

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

**April 19, 2016**

**1. CALL TO ORDER**

A regular meeting of the Board of Directors was called to order at 6:01 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 Edward R. Duarte, Director Madelyne (Maddi) A. Misheloff, and Director Georange M. Vonheeder-Leopold.

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

**4. SPECIAL ANNOUNCEMENTS/ACTIVITIES - None**

**5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:02 p.m.**

– There was no public comment received.

**6. REPORTS**

**A. Reports by General Manager and Staff**

- Event Calendar – General Manager McIntyre reported on the following:
  - o The Association of California Water Agencies (ACWA) Spring Conference will be held May 3-6, 2016 in Monterey. General Manager McIntyre and Director Misheloff are planning to attend. In light of the conflict with the May 3 Board meeting, the Board agreed to cancel the meeting.
  - o The City of Dublin State-of-the-City Address will be delivered by Dublin Mayor Haubert on Wednesday April 20, 2016 at the Shannon Community Center.
  - o Operations Manager Dan Gallagher's retirement celebration will be held Monday May 2, 2016.
  - o The California Special District's Association call for Board nominations will close Monday May 30, 2016. Please notify the General Manager or District Secretary if interested in being nominated.
  - o East Bay Municipal Utility District Director John Coleman will hold a briefing Thursday May 26, 2016 at the Walnut Creek Library.

- Correspondence to and from the Board on an Item not on the Agenda – None
- B. Agenda Management (consider order of items) – No changes were made
- C. Committee Reports  
Water Resources

April 18, 2016

President Howard invited comments on recent committee activities. Directors felt the available staff report adequately covered the matters considered at the committee meeting and made a few comments about some of the committee activities.

7. APPROVAL OF MINUTES – Regular Meeting of April 5, 2016

Director Misheloff MOVED for the approval of the April 5, 2016 minutes. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSTENTION (Halket).

8. CONSENT CALENDAR

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

- A. Authorize Amendment No. 1 to Task Order No. OC-20 with Carollo Engineers for Engineering Design Services for the Dublin Trunk Sewer Rehabilitation (CIP 16-S021) – Approved
- B. Accept the Following Regular and Recurring Reports: District Financial Statements, Warrant List, and Unexpected Asset Replacement Requests – Approved

9. BOARD BUSINESS

- A. Accept Water Supply and Demand and Drought Response Reports and Find that the Need for the Community Drought Emergency Still Exists

General Manager McIntyre reviewed the item for the Board and presented additional background information and updates regarding California reservoir levels as of April 18, 2016. He also noted a correction to the Water Supply Report for Lake Oroville storage which should show more than 100% of normal not 90%. He reviewed the Department of Water Resources' provisions and projected demands, previewed Zone 7's upcoming Board item of Tri-Valley water supply, and reported that the State Water Resources Control Board (SWRCB) will meet Tuesday May 3, 2016 to consider actions on statewide conservation regulations. The Association of California Water Agencies has submitted a comment letter recommending the SWRCB rescind mandatory conservation regulations and replace with voluntary conservation. Lastly, he stated staff's recommendation to

present the Water Supply and Demand and Drought Response Reports to the Board only upon needed updates or unusual occurrences.

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

The Board and staff discussed the monthly reporting and the Board directed that the Water Supply and Demand and Drought Response Reports continue to be brought to the Board regularly with the modification that the report information be streamlined to a one page document, presenting updates and actions of the State Board.

B. Approve Proclamation Honoring Retiring Operations Manager Daniel P. Gallagher

General Manager McIntyre reviewed the item for the Board.

Director Misheloff MOVED to accept the Proclamation Honoring Retiring Operations Manager Daniel P. Gallagher. Vice President Halket SECONDED the MOTION, which CARRIED with FIVE AYES.

Mr. McIntyre and the Board presented the proclamation to Mr. Gallagher and thanked him for his ten years of valued service to the District.

C. Authorize Task Order No. 2 with HydroScience Engineers, Inc., and Task Order No. 004 with City of Pleasanton under the Tri-Valley Intergovernmental Reciprocal Services Agreement

General Manager McIntyre introduced Sr. Civil Engineer – Supervisory Steve Delight who reviewed the item for the Board. Mr. Delight also introduced from the audience Mr. Leonard Olive, Assistant Director of Operations Services for City of Pleasanton, who thanked the Board for considering approval of the proposed task orders.

Vice President Halket MOVED to accept Task Order No. 2 with HydroScience Engineers, Inc., and Task Order No. 004 with City of Pleasanton under the Tri-Valley Intergovernmental Reciprocal Services Agreement. Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

D. March 2016 Water System Master Plan: Accept Final Report

General Manager McIntyre introduced Principal Engineer - Supervisory Rhodora Biagtan who reviewed the item for the Board. Ms. Biagtan provided a presentation to the Board regarding potable and recycled water system demands and evaluations, recommendations for infrastructure improvements, and projected improvement costs. She introduced Elizabeth Drayer from West Yost Associates, the consultants

who prepared the Plan under staff direction. Ms. Biagtan and Ms. Drayer addressed questions from the Board regarding projected timelines of the reservoir buildout, which is estimated to be near 2020 based on project timelines in Dublin and San Ramon.

Vice President Halket MOVED to adopt Resolution No. 22-16, accepting the March 2016 Water System Master Plan (CIP 14-W007). Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

E. Approve Personal Services Agreement between the District and Daniel C. Lopez as Interim Operations Manager

General Manager McIntyre reviewed the item for the Board.

Vice President Halket MOVED to adopt Resolution No. 23-16, approving and authorizing Execution of an Agreement for Personal Services between Daniel C. Lopez and Dublin San Ramon Services District. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

F. Nomination of Candidate to Fill Seat on Alameda County Local Agency Formation Commission

General Manager McIntyre reviewed the item for the Board.

The Board inquired if Director Vonheeder-Leopold would be interested in being nominated as she is currently the alternate delegate for the Commission. Director Vonheeder-Leopold stated that she did not wish to challenge the incumbent, Ralph Johnson, who she cited is doing an exceptional job.

The Board took no action on the item.

10. **BOARDMEMBER ITEMS**

Director Vonheeder-Leopold submitted written reports to Executive Services Supervisor Genzale. She reported that she attended the Dublin Chamber of Commerce Economic Development Committee meeting April 7, 2016 at City of Dublin, the California Association of Sanitation Agencies Board of Directors meeting on April 11, 2016 in Sacramento, and the Alameda County Special District's Association Executive Committee meeting on April 13, 2016 at Castro Valley Sanitary District. She summarized the activities and discussions at the meetings.

Director Duarte reported that he attended the Contra Costa County Special District's Association meeting on April 18, 2016 at Central Contra Costa Sanitation District in Martinez. He summarized the activities and discussions at the meetings.

11. **CLOSED SESSION**

At 7:00 p.m. the Board went into Closed Session.

A. Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6

Agency Negotiator: Dan McIntyre, General Manager

Unrepresented Employees: Interim Operations Manager

Administrative Services Manager

Engineering Services Manager

Operations Manager

Additional attendees: Carl P. A. Nelson, General Counsel

Michelle Gallardo, Human Resources Supervisor

12. **REPORT FROM CLOSED SESSION**

At 7:13 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 7:19 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor