave Bank and compensatory time off may be donated by any employee who has completed his/her initial District probationary period.
- (b) Time donated to the Catastrophic Leave Donation Bank will be converted (at the current pay rate of the donating employee) from Employee Leave Bank or compensatory time off to sick leave and credited from the CLDB to the receiving employee's sick leave balance in eight (8) hour increments (equivalent to the receiving employee's current base rate of pay), and shall be paid at the base rate of pay of the receiving employee in effect at the time of need for leave.
- (c) The total amount of time donated to the Catastrophic Leave Donation Bank by an employee shall not exceed eighty (80) hours in a calendar year. The total leave credits received by a receiving employee shall not exceed three (3) months.
- (d) Leave time donations must be a minimum of one-hour increments. An employee cannot donate leave hours, which would reduce the employee's own Employee Leave Bank balance to less than forty (40) hours.
- (e) The use of donated leave hours by a receiving employee will be in consecutive, one-workday increments (i.e., eight (8) hours for a full-time employee working five eight (8) hour days/week). Employees using the CLDB program will be converted to a regular 8 hours per day/5 days per week work schedule for the duration of their leave.
- (f) While an employee is on leave using donated leave hours, Employee Leave Bank

or sick leave hours will not accrue.

- (g) Under all circumstances, leave donations made by the donating employee are forfeited once made (i.e. all completed donations are final and cannot be reversed once the District has acknowledged receipt). In the event that an eligible receiving employee does not use all transferred/credited leave for the catastrophic illness/injury, any balance will remain with the receiving employee.
- (h) Employees may donate leave to the CLDB at any time during their employment with the District, so long as their donation complies with all requirements of this Section.

#### 9.5 Leave Without Pay

The General Manager may grant Unrepresented Employees leave of absence without pay for a period not to exceed one (1) year. No leave shall be granted except upon written request of the Unrepresented Employee. Such requests shall be submitted to the General Manager. Such leaves shall normally be granted to permit the employee to engage in activities that shall increase his/her value to the District upon return, or because of sickness, injury or personal hardship. Unrepresented Employees may not be granted a leave of absence until all accrued Employee Leave Bank time is taken. Failure on the part of an employee on leave to report promptly at its expiration shall result in dismissal of the employee. Employee leave bank and sick leave credits shall not accrue to an employee on leave of absence. The decision of the General Manager on granting or refusing to grant a leave of absence or extension thereof shall be final and conclusive.

### **Section 10. Probationary Period**

#### 10.1 Nature of Period

All original and promotional appointments shall be subject to a probationary period. The probationary period shall be regarded as a part of the testing process and shall be utilized for closely observing the employee's work, for securing the most effective adjustment of a new employee to his or her position, and for rejecting any probationary employee whose performance does not meet the required standards of work.

#### 10.2 Length

All new and promotional Unrepresented Employees shall serve a probationary period of twelve (12) months.

#### 10.3 Rejection

During the probationary period, a new employee may be rejected at any time by the General Manager without cause and without the right of appeal.

#### 10.4 Reinstatement

Any employee rejected during the probationary period following a promotional appointment shall

be reinstated to the former position from which he or she was promoted, provided the employee has not been discharged or disciplined pursuant to this Resolution.

## **Section 11. Layoffs**

### **11.1 General**

The General Manager may lay off an Unrepresented Employee. The General Manager, on the basis of the administrative needs of the District, shall determine the departments and classifications subject to layoff. Within the classifications subject to layoff, the order of layoff shall be determined in accordance with the District's Personnel Rules.

## **Section 12. Separation, Discharge and Discipline**

### **12.1 Separation**

Separation of employment is defined as voluntary resignation, involuntary resignation due to job abandonment, termination of employment, layoff, and retirement. The last day worked is the last day of employment. Unrepresented Employees' separation shall be in accordance with District Personnel Rule 9.01

### **12.2 Right of Discharge and Discipline**

The District shall have the right to discharge and discipline in accordance with District Personnel Rule 7.01 any Unrepresented Employee for conduct issues including, but not limited to, dishonesty, insubordination, drunkenness, incompetence, willful negligence, failure to perform work as required or to observe the District's safety and personnel rules and regulations, which must be conspicuously posted and not in derogation of this Resolution, or for engaging in strikes, individual or group slowdowns or work stoppages, or refusal to accept overtime, or for violating or ordering the violation of this Resolution. Discipline shall be implemented within sixty (60) calendar days of the District completing the District investigation of the situation causing the problem.

### **12.2 Appeals**

Appeal of any Discharge or Discipline shall be in accordance with District Personnel Rule 7.02 Suspension, Demotion, Dismissal and Personnel Rule 7.03 Arbitration.

## **Section 13. Grievance Procedure**

The grievance procedure is to develop and practice a reasonable and effective means of resolving difficulties which may arise among Unrepresented Employees, to reduce potential problems, to establish channels of communication, to settle differences which arise as close to the point of origin as possible, and to provide a program as fair as possible that will resolve differences promptly and without fear of reprisal. Grievances arising among Unrepresented Employees shall be subject to District Personnel Rules 8.01 Grievance Procedure, 8.02 Definition, Scope and Right to File and 8.03 Grievances Regarding Working Condition Issues.

### 13.1 General

- (a) Changes to Resolution are Non-Grievable. Proposals to add to or change this Resolution or written agreements or addenda supplementary hereto shall not be grievable and no proposal to modify, amend or terminate this Resolution, nor any matter or subject arising out of or in connection with such proposal, may be referred for grievance under this Section, and no Adjustment Board shall have the power to amend or modify this Resolution or written agreements or addenda supplementary hereto or to establish any new terms or conditions of employment.
- (b) Changes to and Interpretations of Resolution. No changes in the Resolution or interpretations thereof (except interpretation resulting from Adjustment Board proceedings hereunder) shall be recognized unless agreed to by the General Manager.
- (c) Pay Claims. All grievances involving or concerning payment of compensation shall be filed in writing and no adjustments shall be retroactive for more than thirty (30) calendar days from the date of filing.

### 13.2 Grievance Procedure

- (a) Initial Discussions. Any employee who believes that he or she has a grievance must inform his or her immediate supervisor of the complaint along with a copy to the Administrative Services Director, and discuss the nature of the complaint with the immediate supervisor prior to elevating the grievance for resolution to the top management official in the department in which he or she works. The grievance is to be presented in writing within thirty (30) calendar days of the date that the employee became aware, or should have become aware, of the act or occurrence. If the issue is not resolved within the department, the procedures hereafter specified may be invoked.
- (b) Referral to General Manager. In the event that the Unrepresented Employee and the District are unable to reach a mutually satisfactory accord on any grievance (as the term "grievance" is hereinabove defined), which arises and is presented, such grievance shall be submitted to the General Manager.

The Unrepresented Employee must notify the General Manager in writing that a grievance exists, and in such notification, state the particulars of the grievance and, if possible, the nature of the determination that is desired. No grievance may be processed under this Section that has not first been filed and investigated as required above. A grievance that remains unresolved after it has been submitted in writing to the General Manager may be heard before a Hearing Officer for an advisory opinion.

(c) Administrative Hearing

1. General. Any grievance that remains unresolved after consideration by the General Manager may be referred to an Administrative Hearing Officer for a non-binding opinion on the merits of the grievance. A notice to invoke an administrative hearing shall be in writing to the General Manager within thirty (30) calendar days after receipt of the decision of the General Manager.
2. Selection of Hearing Officer. The hearing officer for a grievance matter shall be selected according to the same procedure as specified for an appeal of discharge/discipline.
3. Hearing Officer's Decision. Upon conclusion of the administrative hearing the hearing officer shall provide both the General Manager and the employee with copies of his or her decision on the merits of the appeal with references to, and a discussion of, the evidence presented. The hearing officer's decision shall be an advisory opinion only, nonbinding on either party, provided that if neither party refers the appeal to the Board of Directors within thirty (30) calendar days of receipt of the hearing officer's decision, the hearing officer's decision shall become final. The hearing officer's fees and expenses shall be borne equally by the Parties. If either party requires a transcript, that party shall bear the entire cost of such transcript.

(d) Board of Directors

Any grievance which has not been resolved by the procedures hereinabove set forth may be referred by either party to the Board of Directors within thirty (30) calendar days of receipt of the hearing officer's advisory opinion for final decision. Each party may submit written comment or argument regarding the hearing officer's opinion, not to exceed five (5) pages in length, for the Board's review and consideration. The Board of Directors shall render a decision, which shall be final, within sixty (60) calendar days of receipt of the request for Board review.

**Section 14. Personnel Files**

An Unrepresented Employee, or his or her representative on presentation of written authorization from the employee, shall have access to the employee's personnel file on request. The District shall furnish the employee copies of all performance evaluation reports and letters of reprimand or warning prior to placement of such documents into the employee's personnel file. The employee may be required to acknowledge the receipt of any document entered into his or her personnel file without prejudice to subsequent arguments concerning the contents of such documents.

## **Section 15.      Miscellaneous Provisions**

### **15.1    Outside Employment**

No Unrepresented Employee shall engage in employment that may constitute a conflict of interest for the employee or the District. No employee shall apply himself or herself whatsoever to any outside employment during his or her regular working hours. Any person while in the employment of someone other than the District shall wear no emblem, badge, uniform or other employee identification.

### **15.2    Certificates and Professional Organizations**

The District shall pay for any required certificates, including renewal, as set forth in the Unrepresented Employee's job description. For each Unrepresented Employee covered by this Resolution, the District will pay for the Unrepresented Employee's membership in up to two (2) professional/technical organizations related to the employee's classification. The District will also pay for one (1) professional/technical organization meeting per month, within the greater Bay Area, that the employee may choose to attend and in which the employee is a member. If the meeting occurs during regular work hours, the employee will receive compensation during attendance. If the meeting is during non-regular work hours, the employee will not be compensated for attendance. Other memberships and attendance will be determined on a case-by-case basis by the employee's supervisor.

### **15.3    Part-Time**

All wages, hours and conditions of employment governed by this Resolution shall be prorated and/or adjusted for part-time employees in accordance with District's Part-Time Rules and Procedures.

## **Section 16.      Separability of Provisions**

Should any Section, clause or provision of this Resolution be declared illegal by final judgment of a court of competent jurisdiction, such invalidation of such Section, clause or provision shall not invalidate the remaining portions hereof, and such remaining portions shall remain in full force and effect for the duration of this Resolution.

## Appendix 1

### LIST OF EXEMPT AND NON-EXEMPT POSITIONS

As of the Effective Date of this Resolution, the following positions are Exempt positions as determined by application of the Fair Labor Standards Act:

<b>Classification</b>	<b>Step E Salary as of 12/22/25</b>
	<b>Monthly</b>
Human Resources Analyst II	\$13,934
Human Resources & Risk Manager	\$18,083
Senior Human Resources Analyst	\$15,327

As of the Effective Date of this Resolution, the following positions are Non-Exempt positions as determined by application of the Fair Labor Standards Act:

<b>Classification</b>	<b>Step E Salary as of 12/22/25</b>	
	<b>Monthly</b>	<b>Hourly</b>
Administrative Assistant I- Confidential	\$7,990	\$46.0962
Administrative Assistant II- Confidential	\$8,788	\$50.7000
Human Resources Analyst I	\$12,668	\$73.0846
Human Resources Technician	\$10,198	\$58.8346

## **Appendix 2**

### **SUMMARY AND DEFINITION OF CONFIDENTIAL DESIGNATION**

The confidential designation of selected Unrepresented positions protects the confidentiality of the District's bargaining process and strategy, both in general contract negotiations and in day-to-day interaction with employee unions and associations. The employees who occupy positions designated as confidential serve as essential support members to the management team and their confidentiality is assured by their exclusion from any organized bargaining unit.

#### **DEFINITION**

The term "confidential employee" identifies those employees who are regularly required to assist District managers responsible for developing and implementing District policies within the area of labor relations. A confidential employee is an employee who normally participates or assists in writing and/or preparing policies affecting employees' wages, hours, and working conditions; or an employee who regularly has advance knowledge of decisions which affect labor relations; or who processes information relating to the District's confidential labor relations matters.

#### **CRITERIA**

The following factors are used (in their totality) to determine those positions to be designated as confidential:

- A. The duties assigned to these positions include responsibility for providing clerical and/or technical support to managers who regularly participate in labor negotiations as a chief negotiator or team member; processing paperwork relating to labor negotiations, notes, research, management proposals, contract costing, strategies and plans, strike contingency plans, salary surveys, and problems within departments which are addressed during negotiations.
- B. Responsibility for processing paperwork relating to the disposition of union/association grievances, Skelly hearings, letters of reprimand, counseling memos, employee background checks, and other documents including those relating to all other forms of employee discipline.

#### **CONFIDENTIAL POSITIONS**

- Human Resources & Risk Manager
- Senior Human Resources Analyst
- Human Resources Analyst I/II
- Human Resources Technician
- Administrative Assistant I/II- Confidential

### Appendix 3

#### **RETIREE MEDICAL FOR UNREPRESENTED MANAGEMENT, PROFESSIONAL, TECHNICAL, ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES HIRED BEFORE SEPTEMBER 24, 2007**

The below description is intended to memorialize the retiree health benefits that were made available to unrepresented employees who were hired before September 24, 2007 and who did not elect to participate in those benefits offered to those employees who were hired on or after September 24, 2007.

##### Employees Hired before September 24, 2007

The District shall provide a contribution towards health care (medical) insurance to each unrepresented employee that retires from District service and who meets all eligibility requirements as a District "annuitant" as determined by CalPERS. The District's monthly contribution towards the annuitant's benefit shall be in an amount equal to the minimum employer contribution, as established annually by CalPERS. The District will also provide the annuitant with a supplemental contribution toward the CalPERS plan in which the annuitant is enrolled. The amount of any supplemental contribution will be equal to the difference between the premium of the CalPERS plan the annuitant is enrolled in up to the maximum District contribution stated in section 3.1 (b) of the current Salary and Benefits Resolution for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees and the minimum employer contribution established by CalPERS.

Example:

CalPERS Plan	Plan Premium	Minimum Employer Contribution	Supplemental Contribution
Kaiser Senior Advantage (Annuitant + One Dependent)	\$713.66	\$162	\$551.66

Employees hired on or after September 24, 2007 are not eligible for the above benefits. Employees hired on or after September 24, 2007 should refer to the current Salary and Benefits Resolution for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees for information on available benefits.

Except as specifically provided in this Appendix, all other terms and conditions of employment as set forth in the Salary and Benefits Resolution for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees will apply.

RESOLUTION NO. 16-25

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING TERMS AND CONDITIONS, SALARY, AND BENEFITS, FOR UNREPRESENTED MANAGER, PROFESSIONAL, TECHNICAL, ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES, AND UNREPRESENTED SENIOR MANAGERS AND RESCIND RESOLUTION NO. 28-24

---

WHEREAS, by Exhibit "A" to Resolution No. 28-24, the Board of Directors approved the terms and conditions, salary, and benefits for Unrepresented Manager, Professional, Technical, Administrative and Confidential Employees, effective December 13, 2021, and revised, effective December 20, 2022, at its regularly scheduled Board meeting on December 20, 2022; and

WHEREAS, by Exhibit "B" to Resolution No. 28-24, the Board of Directors approved the terms and conditions, salary, and benefits for Unrepresented Senior Managers, effective December 13, 2021, and revised, effective August 6, 2024, at its regularly scheduled Board meeting on August 6, 2024; and

WHEREAS, there are no proposed changes to the terms and conditions, salary, and benefits for Unrepresented Manager, Professional, Technical, Administrative and Confidential Employees; and

WHEREAS, the terms and conditions, salary, and benefits for Unrepresented Senior Managers have been amended to include the new Deputy Director of Operations – Regulatory classification and salary approved by the Board earlier at this regularly scheduled meeting.

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

1. Approve the Resolution between the District and Unrepresented Manager, Professional, Technical, Administrative and Confidential Employees for the period of December 20, 2022, through December 21, 2025, attached hereto as Exhibit "A" and incorporated by reference herein; and
2. Approve the amended Resolution between the District and Unrepresented Senior Managers, effective May 20, 2025, through December 21, 2025, attached hereto as Exhibit "B" and incorporated by reference herein; and
3. Resolution No. 28-24, attached hereto as Exhibit "C," is rescinded effective May 20, 2025.

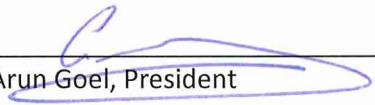
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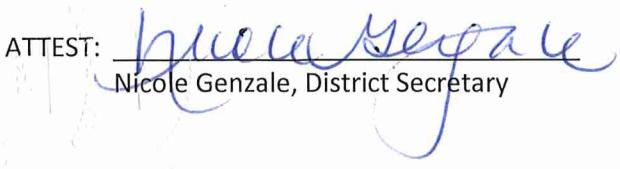
ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 20th day of May, 2025, and passed by the following vote:

AYES: 4 – Directors Ann Marie Johnson, Georgean M. Vonheeder-Leopold, Richard M. Halket, Arun Goel

NOES: 0

ABSENT: 1 – Director Dinesh Govindarao

  
Arun Goel, President

ATTEST:   
Nicole Genzale, District Secretary

RESOLUTION NO. 36-25

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING TERMS AND CONDITIONS, SALARY, AND BENEFITS, FOR UNREPRESENTED MANAGEMENT, PROFESSIONAL, TECHNICAL, ADMINISTRATIVE AND CONFIDENTIAL EMPLOYEES, SUPERSEDING EXHIBIT "A" TO RESOLUTION NO. 16-25

---

WHEREAS, by Exhibit "A" to Resolution No. 16-25, the Board of Directors approved the terms and conditions, salary, and benefits for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees, effective May 20, 2025, , at its regularly scheduled Board meeting on May 20, 2025; and

WHEREAS, the terms and conditions, salary, and benefits for Unrepresented Management, Professional, Technical, Administrative and Confidential Employees have been amended to update the salary and benefits for calendar years 2026, 2028, 2028, and 2029; and

WHEREAS, there are currently no proposed changes to the terms and conditions, salary, and benefits for Unrepresented Senior Managers which have been set by Exhibit "B" to Resolution No. 16-25, effective as of May 20, 2025.

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

1. Approve, with an effective date of December 22, 2025, the revised terms and conditions of employment between the District and Unrepresented Management, Professional, Technical, Administrative and Confidential Employees, which are attached hereto as Exhibit "A" and incorporated herein by reference, and which shall supersede Exhibit "A" to Resolution No. 16-25 as of the effective date of December 22, 2025; and
2. This resolution is effective as of its date of adoption on November 18, 2025.

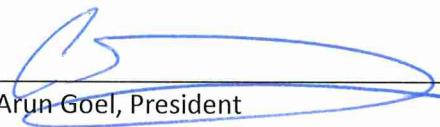
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ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 18th day of November, 2025, and passed by the following vote:

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

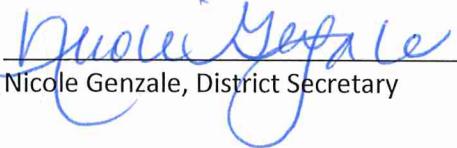
NOES: 0

ABSENT: 1 – Director Dinesh Govindarao



Arun Goel, President

ATTEST:



Nicole Genzale, District Secretary



**TITLE:** Rescind Public Agency Vesting for Post-Retirement Health Benefits under Government Code Section 22893 for Unrepresented Senior Management Employees

**RECOMMENDATION:**

Staff recommends the Board of Directors rescind, by Resolution, the Public Agency Vesting for post-retirement health benefits under Government Code Section 22893 of the Public Employees' Medical and Hospital Care Act for Unrepresented Senior Management Employees (Senior Managers).

**DISCUSSION:**

The District contracts with the California Public Employees' Retirement System (CalPERS) to provide health insurance benefits for employees and retired annuitants. The District elected, by resolution, to establish a second tier of post-retirement health insurance benefits and provide for such benefits under Government Code Section 22893 (Public Agency Vesting) of the Public Employees' Medical and Hospital Care Act (PEMHCA), for Senior Managers in December 2003. The Public Agency Vesting requires employees to have a minimum of 10 years of CalPERS service, 5 years of which must have been served at the District, and retire from the District in order to be eligible for a post-retirement health insurance contribution from the District in an amount equal to 50% of the CalPERS 100/90 formula health insurance contribution, adjusted annually by CalPERS. With each additional year of CalPERS service over the minimum 10 years of service, the employee's percentage-based contribution amount increases 5% to a maximum of 100% of the CalPERS 100/90 formula contribution at 20 or more years of CalPERS service. The CalPERS 100/90 formula monthly contribution amount for 2025 is \$1,060 for annuitant only, \$2,039 for annuitant plus one dependent, and \$2,551 for annuitant plus two or more dependents.

The second tier of post-retirement health insurance benefits under the Public Agency Vesting provided for cost savings and sustainability over the first tier of post-retirement health insurance benefits, which provided a contribution to retired annuitants in an amount equal to the contribution provided to active employees under the applicable Memorandum of Understanding (MOU) or Salary and Benefits Resolution. Compared to the first tier, the second tier provided cost savings due to the addition of percentage-based contributions derived from CalPERS and District years of service requirements.

To address the District's business need for a structural change to the post-retirement health benefits, a third tier was incorporated in the Salary and Benefits Resolution for Senior Managers, approved in a separate item on this same agenda. The third tier of post-retirement health benefits will be effective for Senior Managers hired on or after February 1, 2026, and will provide the employee with the PEMHCA minimum employer contribution, annually adjusted by CalPERS, along with a tiered supplemental benefit amount based on District years of service.

In accordance with the CalPERS requirements to implement the new, third tier of post-retirement health insurance benefits for Senior Managers, the District must rescind the Public Agency Vesting for Senior Managers by resolution. The rescission of the Public Agency Vesting is an administrative change and will not alter the benefit eligibility or level for current employees or annuitants, as the District has contractually agreed in the Salary and Benefits Resolution to retain the same level of benefit for current employees and annuitants. Following the rescission of the Public Agency Vesting, CalPERS requires the Board to approve a resolution in a separate item on this same agenda, for the health insurance contribution amount for Senior Managers and annuitants to be equal to the PEMHCA minimum employer contribution. For current annuitants, the difference between the PEMHCA minimum employer contribution and the amount the annuitant was eligible for, under the first or second tier of post-retirement health benefits, will be paid directly to annuitant instead of CalPERS.

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"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		73 of 211

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 SENIOR MANAGEMENT EMPLOYEES

---

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 Senior Management Employees.
2. Unrepresented Senior Management Employees first hired on or after March 1, 2004, will no longer be subject to vesting as established by Resolution No. 65-05.
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.

Res. No. \_\_\_\_\_

6. The rescission of post-retirement health benefit vesting requirements for the Unrepresented Senior Management Employees is effective on February 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 16th day of December, 2025, and passed by the following vote:

AYES:

NOES:

ABSENT:

---

, President

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



**TITLE:** Approve Health Insurance Contribution for Calendar Year 2026 for Unrepresented Senior Management Employees and General Manager

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Resolution, a health insurance premium contribution for the period of February 1, 2026, to December 31, 2026, for Unrepresented Senior Management Employees and General Manager.

**DISCUSSION:**

In July 2025, the California Public Employees' Retirement System (CalPERS) notified contracting agencies of health premium rate changes to take effect on January 1, 2026. In accordance with Section 22892 of the Public Employees Medical and Hospital Care Act (PEMHCA), the District's Board of Directors is required to adopt a resolution to revise the employer (District) contribution towards health insurance premiums for employees and retired annuitants. A copy of the resolution must be sent to CalPERS no later than December 31, 2025, for an effective date of February 1, 2026.

In accordance with the terms of the Salary and Benefits Resolution for Unrepresented Senior Management Employees, approved in a separate item on this same agenda, and in accordance with the Personal Services Agreement for the General Manager, which states the General Manager health insurance contribution is linked to the Salary and Benefits Resolution for Unrepresented Senior Management Employees, the District's maximum monthly contribution rate for health insurance premiums for calendar year (CY) 2026, effective February 1, 2026, for Unrepresented Senior Management Employees, and General Manager will be as follows:

Coverage Level	CY 2025 District Maximum Contribution (includes PEMHCA Minimum)	CY 2026 District Maximum Contribution (includes PEMHCA Minimum)	CY 2026 PEMHCA Minimum
Employee Only:	\$1,034	\$1,141	\$162
Employee + One:	\$2,067	\$2,282	\$162
Employee + Family:	\$2,687	\$2,966	\$162

In accordance with the PEMHCA requirements and due to rescinding of the post-retirement medical vesting program, approved in a separate item on this same agenda, the contribution amount for Unrepresented Senior Management Employees and annuitants on the resolution for CalPERS will be equal to the CY 2026 PEMHCA minimum. The difference between the CY 2026 District maximum contribution and the PEMHCA minimum will be provided to active employees under the District's IRS Section 125 Cafeteria Plan to apply toward the employees' elected CalPERS health insurance plan premium.

The District's maximum monthly contribution rate for health insurance premiums for CY 2026 will increase by approximately 10% over the CY 2025 contribution rate. The CY 2026 contribution amount will result in the District's contribution providing approximately 97.5% coverage of the Kaiser HMO plan premium, with the employees continuing a cost share of the health insurance with an employee contribution equal to approximately 2.5% of the Kaiser HMO plan premium. Based on current enrollment levels, the District's estimated annual cost in CY 2026 for Unrepresented Senior Management Employees, and General Manager active employee health insurance is approximately \$203,800 and is within the adopted operating budget for fiscal year 2026. The District has fully complied with any and all applicable provisions of Government Code Section 7507 and has met compliance requirements under the Patient Protection and Affordable Care Act (PPACA).

Originating Department: Administrative Services	Contact: S. Koehler/M. Gallardo	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: Operating Budget FY26 – FY27	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT FOR UNREPRESENTED SENIOR MANAGEMENT EMPLOYEES AND GENERAL MANAGER

---

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, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and

WHEREAS, by Resolution No. 30-24, the Board of Directors approved the employer contribution for calendar year 2025 for the Unrepresented Senior Management Employees and the General Manager at its regularly scheduled meeting on August 6, 2024; and

WHEREAS, the Board of Directors approved the salary and benefits resolution for Unrepresented Senior Management Employees, effective December 22, 2025, during a previous item on the agenda of this regularly scheduled meeting; and

WHEREAS, by Resolution No. 4-25, the Board of Directors approved the Personal Services Agreement for the General Manager, which states that the health benefit contribution for the General Manager is tied to the Salary and Benefits Resolution for Unrepresented Senior Management Employees; and

WHEREAS, the specific language of this salary and benefits resolution establishes the employer's monthly health benefit contribution effective February 1, 2026, and shall remain in effect under the current amount until such time as a new amount has been specified by successor agreement.

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. The employer contribution for each employee or annuitant for Unrepresented Senior Management Employees and General Manager shall be the amount necessary to pay the full cost of the employees' enrollment, including the enrollment of eligible family members, in a health benefit plan or

plans, effective February 1, 2026, up to a maximum of the PEMHCA minimum per month, plus administrative fees and Contingency Reserve Fund assessments:

<b>Medical Group</b>	<b>Monthly Employer Contribution</b>		
	<b>Single</b>	<b>Two-Party</b>	<b>Family</b>
002 Mid-Management Monthly	No Change	No Change	No Change
003 Unrepresented Senior Management Monthly	\$162	\$162	\$162
004 Unrepresented Management, Professional, Technical, Administrative, and Confidential Monthly	No Change	No Change	No Change
005 Local 39 Monthly	No Change	No Change	No Change
011 Local 21 Monthly	No Change	No Change	No Change
013 General Manager Monthly	\$162	\$162	\$162
007 Mid-Management Hourly	No Change	No Change	No Change
008 Unrepresented Senior Management Hourly	\$162	\$162	\$162
009 Unrepresented Management, Professional, Technical, Administrative, and Confidential Hourly	No Change	No Change	No Change
010 Local 39 Hourly	No Change	No Change	No Change
012 Local 21 Hourly	No Change	No Change	No Change

2. 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.

3. 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.

4. 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.

\*\*\*\*\*

Res. No. \_\_\_\_\_

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 16th day of December, 2025, and passed by the following vote:

AYES:

NOES:

ABSENT:

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, President

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



**TITLE:** 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. 30-25

**RECOMMENDATION:**

Staff recommends the Board of Directors adopt, by Resolution, the District Pay Schedule in accordance with California Code of Regulations (CCR), Title 2, Section 570.5, Requirement for a Publicly Available Pay Schedule and rescind Resolution No. 30-25.

**DISCUSSION:**

Per Resolution No. 30-25, the Board of Directors adopted the publicly available pay schedule in accordance with CCR, Title 2, Section 570.5, Requirement for a Publicly Available Pay Schedule, during its regularly scheduled meeting on October 7, 2025. The regulations require that the classification title and salary ranges for all public employee classifications at the District, be listed on the publicly available pay schedule, that has been “duly approved and adopted by the employer’s governing body in accordance with requirements of applicable public meetings laws.” The classifications and corresponding salary ranges listed on the pay schedule are governed by the terms of the Board-approved Memoranda of Understanding (MOUs) with the bargaining units and the Salary and Benefits Resolution for Unrepresented Management, Professional, Technical, Administrative, and Confidential Employees, previously approved by the Board.

The pay schedule has been updated to reflect cost-of-living adjustments (COLAs) to base salary rates for District job classifications, in accordance with the MOUs for the period of December 22, 2025, through December 16, 2029, with the International Federation of Professional and Technical Engineers (IFPTE), Local 21; and Mid-Management Employees’ Bargaining Unit (MEBU); and the Salary and Benefits Resolution for Unrepresented Management, Professional, Technical, Administrative, and Confidential Employees. The updates also include the rates in accordance with the Salary and Benefits Resolution for Unrepresented Senior Management Employees for approval on this same agenda. The adjustments will take effect on December 22, 2025 (which is the first day of the first pay period for calendar year 2026), in the amount of 2.5%.

Originating Department: Administrative Services	Contact: S. Koehler/M. Gallardo	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: Operating Budget FY26 – FY27	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ADOPTING A PAY SCHEDULE IN ACCORDANCE WITH THE CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5 AND RESCINDING RESOLUTION NO. 30-25

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WHEREAS, the California Code of Regulations, Title 2, Section 570.5 requires the District's Board of Directors approve and adopt all pay schedules; and

WHEREAS, the regulations require that the pay schedule be made public without reference to another document in disclosure of the pay rate; and

WHEREAS, by Resolution No. 30-25, the Board-adopted pay schedule was approved on October 7, 2025, and

WHEREAS, the Mid-Management Employees' Bargaining Unit (MEBU) has met in good faith and agreed to labor contracts effective December 22, 2025, through December 16, 2029; and

WHEREAS, the International Federation of Professional and Technical Engineers, Local 21 (Local 21) has met in good faith and agreed to labor contracts effective December 22, 2025, through December 16, 2029; and

WHEREAS, the Board ratified the Salary and Benefits Resolution for Unrepresented Management, Professional, Technical, Administrative, and Confidential Employees effective December 22, 2025, in a separate item at this regularly scheduled meeting; and

WHEREAS, the Board approved the revised Salary and Benefits Resolution for Unrepresented Senior Management Employees effective December 22, 2025, in a separate item at this regularly scheduled meeting; and

WHEREAS, the specific language of the labor contracts and salary and benefits resolutions establish new base salaries effective the first day of the first pay period of calendar year 2026.

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. That the pay schedule titled DSRSD Pay Schedule, set forth in Exhibit "A" and attached hereto and incorporated herein by reference, is hereby approved and adopted, and Resolution No. 30-25, attached as Exhibit "B," is hereby rescinded.

2. That the pay schedule approved and adopted by this resolution shall be periodically updated by the Board of Directors, in accordance with the California Code of Regulations requirements.

