



**DUBLIN SAN RAMON SERVICES DISTRICT**  
**Board of Directors**

**NOTICE OF REGULAR MEETING**

**TIME:** 6:00 p.m.  
**PLACE:** Regular Meeting Place  
7051 Dublin Boulevard, Dublin, CA

**DATE:** Tuesday, January 5, 2016

**AGENDA**

(NEXT RESOLUTION NO. 95-15)

(NEXT ORDINANCE NO. 338)

**Our mission is to provide reliable and sustainable water and wastewater services to the communities we serve in a safe, efficient and environmentally responsible manner.**

**BUSINESS:**

**REFERENCE**

	<b><u>Recommended Action</u></b>	<b><u>Anticipated Time</u></b>
1. <u>CALL TO ORDER</u>		
2. <u>PLEDGE TO THE FLAG</u>		
3. <u>ROLL CALL</u> – Members: Duarte, Halket, Howard, Misheloff, Vonheeder-Leopold		
4. <u>SPECIAL ANNOUNCEMENTS/ACTIVITIES</u>		
5. <u>PUBLIC COMMENT</u> (MEETING OPEN TO THE PUBLIC)		
<p>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. Speakers' cards are available from the District Secretary and should be completed and returned to the 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, introduce him/herself, and then proceed with his/her comment.</p>		
6. <u>REPORTS</u>		
A. <u>Reports by General Manager and Staff</u>		
• Event Calendar		
• Correspondence to and from the Board		
B. Agenda Management (consider order of items)		
C. <u>Committee Reports</u>		
None		
7. <u>APPROVAL OF MINUTES</u> - Regular Meeting of <i>December 15, 2015</i>	Executive Services Supervisor	Approve by Motion

**BUSINESS:**

**REFERENCE**

			<b><u>Recommended Action</u></b>	<b><u>Anticipated Time</u></b>
8.	<b><u>CONSENT CALENDAR</u></b>			
	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 of Directors or the public prior to the time the Board votes on the Motion to adopt.			
	A. Rescind Resolution No. 45-15	General Manager	Approve by Resolution	
	B. 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. 91-15	General Manager	Approve by Resolution	
9.	<b><u>BOARD BUSINESS</u></b>			
	A. Review and Discuss Drought Management Program	General Manager	Discuss & Provide Direction	5 min
	B. Discuss 2016 Legislative Advocacy	Engineering Services Manager	Discuss & Provide Direction	10 min
	C. Annual Briefing Related to District Governance (Brown Act, Public Records Act and Conflict of Interest)	General Counsel	Receive Presentation & Discuss	15 min
10.	<b><u>BOARDMEMBER ITEMS</u></b>			
	• Submittal of Written Reports from Travel and Training Attended by Directors			
11.	<b><u>ADJOURNMENT</u></b>			

**All materials made available or distributed in open session at Board or Board Committee meetings are public information and are available for inspection at the front desk of the District Office at 7051 Dublin Blvd., Dublin, during business hours, or 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 15, 2015**

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:00 p.m. by President D.L. (Pat) Howard.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President D.L. (Pat) Howard, Vice President Richard M. Halket, Director Georgean M. Vonheeder-Leopold, Director Madelyne A. Misheloff, and Director Edward R. Duarte.

District staff present: John Archer, General Manager; Dan McIntyre, Engineering Services Manager; Dan Gallagher, Operations Manager; Carl P.A. Nelson, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

General Manager Archer reported the District received the 2015 Best in Blue award from the Association of California Water Agencies (ACWA) for achieving communications excellence for the Drought Outreach Program. The District also received thank you cards from Brownie Troop 33451, for the Wastewater Treatment Plant tour staff provided, and the Livermore Camera Club, for use of the Boardroom, which included a \$200 donation to the District.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:04 p.m.

There was no public comment received.

6. REPORTS

A. Reports by General Manager and Staff

- Event Calendar – General Manager Archer reported on the following:
  - The California Association of Sanitation Agencies (CASA) winter conference will be held January 20-22, 2016 in Palm Springs. President Howard and Director Vonheeder-Leopold will be attending. The 2016 CASA conferences in Sacramento and Washington D.C. should be considered based on the topics and programs offered.
- Correspondence to and from the Board on an Item not on the Agenda

<b>Date</b>	<b>Format</b>	<b>From</b>	<b>To</b>	<b>Subject</b>	<b>Response</b>
December 2015	Card	Brownie Troop 33451	Dublin San Ramon Services District	Thank you for Wastewater Treatment Plant Tour	
December 7, 2015	Letter	Irene Jones, Livermore Valley Camera Club	Dublin San Ramon Services District	Thank you for use of Boardroom	To be discussed

B. Agenda Management (consider order of items) – General Manager Archer confirmed that Closed Session Item 11.A will not be held if Item 8.E is approved.

C. Committee Reports  
None

7. APPROVAL OF MINUTES – Special Meeting of *November 30, 2015*

Director Vonheeder-Leopold MOVED for the approval of the November 30, 2015 minutes. Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

8. CONSENT CALENDAR

V.P. Halket MOVED for approval of the items on the Consent Calendar. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

A. Approve Director Attendance at 2016 Meetings and Conferences – Approved

B. Approve Director Reimbursements for Travel and Meetings for 2016 – Approved

C. Notification of 2016 Ethics Training Opportunities for Boardmembers in Compliance with AB 1234 (Government Code Section 53235 (f)) – Approved

D. Approve Amendment to the Capital Improvement Plan and Budget to Add the EBMUD-DSRSD Potable Water Intertie Upgrade Project – Approved - Resolution No. 94-15

E. Notice of Rejection of Claim – Mr. Daryl Alejandro – Approved

F. Accept the Following Regular and Recurring Reports: District Financial Statements, Warrant List and Upcoming Board Business – Approved

9. BOARD BUSINESS

A. Discuss Drought Management Program

General Manager Archer reported that this is a standing agenda item intended for discussion by the Board, staff and the public on the District's Drought Management Program.

No members of the public addressed the Board on this topic.

The Board did not direct staff to develop any changes to the program.

- B. Accept Water Supply and Demand and Drought Response Action Plan Status Reports and Find that the Need for the Community Drought Emergency Still Exists

General Manager Archer reported that this is a monthly standing agenda item and highlighted certain updates in the report. He also reported that the Department of Water Resources announced on December 1 an initial allocation of 10% for State Water Project customers, and mentioned the outlook for potential future water transfers as discussed with possible partner agencies at the recent ACWA conference.

Operations Manager Gallagher reviewed implications of Governor Brown's November Executive Order extending water restrictions to October 2016 if drought conditions persist through January 2016. He then gave an overview of the State Water Resources Control Board (SWRCB) workshop held December 7 regarding potential extension and modifications for 2016 conservation goals, and referenced the District's comment letter submitted to SWRCB December 2. Lastly, he provided an update on the recycled water project in west Dublin and addressed resolution of natural spring runoff near the Shannon Center.

No members of the public addressed the Board on this topic.

Director Misheloff MOVED to accept the Water Supply and Demand Report and the Drought Response Action Plan Status Report and find that the need for the Community Drought Emergency Still Exists. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

- C. Accept Financial Statements for Year Ended June 30, 2015 with Independent Auditors' Report

General Manager Archer reviewed the report and introduced Mr. Ahmed Badawi from the District's new auditing firm, Badawi & Associates.

The Board and staff discussed the information and findings in the report including new reporting for pensions and Joint Powers Authorities, the District's investment portfolio, and adjustments to be made to Notes #6A and #6B. The Board complimented Badawi & Associates for the high quality report produced, and requested that Public Information staff include the District's remarkable Other Post-Employment Benefits (OPEB) funding levels in the associated news release.

