

AGENDA

NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, January 6, 2026

PLACE: Regular Meeting Place
7051 Dublin Boulevard, Dublin, CA
www.dsrsd.com

Our mission is to protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner.

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)
At this time those in the audience are encouraged to address the Board on any item of interest that is within the subject matter jurisdiction of the Board and not already included on tonight's agenda. Comments should not exceed five minutes. Speaker cards are available from the District Secretary and should be completed and returned to the District Secretary prior to addressing the Board. The President of the Board will recognize each speaker, at which time the speaker should proceed to the lectern. Written comments received by 3 p.m. on the day of the meeting will be provided to the Board.
6. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS)
7. CONSENT CALENDAR
Matters listed under this item are considered routine and will be enacted by one Motion, in the form listed below. There will be no separate discussion of these items unless requested by a Member of the Board or the public prior to the time the Board votes on the Motion to adopt.
 - 7.A. Approve Regular Meeting Minutes of December 16, 2025
Recommended Action: Approve by Motion
 - 7.B. Authorize Agreement for Consulting Services with Brown and Caldwell for Cogeneration Engine Replacement Project (CIP 26-P015) – Phase 1
Recommended Action: Authorize by Motion
8. BOARD BUSINESS
 - 8.A. Receive Fleet Management Program Update
Recommended Action: Receive Presentation

Board of Directors

Division 1 ♦ Dinesh Govindarao | Division 2 ♦ Edward Duarte | Division 3 ♦ Richard Halket
Division 4 ♦ Georgean Vonheeder-Leopold | Division 5 ♦ Arun Goel

- 8.B. Approve Board Committee and Joint Powers Authority Assignments for Calendar Year 2026
Recommended Action: Approve by Motion

9. REPORTS

9.A. Boardmember Items

- 9.A.1. Joint Powers Authority and Committee Reports
9.A.2. Submittal of Written Reports for Day of Service Events Attended by Directors
9.A.3. Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

9.B. Staff Reports

10. CLOSED SESSION

- 10.A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: General Manager

11. REPORT FROM CLOSED SESSION

12. ADJOURNMENT

All materials made available or distributed in open session at Board or Board Committee meetings are public information and are available for inspection during business hours by calling the District Secretary at (925) 828-0515. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Secretary as soon as possible, but at least two days prior to the meeting.

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

December 16, 2025

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:01 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; Steve Delight, Engineering Services Director/District Engineer; Ken Spray, Finance Director; Dan Gill, Operations Director; Douglas E. Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. BOARD REORGANIZATION

4.A. Select and Approve President and Vice President of the Board of Directors for 2026

President Goel reviewed the item for the Board.

Director Duarte MOVED to Nominate and Approve the Selection of Vice President Halket as President of the Board of Directors for 2026, and to Nominate and Approve the Selection of Director Govindarao as Vice President of the Board of Directors for 2026. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

Director Goel passed the gavel to President Halket who then presided over the remainder of the meeting. President Halket presented Director Goel with an engraved plaque on behalf of the Board and staff that read "In Recognition of Your Esteemed Leadership, Strategic Vision, and Utmost Care for the District and the Community it Serves as President of the Board of Directors in 2025."

5. SPECIAL ANNOUNCEMENTS/ACTIVITIES – None.

6. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:05 p.m. No public comments received.

7. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS) – No changes made.

8. CONSENT CALENDAR

Director Vonheeder-Leopold MOVED for approval of the items on the Consent Calendar. Vice President Govindarao SECONDED the MOTION, which CARRIED with FIVE AYES.

- 8.A. Approve Special Meeting Minutes of December 1, 2025 – Approved
- 8.B. Approve Change Order to Sole Source Purchase Order with Aqua-Metric Sales Company for Advanced Metering Infrastructure Technical Support and Equipment – Approved
- 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 – Approved – Resolution No. 41-25 and Resolution No. 42-25
- 8.D. Rescind Public Agency Vesting for Post-Retirement Health Benefits under Government Code Section 22893 for Unrepresented Senior Management Employees – Approved – Resolution No. 43-25
- 8.E. Approve Health Insurance Contribution for Calendar Year 2026 for Unrepresented Senior Management Employees and General Manager – Approved – Resolution No. 44-25
- 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 – Approved – Resolution No. 45-25

9. BOARD BUSINESS

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

Finance Director Spray reviewed the item for the Board and introduced John Cropper, Managing Partner of Cropper Rowe, LLP, the firm that conducted the audit. Mr. Cropper gave a presentation (posted to the website as supplemental materials).