Res. No. \_\_\_\_\_

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 16th day of December, 2025, and passed by the following vote:

AYES:

NOES:

ABSENT:

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, President

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

DSRSD Pay Schedule  
Pursuant to CCR Title 2 570.5

Exhibit A

Non-Exempt, Hourly Classifications					Monthly Salary					Hourly Pay Rate				
Job Classification	Exempt	Code	Effective Date	Resolution #	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
ACCOUNTANT I	H	2311	12/22/2025	32-25	9,440	9,912	10,409	10,930	11,474	54.4615	57.1846	60.0519	63.0577	66.1962
ACCOUNTING TECHNICIAN I	H	1311	12/23/2024	16-22	7,440	7,813	8,203	8,614	9,044	42.9231	45.0750	47.3250	49.6962	52.1769
ACCOUNTING TECHNICIAN II	H	1312	12/23/2024	16-22	8,184	8,593	9,023	9,474	9,949	47.2154	49.5750	52.0558	54.6577	57.3981
ADMINISTRATIVE ASSISTANT I	H	1611	12/23/2024	16-22	6,107	6,412	6,733	7,070	7,424	35.2327	36.9923	38.8442	40.7885	42.8308
ADMINISTRATIVE ASSISTANT II	H	1612	12/23/2024	16-22	6,719	7,056	7,408	7,777	8,166	38.7635	40.7077	42.7385	44.8673	47.1115
ADMINISTRATIVE ASSISTANT I - CONFIDENTIAL	H	4611	12/22/2025	TBD	6,571	6,900	7,246	7,610	7,990	37.9096	39.8077	41.8038	43.9038	46.0962
ADMINISTRATIVE ASSISTANT II - CONFIDENTIAL	H	4612	12/22/2025	TBD	7,231	7,592	7,970	8,370	8,788	41.7173	43.8000	45.9808	48.2885	50.7000
CONSTRUCTION INSPECTOR I	H	1431	12/23/2024	16-22	9,027	9,479	9,952	10,449	10,972	52.0788	54.6865	57.4154	60.2827	63.3000
CONSTRUCTION INSPECTOR II	H	1432	12/23/2024	16-22	9,927	10,423	10,945	11,492	12,067	57.2712	60.1327	63.1442	66.3000	69.6173
ELECTRICIAN I	H	1541	12/23/2024	16-22	8,822	9,263	9,728	10,213	10,724	50.8962	53.4404	56.1231	58.9212	61.8692
ELECTRICIAN II	H	1542	12/23/2024	16-22	9,706	10,192	10,701	11,236	11,798	55.9962	58.8000	61.7365	64.8231	68.0654
ENGINEERING/GIS TECHNICIAN I	H	1401	12/23/2024	16-22	8,264	8,677	9,112	9,568	10,046	47.6769	50.0596	52.5692	55.2000	57.9577
ENGINEERING/GIS TECHNICIAN II	H	1402	12/23/2024	16-22	9,092	9,548	10,026	10,527	11,052	52.4538	55.0846	57.8423	60.7327	63.7615
ENVIRONMENTAL CHEMIST I	H	2571	12/22/2025	32-25	9,730	10,216	10,727	11,267	11,826	56.1346	58.9385	61.8865	65.0019	68.2269
ENVIRONMENTAL COMPLIANCE INSPECTOR I (CLEAN WATER)	H	1421	12/23/2024	16-22	8,067	8,471	8,894	9,339	9,806	46.5404	48.8712	51.3115	53.8788	56.5731
ENVIRONMENTAL COMPLIANCE INSPECTOR II (CLEAN WATER)	H	1422	12/23/2024	16-22	8,874	9,319	9,784	10,273	10,785	51.1962	53.7635	56.4462	59.2673	62.2212
ENVIRONMENTAL COMPLIANCE INSPECTOR I (PRETREATMENT)	H	1561	12/23/2024	16-22	8,735	9,171	9,629	10,111	10,616	50.3942	52.9096	55.5519	58.3327	61.2462
ENVIRONMENTAL COMPLIANCE INSPECTOR II (PRETREATMENT)	H	1562	12/23/2024	16-22	9,609	10,089	10,592	11,122	11,679	55.4365	58.2058	61.1077	64.1654	67.3788
ENVIRONMENTAL HEALTH & SAFETY TECHNICIAN	h	1582	12/23/2024	16-22	8,184	8,593	9,023	9,474	9,949	47.2154	49.5750	52.0558	54.6577	57.3981
HUMAN RESOURCES ANALYST I	H	4331	12/22/2025	TBD	10,421	10,941	11,487	12,065	12,668	60.1212	63.1212	66.2712	69.6058	73.0846
HUMAN RESOURCES TECHNICIAN	H	4342	12/22/2025	TBD	8,389	8,808	9,249	9,711	10,198	48.3981	50.8154	53.3596	56.0250	58.8346
INFORMATION TECHNOLOGY ANALYST I	H	2371	12/22/2025	32-25	11,141	11,693	12,280	12,896	13,539	64.2750	67.4596	70.8462	74.4000	78.1096
INFORMATION TECHNOLOGY TECHNICIAN I	H	1371	12/23/2024	16-22	7,881	8,274	8,688	9,122	9,578	45.4673	47.7346	50.1231	52.6269	55.2577
INFORMATION TECHNOLOGY TECHNICIAN II	H	1372	12/23/2024	16-22	8,669	9,102	9,556	10,035	10,536	50.0135	52.5115	55.1308	57.8942	60.7846
INSTRUMENTATION AND CONTROLS TECHNICIAN I	H	1551	12/23/2024	16-22	9,520	9,995	10,495	11,020	11,570	54.9231	57.6635	60.5481	63.5769	66.7500
INSTRUMENTATION AND CONTROLS TECHNICIAN II	H	1552	12/23/2024	16-22	10,471	10,994	11,545	12,121	12,728	60.4096	63.4269	66.6058	69.9288	73.4308
INSTRUMENTATION, CONTROLS, AND ELECTRICAL SUPERVISOR	H	3555	12/22/2025	35-25	14,168	14,875	15,620	16,401	17,221	81.7385	85.8173	90.1154	94.6212	99.3519
JUNIOR ENGINEER	H	2400	12/22/2025	32-25	10,348	10,864	11,409	11,976	12,577	59.7000	62.6769	65.8212	69.0923	72.5596
LABORATORY TECHNICIAN	H	1572	12/23/2024	16-22	8,268	8,681	9,116	9,572	10,051	47.7000	50.0827	52.5923	55.2231	57.9865
LABORER - TEMPORARY/RA	H	9600	12/23/2024	28-18	3,987	4,160	4,334	4,506	4,680	23.0000	24.0000	25.0000	26.0000	27.0000
MAINTENANCE WORKER I	H	1601	12/23/2024	16-22	7,007	7,356	7,724	8,109	8,515	40.4250	42.4385	44.5615	46.7827	49.1250
MAINTENANCE WORKER II	H	1602	12/23/2024	16-22	7,708	8,093	8,498	8,922	9,368	44.4692	46.6904	49.0269	51.4731	54.0462
MANAGEMENT ANALYST I	H	2611	12/22/2025	32-25	9,893	10,387	10,906	11,452	12,024	57.0750	59.9250	62.9192	66.0692	69.3692
MECHANIC I	H	1531	12/23/2024	16-22	8,112	8,519	8,945	9,391	9,862	46.8000	49.1481	51.6058	54.1788	56.8962
MECHANIC II	H	1532	12/23/2024	16-22	8,925	9,372	9,839	10,331	10,848	51.4904	54.0692	56.7635	59.6019	62.5846
MECHANIC II (CRANE CERTIFIED)	H	1533	12/23/2024	16-22	9,149	9,606	10,086	10,589	11,119	52.7827	55.4192	58.1885	61.0904	64.1481
MECHANICAL SUPERVISOR	H	3535	12/22/2025	35-25	11,991	12,590	13,221	13,887	14,574	69.1788	72.6346	76.2750	80.1173	84.0808
OPERATIONS STOREKEEPER	H	1502	12/23/2024	16-22	8,178	8,587	9,016	9,467	9,942	47.1808	49.5404	52.0154	54.6173	57.3577
OPERATOR-IN-TRAINING	H	1520	12/23/2024	16-22	6,914	7,260	7,624	8,004	8,405	39.8885	41.8846	43.9846	46.1769	48.4904
SENIOR ELECTRICIAN	H	1544	12/23/2024	16-22	10,677	11,210	11,772	12,360	12,978	61.5981	64.6731	67.9154	71.3077	74.8731
SENIOR ENVIRONMENTAL COMPLIANCE INSPECTOR	H	1564	12/23/2024	16-22	10,571	11,099	11,653	12,236	12,848	60.9865	64.0327	67.2288	70.5923	74.1231
SENIOR INSTRUMENTATION AND CONTROLS TECHNICIAN	H	1554	12/23/2024	16-22	11,519	12,095	12,701	13,335	14,001	66.4558	69.7788	73.2750	76.9327	80.7750
SENIOR MECHANIC	H	1534	12/23/2024	16-22	9,819	10,310	10,824	11,366	11,934	56.6481	59.4808	62.4462	65.5731	68.8500
SENIOR MECHANIC (CRANE CERTIFIED)	H	1535	12/23/2024	16-22	10,064	10,567	11,095	11,649	12,231	58.0615	60.9635	64.0096	67.2058	70.5635
SENIOR PROCESS WASTEWATER TREATMENT PLANT OPERATOR	H	1524	12/23/2024	16-22	10,610	11,139	11,697	12,281	12,896	61.2115	64.2635	67.4827	70.8519	74.4000
SENIOR UTILITY BILLING AND CUSTOMER SERVICES REPRESENTATIVE	H	1354	12/23/2024	16-22	8,276	8,690	9,125	9,580	10,060	47.7462	50.1346	52.6442	55.2692	58.0385
SENIOR WASTEWATER TREATMENT PLANT OPERATOR	H	1523	12/23/2024	16-22	9,624	10,106	10,611	11,140	11,698	55.5231	58.3038	61.2173	64.2692	67.4885
SENIOR WATER/WASTEWATER SYSTEMS OPERATOR	H	1514	12/23/2024	16-22	10,509	11,036	11,589	12,168	12,775	60.6288	63.6692	66.8596	70.2000	73.7019
UTILITY BILLING AND CUSTOMER SERVICES FIELD TECHNICIAN I	H	1361	12/23/2024	16-22	6,840	7,180	7,540	7,917	8,313	39.4615	41.4231	43.5000	45.6758	47.9596

DSRSD Pay Schedule  
Pursuant to CCR Title 2 570.5

Exhibit A

UTILITY BILLING AND CUSTOMER SERVICES FIELD TECHNICIAN II	H	1362	12/23/2024	16-22	7,523	7,900	8,294	8,709	9,144	43.4019	45.5769	47.8500	50.2442	52.7538
UTILITY BILLING AND CUSTOMER SERVICES REPRESENTATIVE I	H	1351	12/23/2024	16-22	5,974	6,273	6,585	6,915	7,261	34.4654	36.1904	37.9904	39.8942	41.8904
UTILITY BILLING AND CUSTOMER SERVICES REPRESENTATIVE II	H	1352	12/23/2024	16-22	6,572	6,900	7,245	7,607	7,988	37.9154	39.8077	41.7981	43.8865	46.0846
WASTEWATER TREATMENT PLANT OPERATOR I	H	1521	12/23/2024	16-22	7,954	8,350	8,767	9,207	9,666	45.8885	48.1731	50.5788	53.1173	55.7654
WASTEWATER TREATMENT PLANT OPERATOR II	H	1522	12/23/2024	16-22	8,750	9,187	9,647	10,128	10,635	50.4808	53.0019	55.6558	58.4308	61.3558
WASTEWATER TREATMENT PLANT SUPERVISOR	H	3525	12/22/2025	35-25	12,871	13,514	14,190	14,899	15,646	74.2558	77.9654	81.8654	85.9558	90.2654
WATER/WASTEWATER SYSTEMS OPERATOR I	H	1511	12/23/2024	16-22	8,475	8,897	9,343	9,811	10,301	48.8942	51.3288	53.9019	56.6019	59.4288
WATER/WASTEWATER SYSTEMS OPERATOR II	H	1512	10/8/2025	29-25	9,554	10,033	10,534	11,062	11,614	55.1192	57.8827	60.7731	63.8192	67.0038
WATER/WASTEWATER SYSTEMS SUPERVISOR	H	3515	12/22/2025	35-25	12,928	13,576	14,255	14,967	15,715	74.5846	78.3231	82.2404	86.3481	90.6635
WATER QUALITY OPERATOR	H	1515	10/7/2025	28-25	10,032	10,534	11,061	11,614	12,195	57.8769	60.7731	63.8135	67.0038	70.3558

Exempt Classifications				Exempt	Code	Effective Date	Resolution #	Monthly Salary					Bi-Weekly Pay Rate				
Job Classification	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E		
ACCOUNTANT II	S	2312	12/22/2025	32-25	10,383	10,903	11,448	12,021	12,621	4792.15	5032.15	5283.69	5548.15	5825.08			
ADMINISTRATIVE SERVICES DIRECTOR	S	5307	12/22/2025	TBD	19,281	20,245	21,256	22,320	23,437	8898.92	9343.85	9810.46	10301.54	10817.08			
ASSISTANT ENGINEER	S	2401	12/22/2025	32-25	11,383	11,952	12,548	13,175	13,834	5253.69	5516.31	5791.38	6080.77	6384.92			
ASSISTANT GENERAL MANAGER	S	5118	12/22/2025	TBD	20,729	21,765	22,852	23,995	25,197	9567.23	10045.38	10547.08	11074.62	11629.38			
ASSOCIATE ENGINEER	S	2402	12/22/2025	32-25	13,088	13,743	14,431	15,152	15,910	6040.62	6342.92	6660.46	6993.23	7343.08			
CLEAN WATER PROGRAMS ADMINISTRATOR	S	2422	12/22/2025	32-25	12,240	12,852	13,495	14,170	14,877	5649.23	5931.69	6228.46	6540.00	6866.31			
DEPUTY DIRECTOR OF OPERATIONS - REGULATORY	S	5557	12/22/2025	TBD	17,465	18,338	19,256	20,218	21,229	8060.77	8463.69	8887.38	9331.38	9798.00			
ENGINEERING MANAGER	S	3546	12/22/2025	35-25	17,201	18,061	18,964	19,912	20,907	7938.92	8335.85	8752.62	9190.15	9649.38			
ENGINEERING SERVICES DIRECTOR	S	5407	12/22/2025	TBD	19,281	20,245	21,256	22,320	23,437	8898.92	9343.85	9810.46	10301.54	10817.08			
ENVIRONMENTAL CHEMIST II	S	2572	12/22/2025	32-25	10,703	11,237	11,800	12,390	13,008	4939.85	5186.31	5446.15	5718.46	6003.69			
ENVIRONMENTAL HEALTH AND SAFETY PROGRAMS ADMINISTRATOR	S	2582	12/22/2025	32-25	11,998	12,597	13,226	13,890	14,584	5537.54	5814.00	6104.31	6410.77	6731.08			
EXECUTIVE SERVICES SUPERVISOR	S	3385	12/22/2025	35-25	13,589	14,269	14,983	15,733	16,518	6271.85	6585.69	6915.23	7261.38	7623.69			
FINANCE DIRECTOR	S	5327	12/22/2025	TBD	19,281	20,245	21,256	22,320	23,437	8898.92	9343.85	9810.46	10301.54	10817.08			
FINANCE SUPERVISOR	S	3325	12/22/2025	35-25	13,389	14,058	14,762	15,499	16,274	6179.54	6488.31	6813.23	7153.38	7511.08			
FINANCIAL ANALYST	S	2322	12/22/2025	32-25	11,686	12,270	12,885	13,529	14,204	5393.54	5663.08	5946.92	6244.15	6555.69			
FINANCIAL SERVICES MANAGER	S	3326	12/22/2025	35-25	16,069	16,870	17,714	18,601	19,528	7416.46	7786.15	8175.69	8585.08	9012.92			
GENERAL MANAGER	S	6118	12/23/2024	4-25	0	0	0	0	0	0.0000	0.0000	0.0000	0.0000	12968.31			
GIS ANALYST	S	2412	12/22/2025	32-25	11,927	12,524	13,148	13,806	14,498	5504.77	5780.31	6068.31	6372.00	6691.38			
HUMAN RESOURCES ANALYST II	S	4335	12/22/2025	TBD	11,463	12,037	12,639	13,270	13,934	5290.62	5555.54	5833.38	6124.62	6431.08			
HUMAN RESOURCES AND RISK MANAGER	S	4336	12/22/2025	TBD	14,876	15,622	16,401	17,221	18,083	6865.85	7210.15	7569.69	7948.15	8346.00			
INFORMATION TECHNOLOGY ANALYST II	S	2372	12/22/2025	32-25	12,252	12,865	13,507	14,183	14,893	5654.77	5937.69	6234.00	6546.00	6873.69			
INFORMATION TECHNOLOGY MANAGER	S	3376	12/22/2025	35-25	15,997	16,796	17,637	18,522	19,448	7383.23	7752.00	8140.15	8548.62	8976.00			
LABORATORY AND ENVIRONMENTAL COMPLIANCE MANAGER	S	3576	12/22/2025	35-25	13,815	14,506	15,233	15,992	16,794	6376.15	6695.08	7030.62	7380.92	7751.08			
LABORATORY SUPERVISOR	S	3575	12/22/2025	35-25	12,308	12,922	13,570	14,249	14,960	5680.62	5964.00	6263.08	6576.46	6904.62			
MANAGEMENT ANALYST II	S	2612	12/22/2025	32-25	10,881	11,427	11,997	12,597	13,226	5022.00	5274.00	5537.08	5814.00	6104.31			
MECHANICAL SUPERINTENDENT	S	3536	12/22/2025	35-25	14,390	15,109	15,866	16,658	17,492	6641.54	6973.38	7322.77	7688.31	8073.23			
OPERATIONS COMPLIANCE MANAGER	S	3596	12/22/2025	35-25	15,876	16,671	17,505	18,379	19,299	7327.38	7694.31	8079.23	8482.62	8907.23			
OPERATIONS DIRECTOR	S	5507	12/22/2025	TBD	19,281	20,245	21,256	22,320	23,437	8898.92	9343.85	9810.46	10301.54	10817.08			
PRETREATMENT PROGRAMS ADMINISTRATOR	S	2562	12/22/2025	32-25	11,325	11,891	12,487	13,111	13,765	5226.92	5488.15	5763.23	6051.23	6353.08			
PRINCIPAL ELECTRICAL ENGINEER	S	3546	12/22/2025	35-25	16,603	17,432	18,302	19,219	20,181	7662.92	8045.54	8447.08	8870.31	9314.31			
PRINCIPAL WATER/WASTEWATER SYSTEMS ENGINEER	S	3506	12/22/2025	35-25	16,603	17,432	18,302	19,219	20,181	7662.92	8045.54	8447.08	8870.31	9314.31			
PUBLIC AFFAIRS PROGRAM ADMINISTRATOR	S	2142	12/22/2025	32-25	12,039	12,641	13,274	13,937	14,634	5556.46	5834.31	6126.46	6432.46	6754.15			
PUBLIC AFFAIRS SPECIALIST	S	2122	12/22/2025	32-25	10,819	11,359	11,929	12,526	13,151	4993.38	5242.62	5505.69	5781.23	6069.69			
PUBLIC AFFAIRS SUPERVISOR	S	3125	12/22/2025	35-25	13,771	14,459	15,183	15,944	16,740	6355.85	6673.38	7007.54	7358.77	7726.15			
SENIOR ENGINEER	S	3405	12/22/2025	35-25	14,714	15,450	16,222	17,032	17,883	6791.08	7130.77	7487.08	7860.92	8253.69			
SENIOR ENVIRONMENTAL CHEMIST	S	2574	12/22/2025	32-25	11,774	12,363	12,982	13,630	14,311	5434.15	5706.00	5991.69	6290.77	6605.08			
SENIOR HUMAN RESOURCES ANALYST	S	4334	12/22/2025	TBD	12,610	13,240	13,901	14,597	15,327	5820.00	6110.77	6415.85	6737.08	7074.00			
SENIOR INFORMATION TECHNOLOGY ANALYST	S	2374	12/22/2025	32-25	13,477	14,150	14,858	15,602	16,382	6220.15	6530.77	6857.54	7200.92	7560.82			

DSRSD Pay Schedule  
Pursuant to CCR Title 2 570.5

Exhibit A

SENIOR MANAGEMENT ANALYST	S	2614	12/22/2025	32-25	11,970	12,569	13,196	13,856	14,549	5524.62	5801.08	6090.46	6395.08	6714.92
SENIOR QUALITY ASSURANCE CHEMIST	S	2564	12/22/2025	32-25	11,774	12,363	12,982	13,630	14,311	5434.15	5706.00	5991.69	6290.77	6605.08
SPECIAL ASSISTANT TO THE GENERAL MANAGER	S	5107	12/22/2025	TBD	16,765	17,603	18,484	19,408	20,379	7737.69	8124.46	8531.08	8957.54	9405.69
VISUAL COMMUNICATIONS SPECIALIST	S	2132	12/22/2025	32-25	10,819	11,359	11,929	12,526	13,151	4993.38	5242.62	5505.69	5781.23	6069.69
WASTEWATER TREATMENT PLANT OPERATIONS SUPERINTENDENT	S	3526	12/22/2025	35-25	16,298	17,112	17,968	18,868	19,811	7522.15	7897.85	8292.92	8708.31	9143.54
WATER/WASTEWATER SYSTEMS SUPERINTENDENT	S	3516	12/22/2025	35-25	15,516	16,291	17,105	17,960	18,860	7161.23	7518.92	7894.62	8289.23	8704.62

RESOLUTION NO. 30-25

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ADOPTING A PAY SCHEDULE IN ACCORDANCE WITH THE CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5 AND RESCINDING RESOLUTION NO. 17-25

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WHEREAS, the California Code of Regulations, Title 2, Section 570.5 requires the District's Board of Directors to approve and adopt all pay schedules; and

WHEREAS, the regulations require that the pay schedule be made public without reference to another document in disclosure of the pay rate; and

WHEREAS, by Resolution No. 17-25, the Board-adopted pay schedule was approved on May 20, 2025; and

WHEREAS, the pay schedule shall be updated to reflect the base salary for the new Water Quality Operator classification, effective October 7, 2025, approved by the Board earlier this evening in this regularly scheduled meeting; and

WHEREAS, the pay schedule shall be updated to reflect the revised salary for the Water/Wastewater Systems Operator II classification and remove the Water/Wastewater Systems Operator II (On-Call) classification, effective October 8, 2025, approved by the Board earlier this evening in this regularly scheduled meeting; and

WHEREAS, the pay schedule shall be updated to remove the y-rated salary range for the Administrative Assistant II classification as there are no longer any y-rated Administrative Assistant II employees.

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:

The pay schedule titled DSRSD Pay Schedule, set forth in Exhibit "A" and attached hereto and incorporated herein by reference, is hereby approved and adopted, and Resolution No. 17-25, attached as Exhibit "B," is hereby rescinded.

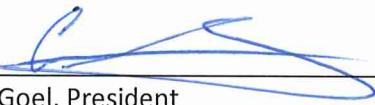
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ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 7th day of October, 2025, and passed by the following vote:

AYES: 4 – Directors Georangean M. Vonheeder-Leopold, Dinesh Govindarao,  
Richard M. Halket, Arun Goel

NOES: 0

ABSENT: 0

  
Arun Goel, President

ATTEST:   
Nicole Genzale, District Secretary



**TITLE:** Accept Independent Auditor's Report and the Annual Comprehensive Financial Report (ACFR) for Fiscal Year Ended June 30, 2025

**RECOMMENDATION:**

Staff recommends the Board of Directors accept, by Motion, the Independent Auditor's Report and the Annual Comprehensive Financial Report for fiscal year ended June 30, 2025.

**SUMMARY:**

State law requires that every community services district publish a complete set of audited financial statements within six months of the close of each fiscal year. The District's external auditor, Cropper Rowe, LLP, recently completed its audit of the financial statements for fiscal year (FY) 2025 and issued an unmodified or clean opinion. These financial statements are contained within the District's Annual Comprehensive Financial Report (ACFR). The auditor expressed an opinion that the District's financial statements are fairly stated and in accordance with accounting principles generally accepted in the United States.

**DISCUSSION:**

The District's external auditor, Cropper Rowe, LLP, recently completed its audit of the financial statements for fiscal year (FY) 2025. The audit was conducted in accordance with generally accepted auditing standards in the United States. Those standards require that the auditor plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements.

The audit concluded that: (1) the financial statements present fairly, in all material respects, the respective financial position of the business-type activities of the District as of June 30, 2025, the respective changes in financial position, and, where applicable, cash flows for the year; (2) the accounting is in conformity with generally accepted accounting principles in the United States; and (3) the internal controls and communications are adequate.

Financial highlights for FY 2025 include:

- The District's combined net position increased \$23.9 million or 4.3% from \$553 million to \$577 million primarily due to increases in service charges, an increase in investment income, and an increase in developer contributions. The change in net position includes non-cash income of approximately \$10.7 million for investment market value increase of \$5 million and developer contributions of \$5.7 million, which are reported as income for accounting purposes.
- Service charge revenues increased approximately \$8.0 million or 11.8% from \$67.2 million to \$75.2 million due to scheduled rate adjustments for wastewater and water and an increase in sales from water consumption.
- Capacity reserve fees held consistently between years at over \$11 million each year as a key revenue source for funding capital improvement program projects.
- Operating expenses (excluding depreciation) had a net decrease of approximately \$1.1 million or 1.3% from \$82.6 million to \$81.5 million due mainly to a decrease in contractual services that offset increases in personnel, material, and supply costs. The decrease in contractual services was due to expensing of consulting services not directly related to a capitalizable project and thereby not capitalized and depreciated as part of the cost basis of a project.

Originating Department: Finance	Contact: 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 – Annual Comprehensive Financial Report for Fiscal Year Ended June 30, 2025 Attachment 2 – Required Communications Letter Attachment 3 – Management Letter	

- The District's total assets increased \$24 million or 4% from \$615 million to \$639 million. Capital assets increased \$18.7 million or 4% from \$470 million to \$489 million.

The auditor will present the results of the audit to the Board at the December 16, 2025 meeting. The following documents are provided for the Board's review:

- **Independent Auditors Report:** This letter is included in the ACFR on page 17 and communicates the auditor's unmodified opinion. The auditors expressed an opinion that the District's financial statements for FY 2025 are fairly stated in conformity with accounting principles generally accepted in the United States. This is the most favorable conclusion and is commonly known as an "unmodified" or "clean" opinion.
- **Annual Comprehensive Financial Report (Attachment 1):** This report provides information on the District's operating and financial activities for the fiscal year and is comprised of three sections:
  - *Introductory Section* – Overview of the District, including a transmittal letter to the Board of Directors and customers, economic conditions and service area in the Tri-Valley, financial planning and policies, and organizational structure.
  - *Financial Section* – Analysis of the District's financial performance and incorporation of the Independent Auditor's Report, including Statements of Net Position, Statements of Revenues and Expenses and Changes in Net Position, and Statements of Cash Flows. The audited statements include management's discussion and analysis, notes to the financial statements, and required supplementary information. This section also includes additional supplementary information, not audited, for combining schedules of fund families for each of the three business enterprises that are included for additional information and analytical purposes only.
  - *Statistical Section* – Historical demographic and statistical data regarding the District, which provides context for the information in the Financial Section and District's overall financial health. In contrast to the Financial Section, data in the Statistical Section is not subject to an independent audit.
- **Management Letter (Attachment 2):** This is communication provided to management and the Board of Directors identifying certain deficiencies in internal controls that require strengthening. Staff have reviewed the auditor's recommendations and will be implementing measures to address these deficiencies. It should be noted that there were no transactions during the year for which there was a lack of authoritative guidance or consensus. All significant transactions were recognized in the financial statements in the proper period, and financial statement disclosures are neutral, consistent, and clear.
- **Required Communications Letter (Attachment 3):** This is a required letter from the auditor that outlines the auditor's responsibility, planned scope and timing of the audit, significant audit findings, corrected and uncorrected misstatements, disagreement with management, management representations, and any major difficulties encountered in performing the audit.

#### **NEXT STEPS:**

For the past 24 consecutive years, the District's ACFR has received the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA) of the United States and Canada. The FY 2025 ACFR was developed to meet the Certificate of Achievement Program's requirements and will be submitted to the GFOA to determine its eligibility for the award.



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

Attachment 1



# **Annual Comprehensive Financial Report 2025**

Dublin, California 90 of 211  
Fiscal Year End June 30

# Annual Comprehensive Financial Report

*Fiscal Year Ended June 30, 2025*  
Dublin San Ramon Services District  
Dublin, California

Prepared by the Finance Department

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## Introductory Section (Unaudited)



*Don Biddle Community Park, Dublin California*



December 11, 2025

To the Board of Directors and Customers of Dublin San Ramon Services District:

State law requires that every general-purpose local government publish a complete set of audited financial statements within six months of the close of each fiscal year. Dublin San Ramon Services District publishes this report to fulfill that requirement for the fiscal year ended June 30, 2025.

The management of Dublin San Ramon Services District assumes full responsibility for the completeness and reliability of the information in these financial statements, based upon a comprehensive system of internal controls established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

Cropper Accountancy Corporation/Cropper Rowe, LLP has issued an unmodified ("clean") opinion on Dublin San Ramon Services District's financial statements for the year ended June 30, 2025. The independent auditor's report is located in the front of the financial section of this report.

Management's Discussion and Analysis (MD&A) immediately follows the independent auditor's report and provides a narrative introduction, overview, and analysis of the basic financial statements. MD&A complements this letter of transmittal and should be read in conjunction with it.

The District meets the definition of a stand-alone government in accordance with standards established by the Governmental Accounting Standards Board's Statement No. 14, The Financial Reporting Entity. Accordingly, the District also participates in two joint powers authorities (JPA), the Livermore-Amador Valley Water Management Agency (LAVWMA) and the Dublin San Ramon Services District-East Bay Municipal Utility District Recycled Water Authority (DERWA) as of June 30, 2025.

## District Overview and Economic Conditions

### Overview

The District was formed in 1953 as the Parks Community Service District. The name was changed to Valley Community Services District (VCSD) in the early 1960s. VCSD became the vehicle for delivering local services before city governments existed, including water and wastewater services, recreation and parks, garbage collection, and fire protection. The name of the District was changed again in 1977 to Dublin San Ramon Services District (DSRSD) to reflect its service areas. By 1988, the cities of Dublin and San Ramon had incorporated and assumed responsibility for many of the services originally provided by the District, which allowed DSRSD to focus on water and wastewater services. In 1999, the District began providing a third service, recycled water. DSRSD currently provides water, recycled water, and wastewater services to more than 194,600 residents in Dublin, southern San Ramon, the Dougherty Valley area of San Ramon, and Pleasanton by contract.

### Economic Conditions

As of August 2025, the District's service area, encompassing the cities of Dublin, Pleasanton, and South San Ramon, had unemployment rates of 4.8%, 4.8%, and 4.9%, respectively. The greater East Bay Region (Alameda and Contra Costa County) had unemployment rates of 5.1% and 5.2%, respectively during the same period, placing them among the top performing counties in California. The state's unemployment rate was 5.8% at this time<sup>1</sup>.

According to the economic data from the US Census Bureau, the estimated median household income is \$202,216 for Dublin, \$176,390 for Pleasanton and \$227,209 for San Ramon. Household median incomes for these three cities are significantly higher compared to the Counties of Alameda with \$129,130 and Contra Costa with \$127,221<sup>2</sup>. Overall, inflation increased by 2.5% from last year. Food and energy increased 3.5% and 0.7% respectively, while commodities other than food remained the same from the prior year<sup>3</sup>.

Approximately 38.7% of homeowners in Alameda County and 35.1% of homeowners in Contra Costa County spend less than one-fifth of their household income per month on mortgage. Approximately 42.9% of occupied units rented in Alameda County and 48.9% of occupied units rented in Contra Costa County spend over one-third of their household income in rent per month.<sup>4</sup>

Median home prices in Alameda County increased by 6.1% from the prior year. The cities of Dublin and Pleasanton respectively saw a 0.5% increase and 9.8% decrease. Contra Costa County saw an increase in median home price of 3.1% from the prior year and City of San Ramon saw an increase of 11.5%<sup>5</sup>.

<sup>1</sup> California Employment Development Department - Labor market Information October 2025

<sup>2</sup> United States Census Bureau S1901: Income in the Past 12 Months - 2024: ACS 1-Year Estimates Subject Table

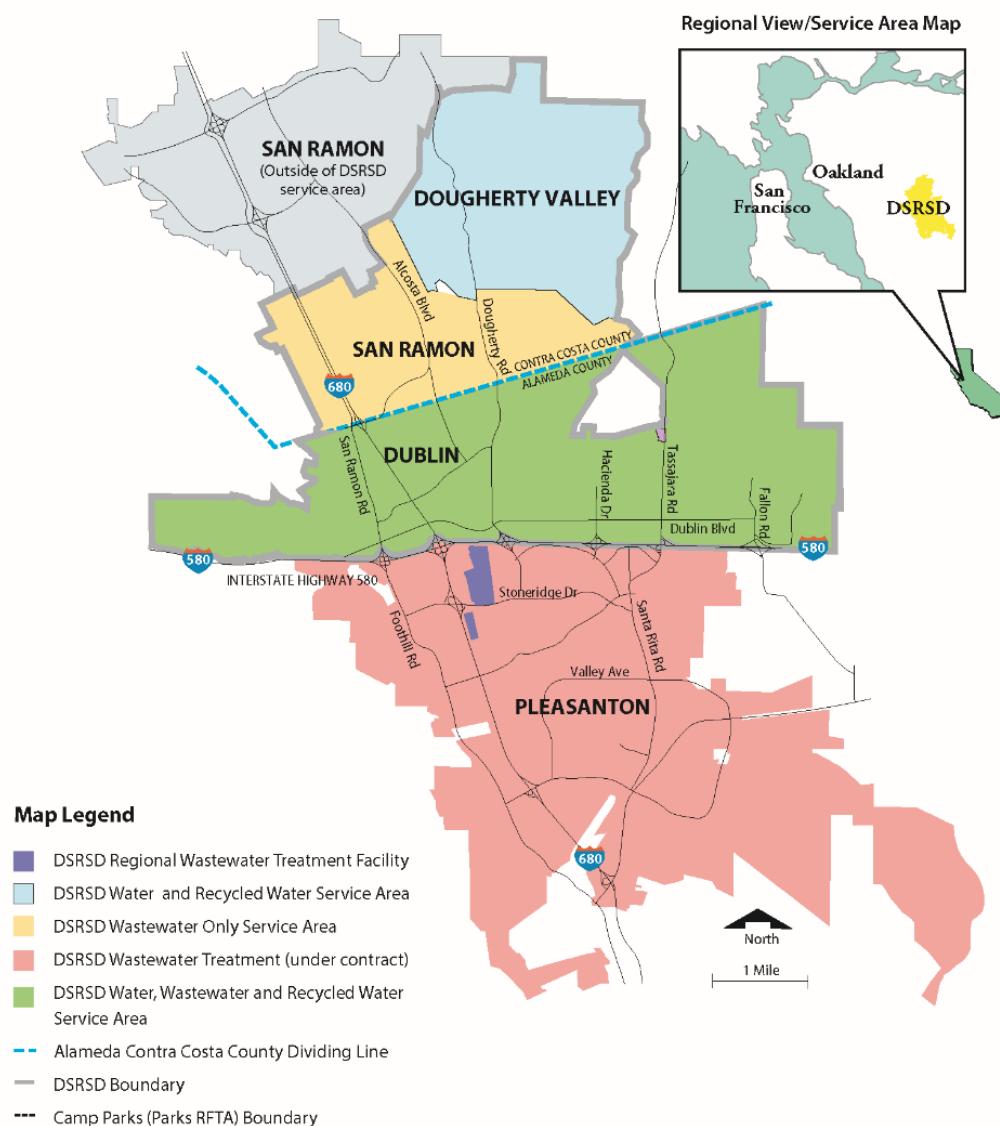
<sup>3</sup> United States Bureau of Labor Statistics, Consumer Price Index, San Francisco Area-Oakland-Hayward – Aug 2025

<sup>4</sup> United States Census Bureau DP04: Selected Housing Characteristics - 2024: ACS 1-Year Estimates Subject Table

<sup>5</sup> CALIFORNIA ASSOCIATION OF REALTORS® – 2025 Economic & Housing Market update, Monthly Market Report as September 2025

## Service Area

The District's service area lies within the Tri-Valley, which is part of the East Bay region of the San Francisco Bay Area. The City of Dublin, located approximately 35 miles east of San Francisco and 35 miles north of San Jose, comprises the largest part of the service area. The service area also includes two portions of the City of San Ramon: the original "Village", which is located to the north of Dublin, and the newer Dougherty Valley, located northeast of Dublin. By contract, the District provides wastewater treatment services for the City of Pleasanton, located south of Dublin. Located within commuting distance of major employers throughout the Bay Area, the Tri-Valley offers many transportation options, including Interstates 580 and 680, Bay Area Rapid Transit (BART), Altamont Commuter Express (ACE), and Livermore Amador Valley Transit Authority (LAVTA).



## Financial Planning and Policies

***District management is responsible for establishing and maintaining an internal control structure that protects the assets of the District from loss, theft, or misuse. The District uses the full accrual method for financial reporting and employs enterprise funds to account for its activities.***

An enterprise fund is used to account for governmental activities that are similar to activities performed by a commercial enterprise. However, the purpose of an enterprise fund is not to maximize return, as in the private sector, but to provide a product or service to the public at a reasonable cost. Funds are used to track operations for internal budgeting and reporting. Each department budgets its operations among the enterprise funds. The 10-year capital improvement program, 2-year capital improvement program budget and the 2-year operating budget are approved by the Board of Directors. The general manager is authorized to approve budget transfers within a fund with certain limitations.

Recognizing the critical importance of financial planning and controls, the District has developed comprehensive financial policies based on industry best practices. The policies guide long-term planning and ensure that financial decisions are analyzed and applied in a consistent manner. The Board of Directors reviews and approves all financial policies.

District policies are available online at [www.dsrsd.com/about-us/district-policies](http://www.dsrsd.com/about-us/district-policies). Finance policies include:

- Apportioning Planning Costs (P400-22-1)
- Budget Accountability (P400-24-2)
- Capital Assets (P400-24-1)
- Capital Financing and Debt Management (P400-24-5)
- Consolidated Water Enterprise Fund (P400-23-3)
- Discontinuation of Residential Water Service for Nonpayment (P400-25-3)
- Financial Reserves (P400-24-6)
- Investment (P400-25-1)
- Project Cost Allocation (P400-24-4)
- Rate Policies and Guidelines (P400-24-3)
- Surplus Personal Property (P400-24-8)
- Utility Billing Leak Adjustments (P400-25-2)

The District has a long-term approach to financial planning and utilizes a 10-year financial planning model to develop 2-year budgets, 10-year capital plans, and various rate studies. This long-term focus aligns with Finance objectives to manage public funds to provide financial stability, cost of service-based rate management and development, and maintenance of a solid AA credit rating. Meeting these goals ensures timely and reasonable access to credit markets when needed.

### Fiscal Year 2025

District policies are reviewed at least once every four years to ensure that the Board has the opportunity to be acquainted with all policies during their term of office. There were seven Finance policies updated in FY 2025.

For FY 2025, the Board adopted the following items:

- **July 2024** Budget Accountability Policy
- **July 2024** Capital Assets Policy
- **July 2024** Rate Policies and Guidelines Policy
- **October 2024** Capital Financing and Debt Management Policy
- **November 2024** Financial Reserves Policy
- **December 2024** Surplus Personal Policy
- **March 2025** Investment Policy

The District prepares quarterly financial reports for the Board which address trends in revenues, operation and maintenance (O&M), capital costs, and fund reserve levels. The Board adopts a 5-year Strategic Plan and conducts rate and fee studies approximately every five years. Rate and fee studies, operating and capital budgets, master and strategic plans may be found on the District website at [www.dsrsd.com/about-us/library/financial-information](http://www.dsrsd.com/about-us/library/financial-information).

For a detailed discussion and analysis of the District's operations during fiscal year ending June 30, 2025, please read the Management's Discussion and Analysis (MD&A) in the Financial Section of this report. Financial Trends, in the Statistical Section of this report, summarizes the historical fluctuations in revenues sources and operating expenses the District has experienced over the past 10 years.