Mr. Badawi provided an overview of the audit, delivered his firms' report "Auditors' Communication with those charged with Governance," answered the Board's inquiries, and confirmed the necessary corrections in the report, as noted. Mr. Badawi complimented District staff for their work with his firm.

No members of the public addressed the Board on this topic.

V.P. Halket MOVED to accept the Financial Statements for Year Ended June 30, 2015 with Independent Auditors' Report with adjustments to Notes #6A and #6B as discussed. Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

- D. Authorize Task Order No. OC-19 to the Master Consulting Agreement with Carollo Engineers for Design Services for the DERWA Recycled Water Treatment Plant – Phase 2 (CIP 16-R014) and the DERWA Pump Station R1 – Phase 2 (CIP 16-R015)

Engineering Services Manager McIntyre reviewed the item and explained that the DERWA Recycled Water Treatment Plant and Pump Station will require expansion due to expectations of exceeding available capacity within two years. Approval of a task order for \$1,475,990 is required to proceed with the necessary design work for this expansion. Because the District's costs will exceed the current approved CIP budget, staff will request an increase prior to facility construction.

The Board and staff discussed the responses received for the Request for Proposal issued, and elements of the overall project.

No members of the public addressed the Board on this topic.

Director Duarte MOVED to authorize the General Manager to execute Task Order No. OC-19 to the Master Consulting Agreement with Carollo Engineers in an amount not to exceed \$1,475,990 for design services for the DERWA Recycled Water Treatment Plant - Phase 2 (CIP 16-R014) and the DERWA Pump Station R1 - Phase 2 (CIP 16-R015). Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

- E. Approve Board Committees for Calendar Year 2016

President Howard explained the proposed Committee structure reduces the number of standing Committees from five to three while still providing Boardmembers two representative opportunities between the Committees and the District's two Joint Powers Authorities.

The Board and staff discussed the impacts and benefits of the proposed Committee structure, and the District's accomplishments in continually providing increased transparency through such adjustments.

No members of the public addressed the Board on this topic.

V.P. Halket MOVED to approve the 2016 Committee structure, assignments and Mission Statements. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

10. BOARDMEMBER ITEMS

Director Misheloff suggested the Board consider streamlining current Board administrative support tasks to more efficiently utilize District staff time and resources. The Board agreed this matter shall be added for discussion at a future Board meeting.

President Howard and Director Duarte reported they attended the ACWA fall conference December 1- 3, 2015 in Indian Wells. They summarized the activities and discussions at the conference. President Howard submitted a written report to Executive Services Supervisor Genzale.

Director Vonheeder-Leopold reported that she attended the Alameda County Special Districts Association Executive Committee meeting on December 9, 2015. She summarized the activities and discussions at the meeting. She submitted a written report to Executive Services Supervisor Genzale.

11. CLOSED SESSION

At 7:09 p.m. the Board went into Closed Session.

- A. NOT HELD - Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: One case. Receipt of claim from Daryl Alejandro pursuant to the Government Claims Act (Government Code §§810-996.6)
- B. Conference with Legal Counsel - Existing Litigation Pursuant to subdivision (d)(1) of Section 54956.9: (Hendrix; Cameron; Schroen; Under Seal v. Under Seal)
- C. Conference with Labor Negotiators– Pursuant to Government Code Section 54957.6  
Agency Negotiators: John Archer, General Manager  
Employee Organizations: 1. Mid-Management Employees Bargaining Unit  
2. Professional Employees Bargaining Unit  
3. Stationary Engineers, Local 39  
Additional attendees: Michelle Gallardo, Human Resources Supervisor  
Carl P.A. Nelson, General Counsel

12. REPORT FROM CLOSED SESSION

At 7:41 p.m. the Board came out of Closed Session. President Howard announced that there was no reportable action.

13. ADJOURNMENT

President Howard adjourned the meeting at 7:42 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor



Reference General Manager	Type of Action Rescind Resolution	Board Meeting of January 5, 2016
Subject Rescind Resolution No. 45-15		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input checked="" type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input checked="" type="checkbox"/> Other
REPORT:	<input checked="" type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	J. Archer
		<input type="checkbox"/> Board Member

**Recommendation:**

The General Manager recommends the Board of Directors rescind, by Resolution, Resolution No. 45-15, with a retroactive effective date of October 20, 2015.

**Summary:**

On October 20, 2015, the Board reviewed and approved revising the Enhanced Rebate Program. During processing of the adopted resolution, Resolution No. 87-15, staff noticed a clerical error regarding the resolution it cited for rescission. Resolution No. 30-15 was cited; however, Resolution No. 45-15 was the most recent resolution revising the program and, therefore, should have been rescinded.

This action corrects the error by rescinding Resolution No. 45-15 and in no way changes or impacts Resolution No. 87-15 or the revised Enhanced Rebate Program as adopted.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Yes	ORIGINATOR N. Genzale	DEPARTMENT Executive	REVIEWED BY
<b>ATTACHMENTS</b> <input type="checkbox"/> None						
<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source A. B.	Attachments to S&R 1. 2.				



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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT  
RESCINDING RESOLUTION NO. 45-15 TO CORRECT A CLERICAL ERROR IN RESOLUTION NO.  
87-15 REVISING THE ENHANCED REBATE PROGRAM FOR IDENTIFIED WATER SAVING  
DEVICES AND APPLIANCES AND SPECIFIED LANDSCAPE CONVERSIONS

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WHEREAS, the Board at its meeting on October 20, 2015 adopted Resolution No. 87-15 revising the District Enhanced Rebate Program; and

WHEREAS, due to a clerical error, Resolution No. 87-15 erroneously indicates Resolution No. 30-15 for rescission instead of Resolution No. 45-15; and

WHEREAS, it is the intent of the Board to correct this error by rescinding Resolution No. 45-15 as intended with a retroactive effective date of October 20, 2015, and in no way change or impact Resolution No. 87-15 or the revised District Enhanced Rebate Program as adopted.

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

The Board of Directors hereby rescinds Resolution No. 45-15, attached as Exhibit "A," with a retroactive rescission effective date of October 20, 2015.

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 5th day of January 2016, and passed by the following vote:

AYES:

NOES:

ABSENT:

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D. L. (Pat) Howard, President

Attest:

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Nicole Genzale, District Secretary

RESOLUTION NO. 45-15

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING THE ENHANCED REBATE PROGRAM FOR IDENTIFIED WATER SAVING DEVICES AND APPLIANCES AND SPECIFIED LANDSCAPE CONVERSIONS AND RESCINDING RESOLUTION NO. 30-15

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WHEREAS, the District has declared a Community Drought Emergency and is seeking to curtail water usage in 2015 by sixteen percent (16%) overall with 5% coming from inside curtailment and 33% from outside curtailment as compared to the same period in calendar year 2013; and

WHEREAS, a proven way to reduce water usage is by economically encouraging customers to replace high water using appliances and devices to better manage their water use and to implement landscape conversions; and

WHEREAS, the Board desires to promote and encourage water conservation and so desires to continue a program of enhanced rebates for water saving devices and appliances and landscape conversions; and

WHEREAS, the Board desires that the District Enhanced Rebate Program be generally consistent with the rebate programs currently administered by Zone 7 and closely coordinated with those Zone 7 rebate programs; and

WHEREAS, the Board desires to make the rebates available only in those situations when the program or device is neither required to be implemented or installed, nor otherwise mandated, by law or regulation adopted by an entity other than the District.