Mr. Cropper stated the District received a clean opinion which is the highest level of assurance that an agency can receive. He highlighted the sections in the report showing the opinion, management and auditor responsibilities, financial changes from last year, and audit findings and recommendations. He also complimented the assistance and efforts of the District's Finance Department staff during this first year of Cropper and Rowe, LLP, conducting the District's audit.

The Board and staff discussed various aspects of the presentation including certain deficiencies in internal controls identified by the auditor that require strengthening. Staff confirmed they will evaluate the recommendations and determine appropriate policy and process improvements for implementation.

The Board thanked Mr. Cropper for his informative presentation and acknowledged Finance Department staff for their tireless work completing the audit.

Director Goel MOVED to Accept the Independent Auditor's Report and the Annual Comprehensive Financial Report (ACFR) for Fiscal Year Ended June 30, 2025. Vice President Govindarao SECONDED the MOTION, which CARRIED with FIVE AYES.

- 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

Engineering Services Director Delight reviewed the item for the Board. Staff confirmed the Letter of Intent carries no risk to the District should the District and Endelos Construction LLC fail to execute an agreement within 90 days.

Director Goel MOVED to Authorize the 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. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

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

Director Vonheeder-Leopold stated, "I am recusing myself from any participation in any discussions, decisions, or voting on Item 9.C., Approve Health Insurance Contribution for Calendar Year 2026 for Board of Directors, because I receive health benefits as a retired Boardmember of Dublin San Ramon Services District." She departed the meeting at 6:44 p.m. before discussion of Item 9.C.

Human Resources and Risk Manager Samantha Koehler reviewed the item for the Board.

Vice President Govindarao MOVED to adopt Resolution No. 46-25, 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. Director Goel SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Vonheeder-Leopold).

Director Vonheeder-Leopold returned to the meeting at 6:46 p.m. after discussion of Item 9.C.

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

President Halket reviewed the item for the Board and explained the proposed assignments focus on maintaining a balance across the Board while considering each Director's desires and interests. He welcomed input from the Directors. The Directors did not request any changes. Staff will bring the finalized item to the Board for approval at the January 6 Board meeting.

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

President Halket invited comments on recent JPA activities. The attending Directors felt the available agenda information adequately covered the matters considered at the meetings and commented on some of the meeting activities.

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

Director Vonheeder-Leopold submitted written reports to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the Alameda County Special Districts Association Executive Committee meeting on December 10 at the Acqua E Farina Ristorante in Hayward, and the virtual California Association of Sanitation Agencies Board of Directors meeting on December 15. She summarized the activities and discussions at the meetings.

10.A.3. Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda – None.

10.B. Staff Reports.

10.B.1. General Manager Monthly Report

The Board and staff discussed the above report. General Manager Lee highlighted that the City of Dublin converted the Dublin Sports Grounds, the District's first recycled water customer, back to recycled water after the site was removed five years ago due to low supply. This was possible due to execution of an agreement between DSRSD, East Bay Municipal Utility District, and DERWA allowing certain "ready to connect" customers to connect to the recycled water system.

11. ADJOURNMENT

President Halket adjourned the meeting at 6:58 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary



TITLE: Authorize Agreement for Consulting Services with Brown and Caldwell for Cogeneration Engine Replacement Project (CIP 26-P015) – Phase 1

RECOMMENDATION:

Staff recommends the Board of Directors authorize, by Motion, the General Manager to execute an Agreement for Consulting Services with Brown and Caldwell in an amount not to exceed \$591,000 for the Cogeneration Engine Replacement Project (CIP 26-P015) – Phase 1.