*Regional Wastewater Treatment Plant, Pleasanton California*

## **Awards and Acknowledgments**

The Government Finance Officers Association of the United States and Canada (GFOA) awarded the Certificate of Achievement for Excellence in Financial Reporting to Dublin San Ramon Services District for its annual comprehensive financial report (ACFR) for the fiscal year ended June 30, 2024. This was the 24th consecutive year the District has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only; we believe our current annual comprehensive financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of this report would not have been possible without the hard work and dedication of the Finance Department staff, Christine Chen, Nick Johnson, Thinh Lucero, Jessie Valdez, Cindy Wei, and Candee Yang. We also want to express our appreciation to the staff members throughout the District who assisted and contributed to the information presented in this report. Finally, we would like to acknowledge the support of the DSRSD Board of Directors for its dedication to serving customers well by maintaining strong financial standards.

Respectfully submitted,



Jan Lee, P.E.  
General Manager / Treasurer



Kenneth Spray, CPA  
Finance Director



Government Finance Officers Association

**Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting**

Presented to

**Dublin San Ramon Services District  
California**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

June 30, 2024

*Christopher P. Morill*

Executive Director/CEO

*Board of Directors*

**BOARD OF DIRECTORS**

*As of June 30, 2025*



**Arun Goel**  
*President*



**Richard Halket**  
*Vice President*



**Dinesh Govindarao**  
*Director*



**Georgean  
Vonheeder-Leopold**  
*Director*

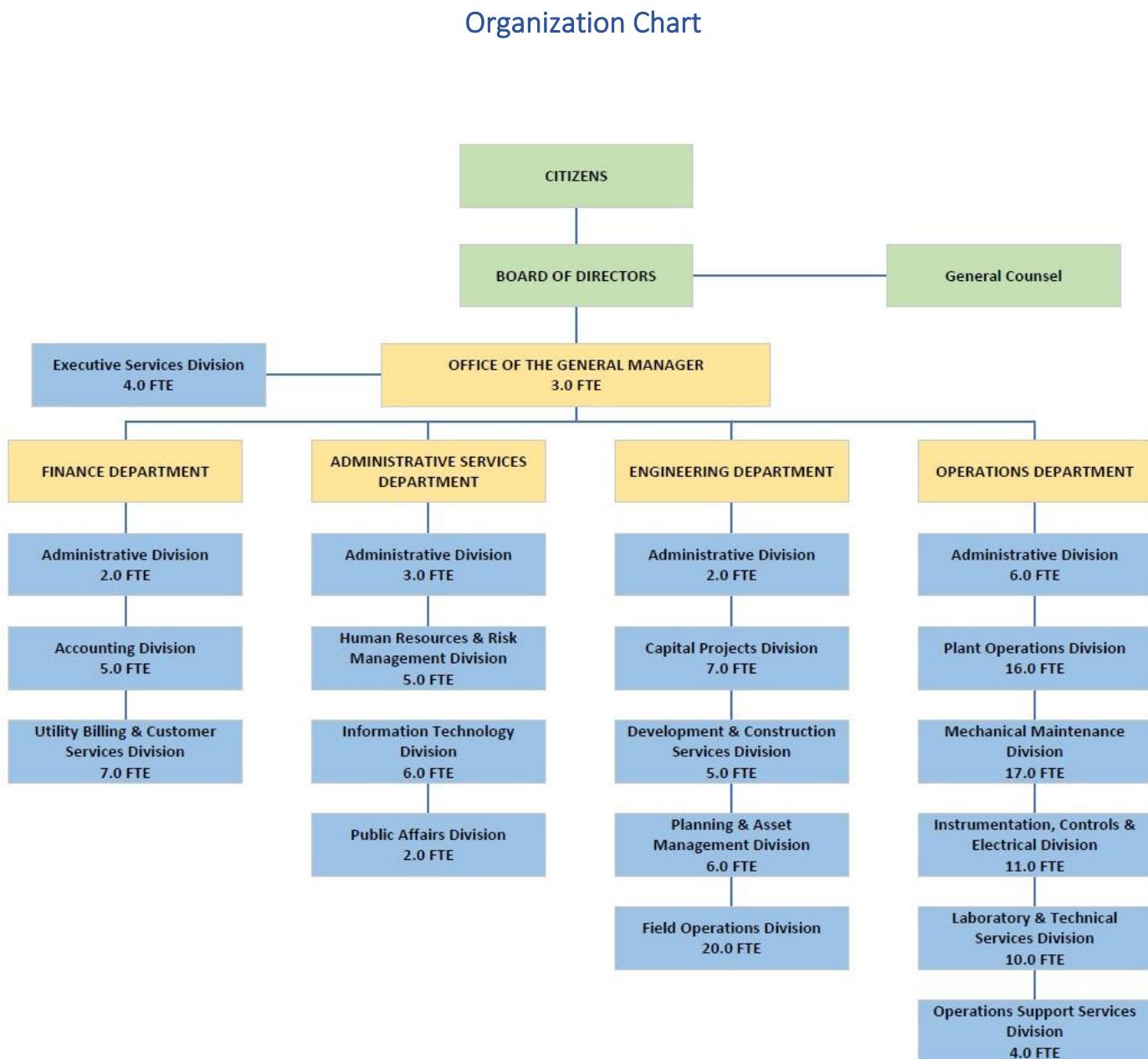


**Ann Marie Johnson**  
*Director*

**SENIOR MANAGEMENT TEAM**

<b>Jan Lee</b> .....	General Manager
<b>Kenneth Spray</b> .....	Finance Director
<b>Dan Gill</b> .....	Operations Director
<b>Steven Delight</b> .....	Engineering Services Director
<b>Michelle Gallardo</b> .....	Administrative Services Director

## Organization Chart



## Financial Section



DSRSD Potable Water Reservoir, San Ramon California

**DUBLIN SAN RAMON SERVICES DISTRICT  
BASIC FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED JUNE 30, 2025**

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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors  
Dublin San Ramon Services District  
Dublin, California

### *Opinions*

We have audited the accompanying financial statements of the business-type activities of the Dublin San Ramon Services District (District), California, as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the Table of Contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the District as of June 30, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

#### ***Report on Summarized Comparative Information***

Other auditors audited the District's June 30, 2024 financial statements, and they expressed an unmodified audit opinion on those audited financial statements in our report dated November 26, 2024. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2024 is consistent, in all material respects, with the audited financial statements from which it has been derived.

#### ***Emphasis of a Matter***

During the fiscal year ending June 30, 2025, the District's management determined that certain balances from the prior year needed to be adjusted. A prior period adjustment was made for GASB 101, Compensated Absences for \$2,257,270. In addition, an adjustment was made to record the 2017 Water Revenue Bond Premium of \$4,575,932. See Note 14 for further discussion of the prior period adjustments.

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and other required supplementary information as listed in the Table of Contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The accompanying Supplementary Information, as listed in the Table of Contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

*Cropper Rowe, LLP*

CROPPER ROWE, LLP  
Walnut Creek, California  
December 3, 2025

**DUBLIN SAN RAMON SERVICES DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS OF**  
**BASIC FINANCIAL STATEMENTS**  
**Fiscal Years Ended June 30, 2025 and 2024**

**Financial Highlights for Fiscal Year 2025**

- ✓ The District's net position increased \$23.9 million or 4.3% from \$553.1 million to \$576.9 million
- ✓ Service charge revenues increased \$8.0 million or 11.8% from \$67.2 million to \$75.2 million
- ✓ Capacity reserve fees decreased \$0.4 million or 3.6% from \$11.8 million to \$11.4 million
- ✓ Operating expenses (excluding depreciation) decreased \$1.1 million or 1.3% from \$82.6 million to \$81.5 million

**Overview of the Financial Statements**

The discussion and analysis provided here are intended to serve as an introduction to the Dublin San Ramon Services District's basic financial statements. The District's basic financial statements consists of the Statements of Net Position, Statements of Revenues and Expenses and Changes in Net Position, Statements of Cash Flows, and Notes to Financial Statements. The notes to the financial statements provide narrative explanations or additional data as needed for full disclosure.

- The Statements of Net Position presents financial information on all of the District's assets, liabilities, and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.
- The Statements of Revenues and Expenses and Changes in Net Position measures the success of District operations for the year and determines cost recovery through user fees and other charges, profitability, and credit worthiness.
- The Statements of Cash Flows provides information about District cash receipts and disbursements and net changes in cash that result from operating activities, non-capital financing activities, capital financing activities and investing activities. Thus, the Statements of Cash Flows show sources and uses of cash.

The format of the District's financial statements is in accordance with business-type activities known as enterprise funds. Enterprise funds are self-supporting funds that charge fees to users to cover the costs of operation, maintenance, and recurring capital replacement, and are similar to the accounting methods used by private sector companies. Enterprise funds report on the accrual basis of accounting recognizing all assets, liabilities, revenues and expenses applicable as of the financial statement date.

The District is governed by a Board of Directors, which sets policy, adopts budgets and appoints a General Manager to direct operations. Currently, the District service area is comprised of five divisions with one Director representing each division and serving overlapping four-year terms.

**Changes in Net Position**

The following condensed statements, Statements of Net Position (Table 1) and Statements of Revenues and Expenses and Changes in Net Position (Table 2), are presented in a comparative format together with dollar and percentage of change from the previous year, to help the reader analyze financial activity.

**DUBLIN SAN RAMON SERVICES DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS OF**  
**BASIC FINANCIAL STATEMENTS**  
**Fiscal Years Ended June 30, 2025 and 2024**

TABLE 1

As of June 30	Condensed Statements of Net Position						Change in 2024	
			Change in 2025					
	2025	2024	\$ Change	% Change	2023	\$ Change		
Current and restricted assets	\$279,855,454	\$261,497,303	\$18,358,151	7.0%	\$250,532,287	\$10,965,016	4.4%	
Investment in JPA	57,272,369	56,076,845	1,195,524	2.1%	54,085,969	1,990,876	3.7%	
Capital assets	302,323,046	297,728,581	4,594,465	1.5%	302,580,002	(4,851,421)	-1.6%	
Other assets	-	1,281	(1,281)	-100.0%	78,460	(77,179)	-98.4%	
<b>Total assets</b>	<b>639,450,869</b>	<b>615,304,010</b>	<b>24,146,859</b>	<b>3.9%</b>	<b>607,276,718</b>	<b>8,027,292</b>	<b>1.3%</b>	
<b>Deferred outflow of resources</b>	<b>21,949,868</b>	<b>25,347,785</b>	<b>(3,397,917)</b>	<b>-13.4%</b>	<b>26,913,762</b>	<b>(1,565,977)</b>	<b>-5.8%</b>	
Current and restricted liabilities	16,797,752	18,422,492	(1,624,740)	-8.8%	16,329,094	2,093,398	12.8%	
Long-term liabilities	61,725,373	62,027,980	(302,607)	-0.5%	52,886,203	9,141,777	17.3%	
<b>Total liabilities</b>	<b>78,523,125</b>	<b>80,450,472</b>	<b>(1,927,347)</b>	<b>-2.4%</b>	<b>69,215,297</b>	<b>11,235,175</b>	<b>16.2%</b>	
<b>Deferred inflow of resources</b>	<b>5,901,507</b>	<b>7,099,574</b>	<b>(1,198,067)</b>	<b>-16.9%</b>	<b>10,894,379</b>	<b>(3,794,805)</b>	<b>-34.8%</b>	
Net Position								
Net investment in capital assets	268,276,532	263,518,858	4,757,674	1.8%	271,185,002	(7,666,144)	-2.8%	
Restricted for Capital Improvements	213,439,474	163,543,047	49,896,427	30.5%	157,572,449	5,970,598	3.8%	
Restricted for assessment district	42,087	205,480	(163,393)	-79.5%	319,238	(113,758)	-35.6%	
Unrestricted	95,218,012	125,834,365	(30,616,353)	-24.3%	125,004,117	830,248	0.7%	
<b>Total net position</b>	<b>\$576,976,105</b>	<b>\$553,101,748</b>	<b>\$23,874,357</b>	<b>4.3%</b>	<b>\$554,080,804</b>	<b>\$ (979,056)</b>	<b>-0.2%</b>	

For the fiscal year ended June 30, 2025 (FY 2025), total assets increased \$24.1 million or 3.9% from FY 2024 compared to an increase of \$8.0 million or 1.3% from FY 2023 to FY 2024. The increase in both fiscal years is primarily due to changes in investments and changes in capital assets.

Total liabilities decreased \$1.9 million or 2.4% from FY 2024 to FY 2025 compared to the increase of \$11.0 million or 16.0% from FY 2023 to FY 2024. The decrease was due to the release of contractor bonds, less Accounts Payable liabilities, and compensation absences. The increase in FY 2024 was a result of pension and OPEB liabilities and the prior period adjustment from GASB 101 implementation.

Changes to the deferred inflows/outflows of resources are related to the District's pension and other post-employment benefits (OPEB) plans with the California Public Employees' Retirement System (CalPERS), for additional information see Financial Statement Note 9 – Pension Plan and Note 10 – Post Employment Health Care Benefits.

As a result of the change in assets and liabilities above, the District's total net position increased \$23.9 million or 4.3% from FY 2024 to FY 2025 compared to a decrease of \$0.9 million or 0.2% from FY 2023 to FY 2024. The increase from FY 2024 to FY 2025 is due primarily to investment performance and additions to capital assets, and the decrease from FY 2023 to FY 2024 is due primarily to increases in depreciation in FY 2024 in excess of other changes in the components of net position.

**DUBLIN SAN RAMON SERVICES DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS OF**  
**BASIC FINANCIAL STATEMENTS**  
**Fiscal Years Ended June 30, 2025 and 2024**

TABLE 2

**Condensed Statements of Revenues and Expenses and Changes in Net Position**

As of June 30	Change in 2025				Change in 2024		
	2025	2024	\$ Change	% Change	2023	\$ Change	% Change
Operating revenues	\$ 75,231,776	\$ 67,276,389	\$ 7,955,387	11.8%	\$ 64,409,621	\$ 2,866,768	4.5%
Other revenues	12,887,306	13,537,245	(649,939)	-4.8%	16,670,602	(3,133,357)	-18.8%
Investment income	12,894,366	11,109,003	1,785,363	16.1%	2,400,474	8,708,529	362.8%
Capacity reserve fees	11,422,365	11,852,644	(430,279)	-3.6%	20,167,634	(8,314,990)	-41.2%
Contributions	5,717,180	1,936,425	3,780,755	195.2%	3,096,300	(1,159,875)	-37.5%
<b>Total revenues</b>	<b>118,152,993</b>	<b>105,711,706</b>	<b>12,441,287</b>	<b>11.8%</b>	<b>106,744,631</b>	<b>(1,032,925)</b>	<b>-1.0%</b>
Operating expenses	81,492,067	82,599,347	(1,107,280)	-1.3%	76,727,033	5,872,314	7.7%
Depreciation	11,642,434	13,255,148	(1,612,714)	-12.2%	8,817,221	4,437,927	50.3%
Non-operating expenses	1,144,135	1,175,114	(30,979)	-2.6%	1,392,292	(217,178)	-15.6%
<b>Total expenses</b>	<b>94,278,636</b>	<b>97,029,609</b>	<b>(2,750,973)</b>	<b>-2.8%</b>	<b>86,936,546</b>	<b>10,093,063</b>	<b>11.6%</b>
<b>Changes in net position</b>	<b>23,874,357</b>	<b>8,682,097</b>	<b>15,192,260</b>	<b>175.0%</b>	<b>19,808,085</b>	<b>(11,125,988)</b>	<b>-56.2%</b>
<b>Beginning net position</b>	<b>553,101,748</b>	<b>550,169,461</b>	<b>2,932,287</b>	<b>0.5%</b>	<b>534,272,725</b>	<b>15,896,736</b>	<b>3.0%</b>
Prior period adjustment	-	(5,749,810)	5,749,810		-	(5,749,810)	0.0%
Beginning net position, as restated	<b>553,101,748</b>	<b>544,419,651</b>	<b>8,682,097</b>	<b>1.6%</b>	<b>534,272,725</b>	<b>10,146,926</b>	<b>1.9%</b>
<b>Ending net position</b>	<b>\$576,976,105</b>	<b>\$553,101,748</b>	<b>\$23,874,357</b>	<b>4.3%</b>	<b>\$554,080,804</b>	<b>\$ (979,062)</b>	<b>-0.2%</b>

For FY 2025, total revenue increased \$12.4 million or 11.8% over FY 2024 compared to a decrease of \$1.0 million or 1.0% for FY 2024 over FY 2023. The increase was due to increase in water sales and contributions from developers. The decrease of \$1.0 million or 1.0% in FY 2024 was primarily due to a decrease in revenue from developer contributions within the service area.

Total expenses decreased by \$2.8 million or 2.8% for FY 2025 over FY 2024 compared to an increase of \$10.0 million or 11.6% from FY 2023 to FY 2024. The net decrease was due to reductions in depreciation expense and contractual services that offset increases in personnel and materials. The increase of \$10 million or 11.6% for FY 2024 over FY 2023 was primarily due to personnel costs and increases in depreciation for increased capital asset additions during the FY 2024.

Effective FY 2025, the District implemented GASB Statement No. 101, Compensation Absences. As a result of implementing GASB 101, the District recorded an adjustment to beginning net position for the prior fiscal year. For addition information, see Financial Statement Note 14 – B GASB Statement No. 101.

**Capital Assets and Debt**

During FY 2025, the District received 20,716 linear feet of sewer line, 31,107 linear feet of potable water line, and 3,240 linear feet of recycled water line contributed by developers valued at \$1.6 million, \$3.8 million, and \$0.3 million respectively. For additional information on capital assets see Financial Statement Note 4 – Capital Assets.

**DUBLIN SAN RAMON SERVICES DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS OF**  
**BASIC FINANCIAL STATEMENTS**  
**Fiscal Years Ended June 30, 2025 and 2024**

Contributed sub-surface lines (Local Wastewater)	\$1,573,180
Contributed sub-surface lines (Water)	<u>4,067,800</u>
	<u><u>\$5,640,980</u></u>

In FY 2025 the District had the following additions to construction in progress:

**Construction in Progress**

Wastewater system expansion and improvements	5,740,609
Water system expansion and improvements	<u>4,855,311</u>
	<u><u>\$10,595,920</u></u>

Wastewater system improvements include the Alum Addition and the SCADA Improvement projects. Water system expansion and improvements include the completion of Water Lines Replacement in Wineberry area and Valve and Blow-Off Replacement projects.

Below is a recap of the District's current outstanding debt payable. For additional information on the District's debt obligations, see Financial Statement Note 7 – Long-term debt.

<u>Debt Payable</u>	Balance at 6/30/2024	Additions	Principal Payments	Balance at 6/30/2025
2017 Water Revenue Refunding Bonds	\$30,895,000	-	\$525,000	\$30,370,000

**Rates and Other Economic Factors**

The District is not subject to variations in general economic conditions, such as increases or declines in property tax values or sales taxes. Accordingly, the District sets its rates to cover the costs of operations, maintenance, replacement (OM&R), and debt-financed capital improvements.

**Contacting the District**

This financial report is designed to provide our customers, investors and creditors with a general overview of the District's finances and to show accountability for the money it receives. If you have questions about this report, or need any additional financial information, contact the Financial Services Division at 7051 Dublin Blvd., Dublin, California 94568 or call 925-828-0515.

***BASIC FINANCIAL STATEMENTS***

**DUBLIN SAN RAMON SERVICES DISTRICT**  
**STATEMENTS OF NET POSITION**  
**JUNE 30, 2025**

	2025			2024	
	Regional Wastewater	Local Wastewater	Water	Combined Totals	Combined Totals
<b>ASSETS</b>					
Current Assets:					
Pooled cash	\$ 2,781,663	\$ 399,413	\$ 2,966,573	\$ 6,147,649	\$ 13,060,404
Pooled investments	108,472,563	25,632,807	118,458,332	252,563,702	227,765,458
Restricted cash - debt service	-	-	964	964	-
Accounts receivable	8,825,185	397,641	9,090,426	18,313,252	18,573,056
Lease receivable	-	-	1,233,767	1,233,767	1,277,686
Interest receivable	570,436	134,841	639,036	1,344,313	817,180
Prepaid expenses	114,590	38,055	97,880	250,525	-
Deferred capacity reserve fees receivable	1,282	-	-	1,282	3,518
 Total current assets	 120,765,719	 26,602,757	 132,486,978	 279,855,454	 261,497,302
Non-Current Assets:					
Investment in JPA	18,083,885	-	39,188,484	57,272,369	56,076,845
Capital assets:					
Property, plant and equipment	195,522,563	76,161,454	217,082,201	488,766,218	470,046,593
Less accumulated depreciation	93,611,317	35,537,841	84,040,109	213,189,267	201,612,574
 Net property, plant and equipment	 101,911,246	 40,623,613	 133,042,092	 275,576,951	 268,434,019
Land and construction in progress	10,888,035	1,964,996	13,893,064	26,746,095	29,294,562
 Total capital assets	 112,799,281	 42,588,609	 146,935,156	 302,323,046	 297,728,581
Other assets:					
Deferred capacity reserve fees receivable - long term	-	-	-	-	1,281
 Total other assets	 -	 -	 -	 -	 1,281
 Total non-current assets	 130,883,166	 42,588,609	 186,123,640	 359,595,415	 353,806,707
 Total assets	 251,648,885	 69,191,366	 318,610,618	 639,450,869	 615,304,009
 Deferred Outflows of Resources:					
Deferred outflows pension related amounts	4,872,544	378,825	3,879,606	9,130,975	16,025,625
Deferred employer pension contributions	1,707,334	566,996	1,458,363	3,732,693	3,083,335
Deferred outflows OPEB related amounts	2,512,397	834,353	2,146,028	5,492,778	5,602,283
Deferred outflows OPEB Contributions	1,643,631	545,841	1,403,950	3,593,422	636,542
 Total deferred outflows of resources	 10,735,906	 2,326,015	 8,887,947	 21,949,868	 25,347,785

**DUBLIN SAN RAMON SERVICES DISTRICT**  
**STATEMENTS OF NET POSITION**  
**JUNE 30, 2025**

	2025			2024
	Regional Wastewater	Local Wastewater	Water	Combined Totals
<b>LIABILITIES</b>				
Current liabilities:				
Accounts payable	1,136,401	403,892	5,943,644	7,483,937
Contractor bonds and deposits	2,074,452	-	2,566,612	4,641,064
Accrued expenses	195,060	64,778	166,615	426,453
Accrued compensated absences	1,574,379	434,618	1,131,159	3,140,156
Interest payable	-	-	554,860	554,860
Current portion of long-term debt	-	-	550,000	550,000
Unearned revenue and other liabilities	1,282	-	-	1,282
<b>Total current liabilities</b>	<b>4,981,574</b>	<b>903,288</b>	<b>10,912,890</b>	<b>16,797,752</b>
				18,422,492
Long term liabilities:				
Accrued compensated absences	432,229	116,910	309,011	858,150
Long-term debt				-
less current portion	-	-	32,940,690	32,940,690
Net pension liability	10,767,262	2,961,593	8,360,569	22,089,424
Net OPEB liability	1,687,761	560,496	1,441,645	3,689,902
DLD remediation reserve	2,147,207	-	-	2,147,207
Unearned revenue and other liabilities	-	-	-	1,281
<b>Total long term liabilities</b>	<b>15,034,459</b>	<b>3,638,999</b>	<b>43,051,915</b>	<b>61,725,373</b>
				62,027,980
<b>Total liabilities</b>	<b>20,016,033</b>	<b>4,542,287</b>	<b>53,964,805</b>	<b>78,523,125</b>
				80,450,472
Deferred inflows of resources				
Deferred inflows of resources - Pension	1,639,160	61,405	1,093,030	2,793,595
Deferred inflows of resources - OPEB	920,339	305,640	786,131	2,012,110
Deferred inflows of resources - Leases	-	-	1,095,802	1,095,802
<b>Total deferred inflows of resources</b>	<b>2,559,499</b>	<b>367,045</b>	<b>2,974,963</b>	<b>5,901,507</b>
				7,099,577
Net Position:				
Net investment in capital assets	112,799,281	42,588,609	112,890,570	268,278,460
Restricted for:				263,518,858
Capital Improvements	93,792,204	20,457,936	99,189,334	213,439,474
Assessment district	-	-	42,087	42,087
Unrestricted	33,217,774	3,561,504	58,436,806	205,480
<b>Total net position</b>	<b>\$ 239,809,259</b>	<b>\$ 66,608,049</b>	<b>\$ 270,558,797</b>	<b>\$ 576,976,105</b>
				<b>\$ 553,101,748</b>

See Accompanying Notes to Basic Financial Statements

**DUBLIN SAN RAMON SERVICES DISTRICT**  
**STATEMENTS OF REVENUES AND EXPENSES AND CHANGES IN FUND POSITION**  
**YEAR ENDED JUNE 30, 2025**

	2025			2024
	Regional Wastewater	Local Wastewater	Water	Combined Totals
<b>OPERATING REVENUES:</b>				
Wastewater service charges	\$ 25,147,151	\$ 5,146,546	\$ -	\$ 30,293,697
Water sales	-	-	44,938,079	44,938,079
Other revenues	<u>4,467,902</u>	<u>1,568,475</u>	<u>5,630,556</u>	<u>11,666,933</u>
<b>Total operating revenues</b>	<b><u>29,615,053</u></b>	<b><u>6,715,021</u></b>	<b><u>50,568,635</u></b>	<b><u>86,898,709</u></b>
<b>OPERATING EXPENSES:</b>				
Personnel	15,571,898	4,614,225	13,036,937	33,223,060
Materials	5,038,929	159,517	21,683,702	26,882,148
Contractual services	10,033,427	715,744	10,130,107	20,879,278
Other	40,657	42,636	424,288	507,581
Depreciation	<u>5,502,654</u>	<u>1,621,034</u>	<u>4,518,746</u>	<u>11,642,434</u>
<b>Total operating expenses</b>	<b><u>36,187,565</u></b>	<b><u>7,153,156</u></b>	<b><u>49,793,780</u></b>	<b><u>93,134,501</u></b>
<b>Operating Income (Loss)</b>	<b><u>(6,572,512)</u></b>	<b><u>(438,135)</u></b>	<b><u>774,855</u></b>	<b><u>(6,235,792)</u></b>
<b>NONOPERATING REVENUES (EXPENSE):</b>				
Investment income	5,465,693	1,270,834	6,157,839	12,894,366
Gain (loss) on sale of assets	8,027	7,607	9,214	24,848
Gain(Loss) in Equity in JPA	1,547,099	-	(351,574)	1,195,525
Interest expense	<u>-</u>	<u>-</u>	<u>(1,144,135)</u>	<u>(1,144,135)</u>
<b>Total non-operating revenues (expense), net</b>	<b><u>7,020,819</u></b>	<b><u>1,278,441</u></b>	<b><u>4,671,344</u></b>	<b><u>12,970,604</u></b>
<b>Income (Loss) Before Contributions</b>	<b><u>448,307</u></b>	<b><u>840,306</u></b>	<b><u>5,446,199</u></b>	<b><u>6,734,812</u></b>
Non-cash contributions	-	1,589,380	4,127,800	5,717,180
Capital contributions - capacity reserve fees	6,471,370	550,814	4,400,181	11,422,365
Transfers in	6,513,788	2,106,689	16,063,170	39,527,610
Transfers (out)	<u>(6,922,630)</u>	<u>(2,106,689)</u>	<u>(15,654,328)</u>	<u>(24,683,647)</u>
Changes in net position	<u>6,510,835</u>	<u>2,980,500</u>	<u>14,383,022</u>	<u>23,874,357</u>
<b>Total Net Position - Beg of Year</b>	<b><u>233,298,424</u></b>	<b><u>63,627,549</u></b>	<b><u>256,175,775</u></b>	<b><u>553,101,748</u></b>
Prior period adjustment	-	-	-	(5,749,810)
<b>Total Net Position - Beg of Year as Restated</b>	<b><u>233,298,424</u></b>	<b><u>63,627,549</u></b>	<b><u>256,175,775</u></b>	<b><u>553,101,748</u></b>
<b>Total Net Position - End of Year</b>	<b><u>\$ 239,809,259</u></b>	<b><u>\$ 66,608,049</u></b>	<b><u>\$ 270,558,797</u></b>	<b><u>\$ 576,976,105</u></b>
	<b><u>\$ 553,101,748</u></b>			

See Accompanying Notes to Basic Financial Statements

**DUBLIN SAN RAMON SERVICES DISTRICT**  
**STATEMENTS OF CASH FLOWS**  
**YEAR ENDED JUNE 30, 2025**

	2025				2024
	Regional Wastewater	Local Wastewater	Water	Combined Totals	Combined Totals
<b>OPERATING ACTIVITIES:</b>					
Cash received from user charges	\$ 32,034,259	\$ 7,644,653	\$ 47,450,466	\$ 87,129,378	\$ 78,277,348
Payments to or on behalf of employees	(15,322,590)	(3,824,976)	(12,218,036)	(31,365,602)	(30,627,429)
Payments for services and supplies	(11,798,256)	(3,351,539)	(34,148,585)	(49,298,380)	(52,523,791)
Net Cash Provided (Used) by Operating Activities	<u>4,913,413</u>	<u>468,138</u>	<u>1,083,845</u>	<u>6,465,396</u>	<u>(4,873,872)</u>
<b>CAPITAL FINANCING ACTIVITIES:</b>					
Capacity reserve fees collected	3,614,870	550,814	7,260,198	11,425,882	11,852,644
Acquisition and construction of capital assets	(4,467,423)	(1,256,986)	(4,795,309)	(10,519,718)	(8,421,888)
Proceeds from sale of fixed assets	8,027	7,607	9,214	24,848	-
Principal on long-term debt	-	-	(525,000)	(525,000)	(500,000)
Interest paid on long-term debt	-	-	(1,352,188)	(1,352,188)	(1,379,563)
Net Cash Provided (Used) by Financing Activities	<u>(844,526)</u>	<u>(698,565)</u>	<u>596,915</u>	<u>(946,176)</u>	<u>1,551,193</u>
<b>INVESTING ACTIVITIES:</b>					
Interest and dividends received	3,502,879	544,893	3,736,404	7,784,176	3,472,444
Lease interest received	-	-	38,332	38,332	-
Proceeds from investments sales and maturities	37,879,512	5,892,369	40,404,812	84,176,693	57,250,780
Purchase of Investments	(53,141,599)	(9,251,985)	(52,214,440)	(114,608,024)	(60,430,000)
Net Cash Provided (Used) by Investing Activities	<u>(11,759,208)</u>	<u>(2,814,723)</u>	<u>(8,034,892)</u>	<u>(22,608,823)</u>	<u>293,224</u>
Net increase (decrease) in cash and cash equivalents	<u>(7,690,321)</u>	<u>(3,045,150)</u>	<u>(6,354,132)</u>	<u>(17,089,603)</u>	<u>(3,029,455)</u>
Cash and cash equivalents - beg of year	<u>41,599,744</u>	<u>8,319,949</u>	<u>42,524,183</u>	<u>92,443,876</u>	<u>95,473,331</u>
Cash and cash equivalents - end of year	<u><u>\$ 33,909,423</u></u>	<u><u>\$ 5,274,799</u></u>	<u><u>\$ 36,170,051</u></u>	<u><u>\$ 75,354,273</u></u>	<u><u>\$ 92,443,876</u></u>
<b>OPERATING ACTIVITIES RECONCILIATION:</b>					
Operating income (loss)	\$ (6,572,512)	\$ (438,135)	\$ 774,855	\$ (6,235,792)	\$ (16,997,361)
Adjustments to reconcile operating income (loss) to net cash provided by operating activities					
Depreciation	5,502,654	1,621,034	4,518,746	11,642,434	13,255,148
Projects not capitalized	-	-	-	-	-
(Inc) Dec in investments in JPA	-	-	-	-	(1,990,876)
(Inc) Dec in accts recv and other current assets	2,304,616	891,577	(3,142,995)	53,198	645,543
Inc (Dec) in accts pay and other current liabilities	2,923,026	(1,889,266)	(1,812,608)	(778,848)	(539,371)
Inc (Dec) in DLD remediation reserve	-	-	-	-	11
Inc (Dec) in net pension liability	(203,843)	20,696	(117,440)	(300,587)	2,908,201
Inc (Dec) in net OPEB liability	(62,428)	(7,554)	(44,874)	(114,856)	73,661
(Inc) Dec in deferred outflows	1,514,918	462,241	1,420,758	3,397,917	1,565,977
Inc (Dec) in deferred inflows	(493,018)	(192,455)	(512,597)	(1,198,070)	(3,794,805)
Net cash provided (used) by operating activities	<u><u>\$ 4,913,413</u></u>	<u><u>\$ 468,138</u></u>	<u><u>\$ 1,083,845</u></u>	<u><u>\$ 6,465,396</u></u>	<u><u>\$ (4,873,872)</u></u>
<b>NON CASH TRANSACTIONS:</b>					
Investment fair value increase (decrease)				\$ 5,004,908	\$ 4,324,993
Investments in JPAs increase (decrease)				1,195,525	(1,990,876)
Developer contributions				5,717,180	1,936,425

See Accompanying Notes to Basic Financial Statements

# **DUBLIN SAN RAMON SERVICES DISTRICT**

## **NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025**

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### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **A. General**

Dublin San Ramon Services District (the District) is organized under the Community Services District Act provisions of the general laws of the State of California and is governed by a five-member Board of Directors. The District, which was established in 1953 and became active in 1960, provides water, recycled water and wastewater collection and treatment services. The District's jurisdiction is approximately 26 square miles in the counties of Alameda and Contra Costa, California.

#### **B. Basis of Accounting**

The District is a proprietary entity; it uses an enterprise fund format to report its activities for financial statement purposes. Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprise, where the intent of the governing body is that costs and expenses, including depreciation, and providing goods or services to the general public on a continuing basis, be financed or recovered primarily through user charges.

A Major fund is a fund whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all enterprise funds and at least 5 percent of the aggregate amount for all enterprise funds.

The District reports the following major Proprietary Funds:

Water Enterprise – This enterprise accounts for the operation, maintenance, and capital improvement projects of the water distribution system, which is funded by user charges and other fees.

Local Wastewater Enterprise – This enterprise accounts for the operation, maintenance, and capital improvement projects of the sewer collection system, which are funded by user charges and other fees.

Regional Wastewater Enterprise – This enterprise accounts for the operation, maintenance, and capital improvement projects of the sewer treatment facility system, which are funded by user charges and other fees.

#### **C. Measurement Focus**

Enterprise funds are accounted for on a cost of services or *economic resources* measurement focus, which means that all assets and all liabilities associated with their activity are included on their balance sheets. Enterprise fund type operating statements present increases (revenues) and decreases (expenses) in total net position.

# **DUBLIN SAN RAMON SERVICES DISTRICT**

## **NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025**

### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

#### **D. Reporting Entity**

In evaluating how to define the government for financial purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria prescribed by Generally Accepted Accounting Principles (GAAP). As required by GAAP, these financial statements present the primary government and its component units, entities for which the government is considered to be financially accountable. Financial accountability is interpreted to mean appointment of a voting majority of the component unit's board and either the ability to impose will by the primary government or the possibility that there is a financial benefit or burden on the primary government. There are no potential component units identified for the Dublin San Ramon Services District.

In evaluating the financial reporting entity for purpose of preparing the basic financial statements, the District has determined it is financially accountable for the DSRSD Financing Corporation. The Corporation is a separate government entity whose purpose is to assist with the financing of certain public capital facilities for the District through the issuance of bonds or other forms of debt. The Corporation is controlled by the District and has the same governing body as the District, which also performs all accounting and administrative functions for the Corporation. The Corporation is included as a blended component unit in these basic financial statements. The Financing Corporation, was dissolved Sept 3, 2024 by Resolution 24-1.