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

1. The revised Enhanced Rebate Program – June 16, 2015, as outlined in Exhibit “A” to this resolution is hereby established.

Res. No. 45-15

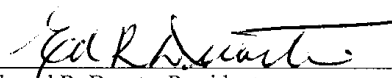
2. The District Enhanced Rebate Program shall be effective immediately upon adoption of this resolution and remain in effect until the earlier of: a) the District has issued rebates in an aggregate amount of \$30,000, or some greater amount if so approved by the Board of Directors; or, b) the end of the District's Community Drought Emergency.
3. The General Manager is authorized and directed to establish detailed processes, procedures and guidelines to administer the District's Enhanced Rebate Program.
4. Resolution No. 30-15, attached as Exhibit "B," is hereby rescinded upon the effective date of 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 June 2015, and passed by the following vote:

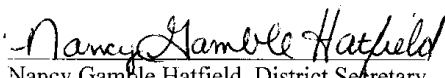
AYES: 5 - Directors Georgean M. Vonheeder-Leopold, Dawn L. Benson,  
D.L.(Pat) Howard, Richard M. Halket, Edward R. Duarte

NOES: 0

ABSENT: 0

  
\_\_\_\_\_  
Edward R. Duarte, President

Attest:

  
\_\_\_\_\_  
Nancy Gamble Hatfield, District Secretary



Reference General Manager	Type of Action Adopt Pay Schedule	Board Meeting of January 5, 2016
Subject 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. 91-15		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input checked="" type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	J. Archer
		<input type="checkbox"/> Board Member

## **Recommendation:**

The General Manager 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. 91-15.

## **Summary:**

Per Resolution No. 91-15, the Board of Directors adopted the publicly available pay schedule in accordance with California Code of Regulations (CCR), Title 2, Section 570.5, Requirement for a Publicly Available Pay Schedule.

The pay schedule has been updated with the corresponding base salary and effective date for the District salary ranges following the application of the cost-of-living salary increase negotiated in District Memoranda of Understanding (MOUs) and Personal Services Agreements (PSAs), as required by CCR, Title 2, Section 570.5.

The regulation specifies that compensation earnable is defined in statute and further clarified by CCR, Title 2, Section 570.5, and that salaries shall be “duly approved and adopted by the employer’s governing body in accordance with requirements of applicable public meetings laws.” Therefore, only those pay amounts that meet the definition of compensation earnable can be used when calculating retirement benefits. This regulation applies to all employers reporting compensation to CalPERS.

This pay schedule shall reflect salaries currently in place and previously agreed to by the District in accordance with the various Memoranda of Understanding and the Personal Services Agreements.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR M. Gallardo	DEPARTMENT Admin Services	REVIEWED BY
<b>ATTACHMENTS</b> <input type="checkbox"/> None						
<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source A. B.	Attachments to S&R 1. 2. 3.				

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ADOPTING A PAY SCHEDULE IN ACCORDANCE WITH CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5, AND RESCINDING RESOLUTION NO. 91-15

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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. 91-15, the Board-adopted pay schedule was approved on November 3, 2015; and

WHEREAS, the Stationary Engineers, Local 39 (Local 39), Professional Employees Bargaining Unit (PEBU) and Mid-Management Employees Bargaining Unit (MEBU) have met in good faith and agreed to labor contracts effective December 26, 2011 through December 18, 2016; and

WHEREAS, the Confidential Employees Bargaining Unit (CEBU) have met in good faith and agreed to labor contracts effective December 26, 2011 through April 30, 2017; and

WHEREAS, the Operations Manager has a Personal Services Agreement in place effective January 1, 2012; and

WHEREAS, the Engineering Services Manager has a Personal Services Agreement in place effective February 18, 2015; and

WHEREAS, the specific language of these labor contracts and personal services agreements establishes a salary increase effective the first pay period of Calendar Year 2016.

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

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

- (1) That the attached pay schedule titled DSRSD Pay Schedule, set forth in Exhibit "A" attached hereto and incorporated herein by reference is approved and adopted, and Resolution No. 91-15 is hereby rescinded and attached as Exhibit "B."
- (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.

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 5th day of January 2016, and passed by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
D.L. (Pat) Howard, President

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

DSRSD Pay Schedule  
Pursuant to CCR Title 2 570.5

In accordance with Board-approved resolutions and the District's established payroll procedures (26 pay periods per year, 14 days per pay period).  
Time base for each pay rate: Full time employee (1.0 FTE), 40 hours per work week.