SUMMARY:

In support of the District’s Strategic Plan goal and strategy “*Long-Term Infrastructure Investment: Manage and implement a prioritized Capital Improvement Program to address long-term infrastructure needs*” and an associated objective to “*Plan and design capital projects to improve resiliency and meet or surpass environmental and regulatory requirements,*” and the District’s Energy Policy, the adopted Capital Improvement Program (CIP) Ten-Year Plan for Fiscal Years 2026 through 2035 and Two-Year Budget for Fiscal Years (FY) 2026 and 2027 includes replacement of the existing cogeneration engines at the Regional Wastewater Treatment Plant (WWTP). In September 2025, staff issued a request for proposals for Phase 1 of the Cogeneration Engine Replacement Project (CIP 26-P015) (Project), which will involve a comprehensive planning effort to evaluate replacement technology options for the cogeneration system. Based on a competitive selection process, staff recommends the Board of Directors authorize the General Manager to execute a consulting services agreement with Brown and Caldwell, in an amount not to exceed \$591,000, for engineering support services to complete Phase 1 of the Project.

BACKGROUND:

Owned and operated by DSRSD, the WWTP serves approximately 166,000 people across the City of Dublin, the City of Pleasanton, and the southern portion of the City of San Ramon. The City of Pleasanton owns and operates its own wastewater collection system, which delivers wastewater to the WWTP for treatment by DSRSD under contract.

The WWTP has been producing and meeting most of the energy demand required onsite from three cogeneration engines which were installed in the early 1980’s. The cogeneration engines utilize a blend of renewable biogas, from the anaerobic digesters (supplemented with natural gas as needed from PG&E), to produce cost-effective electricity for the WWTP. In addition to electricity, the cogeneration engines combustion process produces heat energy that meets all of the WWTP’s heat energy demands such as providing heat to the WWTP’s four anaerobic digesters and heating/cooling for various WWTP buildings.

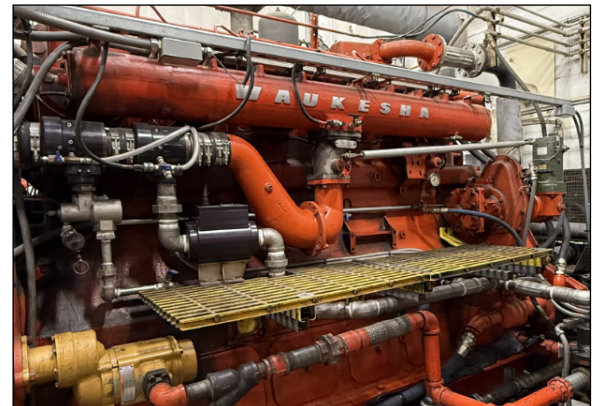


Photo of existing Waukesha cogeneration engine located at WWTP

The [Energy Master Plan](#) was completed in 2024. It is a comprehensive plan that evaluated the energy needs for the District for the next 25 years. It reviewed existing energy use, emissions, and created a road map to help the District meet its [Energy Policy](#). One of the projects recommended as part of the Energy Master Plan is replacement of the existing cogeneration engines that are approaching the end of their useful life. The Energy Master Plan noted that newer technology will be more efficient, generating more power with lower emissions. Replacing the cogeneration engines

Originating Department: Engineering		Contact: K. Hammond/S. Delight	Legal Review: Not Required
Financial Review: Not Required		Cost and Funding Source: \$591,000 with 20% from Regional Wastewater Expansion (Fund 320) and 80% from Regional Wastewater Replacement (Fund 310)	
Attachments: <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> None <input type="checkbox"/> Task Order <input type="checkbox"/> Resolutions <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)			

with upgraded technology is anticipated to meet the District's future energy demands, comply with regulatory requirements, and increase the District's power generation capacity.

DISCUSSION:

Phase 1 of the Project will involve a comprehensive planning effort to evaluate replacement technology options for the District's existing cogeneration engines. This phase will assess a range of technical, structural, regulatory, and financial considerations, including capacity needs, technology alternatives, structural and seismic upgrades, location, air permitting requirements, microgrid functionality, alternative delivery methods, and funding opportunities. In addition, the planning effort will consider how the cogeneration system will integrate with other planned District energy projects. The results will be summarized in a Final Report. The Final Report will serve as the technical and strategic foundation for Phase 2 of the Project, for which staff anticipates issuing a separate request for proposals for final design.