#### **E. Capital Assets**

Capital assets, which include property, plant, and equipment are recorded at historical costs or estimated historical cost, if actual cost is not available. Contributed assets are recorded at acquisition value on the date of contribution. Donated capital assets, donated works of art and similar items, and capital assets received are reported at acquisition value rather than fair value.

The District defines capital assets as assets with an initial, individual cost of \$20,000 or more and an estimated useful life in excess of three years.

Depreciation is computed by the straight-line method based on the estimated useful lives of related asset classifications. The District has assigned the useful lives listed below to capital assets:

Land Improvements	15-25 years
Buildings	10-50 years
Equipment	3-25 years
Sub-surface lines	25-50 years

#### **F. Cash Flows Defined**

For purpose of the statements of cash flows the District defines cash and cash equivalents to include all cash in deposit accounts, cash on hand, and amounts held in liquid investment pools, but does not include cash held in escrow for restricted purposes.

# **DUBLIN SAN RAMON SERVICES DISTRICT**

## **NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025**

### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

#### **G. Accounts Receivable**

The District bills its water consumption and sewer usage on a cycle billing method. Cycle billing results in an amount of services rendered but not yet billed at year-end. The District has recorded this revenue by estimating the unbilled amount. The estimate was calculated by using the billing subsequent to the balance sheet date (June 30) and calculating the amount of service provided prior to June 30. This calculated amount is included in accounts receivable.

#### **H. Accrued Compensated Absences**

The liability for vested vacation pay is calculated and accrued on an annual basis. The amount is computed using current employee accumulated leave hours at current pay rates (See Note 1P for further detail).

#### **I. Estimates**

The District's management has made a number of estimates and assumptions relating to the reporting of assets and liabilities and revenues and expenses and the disclosure of contingent liabilities to prepare these financial statements in conformity with Generally Accepted Accounting Principles (GAAP). Actual results could differ from those estimates.

#### **J. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period(s) and so will *not* be recognized as an outflow of resources expense until then. In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time.

#### **K. Prior Year Summarized Information**

The basic financial statements include certain prior-year summarized comparative information in total but not at the level of detail required for a presentation in accordance with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the District's financial statements for the year ended June 30, 2024, from which the summarized information was derived. As discussed in Note 14, the District made certain corrections to errors from the prior year during the fiscal year ended June 30, 2025, which required restatement of the Local Wastewater, Regional Wastewater and Water Funds. However, the District determined that it was not practicable to restate the balances in 2024, and instead, the error corrections are displayed as prior period corrections as discussed in Note 14.

# **DUBLIN SAN RAMON SERVICES DISTRICT**

## **NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025**

### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

#### **L. Pension**

The purposes of measuring the net pension liability and deferred outflows/ inflows of resources related to pensions, and pension expense/ information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plan (Plan) and additions to/ deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

#### **M. Post-Employment Health Care Benefits**

For purposes of measuring the net OPEB liability (asset), deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the District's OPEB Plan and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis as they are reported by the actuary. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

#### **N. Lease Accounting**

A lease is defined as a contract that conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include building structures, land, vehicles and equipment. The District only has one lease that falls under the lease requirement.

#### **O. Subscription-Based Information Technology Arrangements**

A subscription is defined as a contract that conveys control for the right to use another entity's subscription-based information technology software as specified in the contract for a period of time in an exchange or exchange-like transaction. The District will record significant subscription liabilities and intangible right-to-use subscription assets in the future, if any apply.

#### **P. New Governmental Accounting Standards Board Statement Pronouncements**

GASB Statement No. 101, Compensated Absences – The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. This Statement requires that a liability for certain types of compensated absences – including parental leave, military leave, and jury duty leave – not be recognized until the leave commences. This Statement also requires that a liability for specific types of compensated absences not be recognized until the leave is used. This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay

## **DUBLIN SAN RAMON SERVICES DISTRICT**

### **NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025**

#### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

rate as of the date of the financial statements. A liability for leave that has been used but not yet paid or settled should be measured at the amount of the cash payment or noncash settlement to be made. Certain salary-related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities. With respect to financial statements prepared using the current financial resources measurement focus, this Statement requires that expenditures be recognized for the amount that normally would be liquidated with expendable available financial resources. The provision of this statement were implemented during the fiscal year 2025. See Note 14 for additional details.

GASB Statement No. 102 - Certain Risk Disclosures. The objective of this Statement is to provide users of government financial statements with essential information about risks related to a government's vulnerabilities due to certain concentrations or constraints. This Statement defines a concentration as a lack of diversity related to an aspect of a significant inflow of resources or outflow of resources. A constraint is a limitation imposed on a government by an external party or by formal action of the government's highest level of decision-making authority. Concentrations and constraints may limit a government's ability to acquire resources or control spending. This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. The requirements of this Statement will improve financial reporting by providing users of financial statements with essential information that currently is not often provided. The disclosures will provide users with timely information regarding certain concentrations or constraints and related events that have occurred or have begun to occur that make a government vulnerable to a substantial impact. As a result, users will have better information with which to understand and anticipate certain risks to a government's financial condition. The requirements of this Statement are effective for fiscal years beginning after June 15, 2024 (fiscal year 2025), and all reporting periods thereafter. The implementation of this pronouncement did not have a material impact on the District's financial statements.

# **DUBLIN SAN RAMON SERVICES DISTRICT**

## **NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025**

### **NOTE 2 – CASH AND INVESTMENTS**

#### **A. Policies**

Cash on hand and negotiable certificates of deposit are FDIC insured to the extent of \$250,000 for each bank used. Amounts in excess of \$250,000 are collateralized by pledged investments of the depository institution to the extent of 110% of all public funds held. As of June 30, 2025, the District's cash in bank was insured or collateralized as discussed above.

The District invests in individual investments and in investment pools. Individual investments are evidenced by an electronic entry registering the owner in the records of the institution issuing the security, called the book entry system. In order to increase security, the District employs the Trust Department of a bank as the custodian of certain District managed investments.

The District's investments are carried at fair value, as required by generally accepted accounting principles. The District adjusts the carrying value of its investments to reflect their fair value quarterly and it includes the effects of these adjustments in income for that fiscal year.

#### **B. Classification**

Cash and investments are classified in the financial statements as shown below, based on whether or not their use is restricted under the terms of District debt instruments or Agency agreements.

Cash and cash equivalents	\$ 75,354,273
Investments	<u>183,357,042</u>
Total cash and investments	<u>\$ 258,711,315</u>

#### **C. Investments Authorized by the California Government Code and the District's Investment Policy**

The District's Investment Policy and the California Government Code allow the District to invest in the following investment types provided the credit ratings of the issuers are acceptable to the District; and approved percentages and maturities are not exceeded.

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 2 – CASH AND INVESTMENTS (Continued)

Authorized and Suitable Investments	Max %	Max% Issuer	Max Maturity (Years)	Min Rating
Agency Mortgage Securities	10.0	10.0	7.0	AA- by 1
Agency Mortgage Securities	30.0	30.0	5.0	AA- by 1
Asset-Backed Securities	20.0	5.0	5.0	AA- by 1
Banker's Acceptances	40.0	5.0	180 days	A-1 by 1 or A by 1
Commercial Paper	25.0	5.0	270 days	A-1 by 1 or A by 1
Corporate Medium Term Notes	30.0	5.0	5.0	A- by 1
FDIC Insured Time Deposits (Non-Negotiable CD/ TD	30.0	5.0	5.0	
		30.0		
Federal Agencies or US Gov-sponsored Enterprise Obligations	100.0	Callable 20.0	7.0	N/A
Local Agency Investment Fund (LAIF)	\$75.0 M	N/A	N/A	N/A
Local Government Investment Pool (LGIP)	100.0	N/A	N/A	N/A
Money Market Mutual Funds	20.0	N/A	Daily liquidity	AAA by 2
Mortgage-Backed Securities (Non-Agency)	20.0	5.0	5.0	AA- by 1
Municipal Securities (CA- Local Agency and Other States	30.0	5.0	7.0	A- by 1
Negotiable Certificates Of Deposit	30.0	5.0	5.0	A-1 by 1 or A- by 1 if > FDIC Limit
Repurchase Agreements (RA)	100.0	5.0	1.0	N/A subject to the Master RA
Supranational Obligations	30.0	10.0	5.0	AA- by 1
U. S. Treasuries	100.0		7.0	N/A

### D. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Normally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District generally manages its interest rate risk by managing to a benchmark.

Information about the sensitivity of the fair values of the District's investments (including investments held by bond trustees) to market interest rate fluctuations is provided by the following table that shows the distribution of the District's investments by maturity or earliest call date:

Investment Type	12 Months or less	13-24 Months	26-84 Months	Total
Corporate Bonds	4,948,972	14,441,458	17,979,817	37,370,248
Municipal Bonds	11,855,525	6,626,779	19,413,227	37,895,530
Asset Backed Securities	-	-	1,428,274	1,428,274
Money Market Funds	126,129	-	-	126,129
Not Rated				
US Treasuries & Agencies	2,244,013	-	50,032,569	52,276,582
US Agencies - Callable	12,748,530	9,650,580	29,606,608	52,005,717
California Asset Management Program	48,040,747	-	-	48,040,747
California Local Agency Investment Fund	21,190,273	-	-	21,190,273
Negotiable Certificates of Deposit	2,230,201	-	-	2,230,201
<b>Total Investments</b>	<b>103,384,390</b>	<b>30,718,817</b>	<b>118,460,494</b>	<b>252,563,702</b>

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 2 – CASH AND INVESTMENTS (Continued)

The District is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The District reports its investment in LAIF at the fair value amount provided by LAIF, which is the same as the value of the pool share. The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Included in LAIF's investment portfolio are collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporations. At June 30, 2025, these investments matured in an average of 248 days.

The District is a voluntary participant in the California Asset Management Program (CAMP). CAMP is an investment pool offered by the California Asset Management Trust (the Trust). The Trust is a joint powers authority and public agency created by the Declaration of Trust and established under the provisions of the California Joint Exercise of Powers Act (California Government Code Sections 6500 et seq., or the "Act") for the purpose of exercising the common power of its Participants to invest certain proceeds of debt issues and surplus funds. The Pool's investments are limited to investments permitted by subdivisions (a) to (n), inclusive, of Section 53601 of the California Government Code. The District reports its investments in CAMP at the fair value amounts provided by CAMP, which is the same as the value of the pool share. At June 30, 2025, the fair value approximated is the District's cost. At June 30, 2025, these investments have an average maturity of 41 days.

### E. Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The District's Investment Policy gives guidance on how the District manages its custodial credit risk. Presented below is the actual rating as of June 30, 2025 for each investment type as provided by Standard and Poor's.

Investment Type	Not Rated	AAA	AA+	AA	AA-	A+	A	A-	BBB+	Total
Corporate Bonds	-	\$4,765,126	\$4,714,299	\$4,832,234	\$6,360,782	\$5,520,326	\$1,527,686	\$8,113,341	\$1,536,453	\$37,370,248
Municipal Bonds	-	16,535,157	4,957,250	6,375,652	8,282,018	0	1,745,454			37,895,530
Asset Backed Securities	-	1,428,274	-	-	-	-	-	-		1,428,274
Money Market Funds	-	126,129	-	-	-	-	-	-		126,129
Not Rated										
US Treasuries	52,276,582	-	-	-	-	-	-	-		52,276,582
US Agencies - Callable	52,005,717	-	-	-	-	-	-	-		52,005,717
California Asset Management Program	48,040,747	-	-	-	-	-	-	-		48,040,747
California Local Agency Investment Fund	21,190,273	-	-	-	-	-	-	-		21,190,273
Negotiable Certificates of Deposit	2,230,201	-	-	-	-	-	-	-		2,230,201
<b>Total Investments</b>	<b>\$175,743,521</b>	<b>\$22,854,685</b>	<b>\$9,671,549</b>	<b>\$11,207,886</b>	<b>\$14,642,800</b>	<b>\$5,520,326</b>	<b>\$3,273,139</b>	<b>\$8,113,341</b>	<b>\$1,536,453</b>	<b>\$252,563,702</b>

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 2 – CASH AND INVESTMENTS (Continued)

#### F. Concentration Risk

As of June 30, 2025, significant District investments in the securities of any individual issuers, other than U.S. Treasury securities, LAIF, and mutual funds, are set forth below:

Issuer	Investment Type	Reported Amount
Federal Farm Credit Bureau	Securities of U.S. Government Agencies	22,899,497
Federal Home Loan Bank	Securities of U.S. Government Agencies	13,623,309

#### G. Investment Valuation

Investments (except for money market accounts, time deposits, and commercial paper) are measured at fair value on a recurring basis. Recurring fair value measurements are those that Governmental Accounting Standards Board (GASB) Statements require or permit in the statement of net position at the end of each reporting period. Fair value measurements are categorized based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. Investment fair value measurements at June 30, 2025 are described below.

Investment Type	Level 1	Level 2	Total
Corporate Bonds	\$37,370,248	\$ 37,370,248	
Municipal Bonds	37,895,530	37,895,530	
Asset Backed Securities	1,428,274	1,428,274	
Money Market Funds	\$ 126,129		126,129
Not Rated			-
US Treasuries	52,276,582	52,276,582	
US Agencies - Callable	52,005,717	52,005,717	
California Asset Management Program	48,040,749	48,040,749	
California Local Agency Investment Fund	21,190,271	21,190,271	
Negotiable Certificates of Deposit	2,230,201	2,230,201	
<b>Total Investments</b>	<b>\$ 126,129</b>	<b>\$ 252,437,573</b>	<b>\$ 252,563,702</b>

US Treasuries and Agencies Securities, Corporate Bonds, Municipal Bonds, and Negotiable Certificates of Deposits categorized as Level 2 are valued based on matrix pricing which uses observable market inputs such as yield curves and market indices that are derived principally from or corroborated by observable market data by correlation to other means.

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 3 – RESTRICTED ASSETS AND RESTRICTED NET POSITION

The District has restricted its net position for capital expansion, asset replacement and other purposes in the amounts set forth below:

	June 30, 2025	June 30, 2024
<b>Capital Improvements for Replacements and Expansion</b>		
Local Sewer	\$ 20,457,936	\$ 9,745,931
Regional Sewer	93,792,204	60,895,594
Water	<u>99,189,334</u>	<u>92,901,520</u>
	<u>213,439,474</u>	<u>163,543,045</u>
Dougherty Valley Assessment District	42,087	205,480
<b>Total Restriction on Net Position</b>	<u>\$ 213,481,561</u>	<u>\$ 163,748,525</u>

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 4 - CAPITAL ASSETS

Changes in Local WasterWater, Regional Waster water and Water and accumulated Depreciation for the year ended June 30, 2025, is summarized as follows:

#### Historial Cost

	Balance at June 30, 2024	Additions	Retirements	Transfers	Balance at June 30, 2025
<b>Local Waste Water</b>					
Land	\$ 850,861	\$ -	\$ -	\$ -	\$ 850,861
Construction in progress	723,633	1,273,186	-	(882,684)	1,114,135
Total capital assets not being depreciated	1,574,494	1,273,186	-	(882,684)	1,964,996
Land Improvements	2,515,352	-	-	-	2,515,352
Buildings	2,832,209	-	-	-	2,832,209
Equipment	3,790,796	-	(25,374)	96,523	3,861,945
Sub-surface lines	64,413,989	1,573,180	-	782,027	66,769,197
Intangibles	182,751	-	-	-	182,751
Total capital assets being depreciated	73,735,097	1,573,180	(25,374)	878,550	76,161,454
Total Local Waste Water	75,309,591	2,846,366	(25,374)	(4,134)	78,126,449
<b>Regional Waste Water</b>					
Land	\$ 56,012	\$ -	\$ -	\$ -	\$ 56,012
Construction in progress	8,229,456	4,467,423	-	(1,864,856)	10,832,023
Total capital assets not being depreciated	8,285,467	4,467,423	-	(1,864,856)	10,888,035
Land Improvements	17,836,337	-	-	293,316	18,129,652
Buildings	81,318,287	-	-	165,121	81,483,408
Equipment	89,538,781	-	(11,837)	1,406,419	90,933,363
Sub-surface lines	4,214,677	-	-	-	4,214,677
Intangibles	761,463	-	-	-	761,463
Total capital assets being depreciated	193,669,544	-	(11,837)	1,864,856	195,522,563
Total Regional Waste Water	201,955,011	4,467,423	(11,837)	-	206,410,597
<b>WATER</b>					
Land	\$ 6,806,072	\$ -	\$ -	\$ -	\$ 6,806,072
Construction in progress	12,628,528	4,855,311	-	(10,396,847)	7,086,992
Total capital assets not being depreciated	19,434,600	4,855,311	-	(10,396,847)	13,893,064
Land Improvements	3,815,621	-	-	132,981	3,948,602
Buildings	59,330,133	-	-	-	59,330,133
Equipment	16,907,259	-	(28,530)	4,283,956	21,162,684
Sub-surface lines	122,010,225	4,067,800	-	5,984,044	132,062,070
Intangibles	578,712	-	-	-	578,712
Total capital assets being depreciated	202,641,950	4,067,800	(28,530)	10,400,981	217,082,201
Total Water	222,076,550	8,923,111	(28,530)	4,134	230,975,265
<b>Total Capital Assets</b>	<b>499,341,152</b>	<b>16,236,900</b>	<b>(65,741)</b>	<b>(0)</b>	<b>515,512,311</b>

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### Note 4 – CAPITAL ASSETS (Continued)

#### Accumulated Depreciation

	Balance at June 30, 2024	Additions	Retirements	Transfers	Balance at June 30, 2025
<hr/>					
Local WasteWater					
Land Improvements	\$ (572,037)	\$ (115,247)	\$ -	\$ -	\$ (687,284)
Buildings	(982,857)	(89,046)	-	-	(1,071,903)
Equipment	(2,892,119)	(201,120)	25,374	-	(3,067,865)
Sub-surface lines	(29,476,893)	(1,203,438)	-	-	(30,680,331)
Intangibles	(18,275)	(12,183)	-	-	(30,459)
Accumulated Depreciation	<u>(33,942,181)</u>	<u>(1,621,034)</u>	<u>25,374</u>	<u>-</u>	<u>(35,537,841)</u>
Regional WasteWater					
Land Improvements	\$ (5,999,417)	\$ (344,965)	\$ -	\$ -	\$ (6,344,382)
Buildings	(37,221,017)	(1,675,527)	-	-	(38,896,544)
Equipment	(43,196,255)	(3,347,104)	11,837	-	(46,531,522)
Sub-surface lines	(1,627,665)	(84,294)	-	-	(1,711,959)
Intangibles	(76,146)	(50,764)	-	-	(126,910)
Accumulated Depreciation	<u>(88,120,501)</u>	<u>(5,502,654)</u>	<u>11,837</u>	<u>-</u>	<u>(93,611,317)</u>
WATER					
Land Improvements	\$ (2,954,495)	\$ (87,754)	\$ -	\$ -	\$ (3,042,249)
Buildings	(23,916,359)	(1,432,044)	-	-	(25,348,403)
Equipment	(13,082,598)	(631,211)	28,530	-	(13,685,279)
Sub-surface lines	(39,538,570)	(2,329,157)	-	-	(41,867,726)
Intangibles	(57,871)	(38,581)	-	-	(96,452)
Accumulated Depreciation	<u>(79,549,893)</u>	<u>(4,518,746)</u>	<u>28,530</u>	<u>-</u>	<u>(84,040,109)</u>
Total Accumulated Depreciation	<u>(201,612,575)</u>	<u>(11,642,434)</u>	<u>65,741</u>	<u>-</u>	<u>(213,189,267)</u>
Total Capital Assets, Net	<u>297,728,578</u>	<u>4,594,466</u>	<u>-</u>	<u>-</u>	<u>302,323,046</u>

The District had outstanding construction commitments on capital projects totaling \$8,393,524 at June 30, 2025.

Depreciation expense for the District for June 30, 2025 and June 30, 2024 are as follows:

	June 30, 2025	June 30, 2024
Regional Wastewater Fund	5,502,654	5,717,909
Local Wastewater Fund	1,621,034	1,911,691
Water Fund	\$ 4,518,746	\$ 5,625,548
Total Depreciation expense	<u>\$ 11,642,434</u>	<u>\$ 13,255,148</u>

## **DUBLIN SAN RAMON SERVICES DISTRICT**

### **NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025**

#### **NOTE 5 – DEFERRED CAPACITY RESERVE FEES RECEIVABLE**

In fiscal year ended June 30, 1997, the District implemented a deferred payment program for regional sewer capacity reserve fees as a means to attract new business to the area. The program was modified in subsequent years and is now designed for commercial and affordable housing with regional sewer capacity reserve fees owed between \$25,000 and \$100,000. Loans bear an interest rate of 5%. Customers make a 20% down payment of regional sewer capacity reserve fees owed and enter into an agreement with the District to pay the balance over a maximum of ten years. The capacity reserve fee revenue is recognized as it is received. The portions outstanding are recorded as deferred capacity reserve fees receivable, which amounted to \$1,282 at June 30, 2025.

#### **NOTE 6 – JOINT POWERS AUTHORITIES**

##### **A. LAVWMA**

The District is one of three participants in the Livermore Amador Valley Water Management Agency (LAVWMA), a joint powers authority formed in 1974, which constructed and operates an export pumping facility through which all wastewater in the area is discharged. The other two participants are the Cities of Livermore and Pleasanton, each also having a one-third representation in LAVWMA's Board of Directors, composed of two representatives from each participating agency. The LAVWMA's Board of Directors approves LAVWMA's annual budget, which is prepared by LAVWMA's general manager. The Agency charges its members for project costs in proportion to their rights to the Agency's capacity.

The District contracts with the City of Pleasanton ("City") to provide wastewater treatment. The District establishes user charges for these wastewater services. The City then establishes those same charges in its service area and remits the charges they collect to the District upon receipt. A portion of the user charge is for the services provided by LAVWMA. LAVWMA bills the District for both the District's and Pleasanton's share of these costs (which includes both operations and debt service). Financial statements for LAVWMA may be obtained from DSRSD, 7051 Dublin Boulevard, Dublin, California 94568 or LAVWMA's website at [lavwma.com](http://lavwma.com).

LAVWMA issued \$54,790,000 principal amount of 2021 Sewer Revenue Refunding Bonds on August 11, 2021. Proceeds of the issuance were used to refund and retire the 2011 Sewer Revenue Refunding Bonds and to pay costs of issuance. Under the Amended And Restated Sewer Service Contract dated July 1, 2021, between LAVWMA and Members, the Members pledged and created, in favor of LAVWMA and the Trustee for the 2021 Bonds, a lien on the Net Revenues of their respective wastewater systems (the "Sewer Systems"), to pay to LAVWMA the amounts owed in order for LAVWMA to pay debt service on the 2021 Bonds.

As of June 30, 2025, the District's share of the JPA is estimated to be 27.97%, which amounts to \$18,083,885, based on LAVWMA records and is reflected as an Investment in JPA in the District's Wastewater Fund. This amount is an estimate and is unaudited as of the date of this report.

Financial information for LAVWMA summarized below is as of and for the year ended June 30, 2024:

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 6 – JOINT POWERS AUTHORITIES (Continued)

	2024 LAVWMA Audit Financials	2024 District Allocation
Total assets	\$ 122,293,931	
Total liabilities and deferred inflows of resources	<u>60,942,556</u>	
Total net position	<u>61,351,375</u>	
Total operating revenue	11,996,736	
Total operating expenses	(8,672,089)	
Total non-operating revenue/expenses	<u>4,132,030</u>	
Net Change	\$ 7,456,677	
Beginning Net Position	<u>53,894,698</u>	-
Ending Net Position/2024 Financial Report	\$ 61,351,375	\$ 16,536,786

The amount for 2024 was \$16,536,786, or 26.95% of member equity and agrees to the audited financials. Member equity is a calculation conducted for each asset type according to the contractually agreed ownership shares.

### B. DERWA

The District is also a participant (along with East Bay Municipal Utility District) in the DSRSD/EBMUD Recycled Water Authority (DERWA), a joint powers authority formed in 1995 to plan, design, construct, own and operate various facilities which together will maximize the volume of recycled water deliveries while recovering its costs. Each member provides two representatives to DERWA's Board of Directors which approves the annual budget prepared by DERWA's Treasurer. The Authority began its operations on June 28, 1995.

DERWA constructed a water recycling system, including treatment, conveyance, pumping and storage facilities which became operational on February 1, 2006. Operation and maintenance expenses are allocated based on each member's actual usage. Capital costs, including debt service, are allocated based on each member's proportional share of capital assets.

Financial statements may be obtained from DERWA, P.O. Box 24055 Oakland, California 94623 or DERWA's website at [www.srvrwp.org](http://www.srvrwp.org).

As of June 30, 2025, the District's share of the JPA is \$39,188,484, and is reflected as an Investment in JPA in the District's Water Fund. This amount is an estimate and is unaudited as of the date of this report.

Financial information for DERWA summarized below is as of and for the year ended June 30, 2024:

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 6 – JOINT POWERS AUTHORITIES (Continued)

#### B. DERWA

	2024 DERWA Audit Financials	2024 District Allocation
Total assets	\$ 72,015,382	
Total liabilities and deferred inflows of resources	2,949,170	
Total net position	<u>61,351,375</u>	
Total operating revenue	8,807,505	
Total operating expenses	(8,576,967)	
Total non-operating revenue/expenses	105,319	
Net Change	\$ 335,857	
Beginning Net Position	68,730,355	
Ending Net Position/2024 Financial Report	<u>\$ 69,066,212</u>	<u>\$ 39,540,059</u>

The amount for 2024 was \$39,540,059 and agrees to the audited financials.

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 7 – LONG-TERM DEBT

	Original Issue Amount	Balance June 30, 2024	Retirements	Balance June 30, 2025	Amount due within one year
2017 Water Revenue Refunding Bonds 2-5%, due 8/1/2041	\$ 33,590,000	\$ 30,895,000	\$ 525,000	\$ 30,370,000	\$ 550,000
2017 Water Revenue Refunding Bond Premium on refunding	4,575,932	3,314,723	194,032	3,120,690	
Total long-term debt		\$ 34,209,723	\$ 719,032	\$ 33,490,690	\$ 550,000

#### A. 2017 Water Revenue Refunding Bonds

The District issued \$33,590,000 of 2017 Water Revenue Refunding Bonds on December 1, 2017. Proceeds of the issuance were used to refund the outstanding portion of the 2011 Water Revenue Refunding Bonds and pay costs of issuance. The interest rate is 2-5%. The aggregate difference in debt service between the refunding debt and the refunded debt was \$2,745,178. Principal payments are due annually beginning August 1, 2018 through August 1, 2041.

The issuance is payable from a pledge of fees, charges and other amounts received from the available Net Revenue of the water enterprise. The pledge of future Water Fund Revenues ends upon repayment of the \$42,631,382 in remaining debt service on the bonds that is scheduled to occur in 2041.

The District's bond covenants contain events of default that require the net revenue of the District to be applied by the Trustee as specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the District to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the District; or if any court or competent jurisdiction shall assume custody or control of the District.

The District is subject to certain revenue bond covenants, the most restrictive of which requires the setting of rates and charges to yield net revenue (as defined) equal to at least 120% of the current annual debt service requirements of the water revenue bonds.

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 7 – LONG-TERM DEBT (Continued)

#### B. Repayment Schedule

Shown below are maturities for the debt issues:

For The Year					
Ending June 30	Principal	Premium	Interest	Total	
2026	\$ 550,000	\$ 194,032	\$ 1,325,313	\$ 2,069,345	
2027	1,020,000	194,032	1,286,063	2,306,063	
2028	1,360,000	194,032	1,226,563	2,586,563	
2029	1,420,000	194,032	1,157,063	2,577,063	
2030	1,495,000	194,032	1,084,187	2,579,187	
2031-2035	8,660,000	970,160	4,193,563	12,853,563	
2036-2040	10,940,000	970,160	1,833,547	12,773,547	
2041-2042	4,925,000	210,210	155,083	5,080,083	
Total payments due	<u>\$ 30,370,000</u>	<u>\$ 3,120,690</u>	<u>\$ 12,261,382</u>	<u>\$ 42,825,414</u>	

### NOTE 8 – COMPENSATED ABSENCES

As of June 30, 2025, accrued compensated absences are as follows:

	Business Type Activities			Total
	Local Wastewater	Regional Wastewater	Water	
Summary of Activity:				
Beginning balance	\$ 203,012	\$ 780,512	\$ 558,476	\$ 1,542,000
Additions	608,070	1,831,014	1,564,007	4,003,091
Payments	<u>(259,554)</u>	<u>(604,918)</u>	<u>(682,314)</u>	<u>(1,546,786)</u>
Ending balance	<u>\$ 551,528</u>	<u>\$ 2,006,608</u>	<u>\$ 1,440,169</u>	<u>\$ 3,998,305</u>
Due within one year	\$ 434,618	\$ 1,574,379	\$ 1,131,159	\$ 3,140,156

## **NOTE 9 – PENSION PLAN**

### **A. Plan Description**

All qualified permanent and probationary employees are eligible to participate in the District's Miscellaneous Employee Pension Plan, cost-sharing multiple employer defined benefit pension plan (the Plan) administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plan are established by State statute and District's resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

### **B. Benefits provided**

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for the plan is applied as specified by the Public Employees' Retirement Law.

Active plan members in the Miscellaneous Plan Classic members (Tier 1) for members hired before January 1, 2013 and PEPRA members (Tier 2) for members hired on or after January 1, 2013 are required to contribute 8% and 7.75%, respectively, of their annual covered salary. The District is required to contribute the actuarially determined remaining amounts necessary to fund the benefits for its members. The actuarial methods and assumptions used are those adopted by the CalPERS Board of Administration. The contribution requirements of the plan members are established by State statute and the employer contribution rate is established and may be amended by CalPERS.

For Tier 1 members, on November 16, 2004, the Board of Directors approved a resolution authorizing an amendment to the contract between CalPERS and the Dublin San Ramon Services District. Prior to the amendment, the Retirement Plan formula was 2.0% at 55. The new formula of 2.7% at 55 provides local miscellaneous members 2.7% of pay at age 55 for each year of service credited with the employer. The formula is based on the member's final one year compensation. If retirement is earlier than 55, the percentage of final compensation decreases for each quarter of age to 2% at age 50. Former District employees' service credit will not be affected by this change and the change became effective in November 2004. Tier 1 members pay 2% of the employer cost through 2024.

For Tier 2 members, the formula is 2% at age 62, based on the member's final three years' compensation.

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 9 – PENSION PLAN (Continued)

The Plan's provisions and benefits in effect at June 30, 2025, are summarized as follows:

	<u>Miscellaneous</u>	
Hire date	Prior To January 1, 2013	On or After January 1, 2013
Benefit formula	2.7% @ 55	2.0% @ 62
Benefit Vesting schedule	5 years service	5 years service
Benefit payments	Monthly for life	Monthly for life
Retirement age	50 - 55	52 -67
Monthly benefits, as a % of eligible compensation	2.0% to 2.7%	1.0% to 2.5%
Required employee contribution rates	8.00%	7.75%
Required employer contribution rates	16.02%	7.87%

### C. Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan is determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. Employer contribution rates may change if plan contracts are amended. Payments made by the employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contribution requirements are classified as plan member contributions.

For the year ended June 30, 2025, District's total contribution to the Plan were as follows:

	<u>Miscellaneous</u>
Contributions - employer	\$ 3,732,694

### D. Pension Liabilities, Pension Expenses and Deferred Outflows/ Inflows of Resources Related to Pensions

As of June 30, 2025, the District reported a net pension liability for its proportionate share of the net pension liability of the Plan as follows:

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 9 – PENSION PLAN (Continued)

	Proportionate Share of Net Pension Liability
Miscellaneous	<u>\$ 22,089,424</u>
Total Net Pension Liability	<u>\$ 22,089,424</u>

The District's net pension liability for the Plan is measured as the proportionate share of the net pension liability of the CalPERS pooled plans. The net pension liability of the Plan is measured as of June 30, 2024, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2023 rolled forward to June 30, 2024 using standard update procedures. The District's proportion of the net pension liability was based on the District's plan liability and asset-related information where available, and proportional allocations of individual plan amounts as of the valuation date where not available.

The District's proportionate share of the net pension liability for the Plan as of June 30, 2023 and 2024 was as follows:

	<u>Miscellaneous</u>
Proportion - June 30, 2023	0.4478%
Proportion - June 30, 2024	<u>0.4567%</u>
Change - Increase (Decrease)	0.0089%

For the year ended June 30, 2025, the District recognized pension expense of \$6,682,206. At June 30, 2025, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 3,732,694	
Differences between actual and expected experience	1,909,832	\$ (74,519)
Changes of assumptions	567,744	
Differences between the actual contributions and the proportionate share of contributions		(2,719,076)
Net differences between projected and actual earnings on plan investments	1,271,658	
Differences in proportion	<u>5,381,741</u>	
 Total	 <u>\$ 12,863,669</u>	 <u>\$ (2,793,595)</u>

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 9 – PENSION PLAN (Continued)

\$3,732,694 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2026.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in future periods as follows:

Fiscal Year Ended June 30:	Deferred Outflows (Inflows) of Resources
2026	\$ 4,064,355
2027	2,766,025
2028	(57,216)
2029	(435,784)
Total	<u>\$ 6,337,380</u>

**E. Actuarial Assumptions** – For the measurement period ended June 30, 2024, the total pension liability was determined by rolling forward the June 30, 2023, total pension liability. The June 30, 2023 total pension liabilities were based on the following actuarial methods and assumptions for all benefits tiers:

	Miscellaneous
Amortization Method/Period	For details, see June 30, 2022 Funding Valuation Report, Section 2
Asset Valuation Method	Market Value with Direct Rate Smoothing. For details, see June 30, 2022 Funding Valuation
Valuation Date	June 30, 2023
Measurement Date	June 30, 2024
Actuarial Costs Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Inflation	2.30%
Projected Salary Increase	2.80%
Investment Rate of Return, incl	6.80%
Mortality	Derived by CALPERS Membership Data for all funds (1)

(1) The mortality table used was developed based on CALPERS' specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study, for the period. Mortality rates incorporate full generational mortality 2000-2019 improvements using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the 2021 experience study report from November 2021 that can be found on the CALPERS website.

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 9 – PENSION PLAN (Continued)

**F. Discount Rate** – The discount rate used to measure the total pension liability for the Plan was 6.90%. The projection of cash flows used to determine the discount rate for the Plan assumed that contributions from all plan members in the Public Employees Retirement Fund (PERF) will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations. Using historical information for all the funds' asset classes, expected compound (geometric) returns were calculated over the next 20 years using a building-block approach. The expected rate of return was then adjusted to account for assumed administrative expenses of 10 basis points.

The expected real rates of return by asset class are as follows:

Asset Class	Assumed Asset Allocation	Real Return Years (1, 2)
Global Equity - Cap-Weighted	30%	4.54%
Global Equity - Non-Cap-Weighted	12%	3.84%
Private Equity	13%	7.28%
Treasury	5%	0.27%
Mortgage-Backed Securities	5%	0.50%
Investment Grade Corporates	10%	1.56%
High Yield	5%	2.27%
Emerging Market Debt	5%	2.48%
Private Debt	5%	3.57%
Real Assets	15%	3.21%
Leverage	-5%	-0.59%
Total	100%	

- (1) An expected inflation of 2.30% used for this period  
(2) Figures are based on the 2021-2022 Asset Liability Management study

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 9 – PENSION PLAN (Continued)

#### G. Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the District's proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

Miscellaneous - All Tiers Plan's Net Pension Liability		
1% Decrease (5.9%)	Current Discount Rate (6.9%)	1% Increase (7.9%)
\$ 35,780,901	\$ 22,089,424	\$ 10,860,392

#### H. Pension Plan Fiduciary Net Position - Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

## NOTE 10 – OTHER POST EMPLOYMENT HEALTH CARE BENEFITS

#### A. Plan Description and Benefits Provided

The District provides medical and dental benefits for employees, hired before July 1, 2014; that retire from the District and their families under third-party insurance plans under an agent multiple-employer plan. Employees hired after July 1, 2014 will no longer be eligible for retiree dental benefits. While the District participates in the CalPERS medical plan, it is required to pay the same amounts for retiree medical insurance as it does for active employees. The Board sets the benefit amounts by resolution each year for each bargaining group and in accordance with current employee contracts.