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
ACCOUNT CLERK I	H	cacck1	12/21/2015	73-11	4,611	4,843	5,083	5,339	5,605	26.6019	27.9404	29.3250	30.8019	32.3365
ACCOUNT CLERK II	H	cacck2	12/21/2015	73-11	5,072	5,326	5,593	5,873	6,167	29.2615	30.7269	32.2673	33.8827	35.5788
ACCOUNTANT I	H	pacct1	12/21/2015	74-11	7,065	7,418	7,789	8,178	8,587	40.7596	42.7962	44.9365	47.1808	49.5404
ACCOUNTING TECHNICIAN I	H	cactc1	12/21/2015	73-11	5,624	5,907	6,203	6,513	6,838	32.4462	34.0788	35.7865	37.5750	39.4500
ACCOUNTING TECHNICIAN II	H	cactc2	12/21/2015	73-11	6,187	6,495	6,821	7,163	7,521	35.6942	37.4712	39.3519	41.3250	43.3904
ADMIN ASSISTANT I - CONFIDENTIAL	H	hadas1	12/21/2015	76-11	5,356	5,623	5,906	6,201	6,509	30.9000	32.4404	34.0731	35.7750	37.5519
ADMIN ASSISTANT II - CONFIDENTIAL	H	hadas2	12/21/2015	76-11	5,888	6,183	6,492	6,818	7,159	33.9692	35.6712	37.4538	39.3346	41.3019
ADMINISTRATIVE ANALYST I	H	padan1	12/21/2015	74-11	7,734	8,121	8,528	8,954	9,402	44.6192	46.8519	49.2000	51.6577	54.2423
ADMINISTRATIVE ASSISTANT I	H	cadas1	12/21/2015	73-11	4,664	4,895	5,143	5,399	5,667	26.9077	28.2404	29.6712	31.1481	32.6942
ADMINISTRATIVE ASSISTANT II	H	cadas2	12/21/2015	73-11	5,130	5,389	5,657	5,940	6,237	29.5962	31.0904	32.6365	34.2692	35.9827
ADMINISTRATIVE TECHNICIAN	H	cadmtc	12/21/2015	73-11	6,027	6,330	6,646	6,978	7,328	34.7712	36.5192	38.3423	40.2577	42.2769
ADMINISTRATIVE TECHNICIAN-CONFIDENTIAL	H	hadmtc	12/21/2015	76-11	6,278	6,591	6,919	7,266	7,631	36.2192	38.0250	39.9173	41.9192	44.0250
CO-GENERATION SPECIALIST	H	ccogsp	12/21/2015	73-11	8,091	8,498	8,921	9,369	9,835	46.6788	49.0269	51.4673	54.0519	56.7404
COMMUNITY AFFAIRS SPECIALIST I	H	pcafs1	12/21/2015	74-11	7,413	7,784	8,174	8,582	9,011	42.7673	44.9077	47.1577	49.5115	51.9865
CONSTRUCTION INSPECTOR I	H	ccoin1	12/21/2015	73-11	6,926	7,270	7,635	8,017	8,415	39.9577	41.9423	44.0481	46.2519	48.5481
CONSTRUCTION INSPECTOR II	H	ccoin2	12/21/2015	73-11	7,616	7,996	8,399	8,817	9,257	43.9385	46.1308	48.4558	50.8673	53.4058
CUSTOMER FIELD REPRESENTATIVE I	H	ccfdr1	12/21/2015	73-11	5,245	5,509	5,785	6,073	6,376	30.2596	31.7827	33.3750	35.0365	36.7846
CUSTOMER FIELD REPRESENTATIVE II	H	ccfdr2	12/21/2015	73-11	5,768	6,058	6,363	6,680	7,014	33.2769	34.9500	36.7096	38.5385	40.4654
CUSTOMER SERVICES REPRESENTATIVE I	H	ccsrp1	12/21/2015	73-11	4,582	4,811	5,052	5,305	5,570	26.4346	27.7558	29.1462	30.6058	32.1346
CUSTOMER SERVICES REPRESENTATIVE II	H	ccsrp2	12/21/2015	73-11	5,041	5,295	5,557	5,833	6,126	29.0827	30.5481	32.0596	33.6519	35.3423
CUSTOMER SERVICES REPRESENTATIVE III	H	ccsrp3	12/21/2015	73-11	6,346	6,665	6,999	7,350	7,716	36.6115	38.4519	40.3788	42.4038	44.5154
ELECTRICIAN	H	celect	12/21/2015	73-11	7,444	7,815	8,207	8,617	9,047	42.9462	45.0865	47.3481	49.7135	52.1942
ENGINEERING TECHNICIAN / GIS SPECIALIST I	H	centc1	12/21/2015	73-11	6,339	6,658	6,991	7,340	7,707	36.5712	38.4115	40.3327	42.3462	44.4635
ENGINEERING TECHNICIAN / GIS SPECIALIST II	H	centc2	12/21/2015	73-11	6,974	7,321	7,688	8,073	8,476	40.2346	42.2365	44.3538	46.5750	48.9000
ENVIRONMENTAL CHEMIST I	H	pench1	12/21/2015	74-11	7,282	7,646	8,027	8,431	8,851	42.0115	44.1115	46.3096	48.6404	51.0635
ENVIRONMENTAL COMPLIANCE INSPECTOR I-CLEAN WATER	H	cecic1	12/21/2015	73-11	6,700	7,033	7,386	7,757	8,143	38.6538	40.5750	42.6115	44.7519	46.9788
ENVIRONMENTAL COMPLIANCE INSPECTOR II-CLEAN WATER	H	cecic2	12/21/2015	73-11	7,373	7,739	8,126	8,533	8,957	42.5365	44.6481	46.8808	49.2288	51.6750
ENVIRONMENTAL COMPLIANCE INSPECTOR I-PRETREATMENT	H	cecip1	12/21/2015	73-11	6,700	7,033	7,386	7,757	8,143	38.6538	40.5750	42.6115	44.7519	46.9788
ENVIRONMENTAL COMPLIANCE INSPECTOR II-PRETREATMENT	H	cecip2	12/21/2015	73-11	7,373	7,739	8,126	8,533	8,957	42.5365	44.6481	46.8808	49.2288	51.6750
FLEET MECHANIC	H	cfmech	12/21/2015	73-11	6,631	6,963	7,311	7,676	8,060	38.2558	40.1712	42.1788	44.2846	46.5000
GIS ANALYST I	H	pgisa1	12/21/2015	74-11	8,167	8,575	9,005	9,455	9,926	47.1173	49.4712	51.9519	54.5481	57.2654
HUMAN RESOURCES ANALYST I	H	hhran1	12/21/2015	76-11	7,799	8,188	8,597	9,028	9,479	44.9942	47.2385	49.5981	52.0846	54.6865
HUMAN RESOURCES TECHNICIAN	H	hhrtc	12/21/2015	76-11	6,278	6,591	6,919	7,266	7,631	36.2192	38.0250	39.9173	41.9192	44.0250
INFORMATION SYSTEMS TECHNICIAN I	H	cistc1	12/21/2015	73-11	6,043	6,344	6,663	6,996	7,347	34.8635	36.6000	38.4404	40.3615	42.3865
INFORMATION SYSTEMS TECHNICIAN II	H	cistc2	12/21/2015	73-11	6,646	6,978	7,328	7,695	8,081	38.3423	40.2577	42.2769	44.3942	46.6212
INFORMATION TECHNOLOGY ANALYST I	H	pitan1	12/21/2015	74-11	8,337	8,752	9,189	9,649	10,132	48.0981	50.4923	53.0135	55.6673	58.4538
INSTRUMENTATION TECHNICIAN	H	cinstc	12/21/2015	73-11	7,608	7,990	8,388	8,809	9,250	43.8923	46.0962	48.3923	50.8212	53.3654
JUNIOR ENGINEER	H	pjreng	12/21/2015	74-11	7,744	8,130	8,537	8,962	9,411	44.6769	46.9038	49.2519	51.7038	54.2942
JUNIOR PLANNER	H	pjrpln	12/21/2015	74-11	7,293	7,656	8,038	8,441	8,862	42.0750	44.1692	46.3731	48.6981	51.1269