On September 24, 2025, staff solicited proposals from six consulting firms to provide engineering services for the Project. On November 6, 2025, three firms submitted proposals: Black and Veatch, Brown and Caldwell, and Kennedy Jenks. Staff evaluated the proposals based on established criteria, including project understanding and approach, scope of work, experience/qualifications, project schedule, level of effort, and fee estimate. In addition to evaluation of the proposals, staff conducted proposal interviews with each firm on December 9, 2025. The interviews were ranked based on presentation, effectiveness of the consultant's responses to the District's standard questions, and a final question and answer session which could cover any items from the proposal or presentation. Based upon the evaluated proposals and ranked interviews, staff selected Brown and Caldwell as the consultant with the best qualifications for Phase 1 of the Project.

The table below summarizes the proposed scope of work, which includes project management, regulatory and utility coordination framework, alternatives evaluation, and a Final Report. The estimated fee to complete Phase 1 of the Project is \$591,000.

Cogeneration Engine Replacement Project (CIP 26-P015)
Scope of Work and Estimated Fee

Task	Description	Fee
1	Project Management	\$52,668
2	Baseline Conditions and Scope Validation	\$69,764
3	Funding, Financing, and Delivery Options	\$40,756
4	Regulatory Framework	\$19,087
5	Utility Coordination and Framework	\$37,104
6	Resiliency and Redundancy	\$52,848
7	Biogas Technology Evaluation	\$38,596
8	Pre Alternatives Analysis Workshop	\$41,226
9	Alternative Analysis and Business Case Evaluation	\$83,476
10	Final Cogeneration Engine Replacement Report	\$55,964
11	Presentation and Workshop Support	\$17,878
12	Additional Services	\$81,633
	Total Estimated Fee	\$591,000

FISCAL IMPACT:

The total cost for the Project is estimated at \$44,250,000 with 80% funded by Regional Wastewater Replacement (Fund 310) and 20% Regional Wastewater Expansion (Fund 320) in the adopted Ten-Year Capital Improvement Plan. The adopted Capital Improvement Program Two-Year Budget for FYs 2026 and 2027 includes \$2,830,000 for planning and pre-design. The consultant fee to complete Phase 1 of the Project is \$591,000. The current CIP Two-Year Budget includes adequate funding for Phase 1 of the Project.

NEXT STEPS:

If the Board concurs with the staff recommendation, staff will proceed with executing the consulting agreement with Brown and Caldwell. Phase 1 of the Project is estimated to be completed by November 2026. Staff will present project results and recommendations to the Board upon completion prior to advancing to Phase 2.



TITLE: Receive Fleet Management Program Update

RECOMMENDATION:

Staff recommends the Board of Directors receive a presentation on the District’s Fleet Management Program and provide direction on fleet maintenance and replacement strategies.

SUMMARY:

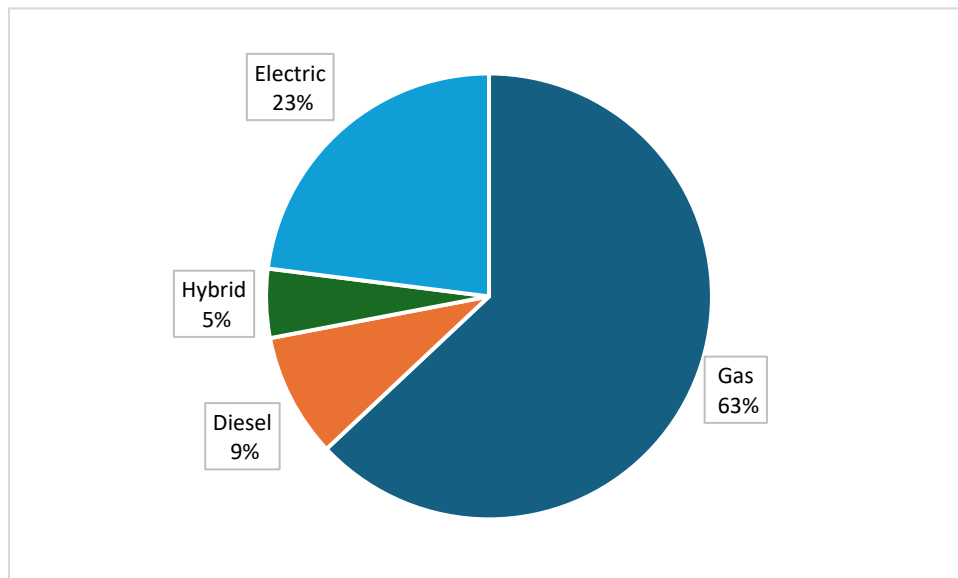
DSRSD maintains a diverse fleet of vehicles that are critical to supporting daily water and wastewater operations. On January 6, 2026, staff will present an overview of the District’s Fleet Management Program, including recommended updates to maintenance and replacement strategies.