Prior to 2004, the District paid these benefits regardless of the employee's length of service. Currently, all new employees are automatically enrolled in a medical vesting program where they are eligible for benefits based upon amounts set by CalPERS and length of service. Employees under the vesting program are not eligible to receive any medical benefits without accumulating at least ten years of CalPERS service with at least five of those years as a District employee.

As of June 30, 2025, 110 retirees are receiving medical benefits, 124 retirees are receiving dental benefits, and 129 active participants are eligible for future benefits.

# **DUBLIN SAN RAMON SERVICES DISTRICT**

## **NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025**

### **NOTE 10 – OTHER POST EMPLOYMENT HEALTH CARE BENEFITS (Continued)**

#### **B. Net OPEB Liability**

##### **Actuarial Methods and Assumptions**

The District's net OPEB liability was measured as of June 30, 2024 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2024 that was used to determine the total OPEB liability based on the following actuarial methods and assumptions: (a) 6.20% investment rate of return, (b) 3% projected annual salary increase, (c) 2.50% inflation rate, and (d) 6.50% health inflation increases. The actuarial methods and assumptions used include techniques that smooth the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets. Actuarial calculations reflect a long-term perspective and actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to revision at least biennially as results are compared to past expectations and new estimates are made about the future. The District's OPEB liability is being amortized as a level percentage of projected payrolls using a 30 year closed amortization period.

In accordance with the District's budget, the OPEB plan is to be funded throughout the year as a percentage of payroll. The District Board passed a resolution to participate in the California Employers Retirees Benefit Trust (CERBT), an irrevocable trust established to fund OPEB. CERBT is administered by CalPERS, and is managed by an appointed board not under the control of the District Board. This Trust is not considered a component unit by the District and has been excluded from these financial statements. Separately issued financial statements for CERBT may be obtained from CalPERS at P.O. Box 942709, Sacramento, CA 94229-2709.

##### **Discount Rate**

The discount rate used to measure the total OPEB liability was 6.20 percent. The projection of cash flows used to determine the discount rate assumed that District contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 10 – OTHER POST EMPLOYMENT HEALTH CARE BENEFITS (Continued)

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return	Long-Term Expected Real Rate of Return (with the effect of inflation)
Global Equity	34%	4.70%	7.10%
Fixed Income	41%	2.60%	5.00%
Global real Estate (REITs)	17%	4.00%	6.40%
TIPS	5%	1.40%	3.80%
Commodities	3%	2.00%	4.40%
Total	100%		
Assumed Long-Term Rate of Inflation		2.40%	
Discount Rate		6.20%	

### C. Changes in Net OPEB Liability

The changes in the Net OPEB Liability (Asset) are as follows:

	Increase (Decrease)		
	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability/(Asset) (c) = (a) - (b)
As of FY 2024 (Measurement date 6/30/2023)	\$ 32,583,764	\$ 28,779,006	\$ 3,804,758
Changes Recognized for the Measurement Period:			
Service Costs	1,223,647		1,223,647
Interest on the total OPEB liability	1,846,031		1,846,031
Change Due to Change in Discount Rate	(2,426,124)		(2,426,124)
Differences between expected and actual experiences	2,289,876		2,289,876
Net investment income		2,421,229	(2,421,229)
Contributions - employer		636,542	(636,542)
Administrative expenses		(9,485)	9,485
Benefit payments and refunds	(1,685,148)	(1,685,148)	-
Net Changes during fiscal year ended 2025	1,248,282	1,363,138	(114,856)
As of FY 2025 (Measurement date 6/30/2024)	\$ 33,832,046	\$ 30,142,144	\$ 3,689,902

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 10 – OTHER POST EMPLOYMENT HEALTH CARE BENEFITS (Continued)

#### D. Sensitivity of the Net OPEB Liability

The following presents the net OPEB liability of the District, as well as what the District's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.20 percent) or 1-percentage-point higher (7.20 percent) than the current discount rate:

Plan's Net OPEB Liability		
Discount Rate -1% (5.20%)	Current Discount Rate (6.20%)	Discount Rate +1% (7.20%)
\$ 7,895,510	\$ 3,689,902	\$ 211,013

#### E. Healthcare Cost Trend Rate Sensitivity

The following presents the net OPEB liability (asset) of the District, as well as what the District's net OPEB liability (asset) would be if it were calculated using a healthcare cost trend rate that is 1-percentage-point lower (5.00 percent) or 1-percentage-point higher (7.00 percent) than the current healthcare cost trend rate:

Plan's Net OPEB Liability (Asset)		
Discount Rate -1% (5.00%)	Health Care Cost Trend Rate (6.00%)	Discount Rate +1% (7.00%)
\$ (259,877)	\$ 3,689,902	\$ 8,534,142

#### F. OPEB Expenses and Deferred Outflows/Inflows of Resources Related to OPEB

The District recognized OPEB expense of \$3,593,422 as of fiscal year ended June 30, 2025. This amount included \$1,924,136 in payments paid to retirees including \$387,615 that were considered implicit subsidies.

The District reported deferred revenues and inflows in resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Deferred Contributions	\$ 3,593,422	
Changes of Assumptions	890,420	\$ (2,012,110)
Differences between expected and actual experience	3,312,567	
Net difference between projected and actual earnings on OPEB plan investments	1,289,791	
Total	\$ 9,086,200	\$ (2,012,110)

## DUBLIN SAN RAMON SERVICES DISTRICT

### NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

#### NOTE 10 – OTHER POST EMPLOYMENT HEALTH CARE BENEFITS (Continued)

The difference between projected OPEB plan investment earnings and actual earnings is amortized over a five-year period. The remaining gains and losses are amortized over the expected average remaining service life. The expected average remaining service life for the June 30, 2024 measurement period is 5.86 years for deferred resources arising in the fiscal year. Specifically, liability changes due to (1) plan experience that differs from what was assumed in the prior year and (2) assumption changes during the year are recognized over the EARSL period.

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as future OPEB expense as follows:

Measurement Period Ended June 30:	Deferred Outflows/(Inflows) of Resources
2026	\$ 1,110,757
2027	1,756,120
2028	401,687
2029	232,102
2030	(19,998)
Total	<u>\$ 3,480,668</u>

#### NOTE 11 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts: theft, damage, and destruction of assets; errors and omissions; injuries to employees and natural disaster. The District joined together with other entities to form the California Sanitation Risk Management Authority (CSRMA), a public entity risk pool currently operating as a common risk management and insurance program for 58 member entities. The purpose of CSRMA is to spread the adverse effects of losses among the member entities and to purchase excess insurance as a group, thereby reducing its cost. The District pays annual premiums to CSRMA for its general, liability, property damage and workers compensation insurance.

CSRMA is governed by a Board comprised of one representative from each member agency. The Board controls the operations of CSRMA including selection of management and approval of operating budgets, independent of any influence by member entities.

In addition to the primary insurance types provided for through CSRMA listed above, the District also maintains commercial fidelity bonds, public employee dishonesty and public official bonds, to protect against employee theft or defalcation. Settled claims for CSRMA or commercial fidelity bonds have not exceeded coverage in any of the past three fiscal years.

The following is a summary of the insurance policies carried by the District as of June 30, 2025:

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### NOTE 11 – RISK MANAGEMENT (Continued)

Company Name	Insurance Program Type of Coverage	Limits	Deductible
Berkley Insurance Company/Allied World			
National Assurance Company	Excess liability	\$ 10,750,000	None
Alliant Property Insurance Program (APIP)	Special form property	228,832,448	\$ 25,000
Interstate Fire and Casualty Insurance Company	Public entity pollution liability (claims made and reported)	25,000,000	None
Lloyd's of London Beazley Syndicate	Cyber liability coverage	2,000,000	None
Travelers Property and Casualty	Public official bond	100,000	None
National Union Fire Insurance Co.	A CIP CSRMA master crime policy	2,000,000	2,500
Safety National Casualty Corporation	Excess workers' compensation employers' liability	Statutory	None
Travelers Insurance Company	ID fraud master policy identity theft	25,000	None
Lloyd's of London Beazley	ADWRP - Alliant Deadly Weapons Response	500,000	None
<u>Pooled Insurance Program</u>			
CSRMA Pooled Liability			
Munich American Reinsurance Co.	Errors & omissions and employment practices liability	15,500,000	100,000
CSRMA Pooled Workers' Compensation	Workers' compensation employers' liability	1,000,000	None

Prior to July 1, 1994, the District was self-insured for workers' compensation and will continue to be responsible for any claims existing as of that date.

Claims and judgments, including provision for claims incurred but not reported, are recorded when a loss is deemed probable of assertion and the amount of the loss is reasonably determinable. As discussed above, the District has coverage for such claims, but it had retained the risk for the deductible or uninsured portion of these claims.

The District's liability for uninsured claims is limited to workers' compensation and general liability claims, as discussed above, and was estimated by a third party claims administrator based on prior years claims experience as follows:

	2025	2024
Balance at July 1	\$ 405,066	\$ 382,954
Net changes in liability for claims and		
claims incurred but not reported	628,619	496,684
Claims paid	(607,232)	(474,572)
Balance at June 30	<u><u>\$ 426,453</u></u>	<u><u>\$ 405,066</u></u>

The District has not exceeded its insurance coverage limits in any of the last three years. The District's liability is included in accrued expenses on the financial statements.

## **DUBLIN SAN RAMON SERVICES DISTRICT**

### **NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025**

#### **NOTE 12 – COMMITMENTS AND CONTINGENT LIABILITIES**

The District purchases water from the Alameda County Flood Control and Water Conservation District (Zone 7) under a thirty-year contract, which expires August 22, 2024. The contract was extended until August 22, 2026. Under the terms of the contract, subject to various exceptions, the District is required to purchase all of its water from Zone 7. During fiscal year ended June 30, 2025, the District's water purchases from Zone 7 amounted to \$19,155,784.

The District is a defendant in a number of lawsuits, which have arisen in the normal course of business. In the opinion of the District, these actions when finally adjudicated will not have a material adverse effect on the financial position of the District.

The District operates a Dedicated Land Disposal site upon which the District processes biosolids produced by the District's wastewater treatment plant. On August 8, 2007, the San Francisco Bay Regional Water Quality Control Board issued Waste Discharge Requirements, which require the District to perform corrective actions for known and reasonably foreseeable releases from the Dedicated Land Disposal site. At this time, the Regional Board and the District expect that the most likely corrective action, if any is needed, would be related to the potential impact to groundwater quality and resulting closure and post-closure activities. The District prepared an analysis in December 2007 to determine the estimated costs of these corrective actions which comprise drilling two extraction wells and constructing a conveyance pipeline for discharge of potentially impacted ground water into the District's collection system. The Study also included estimated costs of operation, maintenance and monitoring of the above facilities for a ten year period after closure of the site which is expected to occur within thirty to fifty years. In September 2016, a study was prepared to update the closure and post-closure care costs. Actual closure and post-closure care costs may be higher, lower, or even not required due to inflation variances, changes in technology, or changes in State or Federal regulations.

The present value of these closure and post closure costs, discounted at 5 percent amounted to \$2,147,207 as of June 30, 2025. The District is required by State and federal laws and regulations to make annual funding contributions to finance closure and post-closure care. The District is in compliance with these requirements for the year ended June 30, 2025 with the establishment of the fully-funded liability for this purpose.

#### **Note 13 – INTERFUND TRANSFERS**

Interfund transfers are transactions used to move money from one fund to another for specified purposes. These transfers are an essential component of the district's financial management and are included in both the revenue and expense sections of the district's budget.

Each enterprise fund is required to contribute funds to its respective replacement fund to ensure the future repair and replacement of its facilities and infrastructure. The amounts to be transferred are determined during each budget cycle, based on the current fund balance and anticipated future project expenses. This approach helps maintain the long-term sustainability of the district's assets and ensures that sufficient funds are available for necessary capital improvements.

By aligning interfund transfers with long-term financial planning, the district can better manage its resources and fulfill its obligations for future infrastructure needs.

# DUBLIN SAN RAMON SERVICES DISTRICT

## NOTES TO BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2025

### Note 14 – PRIOR YEAR ADJUSTMENTS

#### **A. Correction of an Error - Bond Premium**

During fiscal year end June 30, 2025, the District's management determined that the bond premium from the 2017 Water Revenue Refunding Bond, was not recorded. As such, no amortization was taken for the fiscal years from 2018 through 2024, and as a result the amortization expense was omitted. A restatement to correct this error was made in the current year to reflect debt premium capitalization and thereby reducing the corresponding interest expense. A journal entry was made to correct the ending Net Position as of June 30, 2024 and is reflected in the 2025 long term debt balance sheet. The entry resulted in an increase of \$4,575,932 of bond premium, with a reduction of \$1,455,241 resulting in the ending bond premium balance of \$3,120,691 (See Note 7).

#### **B. Implementation of GASB 101 – Compensated Absences**

Effective for the fiscal year ended June 30, 2025, the District implemented Governmental Accounting Standards Board (GASB) Statement No. 101, Compensated Absences. GASB 101 establishes a unified model for recognizing and measuring liabilities associated with compensated absences, including vacation, sick leave, paid time off, and other qualifying leave types.

As a result of implementing GASB 101, the District changed its accounting principle for compensated absences to recognize a liability for leave that is attributable to services already rendered, accumulates, and is more likely than not to be used for time off or otherwise paid or settled.

Based on the provision of GASB 101, the District made a journal entry that retroactively adjusted the net position by \$2,257,270. The adjustment increased the liability for Sick by \$2,056,982, with corresponding payroll taxes of \$200,288.

This change in accounting principle was applied retroactively, resulting in a restatement of beginning net position as of June 30, 2024. The impact of the restatement is summarized below:

Account	6/30/24 Previously Reported	Adjustment for GASB 101	Adjustment for Bond Premium	6/30/24 Balance as Restated
<b>Liabilities:</b>				
Accrued Sick Leave	-	2,056,982	-	2,056,982
Increase in Payroll Taxes	-	200,288	-	200,288
2017 Water Revenue Bond Premium	-		3,492,540	3,492,540
Total Increase in Liabilities	-	2,257,270	3,492,540	5,749,810
 <b>Net Position:</b>				
Unrestricted	-	2,257,270	3,492,540	5,749,810
Total Decrease in Net Position	-	2,257,270	3,492,540	5,749,810

***REQUIRED SUPPLEMENTARY INFORMATION***

# DUBLIN SAN RAMON SERVICES DISTRICT

## Required Supplementary Information For the year ended June 30, 2025

### SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY – COST SHARING MULTIPLE EMPLOYER PLAN\*

Measurement Date	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Proportion of the net pension liability (asset)	0.4567%	0.4478%	0.4163%	-0.0612%	0.3340%	0.3041%	0.2623%	0.2634%	0.3730%	0.0185%
Proportion share of the net pension liability (asset)	\$ 22,089,424	\$ 22,390,011	\$ 19,481,810	\$ (1,162,379)	\$ 14,089,817	\$ 12,177,945	\$ 9,884,912	\$ 10,384,742	\$ 12,957,811	\$ 12,698,750
Covered payroll	17,965,917	16,813,572	15,604,785	15,115,187	13,865,188	14,277,527	13,051,223	12,592,116	12,592,116	12,009,479
Proportionate Share of the net pension liability (asset) as percentage of covered payroll	122.95%	133.17%	124.85%	-7.69%	101.62%	85.29%	75.74%	82.47%	102.90%	105.74%
Plan's Fiduciary net position	124,593,916	116,495,329	112,422,195	123,880,746	103,881,003	99,764,640	94,791,258	90,325,711	76,197,801	72,030,535
Plan's Fiduciary net position as a percentage of the total pension liability	84.94%	83.88%	85.23%	100.95%	88.06%	89.12%	90.56%	89.69%	85.47%	78.40%
Notes to schedule:										
<b>Changes in assumptions.</b> None										

# DUBLIN SAN RAMON SERVICES DISTRICT

## Required Supplementary Information For the year ended June 30, 2025

### SCHEDULE OF CONTRIBUTIONS (PENSION)\*

Fiscal Year Ended June 30,	2025	2024	2023	2022	2021	2020	2019	2018	2017
Contractually required contribution (actuarially determined)	3,732,694	3,083,335	2,992,729	2,605,100	2,935,170	2,089,605	1,859,162	1,504,792	1,401,296
Contractually in relation to the actuarially determined contribution	3,732,694	3,083,335	2,992,729	2,605,100	2,935,170	2,089,605	1,859,162	1,504,792	6,401,296
Contributions deficiency (excess)	-	-	-	-	-	-	-	-	(5,000,000)
Covered payroll	18,970,975	17,965,917	16,813,572	15,604,785	15,115,187	13,865,188	14,277,527	13,051,223	12,592,116
Contributions as a percentage of covered payroll	19.68%	17.16%	17.80%	16.69%	19.42%	15.07%	13.02%	11.53%	50.84%

\* Fiscal year 2015 was the 1st year of implementation, therefore only nine years are shown

Valuation Date: June 30, 2022

Actuarial cost method	Entry age
Amortization Method/Period	For details, see June 30, 2022 Funding Valuation Report, Section 2
Asset Valuation Method	Market Value with Direct Rate Smoothing. For details, see June 30, 2022 Funding Valuation
Inflation	2.30%
Projected Salary Increase	2.80%
Investment Rate of Return	6.90% (1)
Mortality/Retirement Age	Derived by CALPERS Membership Data for all funds (2)

(1) Net of pension plan investment expenses, including inflation

(2) The probabilities of retirement and mortality are based on the Nov. 2021 CalPERS Experience Study based on data observed from 2000 to 2019. Pre-retirement and post-retirement mortality rates are projected generationaly for future years using 80% of Scale MP-2020 published by the Society of Actuaries

\* Fiscal year 2015 was the 1st year of implementations

# DUBLIN SAN RAMON SERVICES DISTRICT

## Required Supplementary Information For the year ended June 30, 2025

### SCHEDULE OF CHANGES IN NET OPEB LIABILITY (ASSET) AND RELATED RATIOS AGENT MULTIPLE PLAN\*

Measurement Date	6/30/2024	6/30/2023	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017
<b>Total OPEB Liability</b>								
Service Cost	1,223,647	1,041,607	1,011,269	1,041,280	1,008,504	1,053,670	1,020,504	848,840
Interest	1,846,031	1,631,720	1,563,109	1,573,687	1,493,182	1,764,023	1,661,164	1,701,163
Differences between expected and actual experience	2,289,876	1,831,142		791,149		(4,001,696)		(3,586,818)
Changes in assumptions	(2,426,124)	1,052,542		752,348		(1,209,136)		4,149,122
Benefit payments	(1,685,148)	(1,419,538)	(1,369,742)	(1,316,018)	(1,217,291)	(1,154,397)	(1,110,367)	(1,080,081)
Net change in total OPEB liability	1,248,282	4,137,473	1,204,636	2,842,446	1,284,395	(3,547,536)	1,571,301	2,032,226
Total OPEB liability - beginning	32,583,764	28,446,291	27,241,655	24,399,209	23,114,814	26,662,350	25,091,049	23,058,823
Total OPEB liability - ending (a)	33,832,046	32,583,764	28,446,291	27,241,655	24,399,209	23,114,814	26,662,350	25,091,049
<b>OPEB fiduciary net position</b>								
Contributions - employer	636,542	596,768		897,924	1,251,832	1,251,832	1,212,732	1,080,081
Net investment income	2,421,229	1,090,084	(4,275,538)	5,863,962	1,549,013	1,776,771	1,880,973	2,232,198
Administrative expense	(9,485)	(8,260)	(8,677)	(10,821)	(13,965)	(5,441)	(43,338)	(11,330)
Benefit payment, including refundns of employee contributions	(1,685,148)	(1,419,538)	(1,369,742)	(1,316,018)	(1,217,291)	(1,154,397)	(1,110,367)	(1,080,081)
Net change in plan fiduciary net position	1,363,138	259,054	(5,653,957)	5,435,047	1,569,589	1,868,765	1,940,000	2,220,868
Plan fiduciary net position - beginning	28,779,006	28,519,952	34,173,909	28,738,862	27,169,273	25,300,508	23,360,508	21,139,640
Plan fiduciary net position - ending (b)	30,142,144	28,779,006	28,519,952	34,173,909	28,738,862	27,169,273	25,300,508	23,360,508
Net OPEB liability (asset) - ending (a)-(b)	3,689,902	3,804,758	(73,661)	(6,932,254)	(4,339,653)	(4,054,459)	1,361,842	1,730,541
Plan fiduciary net position as a percentage of the total OPEB liability	89%	88%	100%	125%	118%	118%	95%	93%
Covered-employee payroll (not based on measure of pay)	17,932,267	16,813,572	15,473,082	15,148,687	13,918,661	14,287,090	13,112,995	12,531,924
Net OPEB liability (asset) as a percentage of covered-employee payroll	20.58%	22.63%	-0.48%	-45.76%	-31.18%	-28.38%	10.39%	13.81%

#### Notes to schedule

\* - Fiscal year 2018 was the first year of implementation

# DUBLIN SAN RAMON SERVICES DISTRICT

## Required Supplementary Information For the year ended June 30, 2025

### SCHEDULE OF CONTRIBUTIONS (OPEB) Last 10 years\*

Fiscal Year Ended June 30,	2025	2024	2023	2022	2021	2020	2019	2018
Actuarially determined contribution to ADC	1,660,436	636,541	596,768	931,328	897,924	865,924	1,251,832	1,212,732
Contribution in relation to ADC	(3,593,422)	(636,541)	(596,768)	-	(897,924)	(1,487,795)	(1,251,832)	(1,212,732)
Contributions deficiency (excess)	(1,932,986)	-	-	931,328	-	(621,871)	-	-
Covered-employee payroll	<u>18,970,975</u>	<u>17,932,267</u>	<u>16,813,572</u>	<u>15,473,082</u>	<u>15,148,687</u>	<u>13,918,661</u>	<u>14,287,090</u>	<u>13,112,995</u>
Contributions as a percentage of covered payroll	18.94%	3.55%	3.55%	0.00%	5.93%	10.69%	8.76%	9.25%
Percent of ADC Contributed	216.41%	100.00%	100.00%	0.00%	100.00%	171.82%	100.00%	100.00%
<b>Notes to Schedule</b>								
Valuation Date:	6/30/2023	6/30/2023	6/30/2021	6/30/2021	6/30/2019	6/30/2019	7/1/2017	7/1/2017

#### Methods and assumptions used to determine contribution rates

	June 30,
Actuarial date	2023
Actuarial cost method	Entry-age Normal
Amortization Method/Period	30 Years Close/29 Years Remain
Asset Valuation Method	Market Value with Direct Rate Smoothing. For details, see June 30, 2022 Funding Valuation
Inflation	2.50% per year
Projected Salary Increase	3% per year
Investment Rate of Return	5.60%
Healthcare cost-trend rates	6% in 2026, stepping down to 3.9% in 2075
Retirement Age	From 50 to 75
Mortality Improvement	MacLeod Watts Scale 2022
Mortality	CalPERS 2021 Experience Study

\* Fiscal year 2018 was the 1st year of implementations

***SUPPLEMENTARY INFORMATION***

**DUBLIN SAN RAMON SERVICES DISTRICT  
REGIONAL WASTEWATER OPERATIONS  
COMBINING SCHEDULES OF NET POSITION  
JUNE 30, 2025**

	Regional Wastewater Enterprise	Regional Wastewater RSF	Regional Wastewater Replacement	Regional Wastewater Expansion	Combined Totals
<b>ASSETS</b>					
Current assets:					
Pooled cash	\$ 1,873,484	\$ 102,264	\$ 374,337	\$ 431,578	\$ 2,781,663
Pooled investments	7,229,446	11,400,324	41,730,822	48,111,971	108,472,563
Accounts receivable	5,987,653	-	820,614	2,016,918	8,825,185
Interest receivable	45,633	59,273	216,989	248,541	570,436
Prepaid expenses	114,590				114,590
Deferred capacity reserve fees receivable	-		371	911	1,282
<b>Total current assets</b>	<b>15,250,806</b>	<b>11,561,861</b>	<b>43,143,133</b>	<b>50,809,919</b>	<b>120,765,719</b>
Non-current assets:					
Investment in JPA	18,083,885	-	-	-	18,083,885
Capital assets:					
Property, plant and equipment	195,522,563	-	-	-	195,522,563
Less accumulated depreciation	93,611,317	-	-	-	93,611,317
Net property, plant and equipment	101,911,246	-	-	-	101,911,246
Land and construction in progress	10,888,035	-	-	-	10,888,035
<b>Total capital assets</b>	<b>112,799,281</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>112,799,281</b>
Other assets:					
Deferred capacity reserves receivable - long term	-	-	-	-	-
<b>Total other assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total non-current assets</b>	<b>130,883,166</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>130,883,166</b>
<b>Total assets</b>	<b>146,133,972</b>	<b>11,561,861</b>	<b>43,143,133</b>	<b>50,809,919</b>	<b>251,648,885</b>
Deferred outflows of resources					
Deferred outflows pension related amounts	4,872,544	-	-	-	4,872,544
Deferred employer pension contributions	1,707,334	-	-	-	1,707,334
Deferred outflows OPEB related amounts	2,512,397	-	-	-	2,512,397
Deferred outflows OPEB contributions	1,643,631	-	-	-	1,643,631
<b>Total deferred outflows of resources</b>	<b>10,735,906</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,735,906</b>

**DUBLIN SAN RAMON SERVICES DISTRICT  
REGIONAL WASTEWATER OPERATIONS  
COMBINING SCHEDULES OF NET POSITION  
JUNE 30, 2025**

	Regional Wastewater Enterprise	Regional Wastewater RSF	Regional Wastewater Replacement	Regional Wastewater Expansion	Combined Totals
<b>LIABILITIES</b>					
Current liabilities:					
Accounts payable	1,061,267	-	68,837	6,297	1,136,401
Contractor bonds and deposits	1,990,020	-	34,539	49,893	2,074,452
Accrued expenses	195,060	-	-	-	195,060
Accrued compensated absences	1,574,379	-	-	-	1,574,379
Current portion of long-term debt	-	-	-	-	-
Unearned revenue	-	-	371	911	1,282
<b>Total current liabilities</b>	<b>4,820,726</b>	<b>-</b>	<b>103,747</b>	<b>57,101</b>	<b>4,981,574</b>
Long term liabilities:					
Accrued compensated absences	432,229	-	-	-	432,229
Net pension liability	10,767,262	-	-	-	10,767,262
Net OPEB liability	1,687,761	-	-	-	1,687,761
DLD remediation reserve	2,147,207	-	-	-	2,147,207
Unearned revenue	-	-	-	-	-
<b>Total long term liabilities</b>	<b>15,034,459</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,034,459</b>
<b>Total liabilities</b>	<b>19,855,185</b>	<b>-</b>	<b>103,747</b>	<b>57,101</b>	<b>20,016,033</b>
Deferred inflows of resources					
Deferred inflows of resources - Pension	1,639,160	-	-	-	1,639,160
Deferred inflows of resources - OPEB	920,339	-	-	-	920,339
<b>Total deferred inflows of resources</b>	<b>2,559,499</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,559,499</b>
<b>NET POSITION</b>					
Net investment in capital assets	112,799,281	-	-	-	112,799,281
Restricted for:					
Capital Improvements	-	-	43,039,386	50,752,818	93,792,204
Unrestricted	21,655,913	11,561,861	-	-	33,217,774
<b>Total net position</b>	<b>\$ 134,455,194</b>	<b>\$ 11,561,861</b>	<b>\$ 43,039,386</b>	<b>\$ 50,752,818</b>	<b>\$ 239,809,259</b>

**DUBLIN SAN RAMON SERVICES DISTRICT**  
**REGIONAL WASTEWATER OPERATIONS**  
**COMBINING SCHEDULES OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION**  
**YEAR ENDED JUNE 30, 2025**

	Regional Wastewater Enterprise	Regional Wastewater RSF	Regional Wastewater Replacement	Regional Wastewater Expansion	Combined Totals
<b>OPERATING REVENUES</b>					
Wastewater service charges	\$ 25,147,151	\$ -	\$ -	\$ -	\$ 25,147,151
Other revenues	4,467,902	-	-	-	4,467,902
Total operating revenues	<u>29,615,053</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>29,615,053</u>
<b>OPERATING EXPENSES</b>					
Personnel	15,571,898	-	-	-	15,571,898
Materials	5,038,929	-	-	-	5,038,929
Contractual services	6,182,737	-	269,369	3,581,321	10,033,427
Other	40,657	-	-	-	40,657
Depreciation	5,502,654	-	-	-	5,502,654
Total operating expenses	<u>32,336,875</u>	<u>-</u>	<u>269,369</u>	<u>3,581,321</u>	<u>36,187,565</u>
<b>OPERATING INCOME (LOSS)</b>	<b><u>(2,721,822)</u></b>	<b><u>-</u></b>	<b><u>(269,369)</u></b>	<b><u>(3,581,321)</u></b>	<b><u>(6,572,512)</u></b>
<b>NONOPERATING REVENUES (EXPENSE)</b>					
Investment income	354,710	577,544	2,122,512	2,410,927	5,465,693
Gain(Loss) on sale of assets	8,027	-	-	-	8,027
Gain(Loss) in Equity in JPA	1,547,099	-	-	-	1,547,099
Total non-operating revenues	<u>1,909,836</u>	<u>577,544</u>	<u>2,122,512</u>	<u>2,410,927</u>	<u>7,020,819</u>
<b>INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS</b>					
Capital contributions - capacity reserve fees	(811,986)	577,544	1,853,143	(1,170,394)	448,307
Transfers in	-	-	1,811,906	4,659,464	6,471,370
Transfers (out)	3,813,788	-	2,700,000	-	6,513,788
Changes in net position	(3,108,842)	-	(3,695,859)	(117,929)	(6,922,630)
	(107,040)	577,544	2,669,190	3,371,141	6,510,835
<b>TOTAL NET POSITION - BEG OF YEAR</b>	<b><u>121,048,317</u></b>	<b><u>10,984,317</u></b>	<b><u>40,370,196</u></b>	<b><u>60,895,594</u></b>	<b><u>233,298,424</u></b>
Reclass Debt Service from Capital Fund to Operating Fund	13,513,917	-	-	(13,513,917)	-
<b>TOTAL NET POSITION - BEG OF YEAR AS RESTATE</b>	<b><u>134,562,234</u></b>	<b><u>10,984,317</u></b>	<b><u>40,370,196</u></b>	<b><u>47,381,677</u></b>	<b><u>233,298,424</u></b>
<b>TOTAL NET POSITION - END OF YEAR</b>	<b><u>\$ 134,455,194</u></b>	<b><u>\$ 11,561,861</u></b>	<b><u>\$ 43,039,386</u></b>	<b><u>\$ 50,752,818</u></b>	<b><u>\$ 239,809,259</u></b>

**DUBLIN SAN RAMON SERVICES DISTRICT  
LOCAL WASTEWATER OPERATIONS  
COMBINING SCHEDULES OF NET POSITION  
JUNE 30, 2025**

	Local Wastewater Enterprise	Local Wastewater RSF	Local Wastewater Replacement	Local Wastewater Expansion	Combined Totals
<b>ASSETS</b>					
Current assets:					
Pooled cash	\$ 199,649	\$ 17,033	\$ 92,357	\$ 90,374	\$ 399,413
Pooled investments	3,363,403	1,898,806	10,295,814	10,074,784	25,632,807
Accounts receivable	397,641	-	-	-	397,641
Interest receivable	19,711	9,872	52,800	52,458	134,841
Prepaid expenses	38,055	-	-	-	38,055
Total current assets	4,018,459	1,925,711	10,440,971	10,217,616	26,602,757
Non-current assets:					
Capital assets:					
Property, plant and equipment	76,161,454	-	-	-	76,161,454
Less accumulated depreciation	35,537,841	-	-	-	35,537,841
Net property, plant and equipment	40,623,613	-	-	-	40,623,613
Land and construction in progress	1,964,996	-	-	-	1,964,996
Total capital assets	42,588,609	-	-	-	42,588,609
Other assets:					
Due from Other Funds - Long term	-	-	-	-	-
Total other assets	-	-	-	-	-
Total non-current assets	42,588,609	-	-	-	42,588,609
Total assets	46,607,068	1,925,711	10,440,971	10,217,616	69,191,366
Deferred outflows of resources					
Deferred outflows pension related amounts	378,825	-	-	-	378,825
Deferred employer pension contributions	566,996	-	-	-	566,996
Deferred outflows OPEB related amounts	834,353	-	-	-	834,353
Deferred outflows OPEB contributions	545,841	-	-	-	545,841
Total deferred outflows of resources	2,326,015	-	-	-	2,326,015

**DUBLIN SAN RAMON SERVICES DISTRICT  
LOCAL WASTEWATER OPERATIONS  
COMBINING SCHEDULES OF NET POSITION  
JUNE 30, 2025**

	Local Wastewater Enterprise	Local Wastewater RSF	Local Wastewater Replacement	Local Wastewater Expansion	Combined Totals
<b>LIABILITIES</b>					
Current liabilities:					
Accounts payable	203,241	-	151,084	49,567	403,892
Accrued expenses	64,778	-	-	-	64,778
Accrued compensated absences	434,618	-	-	-	434,618
Total current liabilities	702,637	-	151,084	49,567	903,288
Long term liabilities:					
Accrued compensated absences	116,910	-	-	-	116,910
Net pension liability	2,961,593	-	-	-	2,961,593
Net OPEB liability	560,496	-	-	-	560,496
Total long term liabilities	3,638,999	-	-	-	3,638,999
Total liabilities	4,341,636	-	151,084	49,567	4,542,287
Deferred inflows of resources					
Deferred inflows pension related amounts	61,405	-	-	-	61,405
Deferred inflows OPEB	305,640	-	-	-	305,640
Total deferred inflows of resources	367,045	-	-	-	367,045
<b>NET POSITION</b>					
Net investment in capital assets	42,588,609	-	-	-	42,588,609
Restricted for:					
Capital Improvements	-	-	10,289,887	10,168,049	20,457,936
Unrestricted	1,635,793	1,925,711	-	-	3,561,504
Total net position	\$ 44,224,402	\$ 1,925,711	\$ 10,289,887	\$ 10,168,049	\$ 66,608,049

**DUBLIN SAN RAMON SERVICES DISTRICT**  
**LOCAL WASTEWATER OPERATIONS**  
**COMBINING SCHEDULES OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION**  
**YEAR ENDED JUNE 30, 2025**

	Local Wastewater Enterprise	Local Wastewater RSF	Local Wastewater Replacement	Local Wastewater Expansion	Combined Totals
<b>OPERATING REVENUES</b>					
Wastewater service charges	\$ 5,146,546	\$ -	\$ -	\$ -	\$ 5,146,546
Other revenues	1,568,475	-	-	-	1,568,475
Total operating revenues	<u>6,715,021</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,715,021</u>
<b>OPERATING EXPENSES</b>					
Personnel	4,614,225	-	-	-	4,614,225
Materials	159,517	-	-	-	159,517
Contractual services	715,744	-	-	-	715,744
Other	42,636	-	-	-	42,636
Depreciation	<u>1,621,034</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,621,034</u>
Total operating expenses	<u>7,153,156</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,153,156</u>
OPERATING INCOME (LOSS)	<u>(438,135)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(438,135)</u>
<b>NONOPERATING REVENUES</b>					
Investment income	148,580	97,490	513,975	510,789	1,270,834
Gain(Loss) on sale of assets	<u>7,607</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,607</u>
Total non-operating revenues	<u>156,187</u>	<u>97,490</u>	<u>513,975</u>	<u>510,789</u>	<u>1,278,441</u>
<b>INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS</b>					
Non-cash contributions	<u>(281,948)</u>	<u>97,490</u>	<u>513,975</u>	<u>510,789</u>	<u>840,306</u>
Capital contributions - capacity reserve fees	<u>1,589,380</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,589,380</u>
Transfers in	<u>-</u>	<u>-</u>	<u>534,510</u>	<u>16,304</u>	<u>550,814</u>
Transfers (out)	<u>1,306,689</u>	<u>-</u>	<u>800,000</u>	<u>-</u>	<u>2,106,689</u>
Changes in net position	<u>(800,000)</u>	<u>-</u>	<u>(1,201,714)</u>	<u>(104,975)</u>	<u>(2,106,689)</u>
Changes in net position	<u>1,814,121</u>	<u>97,490</u>	<u>646,771</u>	<u>422,118</u>	<u>2,980,500</u>
TOTAL NET POSITION - BEG OF YEAR	<u>42,410,281</u>	<u>1,828,221</u>	<u>9,643,116</u>	<u>9,745,931</u>	<u>63,627,549</u>
TOTAL NET POSITION - BEG OF YEAR AS RESTATED	<u>42,410,281</u>	<u>1,828,221</u>	<u>9,643,116</u>	<u>9,745,931</u>	<u>63,627,549</u>
TOTAL NET POSITION - END OF YEAR	<u>\$ 44,224,402</u>	<u>\$ 1,925,711</u>	<u>\$ 10,289,887</u>	<u>\$ 10,168,049</u>	<u>\$ 66,608,049</u>