DSRSD Pay Schedule  
Pursuant to CCR Title 2 570.5

LABORATORY TECHNICIAN	H	clabtc	12/21/2015	73-11	6,371	6,690	7,023	7,376	7,744	36.7558	38.5962	40.5173	42.5538	44.6769
MAINTENANCE WORKER I	H	cmtwk1	12/21/2015	73-11	5,394	5,662	5,946	6,243	6,556	31.1192	32.6654	34.3038	36.0173	37.8231
MAINTENANCE WORKER II	H	cmtwk2	12/21/2015	73-11	5,931	6,229	6,541	6,867	7,209	34.2173	35.9365	37.7365	39.6173	41.5904
MECHANIC I	H	cmech1	12/21/2015	73-11	6,222	6,532	6,860	7,202	7,564	35.8962	37.6846	39.5769	41.5500	43.6385
MECHANIC I (Y-RATED)	H	ycmech1	12/21/2015	73-11	0	0	0	0	7,863	0.0000	0.0000	0.0000	0.0000	45.3635
MECHANIC II	H	cmech2	12/21/2015	73-11	6,843	7,185	7,544	7,923	8,318	39.4788	41.4519	43.5231	45.7096	47.9885
MECHANIC II-CRANE CERTIFIED	H	cmeccc	12/21/2015	73-11	7,015	7,366	7,734	8,121	8,528	40.4712	42.4962	44.6192	46.8519	49.2000
OPERATIONS CONTROL SYSTEM SPECIALIST	H	copcsc	12/21/2015	73-11	8,121	8,528	8,953	9,402	9,871	46.8519	49.2000	51.6519	54.2423	56.9481
OPERATOR-IN-TRAINING	H	cwtptot	12/21/2015	73-11	5,305	5,570	5,848	6,141	6,447	30.6058	32.1346	33.7385	35.4288	37.1942
PROCESS LEAD WWTP OPERATOR IV	H	cwtpt04	12/21/2015	73-11	7,751	8,138	8,544	8,972	9,420	44.7173	46.9500	49.2923	51.7615	54.3462
PROCESS LEAD WWTP OPERATOR V	H	cwtpt05	12/21/2015	73-11	8,138	8,544	8,972	9,420	9,892	46.9500	49.2923	51.7615	54.3462	57.0692
SAFETY TECHNICIAN	H	csafte	12/21/2015	73-11	6,371	6,690	7,023	7,376	7,744	36.7558	38.5962	40.5173	42.5538	44.6769
SENIOR ACCOUNTING TECHNICIAN	H	csactc	12/21/2015	73-11	6,808	7,148	7,503	7,879	8,273	39.2769	41.2385	43.2865	45.4558	47.7288
SENIOR ELECTRICAL/ELECTRONIC TECHNICIAN	H	cseetc	12/21/2015	73-11	8,371	8,791	9,228	9,689	10,173	48.2942	50.7173	53.2385	55.8981	58.6904
SENIOR ELECTRICIAN	H	csrelect	12/21/2015	73-11	8,188	8,597	9,027	9,479	9,952	47.2385	49.5981	52.0788	54.6865	57.4154
SENIOR ENGINEERING TECHNICIAN / GIS SPECIALIST	H	csentc	12/21/2015	73-11	7,670	8,054	8,455	8,882	9,323	44.2500	46.4654	48.7788	51.2423	53.7865
SENIOR ENVIRONMENTAL COMPLIANCE INSPECTOR	H	csrecl	12/21/2015	73-11	8,109	8,513	8,939	9,384	9,855	46.7827	49.1135	51.5712	54.1385	56.8558
SENIOR INSTRUMENTATION/CONTROLS TECHNICIAN	H	csrictech	12/21/2015	73-11	8,932	9,379	9,848	10,342	10,859	51.5308	54.1096	56.8154	59.6654	62.6481
SENIOR MECHANIC	H	csrmec	12/21/2015	73-11	7,530	7,904	8,301	8,715	9,149	43.4423	45.6000	47.8904	50.2788	52.7827
SENIOR MECHANIC-CRANE CERTIFIED	H	csrmcc	12/21/2015	73-11	7,716	8,101	8,506	8,932	9,378	44.5154	46.7365	49.0731	51.5308	54.1038
SENIOR WWTP OPERATOR III	H	cswtpt0	12/21/2015	73-11	7,381	7,751	8,138	8,544	8,972	42.5827	44.7173	46.9500	49.2923	51.7615
WASTEWATER TREATMENT PLANT OPERATOR I	H	cwtpt01	12/21/2015	73-11	6,102	6,404	6,725	7,061	7,414	35.2038	36.9462	38.7981	40.7365	42.7731
WASTEWATER TREATMENT PLANT OPERATOR II	H	cwtpt02	12/21/2015	73-11	6,710	7,046	7,397	7,767	8,157	38.7115	40.6500	42.6750	44.8096	47.0596
WATER/WASTEWATER SYSTEMS LEAD OPERATOR	H	cwwslo	12/21/2015	73-11	8,342	8,759	9,195	9,654	10,136	48.1269	50.5327	53.0481	55.6962	58.4769
WATER/WASTEWATER SYSTEMS OPERATOR IV-ON CALL	H	cww4oc	12/21/2015	73-11	7,566	7,943	8,342	8,759	9,195	43.6500	45.8250	48.1269	50.5327	53.0481
WATER/WASTEWATER SYSTEMS OPERATOR I	H	cwwso1	12/21/2015	73-11	5,305	5,570	5,848	6,141	6,447	30.6058	32.1346	33.7385	35.4288	37.1942
WATER/WASTEWATER SYSTEMS OPERATOR II	H	cwwso2	12/21/2015	73-11	6,102	6,404	6,725	7,061	7,414	35.2038	36.9462	38.7981	40.7365	42.7731
WATER/WASTEWATER SYSTEMS OPERATOR III	H	cwwso3	12/21/2015	73-11	6,710	7,046	7,397	7,767	8,157	38.7115	40.6500	42.6750	44.8096	47.0596
WATER/WASTEWATER SYSTEMS OPERATOR IV	H	cwwso4	12/21/2015	73-11	7,381	7,751	8,138	8,544	8,972	42.5827	44.7173	46.9500	49.2923	51.7615

Exempt Classifications					Monthly Salary					Bi-Weekly 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 II	S	pacct2	12/21/2015	74-11	7,712	8,097	8,502	8,927	9,373	3559.38	3737.08	3924.00	4120.15	4326.00
ADMINISTRATIVE ANALYST II	S	padan2	12/21/2015	74-11	8,449	8,871	9,315	9,782	10,271	3899.54	4094.31	4299.23	4514.77	4740.46
ADMINISTRATIVE SERVICES MANAGER	S	asm	1/20/2015	2-15	0	0	0	0	16,099	0.00	0.00	0.00	0.00	7430.31
ASSISTANT ENGINEER	S	paseng	12/21/2015	74-11	8,460	8,883	9,325	9,792	10,281	3904.62	4099.85	4303.85	4519.38	4745.08
ASSISTANT PLANNER	S	paspln	12/21/2015	74-11	7,961	8,360	8,778	9,217	9,678	3674.31	3858.46	4051.38	4254.00	4466.77
ASSOCIATE CIVIL ENGINEER-SUBJECT MATTER EXPERT (SME)	S	paesme	12/21/2015	74-11	9,638	10,120	10,625	11,156	11,715	4448.31	4670.77	4903.85	5148.92	5406.92
ASSOCIATE ENGINEER-SUPERVISORY	S	maseng	12/21/2015	75-11	10,267	10,779	11,318	11,885	12,479	4738.62	4974.92	5223.69	5485.38	5759.54
ASSOCIATE PLANNER	S	pasopl	12/21/2015	74-11	8,702	9,136	9,592	10,072	10,576	4016.31	4216.62	4427.08	4648.62	4881.23
BUYER	S	pbuyer	12/21/2015	74-11	7,270	7,634	8,016	8,414	8,837	3355.38	3523.38	3699.69	3883.38	4078.62
CLEAN WATER PROGRAMS SPECIALIST	S	pcwpsp	12/21/2015	74-11	8,687	9,121	9,576	10,055	10,556	4009.38	4209.69	4419.69	4640.77	4872.00
COMMUNITY AFFAIRS SPECIALIST II	S	pcafs2	12/21/2015	74-11	8,096	8,501	8,926	9,372	9,841	3736.62	3923.54	4119.69	4325.54	4542.00