DISCUSSION:

A “fleet” generally refers to a group of vehicles that are owned or operated together under a single organization or purpose. A “fleet management program” defines the fleet maintenance strategy and replacement plan using a combination of vehicle condition and use data and industry best practices. Effective fleet management is essential for controlling costs, ensuring reliability, and minimizing downtime of vehicles. Fleet management programs are also a tool used to ensure compliance with regulatory requirements related to fleet operations (e.g., emission limits).

DSRSD’s fleet, consisting of trucks, cars, utility carts, and specialty equipment, plays an essential role in delivering water and wastewater services to the community. The current fleet portfolio consists of 86 vehicles, including 4 different power types (gasoline, diesel, hybrid, and electric). Details of the distribution of power types are shown in Figure 1. More than half (63%) of the District’s fleet is gasoline powered.

Figure 1 – DSRSD Fleet Power Types



Originating Department: Operations	Contact: D. Gill	Legal Review: Not Required
Financial Review: Not Required	Cost and Funding Source: N/A	
Attachments: <input checked="" type="checkbox"/> None <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	10 of 20	

There are six unique vehicle types in the District’s fleet (pickup truck, sport utility vehicle (SUV), van, sedan, specialty vehicle, and utility cart). Specialty vehicles include vacuum trucks, a closed-circuit television truck, water tank truck, and a valve turning truck. Details of the distribution of vehicle types are shown in Figure 2. More than half (55%) of the District’s fleet is comprised of pickup trucks.

Figure 2 – DSRSD Fleet Vehicle Types

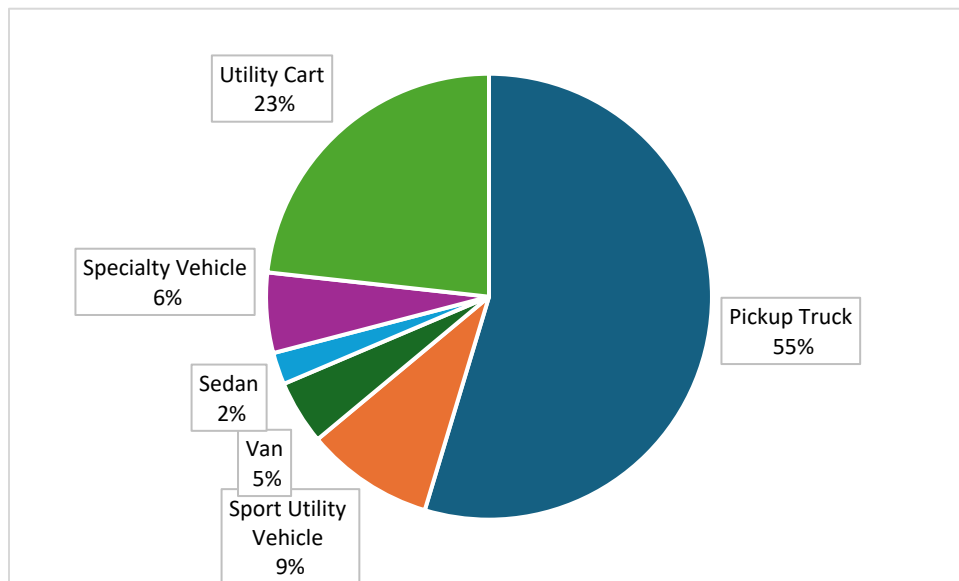


Table 1 shows vehicle types and power types to illustrate vehicle quantities by each category.

Table 1 – DSRSD Vehicle Type and Power Type

VEHICLE TYPE	GASOLINE	DIESEL	HYBRID	ELECTRIC	TOTAL
PICKUP TRUCK	42	5			47
SPORT UTILITY VEHICLE (SUV)	4		4		8
VAN	4				4
SEDAN	2				2
SPECIALTY VEHICLES	2	3			5
UTILITY CART				20	20
TOTAL	54	8	4	20	86

DSRSD’s fleet has an average age of 10 years, with an average annual usage of approximately 5,080 miles per vehicle. Mileage accumulation is largely dependent upon the purpose of the vehicle. For example, pool vehicles are used to travel between District facilities and often have low mileage. Pickup trucks assigned to operators and inspectors accumulate higher mileage because they are used consistently throughout the service area on a daily basis.