**DUBLIN SAN RAMON SERVICES DISTRICT  
WATER FUNDS  
COMBINING SCHEDULES OF NET POSITION  
JUNE 30, 2025**

	Water Enterprise	Water RSF	Water Replacement	Water Expansion	Combined Totals
<b>ASSETS</b>					
Current assets:					
Pooled cash	\$ 1,973,651	\$ 110,251	\$ 372,887	\$ 509,784	\$ 2,966,573
Pooled investments	7,768,421	12,290,716	41,569,028	56,830,167	118,458,332
Restricted Cash - Debt Service	964	-	-	-	964
Accounts receivable	7,488,087	1,602,339	-	-	9,090,426
Lease receivable	-	1,233,767	-	-	1,233,767
Interest receivable	75,072	63,587	210,005	290,372	639,036
Prepaid Expenses	97,880	-	-	-	97,880
Total current assets	<u>17,404,075</u>	<u>15,300,660</u>	<u>42,151,920</u>	<u>57,630,323</u>	<u>132,486,978</u>
Non-current assets:					
Investment in JPA	39,188,484	-	-	-	39,188,484
Net pension asset	-	-	-	-	-
Capital assets:					
Property, plant and equipment	217,082,201	-	-	-	217,082,201
Less accumulated depreciation	84,040,109	-	-	-	84,040,109
Net property, plant and equipment	<u>133,042,092</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>133,042,092</u>
Land and construction in progress	<u>13,893,064</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>13,893,064</u>
Total capital assets	<u>146,935,156</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>146,935,156</u>
Total non-current assets	<u>186,123,640</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>186,123,640</u>
Total assets	<u>203,527,715</u>	<u>15,300,660</u>	<u>42,151,920</u>	<u>57,630,323</u>	<u>318,610,618</u>
Deferred outflows of resources					
Deferred outflows pension related amounts	3,879,606	-	-	-	3,879,606
Deferred employer pension contributions	1,458,363	-	-	-	1,458,363
Deferred outflows OPEB related amounts	2,146,028	-	-	-	2,146,028
Deferred outflows OPEB contributions	1,403,950	-	-	-	1,403,950
Total deferred outflows of resources	<u>8,887,947</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,887,947</u>

**DUBLIN SAN RAMON SERVICES DISTRICT  
WATER FUNDS  
COMBINING SCHEDULES OF NET POSITION  
JUNE 30, 2025**

	Water Enterprise	Water RSF	Water Replacement	Water Expansion	Combined Totals
<b>LIABILITIES</b>					
Current liabilities:					
Accounts payable	5,413,143	-	495,615	34,886	5,943,644
Contractor bonds and deposits	2,504,204	-	62,408	-	2,566,612
Accrued Expenses	166,615	-	-	-	166,615
Accrued compensated absences	1,131,159	-	-	-	1,131,159
Interest Payable	554,860	-	-	-	554,860
Bonds payable - current portion	550,000	-	-	-	550,000
Total current liabilities	10,319,981	-	558,023	34,886	10,912,890
Long term liabilities:					
Accrued compensated absences	309,011	-	-	-	309,011
Bonds payable - less current portion	32,940,690	-	-	-	32,940,690
Net pension liability	8,360,569	-	-	-	8,360,569
Net OPEB liability	1,441,645	-	-	-	1,441,645
Total long term liabilities	43,051,915	-	-	-	43,051,915
Total liabilities	53,371,896	-	558,023	34,886	53,964,805
Deferred inflows of resources					
Deferred inflows of resources - Pension	1,093,030	-	-	-	1,093,030
Deferred inflows of resources - OPEB	786,131	-	-	-	786,131
Deferred inflows of resources - Leases	-	1,095,802	-	-	1,095,802
Total deferred inflows of resources	1,879,161	1,095,802	-	-	2,974,963
<b>NET POSITION</b>					
Net investment in capital assets	112,890,570	-	-	-	112,890,570
Restricted for:					
Capital Improvements	-	-	41,593,897	57,595,437	99,189,334
Assessment district	42,087	-	-	-	42,087
Unrestricted	44,231,948	14,204,858	-	-	58,436,806
Total net position	\$ 157,164,605	\$ 14,204,858	\$ 41,593,897	\$ 57,595,437	\$ 270,558,797

**DUBLIN SAN RAMON SERVICES DISTRICT  
WATER FUNDS**  
**COMBINING SCHEDULES OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION**  
**YEAR ENDED JUNE 30, 2025**

	Water Enterprise	Water RSF	Water Replacement	Water Expansion	Combined Totals
<b>OPERATING REVENUES</b>					
Water sales	\$ 44,938,079	\$ -	\$ -	\$ -	\$ 44,938,079
Other revenues	3,088,771	2,541,785	-	-	5,630,556
Total operating revenues	<u>48,026,850</u>	<u>2,541,785</u>	<u>-</u>	<u>-</u>	<u>50,568,635</u>
<b>OPERATING EXPENSES</b>					
Personnel	13,036,937	-	-	-	13,036,937
Materials	21,683,702	-	-	-	21,683,702
Contractual services	9,047,114	-	272,905	810,088	10,130,107
Other	359,464	64,824	-	-	424,288
Depreciation	4,518,746	-	-	-	4,518,746
Total operating expenses	<u>48,645,963</u>	<u>64,824</u>	<u>272,905</u>	<u>810,088</u>	<u>49,793,780</u>
<b>OPERATING INCOME (LOSS)</b>	<u>(619,113)</u>	<u>2,476,961</u>	<u>(272,905)</u>	<u>(810,088)</u>	<u>774,855</u>
<b>NONOPERATING REVENUES (EXPENSE)</b>					
Investment income	620,040	746,461	1,981,417	2,809,921	6,157,839
Gain(Loss) on sale of assets	9,214	-	-	-	9,214
Gain(Loss) in Equity in JPA	(351,574)	-	-	-	(351,574)
Interest Expense	(1,144,135)	-	-	-	(1,144,135)
Total non-operating revenues (expenses)	<u>(866,455)</u>	<u>746,461</u>	<u>1,981,417</u>	<u>2,809,921</u>	<u>4,671,344</u>
<b>INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS</b>					
Non-cash contributions	(1,485,568)	3,223,422	1,708,512	1,999,833	5,446,199
Capital contributions - capacity reserve fees	4,127,800	-	-	-	4,127,800
Transfers in	-	-	1,362,736	3,037,445	4,400,181
Transfers (out)	9,563,170	-	6,500,000	-	16,063,170
	<u>(6,500,000)</u>	<u>(4,050,098)</u>	<u>(3,732,058)</u>	<u>(1,372,172)</u>	<u>(15,654,328)</u>
Changes in net position	<u>5,705,402</u>	<u>(826,676)</u>	<u>5,839,190</u>	<u>3,665,106</u>	<u>14,383,022</u>
<b>TOTAL NET POSITION - BEG OF YEAR</b>	<u>143,577,046</u>	<u>15,031,534</u>	<u>35,754,707</u>	<u>62,006,520</u>	<u>256,369,807</u>
Reclass Debt Service from Capital Fund to Operating Fund	<u>7,882,157</u>	<u>-</u>	<u>-</u>	<u>(8,076,189)</u>	<u>(194,032)</u>
<b>TOTAL NET POSITION - BEG OF YEAR AS RESTATED</b>	<u>151,459,203</u>	<u>15,031,534</u>	<u>35,754,707</u>	<u>53,930,331</u>	<u>256,175,775</u>
<b>TOTAL NET POSITION - END OF YEAR</b>	<u><b>\$ 157,164,605</b></u>	<u><b>\$ 14,204,858</b></u>	<u><b>\$ 41,593,897</b></u>	<u><b>\$ 57,595,437</b></u>	<u><b>\$ 270,558,797</b></u>

## Statistical Overview Section (Unaudited)



*Pump Station 20B, Dublin California*

## Statistical Overview Section (Unaudited)

*The statistics in this section provide context to help readers understand what the financial statements, note disclosures, and required supplementary information reveal about the District's overall financial health. In contrast to the Financial Section, information in the Statistical Section is not subject to an independent audit.*



*Regional Wastewater Treatment Plant, Pleasanton California*

### **DEMOGRAPHIC AND ECONOMIC INFORMATION**

These schedules offer demographic and economic indicators to help the reader understand the environment in which the District's financial activities take place.

1. City of Dublin principal employers
2. City of San Ramon principal employers
3. Demographic and economic indicators

### **FINANCIAL TRENDS**

These schedules contain trend information to help the reader understand how the District's financial performance and well-being have changed over time.

1. Changes in net position
2. Total revenue sources
3. Total expense sources
4. Net position by component

### **REVENUE CAPACITY**

These schedules contain information to help the reader assess the District's most significant local revenue sources.

1. Water sold by type of customer
2. Principal customers
3. Water and sewer rates

## **DEBT CAPACITY**

These schedules present information to help the reader assess the affordability of the District's outstanding debt and its ability to issue additional debt in the future.

1. Pledged revenue coverage
2. Outstanding debt by type

## **OPERATING INFORMATION**

These schedules contain service and infrastructure data to help the reader understand how the information in the District's financial report relates to the services the District provides and activities it performs.

1. Wastewater average daily effluent flow
2. Water consumption and connections
3. Authorized full-time equivalent District employees by function/program
4. Capital assets by function/ program

**Sources:** Unless otherwise noted, the information in these schedules is derived from the Annual Comprehensive Financial Report for the relevant year.

### **City of Dublin Principal Employers**

Fiscal Year 2024 and Nine Years Prior

<b>Employer</b>	<b>2015</b>		<b>2024 <sup>1</sup></b>	
	<b>Employees</b>	<b>Rank</b>	<b>Employees</b>	<b>Rank</b>
United States Government & Federal Correction Institute	2,100	1	3,109	1
County of Alameda	465	6	1,308	2
Dublin Unified School District	1,117	3	1,292	3
Ross Stores Headquarters	1,200	2	1,081	4
Zeiss Meditec	535	5	767	5
Kaiser Permanente	-		542	6
Patelco Credit Union	-		461	7
Target Stores	388	7	352	8
Snowflake, Inc.	-		350	9
TriNet	-		215	10
SAP (Formerly: Sybase Corporation)	604	4		
Callidus Cloud	350	8		
De Silva Gates Construction	300	9		
Safeway	284	10		
<b>Total</b>	<b>7,343</b>		<b>9,477</b>	

<sup>1</sup> Source: City of Dublin, Comprehensive Annual Financial Report, Fiscal Year ended June 30, 2024

**City of San Ramon Principal Employers** Principal Employers Fiscal Year 2024 and Nine Years Prior

Employer	2015		2024 <sup>1</sup>	
	Employees	Rank	Employees	Rank
PG&E	427	9	2,230	1
Chevron USA Inc	3,600	1	1,852	2
Robert Half International Inc.	1,000	4	1,364	3
BMO Bank N.A.			658	4
San Ramon Regional Medical Center	706	6	650	5
Primed Management Consulting	450	8	453	6
Five9, Inc.			448	7
United Parcel Service			385	8
Target Corporation			223	9
Armanino LLP			206	10
Bank of the West	1,600	2		
AT&T	1,227	3		
Accenture LLP	750	5		
General Electric Company	600	7		
IBM Corporation	401	10		
Total	<b>10,761</b>		<b>8,469</b>	

<sup>1</sup> Source: City of San Ramon, Annual Comprehensive Financial Report, Fiscal Year 2023-2024

## Demographic and Economic Indicators

Last Ten Calendar Years

Calendar Year	City of Dublin Population <sup>2,4</sup>	Alameda County Personal Income <sup>1</sup>	Alameda County Per Capita Personal Income <sup>1</sup>	City of Dublin Unemployment Rate <sup>3</sup>
2016	57,349	109,572,257	67,356	2.60%
2017	59,686	116,802,392	71,282	2.70%
2018	63,241	125,583,845	76,644	2.50%
2019	64,577	131,535,494	81,171	2.10%
2020	65,716	144,751,041	87,078	7.40%
2021	64,695	164,437,681	99,746	4.00%
2022	68,482	159,241,119	97,754	2.40%
2023	71,750	173,018,284	106,657	3.80%
2024	72,917	n-a <sup>4</sup>	n-a <sup>4</sup>	4.70%
2025	74,691	n-a <sup>4</sup>	n-a <sup>4</sup>	4.80%
Calendar Year	City of San Ramon Population <sup>2</sup>	Contra Costa County Personal Income <sup>1</sup>	Contra Costa County Per Capita Personal Income <sup>1</sup>	City of San Ramon Unemployment Rate <sup>3</sup>
2016	78,363	81,451,804	67,356	2.90%
2017	80,550	86,986,057	76,527	3.00%
2018	82,643	91,653,896	82,506	2.50%
2019	83,957	97,550,344	85,324	2.20%
2020	83,118	106,318,748	92,264	7.30%
2021	83,863	115,342,618	99,312	4.00%
2022	83,820	109,965,993	95,047	2.40%
2023	82,870	119,219,394	103,218	3.80%
2024	82,525	n-a <sup>4</sup>	n-a <sup>4</sup>	4.70%
2025	83,391	n-a <sup>4</sup>	n-a <sup>4</sup>	4.90%

Source:

- 1 U.S. Bureau of Economic Analysis, "CAINC1 County and MSA personal income summary: personal income, population, per capita personal income".  
Last updated: February 20, 2025-- new statistics for 2023; revised statistics for 2010-2019.
- 2 State of California, Department of Finance, E-5 Population and Housing Estimates for Cities, Counties and the State — January 1, 2021-2025. Sacramento, California, May 2025.
- 3 State of California, Employment Development Department, Unemployment Rates (Labor Force) (one-year lag).  
Last updated: Unemployment rates as of August 2025
- 4 As of September 30, 2025, data for 2024 and 2025 not yet available

## Financial Trends

### Changes in Net Position

Last Ten Fiscal Years

(Accrual Basis of Accounting. Amounts expressed in thousands)

	2016	2017	2018	2019	2020
<b>Operating Revenues</b>					
Water	\$29,627	\$35,293	\$36,063	\$35,277	\$42,487
Wastewater	24,804	24,316	26,199	27,107	28,917
Total operating revenues	\$54,431	\$59,609	\$62,261	\$62,384	\$71,404
<b>Operating Expenses</b>					
Water	26,147	37,635	39,012	37,438	46,278
Wastewater	29,609	31,435	31,767	36,093	37,107
Total operating expenses	\$55,756	\$69,070	\$70,779	\$73,530	\$83,385
<b>Net Operating Revenues (Expenses)</b>	(\$1,325)	(\$9,461)	(\$8,518)	(\$11,146)	(\$11,982)
<b>Non-Operating Revenues (Expenses)</b>					
Interest earnings	1,639	354	696	7,137	7,103
Interest expense	(1,929)	(1,918)	(1,712)	(1,467)	(1,454)
Non-operating revenue (expenses)	48	(37)	652	6	7
Non-cash contributions	1,461	4,485	982	2,360	1,535
Capital contributions	34,462	20,330	29,944	27,667	14,632
Total non-operating revenues (expenses)	\$35,681	\$23,215	\$30,562	\$35,703	\$21,823
<b>Change in Net Position</b>	<b>\$34,356</b>	<b>\$13,754</b>	<b>\$22,044</b>	<b>\$24,557</b>	<b>\$9,841</b>

Source: Dublin San Ramon Services District audited financial statements

*Continued on next page >>*

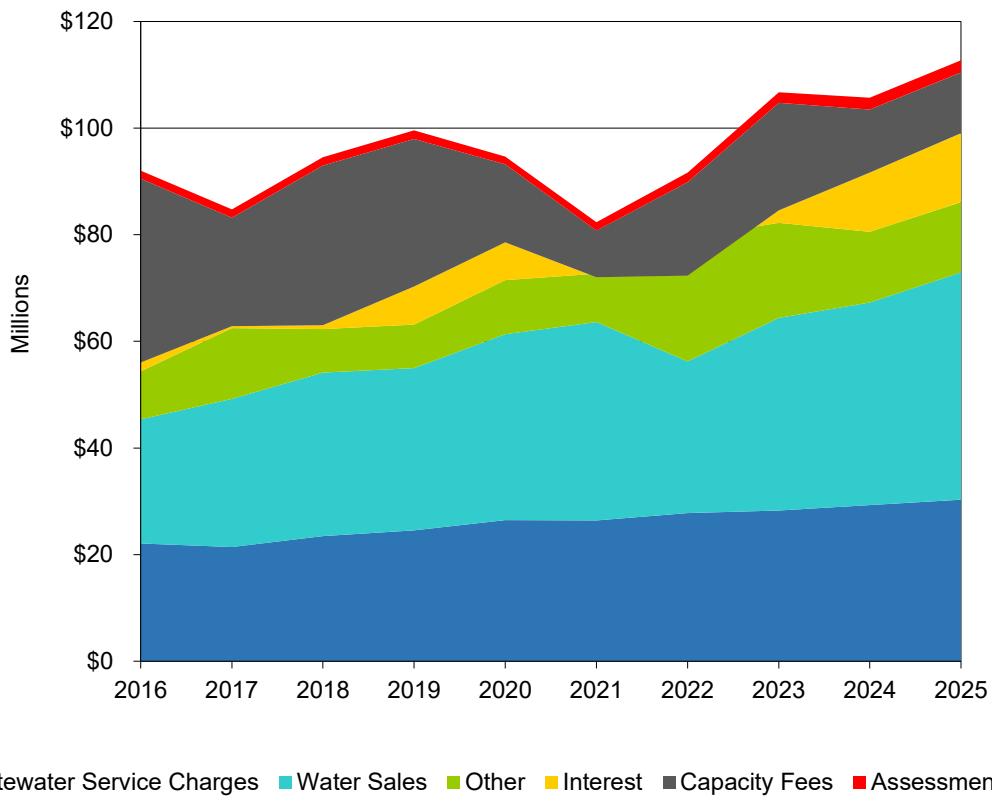
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	2021	2022	2023	2024	2025
<b>Operating Revenues</b>					
Water	\$41,249	\$43,167	\$42,730	\$44,016	\$50,569
Wastewater	28,962	32,586	37,006	34,825	36,330
Total operating revenues	\$70,211	\$75,752	\$79,736	\$78,841	\$86,899
<b>Operating Expenses</b>					
Water	39,293	38,487	43,654	49,788	49,794
Wastewater	33,381	32,167	41,890	46,207	43,341
Total operating expenses	\$72,674	\$70,654	\$85,544	\$95,995	\$93,135
<b>Net Operating Revenues (Expenses)</b>	(\$2,463)	\$5,099	(\$5,808)	(\$17,154)	(\$6,236)
<b>Non-Operating Revenues (Expenses)</b>					
Interest earnings	(663)	(7,102)	2,400	11,109	12,894
Interest expense	(1,438)	(1,416)	(1,392)	(1,369)	(1,144)
Non-operating revenue (expenses)	1,270	1,633	1,344	1,970	1,220
Non-cash contributions	2,802	3,829	3,096	1,936	5,717
Capital contributions	8,749	17,529	20,168	11,853	11,422
Total non-operating revenues (expenses)	\$10,719	\$14,473	\$25,616	\$25,499	\$30,110
<b>Change in Net Position</b>	<b>\$8,256</b>	<b>\$19,571</b>	<b>\$19,808</b>	<b>\$8,345</b>	<b>\$23,874</b>

Source: Dublin San Ramon Services District audited financial statements

## Total Revenue Sources

Last Ten Fiscal Years



■ Wastewater Service Charges ■ Water Sales ■ Other ■ Interest ■ Capacity Fees ■ Assessment District

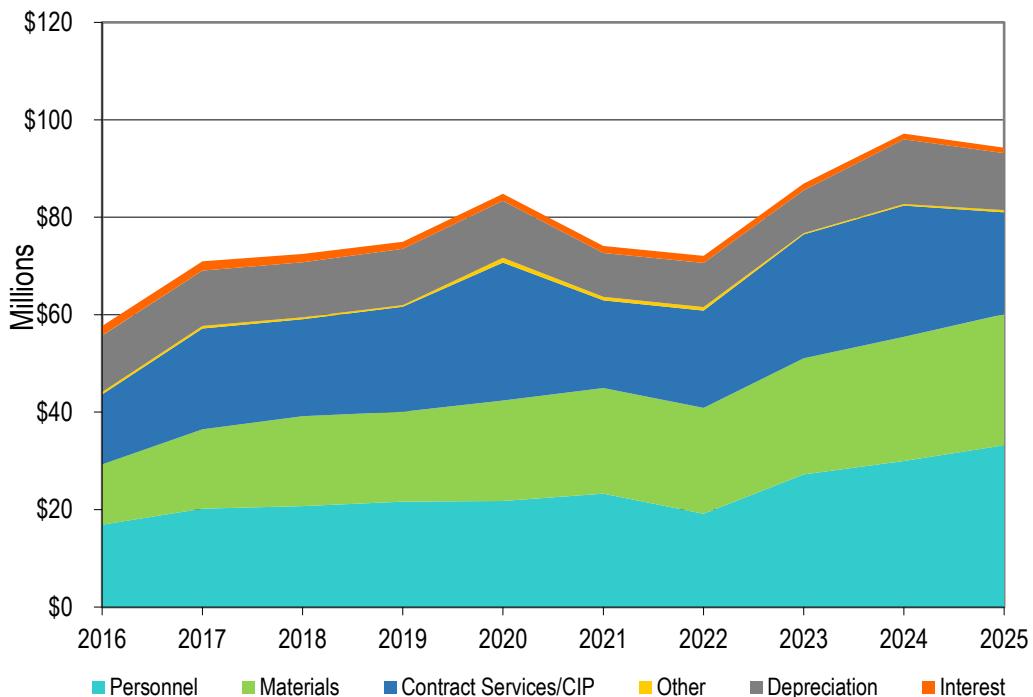
## Revenue Sources Fiscal Years 2016 Through 2025

Fiscal Year Ending	Total	Wastewater Service Charges	Water Sales	Other	Interest	Capacity Fees	Assessment District
2016	92,041,190	22,092,217	23,280,944	9,019,081	1,639,420	34,462,453	1,547,074
2017	84,741,940	21,408,029	27,831,941	13,255,892	354,329	20,330,328	1,561,421
2018	94,534,991	23,478,551	30,651,524	8,186,244	695,673	29,944,208	1,578,791
2019	99,554,176	24,540,413	30,452,244	8,143,805	7,136,641	27,667,384	1,613,689
2020	94,680,267	26,483,936	34,854,618	10,120,402	7,102,863	14,631,802	1,486,646
2021	82,367,742	26,415,616	37,188,141	9,084,227	(663,326)	8,748,665	1,594,419
2022	91,640,949	27,795,077	28,458,312	23,188,523	(7,102,151)	17,528,816	1,772,372
2023	106,744,628	28,238,648	36,170,973	17,791,843	2,400,469	20,167,634	1,975,061
2024	105,709,147	29,285,609	37,990,780	13,252,507	11,108,694	11,852,644	2,218,913
2025	112,725,985	30,293,697	42,644,106	13,177,476	12,894,366	11,422,366	2,293,974

Source: Dublin San Ramon Services District audited financial statements

## Total Expenses Sources

Last Ten Fiscal Years



## Expenses for Fiscal Years 2016 through 2025

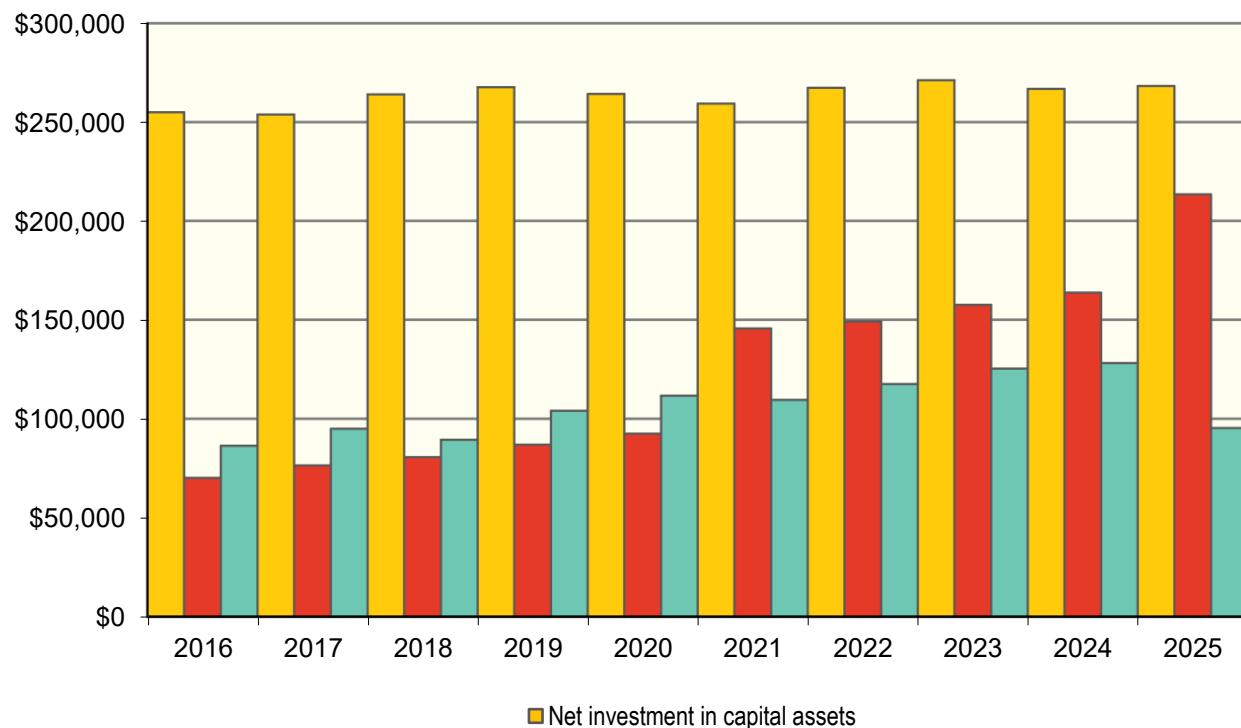
Fiscal Year Ending	Total	Personnel	Materials	Contract Services/CIP	Other	Depreciation	Interest
2016	57,685,170	16,894,081	12,404,304	14,363,125	487,478	11,607,463	1,928,719
2017	70,988,042	20,186,984	16,271,615	20,729,632	477,539	11,404,287	1,917,985
2018	72,490,743	20,754,356	18,414,001	19,910,203	407,162	11,293,079	1,711,942
2019	74,997,656	21,650,770	18,419,851	21,540,241	377,898	11,541,721	1,467,175
2020	84,838,939	21,750,589	20,628,632	28,308,098	970,545	11,727,255	1,453,820
2021	74,112,213	23,304,574	21,619,639	18,043,734	725,631	8,980,372	1,438,263
2022	72,069,615	19,174,834	21,719,949	19,944,581	728,021	9,086,272	1,415,958
2023	86,936,548	27,216,437	23,840,406	25,440,305	229,888	8,817,221	1,392,291
2024	97,170,060	30,010,256	25,474,343	26,917,855	337,341	13,255,148	1,175,117
2025	94,278,636	33,223,060	26,882,148	20,879,278	507,581	11,642,434	1,144,135

Source: Dublin San Ramon Services District audited financial statements

## Net Position by Component

Last Ten Fiscal Years

(Accrual basis of accounting, amounts expressed in thousands)



Net investment in capital assets

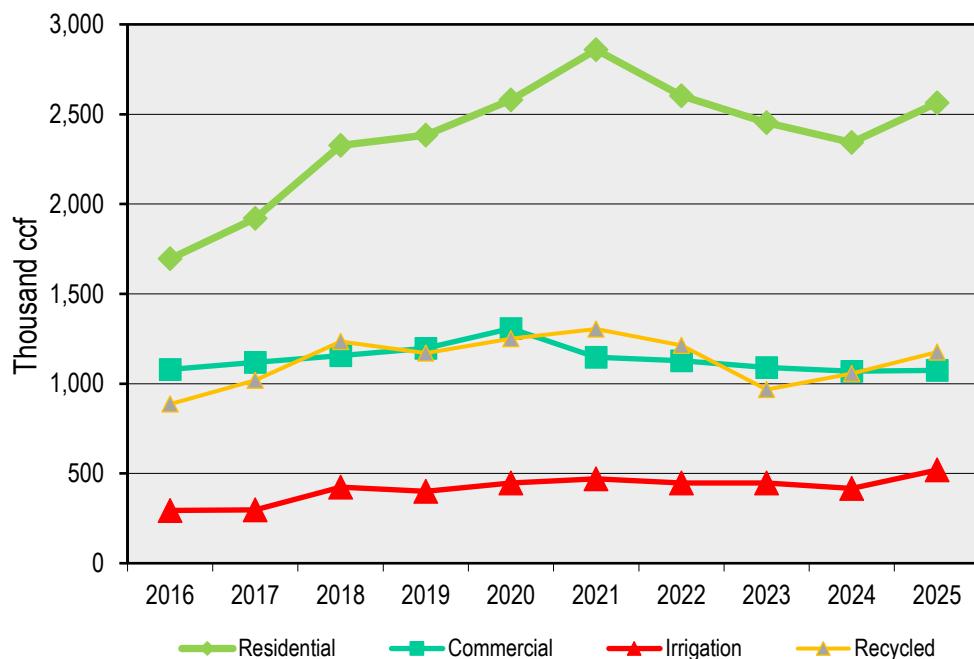
	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>Business-type activities</b>										
Net investment in capital assets	\$254,961	\$253,841	\$264,020	\$267,682	264,272	259,331	267,361	271,185	263,519	268,278
Restricted	70,100	76,395	80,572	86,846	92,440	145,597	149,135	157,572	163,749	213,439
Unrestricted	86,331	94,910	89,357	103,978	111,635	109,530	117,534	125,323	125,834	95,258
Total net position	\$411,392	\$425,145	\$433,949	\$458,505	\$468,347	\$514,458	\$534,029	\$554,081	\$553,102	\$576,976

Source: Dublin San Ramon Services District audited financial statements

## Revenue Capacity

### Water Sold by Type of Customer

Last Ten Fiscal Years (amounts in thousand CCF)



Fiscal Year	Type of Customer					Total
	Residential	Commercial	Irrigation	Recycled		
2016	1,695	1,080	294	886	3,955	
2017	1,921	1,118	298	1,018	4,355	
2018	2,327	1,156	424	1,235	5,142	
2019	2,384	1,197	400	1,170	5,151	
2020	2,580	1,307	446	1,250	5,583	
2021	2,859	1,147	470	1,304	5,780	
2022	2,602	1,127	447	1,213	5,389	
2023	2,453	1,090	447	967	4,957	
2024	2,342	1,069	417	1,057	4,885	
2025	2,564	1,074	519	1,176	5,333	

Source: Dublin San Ramon Services District ERP Consumption Report

## Principal Customers

Last Ten Fiscal Years

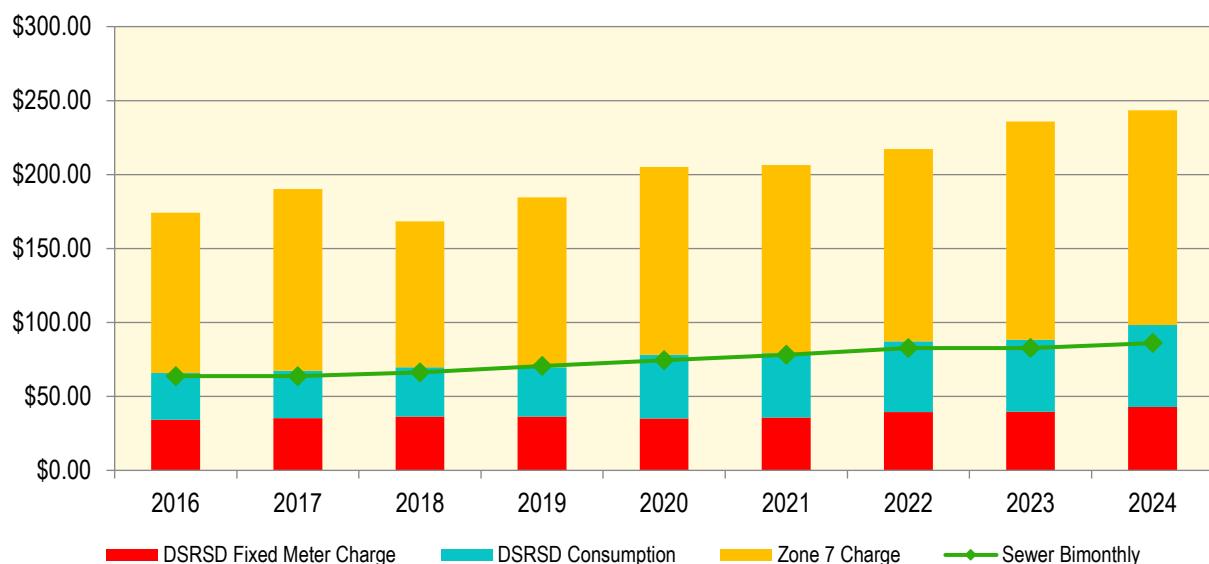
Customer	2016			2025		
			% of Total			% of Total
	Annual	Rank	Annual	Annual	Rank	Annual
	Billing		Billing	Billing		
City of Pleasanton	\$9,568,959	1	21.09%	12,146,823	1	16.65%
City of Dublin	896,631	5	1.98%	1,877,947	2	2.57%
City of San Ramon	1,181,833	4	2.60%	1,706,112	3	2.34%
Alameda County General Services Agency	1,472,898	3	3.25%	1,426,475	4	1.96%
Dublin Unified School District	413,922	7	0.91%	707,856	5	0.97%
Dublin Ranch Golf Course	424,396	6	0.94%	681,797	6	0.93%
Avalon Bay Communities Inc	318,938	8	0.70%	375,744	7	0.52%
San Ramon Valley Unified School District	299,597	9	0.66%	350,534	8	0.48%
The Holdings Sixty-Three Inc				256,270	9	0.35%
The Terraces at Dublin Ranch				207,458	10	0.28%
Federal Correctional Institution (FCI)	2,098,459	2	4.62%			
Amador Lakes Apartments	223,971	10	0.49%			
All Others	28,473,558	(1)	62.8%	53,200,787	(2)	72.9%
Total	\$45,373,162		100.0%	\$72,937,803		100.0%

(1) Customers included in 'All Others' when listed individually make up less than 0.5% of total annual billings.

(2) Customers included in 'All Others' when listed individually make up less than 0.2% of total annual billings.