DSRSD Pay Schedule  
Pursuant to CCR Title 2 570.5

COMMUNITY AFFAIRS SUPERVISOR	S	mcasup	12/21/2015	75-11	10,306	10,820	11,363	11,931	12,528	4756.62	4993.85	5244.46	5506.62	5782.15
CUSTOMER SERVICES SUPERVISOR	S	mcssup	12/21/2015	75-11	9,275	9,738	10,224	10,737	11,274	4280.77	4494.46	4718.77	4955.54	5203.38
ELECTRICAL AND INSTRUMENTATION SUPERVISOR	S	meisup	12/21/2015	75-11	9,173	9,631	10,112	10,619	11,151	4233.69	4445.08	4667.08	4901.08	5146.62
EMPLOYEE DEVELOPMENT SPECIALIST	S	peedsp	12/21/2015	74-11	8,527	8,952	9,400	9,870	10,363	3935.54	4131.69	4338.46	4555.38	4782.92
ENGINEERING SERVICES MANAGER	S	esm	12/21/2015	3-15	0	0	0	0	17,714	0.00	0.00	0.00	0.00	8175.69
ENVIRONMENTAL SERVICES ADMINISTRATOR	S	mesadm	12/21/2015	75-11	12,302	12,915	13,561	14,238	14,951	5677.85	5960.77	6258.92	6571.38	6900.46
ENVIRONMENTAL CHEMIST II	S	pench2	12/21/2015	74-11	7,950	8,348	8,765	9,203	9,664	3669.23	3852.92	4045.38	4247.54	4460.31
EXECUTIVE SERVICES SUPERVISOR	S	messup	12/21/2015	75-11	10,996	11,546	12,123	12,727	13,365	5075.08	5328.92	5595.23	5874.00	6168.46
FIELD OPERATIONS SUPERVISOR	S	mfosup	12/21/2015	75-11	10,004	10,502	11,029	11,578	12,157	4617.23	4847.08	5090.31	5343.69	5610.92
FINANCIAL ANALYST	S	pfinan	12/21/2015	74-11	8,745	9,183	9,642	10,124	10,629	4036.15	4238.31	4450.15	4672.62	4905.69
FINANCIAL SERVICES SUPERVISOR	S	mfssup	12/21/2015	75-11	11,034	11,585	12,163	12,773	13,411	5092.62	5346.92	5613.69	5895.23	6189.69
GIS ANALYST II	S	pgisa2	12/21/2015	74-11	8,925	9,371	9,839	10,331	10,848	4119.23	4325.08	4541.08	4768.15	5006.77
GRAPHIC DESIGNER	S	pgrptc	12/21/2015	74-11	8,096	8,501	8,926	9,372	9,841	3736.62	3923.54	4119.69	4325.54	4542.00
HUMAN RESOURCES ANALYST II	S	hhran2	12/21/2015	76-11	8,521	8,947	9,394	9,862	10,357	3932.77	4129.38	4335.69	4551.69	4780.15
HUMAN RESOURCES SUPERVISOR	S	mhrsup	12/21/2015	75-11	10,826	11,366	11,933	12,532	13,156	4996.62	5245.85	5507.54	5784.00	6072.00
INFORMATION SERVICES SUPERVISOR	S	missup	12/21/2015	75-11	11,972	12,569	13,198	13,860	14,552	5525.54	5801.08	6091.38	6396.92	6716.31
INFORMATION TECHNOLOGY ANALYST II	S	pitan2	12/21/2015	74-11	9,111	9,566	10,044	10,547	11,074	4205.08	4415.08	4635.69	4867.85	5111.08
INTERIM GENERAL MANAGER	S	igm	11/3/2015	83-15	0	0	0	0	20,304	0.00	0.00	0.00	0.00	9371.00
LABORATORY SUPERVISOR	S	mlbsup	12/21/2015	75-11	10,093	10,596	11,127	11,682	12,268	4658.31	4890.46	5135.54	5391.69	5662.15
MECHANICAL SUPERVISOR	S	mmsup	12/21/2015	75-11	8,975	9,423	9,894	10,390	10,908	4142.31	4349.08	4566.46	4795.38	5034.46
OPERATIONS MANAGER	S	om	12/21/2015	79-11	0	0	0	0	17,283	0.00	0.00	0.00	0.00	7976.77
PRINCIPAL ENGINEER-SUBJECT MATTER EXPERT (SME)	S	ppesme	12/21/2015	74-11	11,538	12,114	12,721	13,357	14,024	5325.23	5591.08	5871.23	6164.77	6472.62
PRINCIPAL ENGINEER-SUPERVISORY	S	mpreng	12/21/2015	75-11	12,425	13,045	13,697	14,383	15,102	5734.62	6020.77	6321.69	6638.31	6970.15
SAFETY OFFICER	S	psafof	12/21/2015	74-11	8,978	9,427	9,898	10,393	10,912	4143.69	4350.92	4568.31	4796.77	5036.31
SENIOR CIVIL ENGINEER-SUBJECT MATTER EXPERT (SME)	S	psesme	12/21/2015	74-11	10,542	11,069	11,622	12,203	12,814	4865.54	5108.77	5364.00	5632.15	5914.15
SENIOR CIVIL ENGINEER-SUPERVISORY	S	mscesu	12/21/2015	75-11	11,293	11,860	12,452	13,074	13,726	5212.15	5473.85	5747.08	6034.15	6335.08
SENIOR ELECTRICAL ENGINEER-SUPERVISORY	S	msrees	12/21/2015	75-11	11,293	11,860	12,452	13,074	13,726	5212.15	5473.85	5747.08	6034.15	6335.08
SENIOR ENVIRONMENTAL CHEMIST	S	psrech	12/21/2015	74-11	8,687	9,121	9,576	10,055	10,556	4009.38	4209.69	4419.69	4640.77	4872.00
SENIOR MECHANICAL ENGINEER-SUPERVISORY	S	msrmes	12/21/2015	75-11	11,293	11,860	12,452	13,074	13,726	5212.15	5473.85	5747.08	6034.15	6335.08
SENIOR PLANNER	S	psrpln	12/21/2015	74-11	9,510	9,987	10,486	11,009	11,560	4389.23	4609.38	4839.69	5081.08	5335.38
WASTEWATER TREATMENT PLANT OPERATIONS SUPERVISOR	S	mwtpos	12/21/2015	75-11	12,302	12,915	13,561	14,238	14,951	5677.85	5960.77	6258.92	6571.38	6900.46

RESOLUTION NO. 91-15

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ADOPTING A PAY SCHEDULE IN ACCORDANCE WITH CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5, AND RESCINDING RESOLUTION NO. 48-15

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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. 48-15, the Board-adopted pay schedule was approved on June 16, 2015; and

WHEREAS, pursuant to Resolution No. 2-15, adopted January 20, 2015, this Board approved and authorized execution of an agreement for personal services with John Archer as Administrative Services Manager ("The Agreement"); and

WHEREAS, pursuant to Resolution No. 83-15, adopted October 6, 2015, this Board approved Amendment No. 1 to The Agreement appointing John Archer as Interim General Manager; and

WHEREAS, the specific language of The Agreement establishes a change in salary.

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

- (1) That the attached pay schedule titled DSRSD Pay Schedule, set forth in Exhibit "A" attached hereto and incorporated herein by reference is approved and adopted, and Resolution No. 48-15 is hereby rescinded and attached as Exhibit "B."

Res. No. 91-15

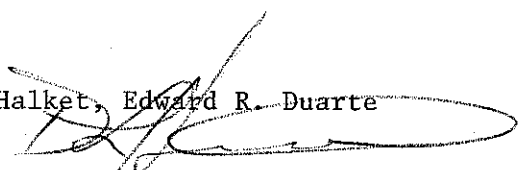
(2) That the pay schedule approved and adopted by this resolution shall be periodically updated by the Board of Directors, in accordance with the California Code of Regulations requirements.

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 3rd day of November 2015, and passed by the following vote:

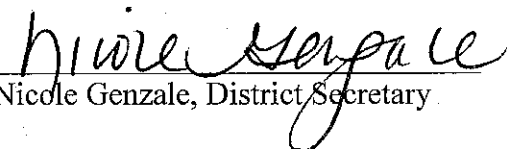
AYES: 3 - Directors Georgean M. Vonheeder-Leopold, Madelyne A. Misheloff, D.L. (Pat) Howard

NOES: 0

ABSENT: 2 - Directors Richard M. Halket, Edward R. Duarte

  
for Edward R. Duarte, President

ATTEST:

  
Nicole Genzale, District Secretary



Reference General Manager	Type of Action Discuss and Provide Direction	Board Meeting of January 5, 2016
Subject Review and Discuss Drought Management Program		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input checked="" type="checkbox"/> Other
REPORT:	<input checked="" type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	J. Archer
		<input type="checkbox"/> Board Member

## Recommendation:

The General Manager recommends the Board of Directors receive comments from the public related to the District's Drought Management Program, discuss those as appropriate and, by Consensus, provide appropriate direction to staff and/or Board Committees for follow-up or action at this or a future Board meeting.