Maintenance Strategy:

The District's fleet maintenance strategy aims to balance cost, reliability, and compliance with applicable regulations. This is accomplished through the following key efforts:

- **Preventative Maintenance:** Implementing preventative maintenance, including regular inspections based on mileage or specific time intervals (e.g., every six months), based both on manufacturer recommendations and adjusted for actual usage of the vehicle, is the primary maintenance effort for the District's fleet. This effort aims to extend the vehicle life and reduce "breakdowns."
- **Computerized Maintenance Management System (CMMS):** Utilizing CMMS to track work orders, maintenance history, and costs allows staff to make data-driven decisions about preventative maintenance. The use of CMMS also improves efficiency by automating the generation of work orders and alerts.
- **Continuous Testing Program (CTP):** Staff uses Verizon Connect CTP to keep the District fleet compliant with California's smog regulations. The system monitors emissions data through telematic devices installed in each vehicle and automatically reports it to the State. Maintenance personnel receive real-time alerts and detailed reports on the Verizon Reveal dashboard, which helps stay ahead of potential emission issues. This program saves staff time, reduces vehicle downtime, and ensures the District fleet is compliant.

District fleet maintenance work occurs at the District's fleet maintenance shop, located at the Regional Wastewater Treatment Plant. Fleet maintenance is currently provided by DSRSD staff, with minimal contracting for specialty or warrantee related repairs. Maintenance includes tire, engine, transmission, and suspension services, as well as factory-computerized programs that allow full electronic diagnostics.

The adopted Operating Budget includes approximately \$520,000 for fleet maintenance services, including personnel (\$300,000), contract services (\$85,000), and materials and supplies (\$135,000). Approximately 2.0 full-time equivalent (FTE) staff are assigned to fleet maintenance.

Replacement Plan:

As vehicles age, maintenance needs and operating costs typically increase. Staff utilizes asset management data, such as work order history and cost, to optimize lifecycle costs of the fleet and maintain operational readiness. Staff continually evaluates the "break-even" point for each vehicle related to maintenance costs versus replacement costs. Generally, if annual repair costs exceed 10% of the vehicle's value, or a single repair exceeds 50% of its value, replacing the vehicle is usually the smarter financial decision. However, other factors considered also include vehicle age, mileage, reliability, and safety.

The District's current replacement criteria for non-specialty fleet is when the vehicle reaches either 10 years old or accumulates 100,000 miles. The adopted Capital Improvement Program includes a Fleet Asset Replacement Program, which allocates annual capital funding for the replacement or acquisition of new vehicles, and heavy equipment.

Regulatory Compliance:

The California Air Resources Board (CARB) regulates the District's fleet vehicles to reduce emissions and improve air quality. District staff implements measures to comply with multiple regulations that mandate pollution controls, adherence to emissions standards, and ongoing fleet modernization. Under the Advanced Clean Fleets (ACF) regulation, 50% of new vehicle purchases over 8,500 pounds must be Zero-Emission Vehicles (ZEVs) beginning in 2024, and by 2030, 100% of new purchases must be ZEVs. In September 2025, CARB announced it would formally repeal certain ACF provisions in late 2026 and extended compliance timelines for ZEV purchase requirements. The previous timeline for 100% ZEV purchases was extended from 2027 to 2030. These actions signal a growing concern about the practical challenges of implementing zero-emission truck regulations, particularly around infrastructure readiness, technological feasibility, and regulatory uncertainty, highlighting the need for more flexible timelines and coordinated support to ensure successful adoption. Staff continues to monitor ACF regulation revisions and anticipates briefing the Board of any changes in late 2026, as part of the annual regulatory update to the Board.

In addition, the Clean Truck Check (CTC) regulation requires all diesel-powered vehicles over 14,000 pounds to undergo emissions testing twice per year to ensure compliance with state standards. To meet these requirements, the District contracts with certified vendors to perform CTC testing and maintains detailed records in CARB's reporting systems. These efforts are part of a broader strategy to reduce greenhouse gas emissions, improve operational sustainability, and avoid penalties for non-compliance.

