

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