## Summary:

On May 19, 2015 the Board updated the District's Drought Management Program by taking various actions that will run through the end of the State of Community Drought Emergency on February 29, 2016. On October 20, 2015 the Board made various changes to the Drought Management Plan that will be applicable in the fall and winter months through February 29, 2016. The elements of the current program include the following:

- Extended the Community Drought Emergency;
- Established Water Use Curtailment Goals;
- Adopted Water Use Limitations (various blanket exemptions approved October 20, 2015);
- Adopted Penalties and Enforcement Provisions;
- Adopted Water Shortage Rate Stage 2 (Adopted Stage 1 Water Shortage Rates on October 20, 2015);
- Approved a Wise Water User Credit for FYE 2016 (Suspended effective with the Stage 1 Water Shortage Rates);
- Approved an Enhanced Rebate Program (amended on June 16, 2015 and again on October 20, 2015);
- Endorsed the FYE 2016 Drought Response Action Plan; and
- Approved budget amendments for FYE 2016 related to Drought Management Activities.

The various aspects of the Drought Management Program affect all customers of the District in various ways. To be as open and transparent as possible, the Board wishes to allow the public an opportunity to address the Board on the various aspects of the Drought Management Program in a manner that can lead to a productive outcome. The public may always address the Board under the "Public Comment" portion of the Board agenda. However, for public comment made at that time, the Board is precluded from having substantive discussions in response to the public comment received. This agenda item allows the Board to engage in a substantive discussion of issues that may be raised by the public and also to provide staff or a Board Committee appropriate direction related to the Drought Management Program in a timely fashion. This item will be a standing item on the Board agenda throughout the duration of the Community Drought Emergency which is currently scheduled to expire on February 29, 2016.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR J. Archer	DEPARTMENT Executive	REVIEWED BY
<b>ATTACHMENTS</b> <input checked="" type="checkbox"/> None						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source A. B.		Attachments to S&R 1. 2. 3.			



Reference Engineering Services Manager	Type of Action Discuss and Provide Direction	Board Meeting of January 5, 2016
Subject: Discuss 2016 Legislative Advocacy		
<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
<input checked="" type="checkbox"/> Staff	D. McIntyre	<input type="checkbox"/> Board Member

## Recommendation:

The Engineering Services Manager recommends the Board of Directors discuss the Board's legislative advocacy efforts for 2016 and determine, by Consensus, that 2016 efforts should be focused at the state level and that appropriate Boardmembers and staff should attend the March 9, 2016 ACWA Legislative Symposium in Sacramento.

## Summary:

There are a number of forums and opportunities that the District uses to advance the District's interests through legislative advocacy at both the state and federal levels. On a regular basis, the District works through existing collaborative legislative advocacy efforts of the major utility associations, the California Association of Sanitation Agencies (CASA) and the Association of California Water Agencies (ACWA). These two associations continually advocate with state and federal legislators for grant opportunities and regulatory reform.

In addition to these joint efforts, Boardmembers and staff also advocate directly with state and federal legislators for grant opportunities. Recently, District Boardmembers have focused on legislative advocacy by participating in the annual CASA conference in Washington, D.C. and visiting congressional representatives in concert with other elected and appointed officials from CASA agencies. Last year, Director Duarte attended the CASA Washington, D.C. conference in February. The upcoming 2016 Washington, D.C. conference is scheduled for February 22-24. Another venue that offers a convenient platform to advocate for the District's interests at the state level is the upcoming ACWA 2016 Legislative Symposium in Sacramento scheduled for March 9. Typically, Boardmembers have not attended this annual state legislative advocacy event.

With the state of California focused on the on-going drought issue, and with federal legislators facing potential gridlock in a presidential election year, staff concludes that the District should focus its legislative advocacy efforts at the state level. Moreover, given the intensive demand on staff time to participate in the CASA conference in Washington, D.C. and given the low probability of federal funds becoming available for local projects in the near term, staff recommends that Boardmembers and staff not attend the February CASA conference. Rather, an appropriate Board delegation and staff should attend the March 9th ACWA Legislative Symposium to advocate for local projects related to expensive water supply projects.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR D. McIntyre	DEPARTMENT Eng Services	REVIEWED BY
<b>ATTACHMENTS</b> <input type="checkbox"/> None						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source		Attachments to S&R 1. 2016 Legislative Budget and Actual Detail Spending 2. 3.			

**Division: 10**  
**Fiscal Year(s) Ending: 2016**  
**Budget Level: 6-Board Approval**

**Placeholders: Include**  
**Budget Adjustments: Include**

### Division 10 Budget Detail

Account	Title	Account Number	Description	FYE 2016
100	Salaries	900.10.10.000.1.100	Salaries	56,160.00
			<b>Salaries Total</b>	<b>56,160.00</b>
125	Medical	900.10.10.000.1.125	Medical	25,104.00
			<b>Medical Total</b>	<b>25,104.00</b>
126	Retirement	900.10.10.000.1.126	Retirement	5,330.72
			<b>Retirement Total</b>	<b>5,330.72</b>
127	Other Benefits	900.10.10.000.1.127	Other Benefits	10,352.64
			<b>Other Benefits Total</b>	<b>10,352.64</b>
140	Training Costs	200.10.10.000.1.140	Conference: 2 Boardmembers, 3 CASA Conferences (split 50/50 with Local/Regional)	4,500.00
			Conference: 1 Boardmembers, CASA Conference (Washington DC) (50% Local/50% Regional)	1,750.00
		300.10.10.000.1.140	Conference: 2 Boardmembers, 3 CASA Conferences (split 50/50 with Local/Regional)	4,500.00
			Conference: 1 Boardmembers, CASA Conference (Washington DC) (50% Local/50% Regional)	1,750.00
		600.10.10.000.1.140	Conference: 2 Boardmembers, 2 ACWA Conferences	6,000.00
		900.10.10.000.1.140	Conference: 1 Boardmembers, 1 Conference	1,500.00
			<b>Training Costs Total</b>	<b>20,000.00</b>
270	Office Supplies	900.10.10.000.2.270	General Supplies & Recognition Plaques	2,000.00
			Special Office Supplies	800.00
			<b>Office Supplies Total</b>	<b>2,800.00</b>
312	Professional Services	900.10.10.000.3.312	Auditor	33,000.00
			<b>Professional Services Total</b>	<b>33,000.00</b>