Fleet Maintenance Pilot Project:

Historically, fleet maintenance and replacement are managed internally. Mechanical maintenance staffing is currently being evaluated as the maintenance needs for mechanical equipment have changed over time. Staff has begun to evaluate the use of third-party services for comprehensive fleet maintenance with the goal of potentially reallocating mechanical maintenance staffing assigned to fleet to maintain water and wastewater mechanical equipment. These third-party programs are designed to help organizations more efficiently manage their fleets while reducing costs and improving operational performance. Services provided by third-party vendors include vehicle acquisition and leasing, maintenance scheduling, fuel management, compliance, and remarketing. The District could benefit from this type of hands-on management, advanced analytics, and telematics technology to optimize every aspect of fleet operations.

Staff contacted neighboring agencies, including Alameda County Water District and Contra Costa Water District, utilizing third-party fleet maintenance services to discuss the agencies' experience with the services. Feedback from these agencies has been positive. Staff recommends a project to pilot third-party fleet maintenance services which would include vehicle lease options, data-driven analytics, preventive maintenance, fuel and driver behavior monitoring, CARB compliance assistance, and resale and lifecycle management. This pilot would evaluate whether this approach could be a long-term solution to the District's fleet management.

FISCAL IMPACT:

The adopted Operating Budget includes approximately \$520,000 for fleet maintenance services, including personnel (\$300,000), contract services (\$85,000), and materials and supplies (\$135,000). If the Board provides direction to pilot a third-party maintenance contract, staff would issue a request for proposals to solicit competitive pricing for maintenance services and evaluate the fiscal impacts. The cost of a third-party maintenance service pilot project would be funded through the Operating Budget.

NEXT STEPS:

If the Board provides direction to pilot a third-party maintenance contract, staff would issue a request for proposals to potential vendors, and return to the Board to award the contract if the cost exceeds the General Manager's purchasing authority of \$175,000. Staff would also provide an update to the Board after a one-year period to share pilot project findings and additional recommendations, including how existing staffing resources have been reallocated.



TITLE: Approve Board Committee and Joint Powers Authority Assignments for Calendar Year 2026

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Motion, the 2026 Board Committee structure, mission statements, and assignments, including those to Joint Powers Authorities (JPAs).

SUMMARY:

On December 16, 2025, the Boardmembers held an initial discussion of their assignments to the various Committees and JPAs and concurred with President Halket's recommended structure and assignments, for which an updated 2026 Committee/JPA Assignments and Mission Statements document (Attachment 1) has been prepared for the Board's approval.

DISCUSSION:

In December of each year, in accordance with the process set forth in the Guidelines for Conducting District Business Policy, the newly selected Board President makes a recommendation for the Board Committee structure, mission statements, and assignments, as primary or alternate members, to the various Committees and JPAs, for the Board's discussion and input. At the following meeting, the proposed updates are presented to the Board for approval.

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). There are 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:*

- *At the meeting at which the President is elected, the President asks the Directors to provide input on which*

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	Attachment 1 – Proposed 2026 Committee/JPA Assignments and Mission Statements Attachment 2 – Draft FPPC Form 806	
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Task Order	<input type="checkbox"/> Proclamation		
<input checked="" type="checkbox"/> Other (see list on right)			14 of 20	

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.*

At the December 16 Board meeting, the Board discussed President Halket's recommendation as presented in Table 1 and Table 2, which respectively show the current 2025 assignments and the proposed 2026 assignments, 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	M	A	M		M	A	3
Vice President Govindarao			M	M	A1	M	3
Director Vonheeder-Leopold	A	M		A	M		2
Director Goel	M	M	A			M	3
Director Duarte				M	A2		1
M = Member A = Alternate (A1 = Primary Alternate; A2 = Secondary Alternate)							

Table 2 – Proposed 2026 Assignments

Blue 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	M		M			M	3
Vice President Govindarao		A	A	M	M		2
Director Vonheeder-Leopold	A	M		A	M		2
Director Goel	M	M				M	3
Director Duarte			M	M	A	A	2
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 draft Form 806 reflecting the proposed 2026 assignments in Table 2.