## Water and Sewer Rates

Last Ten Fiscal Years



Continued on next page>>

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Fiscal Year	Water Bimonthly					Sewer Bimonthly	
	DSRSD Fixed Meter Charge	DSRSD Consumption	Zone 7 Charge	Zone 7 Fixed Charge	33 CCF*	Total Water	Base Rate
2016	34.31	31.39	108.57 <sup>1</sup>		\$139.96	174.27	63.73
2017	35.23	32.18	122.76 <sup>2</sup>		\$154.94	190.17	63.73
2018	36.45	33.30	98.67 <sup>3</sup>		\$131.97	168.42	66.23
2019	36.45	33.30	114.84		\$148.14	184.59	70.58
2020	35.16	42.90	<sup>4</sup> 127.05		\$169.95	205.11	74.48
2021	35.73	43.56	127.05		\$170.61	206.34	78.10
2022	36.86	44.88	130.02		\$174.90	211.76	81.00
2023	39.37	47.85	146.85		\$194.70	234.07	82.62
2024 <sup>5</sup>	39.59	48.62	147.65	12.93	\$209.20	248.79	82.58
2025	42.92	55.44	145.13	14.27	\$214.84	257.76	86.03

Notes: Water rates are based on a 5/8" meter, which is the standard size for residences.

The average water usage for residential customers varies year to year; 33 ccf is used for historical comparisons only.

<sup>1</sup> For consistency, the Temporary Infrastructure Charge adopted June 23, 2009, and effective for fiscal years 2010 to 2012 is not included.

<sup>1</sup> In calendar year 2016, Zone 7 changed from four tier rate to single tier rate and added \$0.57/ccf Temporary Conservation Surcharge

<sup>2</sup> In calendar year 2017, Zone 7 restructured rates to include a fixed charge and a volume-based rate and maintained the \$0.57/ccf Temporary Conservation Surcharge.

<sup>3</sup> In calendar year 2018, Zone 7 rates included a fixed charge and a volume-based rate and removed the \$0.57/ccf Temporary Conservation Surcharge.

<sup>4</sup> In calendar year 2020, volumetric rate structure changed from tiered-rates to uniform rates

<sup>5</sup> In May 2024, the District established a pass-through zone 7 fixed charge in addition to the Zone 7 consumption charge

Source: Dublin San Ramon Services District

<https://www.dsrsd.com/your-account/rates-fees/water-rates>

<https://www.dsrsd.com/your-account/rates-fees/wastewater-rates>

## Debt Capacity

### Pledged Revenue Coverage

Last Ten Fiscal Years

Fiscal Year Ending	2011 Water Bonds	2017 Water Refunding Bonds <sup>1</sup>	2011 LAVWMA Obligation	2021 (LAVWMA) Sewer Refunding Bonds
2016	7.20		7.50	
2017	4.48		7.00	
2018		9.50 <sup>2</sup>	9.20	
2019		9.27	12.20	
2020		5.51	10.30	
2021		5.10	6.7	
2022		6.54		1.42
2023		5.92		1.94
2024		4.86		1.48
2025		6.26		1.88

Note: Details regarding current outstanding debt can be found in the notes (7) to the financial statements.

<sup>1</sup> Net revenues include capacity reserve fees

<sup>2</sup> Updated to reflect fiscal year ending 2018 actual instead of estimates from final Official Statement dated December 13, 2017

## Outstanding Debt by Type

### Last Ten Fiscal Years

Fiscal Year	2011 Water Bonds	Water Refunding Bonds	2011 LAVWMA Obligation	2021 LAVWMA Sewer refunding Bonds	Total	Estimated Population Served	Debt per Capita
2016	\$34,810,000.00		\$35,276,816.00		\$70,086,816.00	173,000	405
2017	\$34,520,000.00		\$33,779,317.00		\$68,299,317.00	178,000	384
2018		\$33,590,000.00	\$32,204,024.00		\$65,794,024.00	186,000	354
2019		\$33,180,000.00	\$30,548,995.37		\$63,728,995.37	188,000	339
2020		\$32,760,000.00	\$28,808,396.00		\$61,568,396.00	187,900	328
2021		\$32,325,000.00	\$26,978,333.00		\$59,303,333.00	187,500	316
2022		\$31,870,000.00		\$21,311,172.00	\$53,181,172.00	196,000	271
2023		\$31,395,000.00		\$19,543,344.00	\$50,938,344.00	192,900	264
2024		\$30,895,000.00		\$17,701,614.00	\$48,596,614.00	191,800	253
2025		\$30,370,000.00		\$15,785,981.37	\$46,155,981.37	194,600	237

Note: Debt amounts exclude any premiums, discounts, or other amortization amounts.

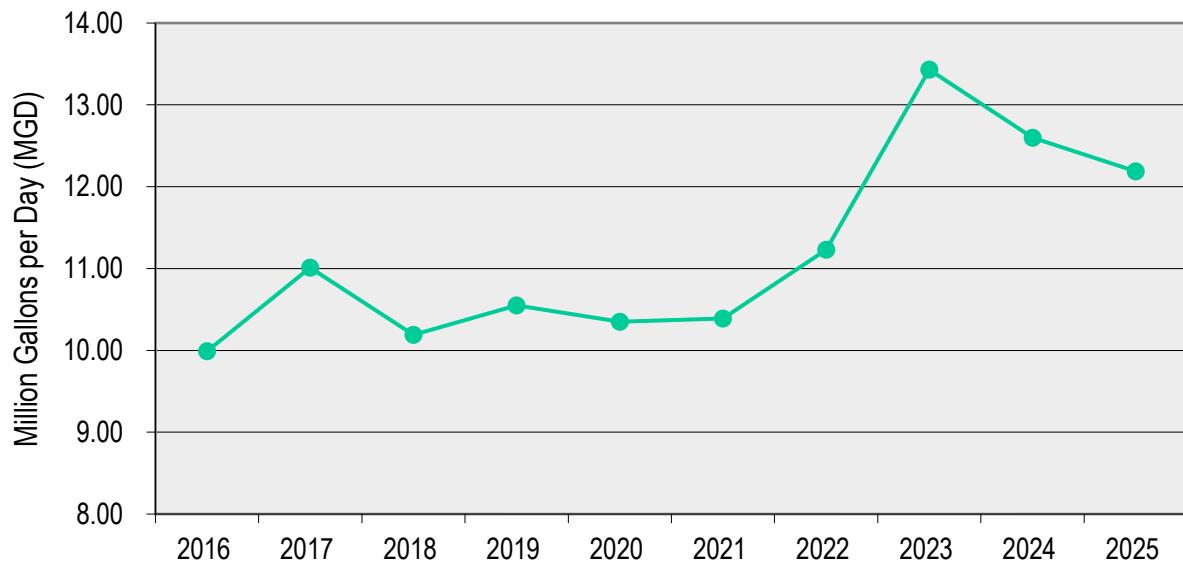
Sources: Dublin San Ramon Services District audited financial statements (Long-Term Debt Note 7)

Sources: 2021 Sewer Refunding Bonds from LAVWMA Revenue Refunding Bonds Schedule

## Operating Information

### Wastewater Average Daily Effluent Flow

Last Ten Fiscal Years

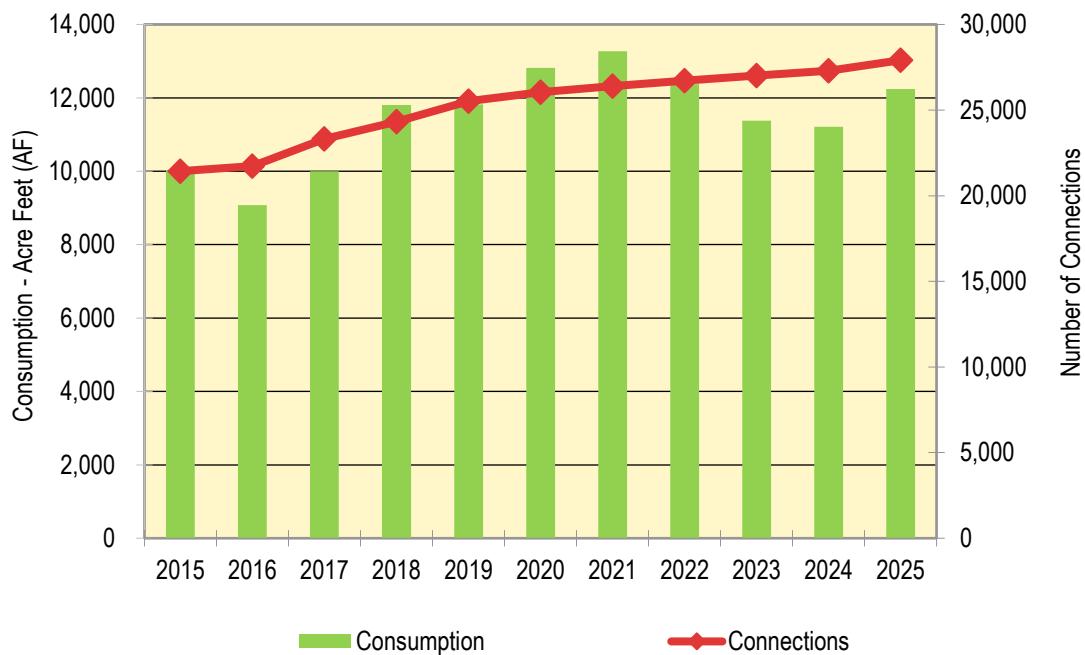


Fiscal Year Ending	Wastewater Avg. Daily Flow (MGD)	Wastewater Total Annual Flow (MG)
2016	9.99	3,646
2017	11.01	4,019
2018	10.19	3,719
2019	10.55	3,852
2020	10.35	3,777
2021	10.39	3,792
2022	11.23	4,100
2023	13.43	4,902
2024	12.60	4,613
2025	12.19	4,451

Source: Dublin San Ramon Services District Annual Comprehensive Financial Report

## Water Consumption and Connections

Last Ten Fiscal Years



Fiscal Year Ending	Water (AF) Consumption	Number of Connections
2016	9,079	21,722
2017	9,998	23,324
2018	11,804	24,324
2019	11,825	25,521
2020	12,817	26,044
2021	13,269	26,396
2022	12,371	26,710
2023	11,379	27,013
2024	11,214	27,291
2025	12,243	27,912

Source: Dublin San Ramon Services District (includes potable and recycled water).

**Full-Time Authorized Equivalent District Employees by Function/Program**  
 Last Ten Fiscal Years

Function/Program	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Office of the General Manager	5.00	5.00	5.00	5.00	2.00	2.00	2.00	2.00	3.00	3.00
Executive Services					4.00	3.00	3.00	3.00	3.00	3.00
Administrative Services	1.50	1.50	1.50	1.00	1.00	2.00	2.00	2.00	3.00	3.00
Organizational Services										
Human Resources and Risk Mgmt.	4.50	4.50	4.50	4.50	4.50	5.00	5.00	5.00	5.00	5.00
Public Affairs	3.50	3.50	3.50	3.50	3.50	3.40	3.40	3.40	3.40	3.40
Safety	2.00	2.00	2.00	2.00	2.00					
Financial Services	4.00	4.00	5.00	5.00	5.00	6.00	6.00	6.00	5.00	5.00
Utility Billing & Customer Services	8.00	8.00	8.00	8.00	8.00	7.00	7.00	7.00	7.00	7.00
Information Technology Services	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Engineering Services	22.50	21.50	20.50	23.00	23.00	2.60	2.60	2.60	2.00	2.00
Capital Projects						8.00	8.00	8.00	7.00	7.00
Development & Construction Services						7.00	7.00	7.00	6.00	6.00
Planning and Asset Mgmt.						5.00	5.00	5.00	6.60	6.60
Operations Administration	5.00	5.00	6.00	2.00	3.00	1.00	1.00	1.00	2.00	2.00
Field Operations	12.00	12.00	16.00	16.00	17.00	16.00	17.00	17.00	20.00	20.00
Plant Operations	12.00	12.00	12.00	13.00	14.00	13.00	14.00	14.00	16.00	16.00
Mechanical Maintenance						16.00	16.00	16.00	17.00	17.00
Instrumentation, Controls & Electrical						10.00	10.00	10.00	11.00	11.00
Laboratory & Technical Services						8.00	8.00	8.00	10.00	10.00
Operation Support Services	22.00	23.00	25.00	26.00	27.00	7.00	8.00	8.00	8.00	8.00
<b>Total<sup>1</sup></b>	<b>108.0</b>	<b>108.0</b>	<b>115.0</b>	<b>115.0</b>	<b>120.0</b>	<b>128.0</b>				
Retirees <sup>2</sup>	74.00	74.00	84.00	84.00	95.00	95.00	100.00	103.00	120.00	124.00

<sup>1</sup> Source: Dublin San Ramon Services District Operating Budget

<sup>2</sup> Source: Retirees with medical or dental coverage

## Capital Asset Statistics by Function/Program

Last Ten Fiscal Years

Function/Program	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>Water</b>										
<b>Miles of potable water mains</b>										
Miles of potable water mains	307.8	319.0	321.0	331.0	334.0	338.0	341.0	343.0	346.0	347.0
Miles of recycled water mains	63.7	66.7	68.0	69.0	72.0	72.0	72.0	76.0	72.0	73.0
Number of potable water reservoirs	14.0	14.0	14.0	14.0	14.0	14.0	14.0	14.0	14.0	14.0
Storage capacity potable water (million gallons)	27.1	27.1	27.1	27.1	27.1	27.1	27.1	27.1	27.1	25.0
Number of recycled water reservoirs	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Storage capacity recycled water (million gallons)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
<b>Wastewater</b>										
<b>Miles of sanitary sewers</b>										
Miles of sanitary sewers	206.0	207.0	207.0	219.0	220.0	222.0	225.0	226.0	229.0	233.0
Number of treatment plants	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Treatment capacity (million gallons per day)	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0

Source: Dublin San Ramon Services District



## Dublin San Ramon Services District

*Water, wastewater, recycled water*

7051 Dublin Boulevard  
Dublin, CA 94568  
(925) 828-0515  
[www.dsrsd.com](http://www.dsrsd.com)

**CROPPER ROWE, LLP**  
**CERTIFIED PUBLIC ACCOUNTANTS**

*office location*  
 2700 Ygnacio Valley Road, Ste 270  
 Walnut Creek, CA 94598

(925) 932-3860 tel

*mailing address*  
 2977 Ygnacio Valley Rd, PMB 460  
 Walnut Creek, CA 94598

(925) 476-9930 efax

November 26, 2025

Dublin San Ramon Services District  
 7051 Dublin Blvd,  
 Dublin, CA 94568

We have audited the financial statements of the business-type activities of Dublin San Ramon Services District (the “District”) for the year ended June 30, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 1, 2025. Professional standards also require that we communicate to you the following information related to our audit.

**Significant Audit Matters**

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. As described in Note 1 to the financial statements, the District adopted Statement of Governmental Accounting Standards (GASB Statement) No. 101, *Compensated absences*, and No. 102, *Certain Risk Disclosures*. GASB No. 101 did have a material impact on the financial statements which resulted in a prior period adjustment to the year ended June 30, 2024 (see Note 1 to the financial statements for additional information). We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most *sensitive estimates* affecting the District’s financial statements was were:

- Management’s estimates of the Pension liability and related deferred inflows and outflows is based on the actuarial inputs and assumptions related to the accounting for pensions per GASB Statement No. 68. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management’s estimates of the OPEB liability and related deferred inflows and outflows is based on the actuarial inputs and assumptions related to the accounting for other post-employment benefits per GASB Statement No. 75. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management’s estimate of depreciation is based on the straight-line method of depreciation. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

- Management's estimates of lease and subscription liability, capitalized assets and amortization, and the related deferred inflows of future lease income is based on the application of GASB Statements No. 87 and 96 and the District used discount rates. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management's estimates of accrued sick leave, which is included in the accrued vacations liability. This estimate is based on the amount of sick leave accrued by employee, the average annual sick leave taken over the past three years by employee, and the employee's hourly pay rate. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management's estimated equity in the JPA's during 2025.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most *sensitive disclosures* affecting the financial statements were:

- The disclosure related to the prior-period adjustment as a result of implementing GASB Statement No. 101, *Compensated Absences* and recording the bond premium for the 2017 Water Revenue Refunding Bonds. As required by the Statement, the District evaluated and retroactively applied the accounting principle to the year ended June 30, 2024. See Note 14 for additional information.
- The disclosure of the Pension Plans in Note 9 to the financial statements. The note discloses the inputs, assumptions, and balances related to the District's pension plan.
- The disclosure of the Other Post-Employment Benefits in Note 10. The note discloses the plan, the inputs, the assumptions, and the balances of the District's Other Post-Employment Benefits.
- The disclosure in Note 7 of the long-term debt. The note discloses the terms and amounts of the installment notes.

The financial statement disclosures are neutral, consistent, and clear.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all material misstatements. See attached listing of audit adjustments.

#### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

#### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated November 24, 2025.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the District’s financial statements or a determination of the type of auditors’ opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

We applied certain limited procedures to the Management’s Discussion & Analysis, Schedule of the District’s Proportionate Share of the Net Pension Liability, the Schedule of the District’s Pension Plan Contributions, the Schedule of Changes in the Net OPEB Liability and Related Ratios, and the Schedule of OPEB Contributions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Combining Statement of Net Position as well as the Combining Statement of Revenues, Expenses and Changes in Net Position, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

### Restriction on Use

This information is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Cropper Rowe, LLP*

CROPPER ROWE, LLP  
Walnut Creek, California

**Dublin San Ramon Services District**  
**Year Ended June 30, 2025**  
**Corrected Misstatements**

**Client:** Dublin San Ramon Services District  
**Report:** Adjusting Journal Entry FY 2025

Account	Description	Debit	Credit
<b>Audit 01</b>			
PBC AJE 1 - AR Fund Adjustment, DERWA & LAVWMA			
20000000-111304	A/R - Svc Chrg (UB)	241,279.00	0.00
30000000-111304	A/R - Svc Chrg (UB)	0.00	241,279.00
20000000-111001	Equity in Pooled Cash	0.00	241,279.00
30000000-111001	Equity in Pooled Cash	241,279.00	0.00
60000000-121010	Investment in JPA - DERWA	0.00	351,574.00
60000000-525000	Gain (Loss) In Investment in JPA	351,574.00	0.00
30000000-121000	Investment in JPA - LAVWMA	2,478,754.00	0.00
30000000-525000	Gain (Loss) In Investment in JPA	0.00	2,478,754.00
<b>Total</b>		<b>3,312,886.00</b>	<b>3,312,886.00</b>
<b>Audit 02</b>			
PBC AJE 2- LAVWMA Equity Adjustment			
30000000-525000	Gain (Loss) In Investment in JPA	931,655.00	0.00
30000000-121000	Investment in JPA - LAVWMA	0.00	931,655.00
<b>Total</b>		<b>931,655.00</b>	<b>931,655.00</b>
<b>Audit 03</b>			
AJE 3 - 2017 Bond Premium to agree with bond premium amortization schedule (PPA)			
60000000-222003	2017 Bond Premium - New Bond Premium	0.00	4,575,931.50
60000000-222003	2017 Bond Premium - New Bond Premium	1,455,240.60	0.00
60000000-332000	Net Position	3,120,690.90	0.00
<b>Total</b>		<b>4,575,931.50</b>	<b>4,575,931.50</b>
<b>Audit 04</b>			
AJE 4 - Connection Fees from May to June - received 9.04.25			
30000000-111320	A/R - Accrued Misc Receivables	21,824.82	0.00
31000000-111320	A/R - Accrued Misc Receivables	820,614.15	0.00
32000000-111320	A/R - Accrued Misc Receivables	2,016,917.50	0.00
30000000-411011	Sewer Service Charges - Pleasa	0.00	21,824.82
31000000-511000	Sewer Capacity Reserve Fees Du	0.00	820,614.15
32000000-511000	Sewer Capacity Reserve Fees Du	0.00	2,016,917.50
<b>Total</b>		<b>2,859,356.47</b>	<b>2,859,356.47</b>
<b>Audit 05</b>			
AJE 5 - Adding Back Water CIP Equipment \$3.3 million			
60000000-122060	Equipment	3,325,132.50	0.00
686000000-811100	CIP Control Account	0.00	3,325,132.50
<b>Total</b>		<b>3,325,132.50</b>	<b>3,325,132.50</b>
<b>GRAND TOTAL</b>		<b>15,004,961.47</b>	<b>15,004,961.47</b>

**CROPPER ROWE, LLP**  
**CERTIFIED PUBLIC ACCOUNTANTS**

*office location*  
 2700 Ygnacio Valley Road, Ste 270  
 Walnut Creek, CA 94598

(925) 932-3860 tel

*mailing address*  
 2977 Ygnacio Valley Rd, PMB 460  
 Walnut Creek, CA 94598

(925) 476-9930 efax

To the Board of Directors and Management

Dublin San Ramon Services District (DSRSD)  
 7051 Dublin Blvd.  
 Dublin, CA 94568

In planning and performing our audit of the financial statements of the business-type activities of DSRSD as of and for the year ended June 30, 2025, in accordance with auditing standards generally accepted in the United States of America, we considered DSRSD's system of internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of DSRSD's internal control. Accordingly, we do not express an opinion on the effectiveness of DSRSD's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls.

However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses and other deficiencies that we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the following deficiencies in internal control to be material weaknesses:

After the auditor received the trial balance to audit, the following material audit adjustments were made to the final trial balance. It is our policy that whenever a material adjustment is made to the trial balance, we analyze what missing control or reason best explains the adjustment.

1. An audit adjustment of \$3,325,133 was made to the Construction in Progress (CIP) line on the balance sheet. If this amount were not recorded, the balance sheet would have been understated by \$3.3 million. The audit adjustment was discovered during our analytical review of the fixed assets. After inquiry of accounting staff with the engineering department it was deemed that this \$3.3 million should be recategorized from expense to the CIP assets.

*We recommend that the engineering department work with the accounting department to ensure that all CIP amounts are coded to capitalization, if appropriate. Consideration should be given to the Certificate of Completion and/or other adequate controls to ensure the balance sheet captures the correct amounts.*

2. An audit adjustment of \$4,575,932 was made to record the 2017 Bond Premium. This amount was also recorded as a prior period adjustment to correct a prior year error. If this amount were not recorded, the balance sheet would be understated by \$3.120 million. This Bond Premium adjustment was discovered by the current finance director. The initial recording of the bond premium was a non-cash

item and missed upon the 2018 initial recording. The premium was adjusted in the current year to net the bond amortization of \$1,455,241 against the bond premium to leave \$3,120,691 on June 30, 2025.

*We recommend a more detailed review of all future bond recordings put on the books of the District with special attention or review by the auditor, who is not to be considered an internal control.*

3. A late audit adjustment of \$2,859,356 was recorded for connections fees received from the City of Pleasanton on 9-4-25 that related to the June 30, 2025 audit year. If this audit adjustment were not recorded in fiscal year 2025, the balance sheet would be understated by \$2.8 million. This audit adjustment was brought to the attention of the auditor by the client in the normal course of audit procedures.

*We recommend updating the policy regarding the year-end closing process to ensure all items are recorded up to the date the final trial balance is given to the auditor. This may include performing a test of the accounts receivable by the accounting staff to ensure all expected material amounts are included in the proper year.*

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiencies in internal control to be significant deficiencies:

4. The build up of the financial statements includes administrative amounts in several 900 funds that complicate the DSRSD trial balance, workpapers and financial statement presentation. (Please note the current presentation has been alleviated in the supplemental information for fiscal 2025.) The auditor believes the 900 administrative accounts put an unnecessary burden on staff and should be eliminated in conjunction with the completion of the next budget cycle. This simplification will allow staff to perform their jobs better and reduce the complexities of the MUNIS GL system.

*We recommend the elimination of the 900 administration accounts. If this is not possible, we recommend staff reconcile and reallocate monthly to their respective funds to reduce the year end issues that become very cumbersome.*

5. An audit adjustment of \$2,478,754, and subsequently adjusted downward in the amount of \$931,655, was made as part of the year-end adjustments for the LAVWMA JPA. Another year-end entry was made for \$351,574 to the DERWA JPA. These entries represent the adjustments to the investments in the JPAs with a corresponding increase or decrease each year. These JPA adjustments are technically unaudited estimates that the accounting department makes late.

*We recommend that the adjustments to JPAs be processed sooner to not interfere with or delay issuance of respective JPA member audit reports. We recommend the late recording be made earlier as an estimate. In addition, we recommend that the JPAs be simplified on the District books to exclude the funds 870 and 860.*

*We understand the Engineering Department does several projects for the JPAs but believe Engineering can simply use the job code function and prepare a monthly billing like any other vendor.*

This communication is intended solely for the information and use of management and/or the Board of Directors, and others within DSRSD, and is not intended to be, and should not be, used by anyone other than these specified parties.

*Cropper Rowe, LLP*

CROPPER ROWE, LLP  
Walnut Creek, California  
December 5, 2025



**TITLE:** Authorize Letter of Intent to Negotiate a Solar Power Purchase Agreement with Renewable Energy Partners, Inc. and Endelos Construction LLC for the Design, Installation, Operations, and Maintenance of Solar Photovoltaic, EV Chargers, and Battery Storage Systems (CIP 24-A046 and CIP 24-L045) Projects

**RECOMMENDATION:**

Staff recommends the Board of Directors authorize, by Motion, the General Manager to execute a Letter of Intent (LOI) to negotiate a power purchase agreement (PPA) with Renewable Energy Partners, Inc. (REP) and Endelos Construction LLC (Endelos), and to extend the LOI by 30 days, if necessary.

**SUMMARY:**

In support of the District's Strategic Plan and Energy Policy goals, the District is pursuing installation of solar energy systems at District-owned facilities. In June 2025, staff issued a request for proposals (RFP) to solar PPA providers to install solar systems at four District-owned sites—District Administrative Office, Field Operations Facility, Regional Wastewater Treatment Plant, and Livermore-Amador Valley Water Management Agency (LAVWMA) pump station—and selected Endelos as the top proposer for negotiations. Due to timing, a PPA cannot be fully negotiated and finalized before year-end. Therefore, staff is recommending the Board authorize the General Manager to execute an LOI with REP/Endelos under which DSRSD would agree to exclusively negotiate with REP/Endelos for a 90-day period to finalize the PPA. Under the terms of the LOI, the parties would negotiate the PPA at their own risk and would not shift liability under the LOI or pay any termination fees or reimburse expenses if the parties are unable to reach agreement on a PPA.

**BACKGROUND:**

The adopted Capital Improvement Program (CIP) includes the On-Site Solar, Battery Storage, EV Charging (CIP 24-A046) and LAVWMA Solar Array (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 identified above 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 limited federal and state funding opportunities.

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 an RFP to solar PPA 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.

Both CIP projects assume solar PPAs as the funding source for construction of the solar arrays. A solar PPA is a financial agreement where a third-party developer assumes responsibility for the planning, permitting, design, installation, operations, and maintenance of a solar energy system installed on an owner's property at little to no cost to the owner. In return, the site owner agrees to purchase power generated from these solar facilities at unit rates built into the terms of the agreement. Solar PPAs typically range from 15 to 25 years and are commonly used by public agencies to minimize upfront capital costs and staffing that would be required to maintain the new solar projects. As a result of this funding assumption, the CIP budget include project management and professional consulting services to facilitate the implementation of the projects. The adopted CIP project budgets do not include the cost to purchase, install, and operate the proposed solar energy systems, which would be borne by the PPA provider.

**DISCUSSION:**

Originating Department: Engineering	Contact: R. Portugal/D. 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 – Letter of Intent	

On June 18, 2025, staff issued an RFP to solar PPA providers for the four District-owned sites. Six proposals were received, from BPI, Endelos, 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 was determined to have the best combination of qualifications and proposed approach to meet the needs of the projects.

On December 1, 2025, staff provided 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 an LOI and long-term PPA for the four District-owned sites.

Staff continues to negotiate the terms and conditions of the PPA with REP/Endelos. While progress is being made, there is insufficient time before year-end for the parties to present a fully negotiated PPA to their respective Boards. REP/Endelos has advised that an LOI will suffice in the interim, enabling them to pursue Investment Tax Credits while negotiations proceed on the PPA.

To that end, the parties, including LAVWMA, have negotiated an LOI for the Board's consideration (Attachment 1). The primary terms and conditions of the LOI are as follows:

- The agencies agree to be bound to exclusively negotiate in good faith with REP/Endelos for 90 days on a PPA. The agencies do not agree to be bound by terms that are still under negotiation.
- The commercial terms of the PPA must be consistent with the terms provided in Endelos' proposal in response to the RFP and the requirements of the RFP itself, unless the parties mutually agree otherwise.
- Endelos may conduct due-diligence activities on site, but these must be non-invasive activities such as data collection, site visits, photos, etc.
- All parties will negotiate the PPA at their own risk and will not shift liability under the LOI or pay any termination fees or reimburse expenses if the parties are unable to reach agreement on the PPA.

DSRSD would execute the LOI on LAVWMA's behalf, with LAVWMA signing as a consenting third-party beneficiary and not as the primary contracting party. LAVWMA cannot directly execute the LOI or PPA because LAVWMA does not currently hold real property rights to the LAVWMA Pump Station site for the 20-year term contemplated by the PPA. As the fee owner, DSRSD would act on LAVWMA's behalf. DSRSD would be the primary signatory to the LOI and the PPA unless and until real property rights are conveyed or otherwise arranged.

The LOI would expire either when it is replaced with a PPA or after 90 days, whichever occurs first. Staff believes that 90 days is sufficient time to develop and negotiate a PPA between the parties. However, staff asks that the Board authorize the General Manager to extend the term of the LOI for one additional 30-day period, under the General Manager's discretion, if necessary to negotiate PPA terms.

The LAVWMA Board of Directors met on December 9, 2025, and authorized the LAVWMA General Manager to sign the LOI.

#### **FISCAL IMPACT:**

The DSRSD CIP budget includes \$200,000 for the On-Site Solar, Battery Storage, EV Charging (CIP 24-A046) and \$210,000 for the LAVWMA Solar Array (CIP 24-L045) Projects for project management, professional consulting services, and legal time to facilitate the implementation of the projects. These costs are allocated between the water and wastewater funds based on benefits. The adopted CIP project budgets do not include the cost to purchase, install, and operate the proposed solar energy systems, which would be borne by the PPA provider. Staff and consulting time spent evaluating solar at the LAVWMA site are being charged directly to the LAVWMA Solar Array Project, with costs reimbursed by LAVWMA. At this time, staff anticipates increasing the contract with Arc Alternatives to cover the additional effort needed to finalize a PPA with Endelos. However, this contract increase is anticipated to be within the General Manager's change order authority and would not require Board approval.

The LOI commits the District to exclusively negotiate a PPA with REP/Endelos for a 90-day period based on the terms included in Endelos' proposal, which includes a maximum energy price per kilowatt hour at each site. Both REP/Endelos and the District will incur costs during this process, including staff time and legal fees. However, the LOI does not obligate the District to reimburse REP/Endelos for any of their expenses, including costs related to materials or equipment they may purchase related to the Investment Tax Credit.

The net benefit over the course of the proposed 20-year PPA is estimated to be \$8.6 million over all four sites. Additional details regarding the savings at each site will be presented to the Board upon successful completion of the PPA negotiation.

**NEXT STEPS:**

If the Board authorizes execution of the LOI, staff would continue negotiations with REP/Endelos on the terms and conditions of the PPA. Upon completion of negotiation, staff would return to the Board to request approval of the PPA. Staff is concurrently working on California Environmental Quality Act (CEQA) compliance for the solar projects. Staff anticipates returning to the Board in March 2026.

Renewable Energy Partners, Inc.  
 198 Lewis Ct.  
 Corona, CA 92882  
<https://renewepi.com/>

**To: Dublin San Ramon Services District**

Attn: Jan Lee, General Manager  
 7051 Dublin Boulevard  
 Dublin, CA 94568  
[jlee@dsrsd.com](mailto:jlee@dsrsd.com)

**Cc: Livermore-Amador Valley Water Management Agency**

Attn: Levi Fuller, General Manager  
 7051 Dublin Boulevard  
 Dublin, CA 94568  
[fuller@lavma.com](mailto:fuller@lavma.com)

November 17, 2025

**Re: Letter of Intent to Enter into Power Purchase Agreement**

Dear Ms. Lee,

Renewable Energy Partners, Inc. (“**REP**”, “**Seller**”, “**us**” or “**we**”), working in collaboration with our construction contractor, Endelos Construction LLC (“**Endelos**”), is pleased to submit this proposal to enter into a Letter of Intent (the “**LOI**” to develop and enter into a long-term solar power purchase agreement (the “**Agreement**”) with Dublin San Ramon Services District (“**DSRSD**” or “**Buyer**”), on behalf of itself and for benefit of the Livermore-Amador Valley Water Management Agency (“**LAVWMA**”) pursuant to which Seller will provide to Buyer behind-the-meter solar energy generation, to be purchased by Buyer in accordance with the general commercial terms described in this LOI, to be used for operation of DSRSD and LAVWMA facilities. Buyer and Seller may be referred to herein as the “**Parties**” and each, a “**Party**”. As an easement holder at the Pump Station site, LAVWMA is a third-party beneficiary to this LOI and potential assignee of the Agreement; LAVWMA may be referred to herein as a “**Consenting Party**”.

The terms set forth in this LOI represent the commercial framework that will govern the relationship between the Parties in connection with the drafting, negotiation and execution of the Agreement, including, in Section II hereof, a summary of the key commercial terms for the Agreement. Notwithstanding any other provisions of this LOI, the Parties acknowledge that:

- (i) Neither Party shall have any legally binding obligations to enter into the Agreement, to consummate any transaction(s) with the other Party, or otherwise with respect to the any of the matters addressed in this LOI except to the extent expressly stated to the contrary herein; and
- (ii) Material provisions of the Agreement are not described herein and will be subject to future negotiations.

**I. IDENTITY OF REP**

Renewable Energy Partners, Inc. is a full-service renewable energy company founded in 2012 and headquartered in Corona, California. REP specializes in the development, financing, construction, operation, and maintenance of clean energy projects, with a primary focus on solar photovoltaic systems and energy storage solutions.

REP provides comprehensive turn-key renewable energy solutions to commercial and institutional clients, offering services from initial feasibility studies through long-term operations & maintenance. The company’s expertise encompasses project development, system integration, financing coordination, construction management, and ongoing monitoring services, delivering reliable solar energy solutions that meet industry standards and client requirements.

## II. SUMMARY OF COMMERCIAL TERMS

The Parties acknowledge and agree that the Agreement (i) will be drafted in a manner consistent with general market standards for transactions of a similar type negotiated in an arms-length transaction with a public agency buyer; (ii) will be based on the terms and conditions of the Request For Proposals (RFP) issued by Dublin San Ramon Services District (DSRSD) on June 18, 2025 and Endelos' proposal submitted in response to the RFP dated June 18, 2025; and, (iii) shall not contain any provisions which, in either Party's reasonable discretion, would (a) present a material impediment to Seller's ability to obtain project financing on commercially reasonable terms or (b) present a material impediment to Buyer's ability to achieve the Project Objectives as defined by the RFP.

The table below sets forth key commercial details and economic terms relating to the Agreement. Such terms may be modified only by the mutual agreement of the Parties.

<i>System Description</i>	Site One (District Office): 132.6 kW PV Site Two (Field Operations Facility): 177.1kW PV Site Three (WWTP): 576.2 kW and 800 kW/1600 kWh BESS Site Four (LAVWMA): 1,233.2 kW PV and 1200 kW/2400 kWh BESS
<i>Location</i>	Site One (District Office): 7051 Dublin Blvd, Dublin, CA 94568 Site Two (Field Operations Facility): 7035 Commerce Cir, Pleasanton, CA 94588 Site Three (WWTP): 7399 Johnson Dr, Pleasanton, CA 94588 Site Four (LAVWMA): 7176 Johnson Dr, Pleasanton, CA 94588
<i>Equipment Selection</i>	Tier 1 equipment for all major components.
<i>Construction &amp; Financing of the System</i>	The System will be constructed by Endelos with REP serving as general contractor. REP will have full financial responsibility for the cost of labor and materials for the design, engineering, permitting, procurement, construction, installation, interconnection, testing and commissioning of the System.
<i>Energy Price</i>	Site One (District Office): \$0.1670/kWh, escalating at 0% annually Site Two (Field Operations Facility): \$0.1990/kWh, escalating at 0% annually Site Three (WWTP): \$0.2810/kWh, escalating at 0% annually Site Four (LAVWMA): \$0.1790/kWh, escalating at 0% annually
<i>Estimated First Year System Production</i>	Site One (District Office): 238,261 kWh Site Two (Field Operations Facility): 276,296 kWh Site Three (WWTP): 922,402 kWh Site Four (LAVWMA): 2,024,839 kWh
<i>Target Commercial Operation Date</i>	July 31 <sup>st</sup> , 2027
<i>Term of the Agreement</i>	20 years, commencing on the commercial operation date of the System, with the option to extend for two additional 5 year periods.