340	Other Services	900.10.10.000.3.340	Employee Recognition Event	20,000.00
			Delivery Charges for Board Packets	3,500.00
			2016 Board Election (estimated @ 3.00/registered voter @ 45,000)	
			James B. Kohnen Scholarship (payble to ACWA & CASA)	2,000.00
			Other Services Total	
400	Meetings	900.10.10.000.4.400	Board, Community & Other Meetings	700.00
			Meetings Total	
Division Total				178,947.36

expdetl.rpt

12/28/2015 11:50AM

Periods: 0 through 6

## Expenditure Detail Report

Dublin San Ramon Services District

07/01/2015 through 12/31/2015

## 10 Legislative

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
10.1 Personnel						
200.10.10.000.1.140 Training Costs	6,250.00	0.00	0.00	0.00	6,250.00	0.00
7/13/2015 invoice IN 9474948		262.50				
Line Description: 2015 CASA ANNUAL CONFERENCE - Vendor: 00130 CASA		Check # 86162				
8/22/2015 invoice IN 128472		370.51				
Line Description: GRAND HYATT MANCHESTER - 2015 Vendor: 05928 MANCHESTER GRAND HYATT, SAN DIEGO		Check # 86550				
11/4/2015 invoice IN 2015 Casa Annual Con		379.62				
Line Description: 2015 CASA ANNUAL CONFERENCE - Vendor: 05305 VONHEEDER-LEOPOLD, GEORGEAN		Check # 87091				
11/4/2015 invoice IN CASA Retreat		498.77				
Line Description: 2015 CASA BOARD RETREAT - DIRE Vendor: 05305 VONHEEDER-LEOPOLD, GEORGEAN		Check # 87155				
11/16/2015 invoice IN AL0ECCD618E7		262.50				
Line Description: CASA - 2016 WINTER CONFERENCE Vendor: 00130 CASA		Check # 87421				
11/16/2015 invoice IN AU0ED624O5A		262.50				
Line Description: CASA - 2016 WINTER CONFERENCE Vendor: 00130 CASA		Check # 87421				
11/17/2015 invoice IN 514125A		99.85				
Line Description: HILTON HOTEL - ADVANCE DEPOSIT Vendor: 06940 HILTON PALM SPRINGS		Check # 87421				
11/17/2015 invoice IN 514321A		99.85				
Line Description: HILTON HOTEL - ADVANCE DEPOSIT Vendor: 06940 HILTON PALM SPRINGS		Check # 87421				
11/17/2015 invoice IN 514328		99.85				
Line Description: HILTON HOTEL - ADVANCE DEPOSIT Vendor: 06940 HILTON PALM SPRINGS		Check # 87421				
200.10.10.000.1.140 Training Costs	6,250.00	2,335.95	2,335.95	0.00	3,914.05	37.38
300.10.10.000.1.140 Training Costs	6,250.00	0.00	0.00	0.00	6,250.00	0.00
7/13/2015 invoice IN 9474948		262.50				
Line Description: 2015 CASA ANNUAL CONFERENCE - Vendor: 00130 CASA		Check # 86162				



## Expenditure Detail Report

Dublin San Ramon Services District  
07/01/2015 through 12/31/2015

## 10 Legislative

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
300.10.10.000.1.140 Training Costs	(Continued)					
8/22/2015 invoice IN 128472		370.52				
Line Description: GRAND HYATT MANCHESTER - 2015						
Vendor: 05928 MANCHESTER GRAND HYATT, SAN DIEGO	Check # 86550					
11/4/2015 invoice IN 2015 Casa Annual Con		379.61				
Line Description: 2015 CASA ANNUAL CONFERENCE -						
Vendor: 05305 VONHEEDER-LEOPOLD, GEORGEAN	Check # 87091					
11/4/2015 invoice IN CASA Retreat		498.77				
Line Description: 2015 CASA BOARD RETREAT - DIRE						
Vendor: 05305 VONHEEDER-LEOPOLD, GEORGEAN	Check # 87155					
11/16/2015 invoice IN AL0ECCD618E7		262.50				
Line Description: CASA - 2016 WINTER CONFERENCE						
Vendor: 00130 CASA	Check # 87421					
11/16/2015 invoice IN AU0ED624O5A		262.50				
Line Description: CASA - 2016 WINTER CONFERENCE						
Vendor: 00130 CASA	Check # 87421					
11/17/2015 invoice IN 514125A		99.85				
Line Description: HILTON HOTEL - ADVANCE DEPOSIT						
Vendor: 06940 HILTON PALM SPRINGS	Check # 87421					
11/17/2015 invoice IN 514321A		99.85				
Line Description: HILTON HOTEL -DEPOSIT (1NIGHT)						
Vendor: 06940 HILTON PALM SPRINGS	Check # 87421					
11/17/2015 invoice IN 514328		99.85				
Line Description: HILTON HOTEL - ADVANCE DEPOSIT						
Vendor: 06940 HILTON PALM SPRINGS	Check # 87421					
300.10.10.000.1.140 Training Costs	6,250.00	2,335.95	2,335.95	0.00	3,914.05	37.38
600.10.10.000.1.140 Training Costs	6,000.00	0.00	0.00	0.00	6,000.00	0.00
10/20/2015 invoice IN 07025-Z1W0G8		695.00				
Line Description: ACWA 2015 FALL CONFERENCE -						
Vendor: 00009 ACWA	Check # 87156					
10/27/2015 invoice IN 07112-V6Z2Z9		695.00				
Line Description: ACWA - 2015 FALL CONFERENCE -						
Vendor: 00009 ACWA	Check # 87421					

## Expenditure Detail Report

Dublin San Ramon Services District

07/01/2015 through 12/31/2015

## 10 Legislative

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
600.10.10.000.1.140 Training Costs	(Continued)					
12/10/2015 invoice IN 1 - Archer GM		50.58				
Line Description: Travel Reimbursement - 2015 AC						
Vendor: 00053 ARCHER, JOHN	Check # 87587					
600.10.10.000.1.140 Training Costs	6,000.00	1,440.58	1,440.58	0.00	4,559.42	24.01
900.10.10.000.1.140 Training Costs	1,500.00	0.00	0.00	0.00	1,500.00	0.00
7/10/2015 invoice IN 50579		550.00				
Line Description: 2015 ANNUAL CONFERENCE - REGIS						
Vendor: 00206 CSDA	Check # 86162					
11/4/2015 invoice IN CSDA CONF - 2015		605.52				
Line Description: 2015 CSDA ANNUAL CONFERENCE -						
Vendor: 05305 VONHEEDER-LEOPOLD, GEORGEAN	Check # 87091					
900.10.10.000.1.140 Training Costs	1,500.00	1,155.52	1,155.52	0.00	344.48	77.03
<b>Total Legislative</b>	20,000.00	7,268.00	7,268.00	0.00	12,732.00	36.34
<b>Grand Total</b>	20,000.00	7,268.00	7,268.00	0.00	12,732.00	36.34



Reference General Counsel	Type of Action Briefing and Discussion	Board Meeting of January 5, 2016
Subject Annual Briefing Related to District Governance (Brown Act, Public Records Act and Conflict of Interest)		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input checked="" type="checkbox"/> Presentation
	<input type="checkbox"/> Staff	C. Nelson
		<input type="checkbox"/> Board Member

## **Recommendation:**

The General Manager recommends that the Board of Directors receive an informational presentation about the Ralph M. Brown Act - Open Meetings for Local Legislative Bodies (the "Brown Act"), the California Public Records Act (CPRA), and various statutory Conflicts of Interest (COI) provisions, and discuss with District General Counsel any questions that a Boardmember may have regarding these requirements.

## **Summary:**

Annually, General Counsel briefs the Board on the requirements of the Brown Act, the CPRA and various COI statutes. General Counsel will share information on recent amendments to pertinent statutes and regulations and how these affect District operations and the Board of Directors.

This annual briefing complies with the District's Strategic Plan – Goal 3.01 – "Govern in an Effective, Efficient, Open and Transparent Manner," as well as Strategic Work Plan Item 3.01.03: "Monitor Board compliance with and provide training for Ethics, Conflict of Interest, Brown Act, Public Records Act, FPPC Disclosures, and Anti-Harassment."

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Yes	ORIGINATOR J. Archer	DEPARTMENT Executive	REVIEWED BY
<b>ATTACHMENTS</b> <input checked="" type="checkbox"/> None						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source A. B.		Attachments to S&R 1. 2. 3.			