NEXT STEPS:

Staff will finalize and post the 2026 Committee/JPA Assignments and Mission Statements document and Form 806 according to the Board action at this meeting.

2026 COMMITTEE/JPA ASSIGNMENTS AND MISSION STATEMENTS

Approved January 6, 2026

TRI-VALLEY WATER LIAISON COMMITTEE ZONE 7 WATER AGENCY LIAISON COMMITTEE			
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.		

CITY OF DUBLIN LIAISON COMMITTEE			
Members:	Goel, Vonheeder-Leopold	Alternate:	Govindarao
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.		

CITY OF PLEASANTON LIAISON COMMITTEE			
Members:	Duarte, Halket	Alternate:	Govindarao
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.		

CITY OF SAN RAMON LIAISON COMMITTEE CENTRAL CONTRA COSTA SANITARY DISTRICT LIAISON COMMITTEE			
Members:	Duarte, Govindarao	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.		

DERWA JPA			
Members:	Govindarao, Vonheeder-Leopold	Alternate:	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.		

LAVWMA JPA			
Members:	Goel, Halket	Alternate:	Duarte
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

Attachment 2

A Public Document

1. Agency Name Dublin San Ramon Services District			California Form 806 For Official Use Only
Division, Department, or Region (If Applicable)			
Designated Agency Contact (Name, Title) Nicole Genzale, District Secretary			
Area Code/Phone Number 925-875-2203	E-mail genzale@dsrsd.com	Page <u>1</u> of <u>3</u>	Date Posted: <u>1/7/26</u> (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, Georgan</u> (Last, First)</p>	<p>▶ <u>1 / 6 / 26</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>
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, Georgan</u> (Last, First)</p>	<p>▶ <u>1 / 6 / 26</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>Goel, Arun</u> (Last, First)</p> <p>Alternate, if any <u>Govindarao, Dinesh</u> (Last, First)</p>	<p>▶ <u>1 / 6 / 26</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, Georgan</u> (Last, First)</p> <p>Alternate, if any <u>Govindarao, Dinesh</u> (Last, First)</p>	<p>▶ <u>1 / 6 / 26</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.

<u>Nicole Genzale</u> Signature of Agency Head or Designee	<u>Nicole Genzale</u> Print Name	<u>District Secretary / Executive Services Supervisor</u> Title	<u>1/7/26</u> (Month, Day, Year)
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Comment: _____

**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: 1/7/26
(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>Duarte, Edward</u> (Last, First)</p> <p>Alternate, if any <u>Govindarao, Dinesh</u> (Last, First)</p>	<p>► <u>1 / 6 / 26</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"/> <u>Other</u></p>
City of Pleasanton Liaison Committee	<p>► Name <u>Halket, Richard</u> (Last, First)</p> <p>Alternate, if any <u>Govindarao, Dinesh</u> (Last, First)</p>	<p>► <u>1 / 6 / 26</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"/> <u>Other</u></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, Georgean</u> (Last, First)</p>	<p>► <u>1 / 6 / 26</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"/> <u>Other</u></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, Georgean</u> (Last, First)</p>	<p>► <u>1 / 6 / 26</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"/> <u>Other</u></p>
DERWA (DSRSD-EBMUD Recycled Water Authority)	<p>► Name <u>Govindarao, Dinesh</u> (Last, First)</p> <p>Alternate, if any <u>Duarte, Edward</u> (Last, First)</p>	<p>► <u>1 / 6 / 26</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"/> <u>Other</u></p>
DERWA (DSRSD-EBMUD Recycled Water Authority)	<p>► Name <u>Vonheeder-Leopold, Georgean</u> (Last, First)</p> <p>Alternate, if any <u>Duarte, Edward</u> (Last, First)</p>	<p>► <u>1 / 6 / 26</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"/> <u>Other</u></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: 1/7/26
(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>Duarte, Edward</u> (Last, First)</p>	<p>▶ <u>1 / 6 / 26</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 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>
LAVWMA (Livermore-Amador Valley Water Management Agency)	<p>▶ Name <u>Halket, Richard</u> (Last, First)</p> <p>Alternate, if any <u>Duarte, Edward</u> (Last, First)</p>	<p>▶ <u>1 / 6 / 26</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 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>
	<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>