<i>Entitlement to Renewable Energy Credits</i>	Entitlement to all RECs and other environmental attributes will accrue to Buyer. For the avoidance of doubt, all U.S. federal tax credits will be claimed by Seller as the owner of the Project.
<i>Purchase Option</i>	Option granted to Buyer to purchase the System at year 6 of the Agreement term, at an amount equal to the higher of the fair market value of the System and the applicable amount set forth in the Termination Schedule.
<i>RFP Requirements</i>	Except as mutually agreed otherwise, the System shall operate and Seller shall perform in a manner consistent with the requirements of the RFP issued June 18, 2025 and Endelos' Response dated July 31, 2025, including, but not limited to, the insurance, legal requirements, and technical specifications therein.

### III. EXCLUSIVITY

It is acknowledged and agreed by the Parties that time is of the essence. In order to induce REP to incur material costs (including the procurement of equipment) relating to the transactions contemplated hereby, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, during the period (the “**Exclusivity Period**”) commencing on the execution date of this LOI (that being the date of execution by the second party to this LOI) (the “**Effective Date**”) until the earlier of (a) the execution of the Agreement or (b) ninety days from the Effective Date, Buyer and Consenting Party shall, and shall cause its representatives, agents, affiliates, advisors, consultants, directors, officers and employees (each, including Buyer and Consenting Party, a “**Designated Party**”), (i) not to engage in any discussion or enter into any agreement (whether verbal or written) with any third party solar provider, and (ii) to cease any and all existing discussions with any third party solar provider, in each case, relating to the installation of solar photovoltaic and/or battery storage facilities at the Site and/or the execution of a power purchase agreement, net metering agreement or any similar commercial arrangement or transaction to serve the electrical load at the Site.

If any Designated Party violates the restrictions set forth in this “Exclusivity” section or otherwise fails to negotiate in good faith during the Exclusivity Period, REP shall have the option to terminate the LOI, in addition to all other remedies available to REP at law or in equity or otherwise. Notwithstanding the foregoing, neither Party is entitled to payment or reimbursement for procurement of materials, equipment, or services prior to the execution of the Agreement contemplated and described in this LOI; all such procurement shall be considered at the risk of the Party.

### IV. DUE DILIGENCE

During the Exclusivity Period, REP and Endelos, and their respective employees, agents, contractors, and consultants, shall have the right, upon reasonable advance notice to Buyer, to enter upon the Site during normal business hours to conduct such visual and informational inspections and non-invasive studies as REP may deem necessary or advisable to evaluate the feasibility of constructing, installing, operating, and interconnecting the System, which shall exclude geotechnical, environmental, structural, electrical, and utility interconnection assessments (collectively, “**Due Diligence Activities**”). Buyer shall cooperate with and assist REP in connection with such Due Diligence Activities, including by providing REP with copies of all relevant and available property records, utility bills, electrical diagrams, structural reports, environmental assessments, and other documentation reasonably requested by REP. REP shall conduct all Due Diligence Activities in a commercially reasonable manner. REP’s liability in connection with Due Diligence Activities shall be limited to direct damages proximately caused by REP’s negligence or willful misconduct.

### V. BINDING EFFECT

Except as to the “Summary of Commercial Terms”, “Exclusivity”, and “Due Diligence” sections, this LOI does not create any binding commitments or legally enforceable agreements and imposes no obligations upon the Parties hereto, nor does it grant the Parties any rights with respect to the Agreement or the transactions contemplated thereby.

## VI. LIMITATION OF LIABILITY

Except as set forth in the “Due Diligence” section, in no event shall either Party or its affiliates, directors, officers, or shareholders be liable to the other Party or its affiliates, directors, officers, or shareholders for any damages or liabilities of any type, whether arising in contract or tort or otherwise, to the extent arising out of this LOI, including any failure of the Parties to execute a long term solar power purchase agreement. This LOI is intended for the benefit of the Parties hereto, including the Consenting Party, and is not intended to and does not confer any benefit on any other third party.

## VII. TERMINATION OF LOI

Unless extended by mutual, written agreement of the Parties, this LOI shall terminate, and be of no further force and effect, upon the earlier of (i) execution of the Agreement, or (ii) the expiration of the Exclusivity Period.

## VIII. COMMUNICATION

Any communication in relation to this LOI and/or to the Agreement shall be addressed to:

Luke Emard, CEO  
Renewable Energy Partners, Inc.  
Email: [luke.emard@renewepi.com](mailto:luke.emard@renewepi.com)

Samuel Egendorf  
Range Renewables  
Email: [Samuel@rangerenewables.com](mailto:Samuel@rangerenewables.com)

Jan Lee, General Manager  
Dublin San Ramon Services District  
Email: [jlee@dssrd.com](mailto:jlee@dssrd.com)

Levi Fuller  
Livermore-Amador Valley Water Management Agency  
Email: [fuller@lawwma.com](mailto:fuller@lawwma.com)

## IX. GOVERNING LAW

This LOI, any other relevant correspondence and any non-contractual obligations arising out of or in connection with it shall be governed by and construed in accordance with the laws of the State of California and any proceedings arising from such correspondence will be subject to the exclusive jurisdiction of the state or federal courts located in Alameda County, California.

## X. ADDITIONAL INFORMATION

Except as expressly provided for herein, each of the Parties hereto shall bear its own costs and expenses incurred in connection with the negotiation and execution of the Agreement.

Sincerely,



12/15/2025

Renewable Energy Partners, Inc.

Luke Emard, CEO

Date:

Agreed and Accepted:  
Dublin San Ramon Services District

By: \_\_\_\_\_  
Name: Jan Lee  
Title: General Manager

Date:

Consenting Party:  
**Livermore-Amador Valley Water  
Management Agency**

By: \_\_\_\_\_

Name: Levi Fuller

Title: General Manager

Date:



**TITLE:** Approve Health Insurance Contribution for Calendar Year 2026 for Board of Directors

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Resolution, a health insurance premium contribution for the period of February 1, 2026, to December 31, 2026, for active Boardmembers and annuitants.

**DISCUSSION:**

In July 2025, the California Public Employees' Retirement System (CalPERS) notified contracting agencies of health premium rate changes to take effect on January 1, 2026. In accordance with Section 22892 of the Public Employees Medical and Hospital Care Act (PEMHCA), any changes to the employer's (District's) contribution towards health insurance premiums for Boardmembers and annuitants would require the Board of Directors to adopt a revised resolution.

Staff recommends the Board approve the District's maximum monthly contribution rate for health insurance premiums for calendar year (CY 2026), effective February 1, 2026, for Boardmembers and annuitants, to be equal to the amount approved by the Board for the International Federation of Professional and Technical Engineers, Local 21 (Local 21) employees, the Mid-Management Employees' Bargaining Unit (MEBU) employees, and Unrepresented employees, as follows:

Coverage Level	CY 2026 District Maximum Contribution
Employee Only:	\$1,141
Employee + One:	\$2,282
Employee + Family:	\$2,966

Based on current enrollment levels, the District's estimated annual cost in CY 2026 for Boardmember health insurance is approximately \$79,000 and is within the adopted operating budget for fiscal year 2026. The District has fully complied with any and all applicable provisions of Government Code Section 7507 and has met compliance requirements under the Patient Protection and Affordable Care Act (PPACA).

Originating Department: Administrative Services	Contact: S. Koehler/M. Gallardo	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: Operating Budget FY26 – FY27	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT FOR BOARD OF DIRECTORS

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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, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and

WHEREAS, in accordance with Board Resolution No. 35-19, the Board of Directors' monthly health benefit contribution amounts are set equal to the monthly health benefit contribution amounts for active employees, provided the contribution amounts for all active employees in all bargaining groups are equal; and

WHEREAS, the Board of Directors' monthly health benefit contribution amounts are set annually by resolution if the contribution amounts for all active employees in all bargaining groups are not equal.

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. The employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of their enrollment, including the enrollment of family members, in a health benefits plan or plans, effective February 1, 2026, up to a maximum of the following, plus administrative fees and Contingency Reserve Fund assessments:

Medical Group	Monthly Employer Contribution		
	Single	Two-Party	Family
700 Board of Directors (NPERS)	\$1,141	\$2,282	\$2,966

2. 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.

3. The participation of the employees and annuitants of Dublin San Ramon Services District

Res. No. \_\_\_\_\_

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.

4. 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.

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 16th day of December, 2025, and passed by the following vote:

AYES:

NOES:

ABSENT:

---

, President

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



**TITLE:** Discuss Board Committee and Joint Powers Authority Assignments for Calendar Year 2026

**RECOMMENDATION:**

Staff recommends the Board of Directors discuss the 2026 Board Committee structure, assignments, and mission statements and provide input on the incoming Board President's recommendation.

**SUMMARY:**

In December of each year, the Board discusses the Board Committee and Joint Powers Authorities (JPA) assignments and mission statements, followed by approval of Boardmember assignments, as primary or alternate members, to the various Committees and JPAs in accordance with the process set forth in the Guidelines for Conducting District Business Policy and provides input for the newly selected Board President. At the beginning of this same agenda, the Board is anticipated to select Vice President Halket as the new President in accordance with the Selection and Rotation of Board Officers Policy. He is proposing a few changes to the current assignments.

**DISCUSSION:**

Liaison Committees enable the Board to receive information from other agencies and to convey the Board's policy positions to those agencies, whereas JPAs are formal and permanent interagency partnerships governed by state law and interagency agreements. DSRSD is a party to two of these JPAs: DSRSD-EBMUD Recycled Water Authority (DERWA) and Livermore-Amador Valley Water Management Agency (LAVWMA).

The 2025 Committee/JPA Assignments and Mission Statements document (Attachment 1) was last revised on October 7 to update the assignments following the appointment of Director Duarte to fill the vacant Division 2 Director seat and lists these four Liaison Committees and two JPAs:

- Tri-Valley Water and Zone 7 Water Agency Liaison
- City of Dublin Liaison
- City of Pleasanton Liaison
- City of San Ramon and Central Contra Costa Sanitary District (Central San) Liaison
- DSRSD-EBMUD Recycled Water Authority (DERWA)
- Livermore-Amador Valley Water Management Agency (LAVWMA)

The Liaison Committees meet on dates coordinated with the other agencies. In 2025, five Liaison Committee meetings were held: one for Tri-Valley Water, two with City of Dublin, one with City of Pleasanton, and one with Central San.

The JPAs meet on the pre-designated schedules determined by the JPAs. DERWA meets on the first Monday of February, the fourth Monday of April and September, and the second Monday in December. LAVWMA meets on the third Wednesday of February, May, August, and November. In addition, JPAs hold special meetings as needed.

The Board is not limited to the existing Liaison Committees and can create new committees specific to a major topic of importance in accordance with Section 2(c) of the Guidelines for Conducting District Business Policy:

***Guidelines for Establishing Committees. If so desired, the President will propose a set of standing Board Committees at the start of the term, as well as propose which Directors are to serve on each Committee, per this traditional process:***

Originating Department: Office of the General Manager	Contact: V. Chiu/J. Lee	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: \$195 per Boardmember per day of service from Administrative Cost Center (Fund 900)	
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 – 2025 Committee/JPA Assignments and Mission Statements Attachment 2 – Current FPPC Form 806	201 of 211

- At the meeting at which the President is elected, the President asks the Directors to provide input on which Committees they might be interested in serving.
- At the following meeting, the President proposes a set of standing Committees and membership (including alternates) for each Committee.
- The Board considers the President's proposal by Motion.
- The Committee term traditionally begins January 1, or shortly thereafter, as feasible.

The annual selection of President and Vice President precedes this item on this same agenda. Table 1 and Table 2 respectively show the current 2025 assignments and the proposed 2026 assignments developed by incoming President Halket, with the names ordered by rotation for 2026 in accordance with the Selection and Rotation of Board Officers Policy.

**Table 1 – 2025 Assignments**

Name (ordered by Board officers rotation for 2026)	Tri-Valley/ Zone 7	Dublin	Pleasanton	San Ramon/ Central San	DERWA	LAVWMA	Total M's
President Halket	<b>M</b>	A	<b>M</b>		<b>M</b>	A	<b>3</b>
Vice President Govindarao			<b>M</b>	<b>M</b>	A1	<b>M</b>	<b>3</b>
Director Vonheeder-Leopold	A	<b>M</b>		A	<b>M</b>		<b>2</b>
Director Goel	<b>M</b>	<b>M</b>	A			<b>M</b>	<b>3</b>
Director Duarte				<b>M</b>	A2		<b>1</b>

M = Member A = Alternate (A1 = Primary Alternate; A2 = Secondary Alternate)

**Table 2 – Proposed 2026 Assignments**

Purple shading = Updated fields

Name (ordered by Board officers rotation for 2026)	Tri-Valley/ Zone 7	Dublin	Pleasanton	San Ramon/ Central San	DERWA	LAVWMA	Total M's
President Halket	<b>M</b>		<b>M</b>			<b>M</b>	<b>3</b>
Vice President Govindarao		A	A	<b>M</b>	<b>M</b>		<b>2</b>
Director Vonheeder-Leopold	A	<b>M</b>		A	<b>M</b>		<b>2</b>
Director Goel	<b>M</b>	<b>M</b>				<b>M</b>	<b>3</b>
Director Duarte			<b>M</b>	<b>M</b>	A	A	<b>2</b>

M = Member A = Alternate

Under the Director Compensable Activities Policy, attendance in a policy maker role at Committee and JPA meetings is eligible for Director compensation of \$195 per day of service, up to 10 days per month. The LAVWMA JPA directly compensates the assigned representatives at a separate amount. In accordance with Regulation 18702.5 of the Fair Political Practices Commission (FPPC), the District must post on its website the FPPC Form 806 (Agency Report of Public Official Appointments) to report additional compensation that officials receive when appointment themselves to positions on committees, boards, or commissions of another public agency or to a committee or position of the agency of which the public official is a member. The form must be posted prior to a vote to appoint a Boardmember if the appointee will participate in the decision and the appointment results in additional compensation to the appointee. Attachment 2 is the current Form 806 reflecting the 2025 assignments.

**NEXT STEPS:**

After receiving the Board's input, staff will prepare an agenda item with a proposed 2026 Committee/JPA Assignments and Mission Statements document and a draft Form 806 reflecting the proposed 2026 assignments for the next Board meeting on January 6.

**2025 COMMITTEE/JPA ASSIGNMENTS AND MISSION STATEMENTS**

Revised October 7, 2025

<b>TRI-VALLEY WATER LIAISON COMMITTEE</b>			
<b>ZONE 7 WATER AGENCY LIAISON COMMITTEE</b>			
Members:	Goel, Halket	Alternate:	Vonheeder-Leopold
Committee Mission:	The mission of the Tri-Valley Water Liaison Committee is to confer and coordinate multi-agency efforts and programs that focus on Tri-Valley water issues. The participating agencies are: DSRSD, Zone 7 Water Agency, California Water Services Company, and the cities of Dublin, Livermore, Pleasanton and San Ramon. The mission of the Zone 7 Water Agency (Zone 7) Liaison Committee is to confer and coordinate programs that focus on the District's service from, relationship with, and communication with Zone 7.		
Type of Committee Meeting Schedule:	Liaison. Liaison to Tri-Valley water agencies and Zone 7. Tri-Valley meetings are held twice a year when mutually agreed upon by the participating agencies. Zone 7 meetings are held when needed, on the afternoon of Board meeting dates when possible, or when mutually agreed upon by Zone 7 and DSRSD.		

<b>CITY OF DUBLIN LIAISON COMMITTEE</b>			
Members:	Goel, Vonheeder-Leopold	Alternate:	Halket
Committee Mission:	The mission of the City of Dublin Liaison Committee is to confer and coordinate on programs that focus on the District's service to, relationship with, and communication with all of our customers in Dublin, including residents, businesses, schools (including Dublin Unified School District), and major institutional customers.		
Type of Committee Meeting Schedule:	Liaison. Liaison to City of Dublin. Meetings are held twice a year, on the afternoon of Board meeting dates when possible, or when mutually agreed upon by the participating agencies.		

<b>CITY OF PLEASANTON LIAISON COMMITTEE</b>			
Members:	Govindarao, Halket	Alternate:	Goel
Committee Mission:	The mission of the City of Pleasanton Liaison Committee is to confer and coordinate on programs that focus on the District's service to, relationship with, and communication with Pleasanton.		
Type of Committee Meeting Schedule:	Liaison. Liaison to City of Pleasanton. Meetings are held twice a year or when needed, on the afternoon of Board meeting dates when possible, or when mutually agreed upon by the participating agencies.		

<b>CITY OF SAN RAMON LIAISON COMMITTEE</b> <b>CENTRAL CONTRA COSTA SANITARY DISTRICT LIAISON COMMITTEE</b>			
Members:	Govindarao, Duarte	Alternate:	Vonheeder-Leopold
Committee Mission:	The mission of the City of San Ramon Liaison Committee and the Central Contra Costa Sanitary District Liaison Committee is to confer and coordinate on programs that focus on the District's service to, relationship with, and communication with all of our customers in San Ramon, including residents, businesses, schools (including San Ramon Valley Unified School District), and major institutional customers.		
Type of Committee Meeting Schedule:	Liaison. Liaison to City of San Ramon and Central Contra Costa Sanitary District. Meetings are held annually or held when needed, on the afternoon of Board meeting dates when possible, or when mutually agreed upon by the participating agencies.		

<b>DERWA JPA</b>			
Members:	Halket, Vonheeder-Leopold	Alternate:	Govindarao, Duarte
JPA Mission:	The DSRSD-EBMUD Recycled Water Authority (DERWA) is a Joint Powers Authority that was formed in 1995 between DSRSD and EBMUD. DERWA's mission is to provide a safe, reliable, and consistent supply of recycled water, and to maximize the amount of recycled water delivered. The San Ramon Valley Recycled Water Program (SRVRWP) was created in 1995 and currently provides recycled water to customers in Dublin and San Ramon. Future phases will extend recycled water delivery to portions of Blackhawk and Danville.		
Type of Body Meeting Schedule:	Legislative. Board meetings are held on the first Monday of February, fourth Monday of April and September, and second Monday of December.		

<b>LAVWMA JPA</b>			
Members:	Goel, Govindarao	Alternate:	Halket
JPA Mission:	The Livermore-Amador Valley Water Management Agency (LAVWMA) is a Joint Powers Agency created in 1974 by the cities of Livermore and Pleasanton and the Dublin San Ramon Services District for the purpose of discharging their treated wastewater to San Francisco Bay. Operations began in September 1979 with expansions in 1983, 1987 and 2003 bringing it to its current maximum discharge capacity of 41.2 mgd. The wastewater is conveyed via a 16-mile pipeline from Pleasanton to San Leandro and enters the East Bay Dischargers Authority (EBDA) system for dechlorination and discharge through a deepwater outfall to the San Francisco Bay.		
Type of Body Meeting Schedule:	Legislative. Board meetings are held quarterly on the third Wednesday of February, May, August, and November.		

# Agency Report of: Public Official Appointments

# A Public Document

1. Agency Name		California Form <b>806</b> For Official Use Only	
Dublin San Ramon Services District Division, Department, or Region (If Applicable)			
Designated Agency Contact (Name, Title)			
Nicole Genzale, District Secretary		Date Posted:	
Area Code/Phone Number 925-875-2203	E-mail genzale@dssrd.com	Page <u>1</u> of <u>3</u>	10/8/25 (Month, Day, Year)

## 2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
Tri-Valley Water and Zone 7 Water Agency Liaison Committees	<p>► Name <u>Goel, Arun</u> (Last, First)</p> <p>Alternate, if any <u>Vonheeder-Leopold, Georangean</u> (Last, First)</p>	<p>► <u>9 / 9 / 25</u> Appt Date</p> <p>► <u>4 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>195</u></p> <p>► Estimated Annual:</p> <p><input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
Tri-Valley Water and Zone 7 Water Agency Liaison Committees	<p>► Name <u>Halket, Richard</u> (Last, First)</p> <p>Alternate, if any <u>Vonheeder-Leopold, Georangean</u> (Last, First)</p>	<p>► <u>9 / 9 / 25</u> Appt Date</p> <p>► <u>4 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>195</u></p> <p>► Estimated Annual:</p> <p><input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
City of Dublin Liaison Committee	<p>► Name <u>Goel, Arun</u> (Last, First)</p> <p>Alternate, if any <u>Halket, Richard</u> (Last, First)</p>	<p>► <u>1 / 7 / 25</u> Appt Date</p> <p>► <u>12 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>195</u></p> <p>► Estimated Annual:</p> <p><input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
City of Dublin Liaison Committee	<p>► Name <u>Vonheeder-Leopold, Georangean</u> (Last, First)</p> <p>Alternate, if any <u>Halket, Richard</u> (Last, First)</p>	<p>► <u>1 / 7 / 25</u> Appt Date</p> <p>► <u>12 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>195</u></p> <p>► Estimated Annual:</p> <p><input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>

## 3. Verification

I have read and understand FPPC Regulation 18702.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

**Vivian Chiu** Digitally signed by Vivian Chiu  
Date: 2025.10.08 18:11:29-07'00'

Nicole Genzale

District Secretary /  
Executive Services Supervisor

10/8/25

(Month, Day, Year)

Signature of Agency Head or Designee

Print Name

Title

Upon appointment of Edward Duarte by the Board of Directors to fill the vacant Division 2 Director seat on 10/7/2025, he assumed certain appointments made on 9/9/2025.

**Agency Report of:  
Public Official Appointments  
Continuation Sheet**

**California Form 806**

**A Public Document**

Page 2 of 3

**1. Agency Name**

Dublin San Ramon Services District

Date Posted: 10/8/25  
(Month, Day, Year)

**2. Appointments**

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
City of Pleasanton Liaison Committee	<p>► Name <u>Govindarao, Dinesh</u> (Last, First)</p> <p>Alternate, if any <u>Goel, Arun</u> (Last, First)</p>	<p>► <u>1 / 7 / 25</u> Appt Date</p> <p>► <u>12 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>195</u></p> <p>► Estimated Annual:</p> <p><input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
City of Pleasanton Liaison Committee	<p>► Name <u>Halket, Richard</u> (Last, First)</p> <p>Alternate, if any <u>Goel, Arun</u> (Last, First)</p>	<p>► <u>1 / 7 / 25</u> Appt Date</p> <p>► <u>12 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>195</u></p> <p>► Estimated Annual:</p> <p><input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
City of San Ramon and Central Contra Costa Sanitary District Liaison Committees	<p>► Name <u>Govindarao, Dinesh</u> (Last, First)</p> <p>Alternate, if any <u>Vonheeder-Leopold, Georangean</u> (Last, First)</p>	<p>► <u>1 / 7 / 25</u> Appt Date</p> <p>► <u>12 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>195</u></p> <p>► Estimated Annual:</p> <p><input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
City of San Ramon and Central Contra Costa Sanitary District Liaison Committees	<p>► Name <u>Duarte, Edward</u> (Last, First)</p> <p>Alternate, if any <u>Vonheeder-Leopold, Georangean</u> (Last, First)</p>	<p>► <u>9 / 9 / 25</u> Appt Date</p> <p>► <u>4 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>195</u></p> <p>► Estimated Annual:</p> <p><input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
DERWA (DSRSD-EBMUD Recycled Water Authority)	<p>► Name <u>Halket, Richard</u> (Last, First)</p> <p>Alternate, if any <u>Govindarao, Dinesh</u> (Last, First)</p> <p>Duarte, Edward</p>	<p>► <u>9 / 9 / 25</u> Appt Date</p> <p>► <u>4 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>195</u></p> <p>► Estimated Annual:</p> <p><input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
DERWA (DSRSD-EBMUD Recycled Water Authority)	<p>► Name <u>Vonheeder-Leopold, Georangean</u> (Last, First)</p> <p>Alternate, if any <u>Govindarao, Dinesh</u> (Last, First)</p> <p>Duarte, Edward</p>	<p>► <u>9 / 9 / 25</u> Appt Date</p> <p>► <u>4 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>195</u></p> <p>► Estimated Annual:</p> <p><input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>

**Agency Report of:  
Public Official Appointments  
Continuation Sheet**

California Form **806**

A Public Document

Page 3 of 3

**1. Agency Name**

Dublin San Ramon Services District

Date Posted: 10/8/25  
(Month, Day, Year)

**2. Appointments**

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
LAVWMA (Livermore-Amador Valley Water Management Agency)	<p>► Name <u>Goel, Arun</u> (Last, First)</p> <p>Alternate, if any <u>Halket, Richard</u> (Last, First)</p>	<p>► <u>1 / 7 / 25</u> Appt Date</p> <p>► <u>12 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>200</u></p> <p>► Estimated Annual:</p> <p><input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
LAVWMA (Livermore-Amador Valley Water Management Agency)	<p>► Name <u>Govindarao, Dinesh</u> (Last, First)</p> <p>Alternate, if any <u>Halket, Richard</u> (Last, First)</p>	<p>► <u>1 / 7 / 25</u> Appt Date</p> <p>► <u>12 months</u> Length of Term</p>	<p>► Per Meeting: \$ <u>200</u></p> <p>► Estimated Annual:</p> <p><input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
	<p>► Name _____ (Last, First)</p> <p>Alternate, if any _____ (Last, First)</p>	<p>► _____ / _____ / _____ Appt Date</p> <p>► _____ Length of Term</p>	<p>► Per Meeting: \$ _____</p> <p>► Estimated Annual:</p> <p><input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
	<p>► Name _____ (Last, First)</p> <p>Alternate, if any _____ (Last, First)</p>	<p>► _____ / _____ / _____ Appt Date</p> <p>► _____ Length of Term</p>	<p>► Per Meeting: \$ _____</p> <p>► Estimated Annual:</p> <p><input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
	<p>► Name _____ (Last, First)</p> <p>Alternate, if any _____ (Last, First)</p>	<p>► _____ / _____ / _____ Appt Date</p> <p>► _____ Length of Term</p>	<p>► Per Meeting: \$ _____</p> <p>► Estimated Annual:</p> <p><input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>
	<p>► Name _____ (Last, First)</p> <p>Alternate, if any _____ (Last, First)</p>	<p>► _____ / _____ / _____ Appt Date</p> <p>► _____ Length of Term</p>	<p>► Per Meeting: \$ _____</p> <p>► Estimated Annual:</p> <p><input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000</p> <p><input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> _____ Other</p>



## Dublin San Ramon Services District

Water, wastewater, recycled water

To: Board of Directors

From: Jan R. Lee, General Manager 

Date: December 16, 2025

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

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

### ADMINISTRATION AND FINANCE

Monthly Warrant List – For the period of November 1–30, 2025, Accounts Payable issued 183 checks totaling \$6.0 million. Notable payments this period include \$3.1 million to Zone 7 Water Agency. Current warrant lists are available at [Financial Information | DSRSD](#).

Inside Dublin Presentation – On November 13, DSRSD hosted the final session of the City of Dublin's "Inside Dublin" Program focused on community partners at the District Office. The session included presentations by DSRSD, Camp Parks, and the Dublin Chamber of Commerce. General Manager Jan Lee presented an overview of DSRSD's history in Dublin, water supply conditions, key challenges and opportunities, and the District's administrative and financial structure. In October, the Inside Dublin group took a virtual tour of the District's Wastewater Treatment Plant (WWTP), where the participants learned more about DSRSD's wastewater and recycled water services. The participants expressed interest in DSRSD's Citizens Water Academy, planned for 2026.



### ENGINEERING

Dublin Sports Grounds Connected to Recycled Water – In November 2024, the District, East Bay Municipal Utility District (EBMUD), and DSRSD-EBMUD Recycled Water Authority (DERWA) executed an agreement that allowed certain recycled water customers that were considered "ready to connect" to connect to recycled water. The largest customer on that list was the City of Dublin with the Dublin Sports Grounds site. The site was converted to recycled water on November 7, 2025. The estimated average annual irrigation demand for the Dublin Sports Ground site is estimated at 0.11 million gallons per day.

2025 Urban Water Management Plan (UWMP) – A request for proposals (RFP) was issued to qualified firms on November 7, 2025, to prepare the District's 2025 update to the UWMP. Proposals were due on December 1, 2025. The UWMP is a comprehensive planning document that California urban water suppliers must prepare every five years. The UWMP is an essential tool for long-term water resource planning, ensuring that agencies can reliably meet current and future water demands. The 2025 UWMP will evaluate a 20-year planning horizon and will include assessments of water supply reliability under normal, single-dry-year, and multiple-dry-year scenarios. It will also include an update to the Water

Shortage Contingency Plan. DSRSD's UWMP relies heavily on supply data from Zone 7 Water Agency's UWMP. The draft UWMP will be presented to the Board and made available for public comment. The updated UVMP is required to be adopted by the Board and submitted to the State by July 1, 2026.

## OPERATION AND MAINTENANCE

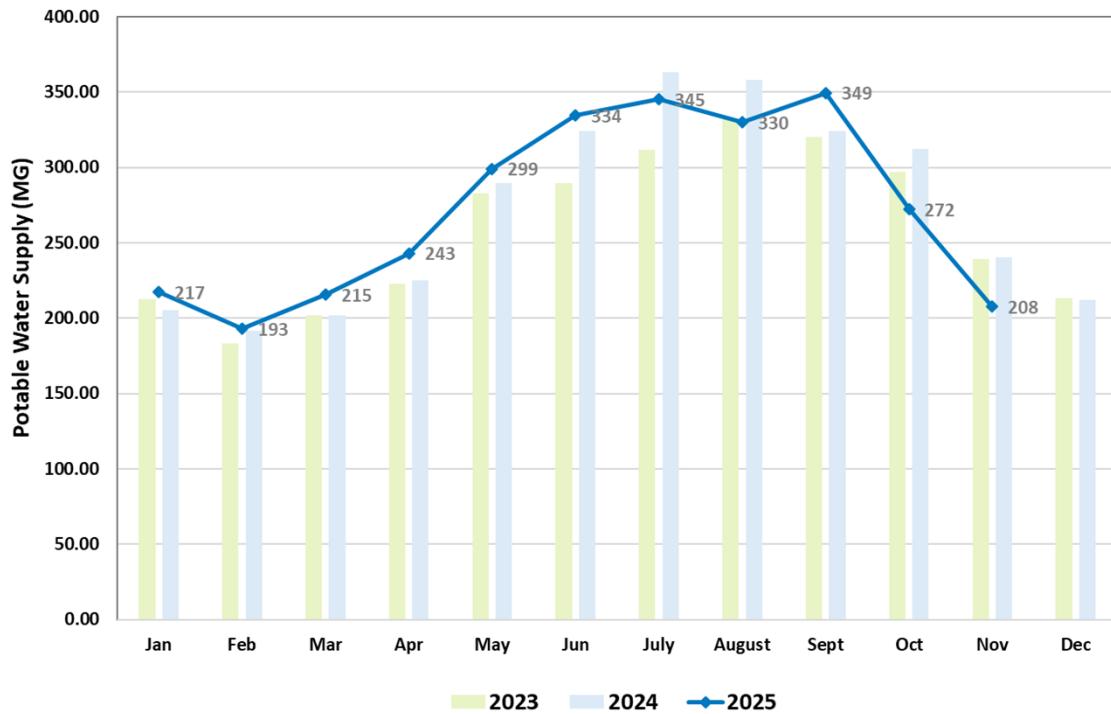
Laboratory Information Management System Upgrade Project – In July 2024, staff initiated a capital improvement project to upgrade and modernize the District's Laboratory Information Management System (LIMS). Significant progress has been made on this project. The system now offers enhanced data reporting capabilities for both drinking water and wastewater, and many routine reports have been automated to improve efficiency and consistency. The invoice request process has also been fully automated. As part of the transition toward a paperless laboratory environment, electronic worksheets are being implemented, resulting in improved traceability of data, reduced transcription errors, and decreased time required for data review. The project is expected to be completed by June 2026.

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

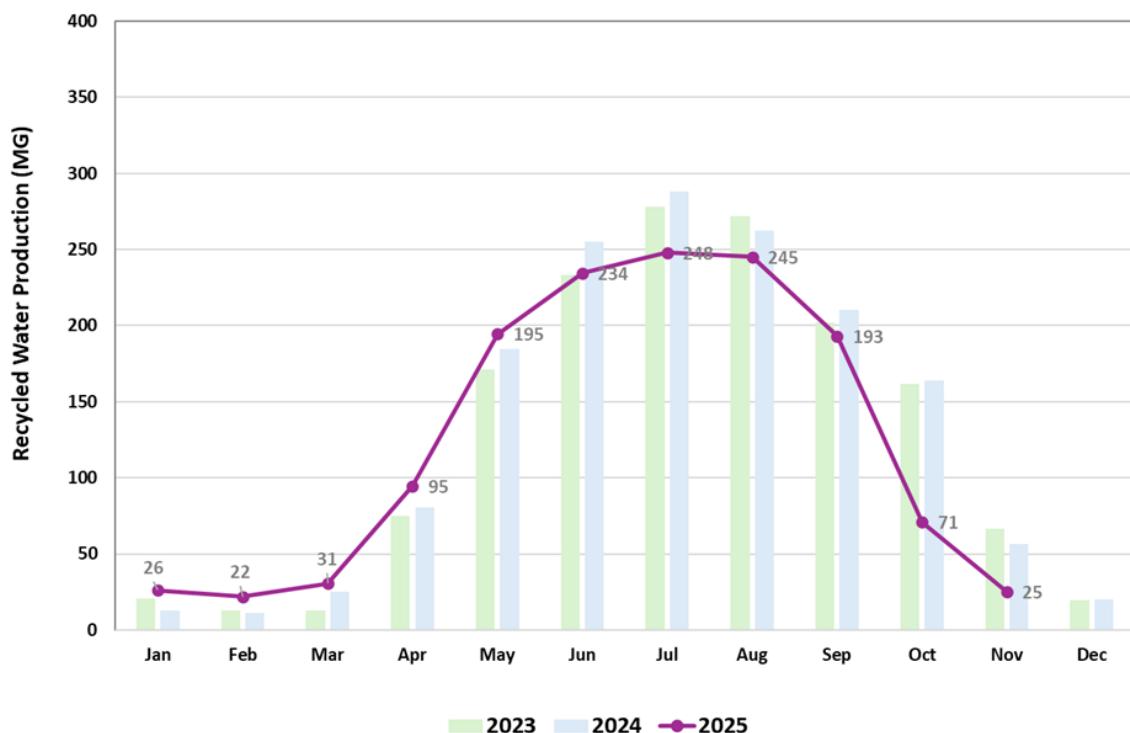
- *Potable water supply (Figure 1)* – From January through November 2025, Zone 7 Water Agency supplied approximately 3,006 million gallons (MG) of potable water to DSRSD for delivery to customers, which is a 1% decrease compared to the same period last year. The chart also shows calendar years 2023 and 2024 monthly potable water supply for comparison.
- *DERWA recycled water production (Figure 2)* – From January through November 2025, the DERWA recycled water treatment facility produced approximately 1,384 MG, which is a 10% decrease compared to the same period last year. The chart also shows calendar years 2023 and 2024 monthly potable water supply for comparison. The month of November saw a fair amount of precipitation, reducing recycled production by over 50% compared to November 2024.
- *Wastewater flows and precipitation (Figure 3)* – The average WWTP influent flow for November 2025 was 11.4 million gallons per day (MGD), and the average wastewater exported to LAVWMA was 10.6 MGD. Precipitation for the month totaled 1.76 inches.

**Figure 1. Monthly Potable Water Supply**

January 1, 2023 - November 30, 2025

**Figure 2. Monthly DERWA Recycled Water Production**

January 1, 2023 - November 30, 2025



**Figure 3. Wastewater Flows and Precipitation**  
November 2025

