

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

August 15, 2017

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:02 p.m. by President Richard Halket.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President Richard M. Halket, Director D.L. (Pat) Howard, Director Edward R. Duarte, and Director Madelyne (Maddi) A. Misheloff.

Director Georgean M. Vonheeder-Leopold was absent.

District staff present: Dan McIntyre, General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Judy Zavadil, Engineering Services Manager; Jeff Carson, Operations Manager; Carl P.A. Nelson, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

New Employee Introductions:

Alex Ortega, Water/Wastewater Systems Operator II
Sean Sargiotto, Water/Wastewater Systems Operator II
Diane Griffin, Laboratory Supervisor

General Manager McIntyre announced Zone 7 Water Agency (Zone 7) and the Department of Water Resources (DWR) are holding a joint event Wednesday, October 4 at 2 p.m. near the Lake Del Valle Dam to celebrate Zone 7's 60th anniversary, and Lake Del Valle's 50th anniversary. He also offered the Board the opportunity to learn more about recent water quality issues at a Special Workshop meeting or at a Water Resources Committee that could be held in September.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:07 p.m. No public comment was received.

6. REPORTS

A. Reports by General Manager and Staff

- Event Calendar – General Manager McIntyre reported on the following:
 - o The annual Tri-Valley Mayor's Summit will be held Wednesday, August 16 at the Shannon Community Center in Dublin. DSRSD has sponsored a table to seat the staff and Boardmembers attending.
 - o The California Association of Sanitation Agencies (CASA) annual conference will be held August 22 to 24 in San Diego. A few staff and Boardmembers will be attending.

- o A Special Board meeting is scheduled for Tuesday, August 29 at 6 p.m. to hold a closed session regarding labor negotiations and the General Manager evaluation.
 - o A Special Board meeting will be scheduled for the week of September 11 to hold a closed session regarding the General Manager evaluation.
 - o A letter opposing Senate Bill 623 was submitted by the District to the State Assembly, per request of ACWA (Association of California Water Agencies). A copy has been provided to the Board this evening. SB 623 recommends a surcharge on all water usage in the state to provide a revenue stream for disadvantaged communities.
- Correspondence to and from the Board on an Item not on the Agenda - None
- B. Joint Powers Authority and Committee Reports - None
- C. Agenda Management (consider order of items) – No changes were made.
7. APPROVAL OF MINUTES – Regular Meeting of August 1, 2017
- Director Misheloff MOVED for the approval of the August 1, 2017 minutes. Director Duarte SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Vonheeder-Leopold).
8. CONSENT CALENDAR
- Director Howard MOVED for approval of the Items on the Consent Calendar. Director Misheloff SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Vonheeder-Leopold).
- A. Approve Resolution Supporting Grant Application to Federal Bureau of Reclamation for the DSRSD Recycled Water Treatment Facilities Expansion Phase 2 Project (CIP 16-R014) – Approved – Resolution No. 42-17
- B. Accept the Following Regular and Recurring Report: Warrant List – Approved
9. BOARD BUSINESS
- A. Consider a Letter of Support for a Permanent Valley Children’s Museum in Dublin and Provide Direction
- General Manager McIntyre reviewed the item for the Board, and noted the Dublin City Council will consider approval of a memorandum of understanding (MOU) with the Valley Children’s Museum this evening.
- The Board briefly discussed the City’s proposed MOU, and the Board’s support for submitting an endorsement letter to the City.
- Director Duarte MOVED for approval of a Letter to Endorse a Permanent Location for the Valley Children’s Museum. Director Misheloff SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Vonheeder-Leopold).

B. Revise the Utility Billing Adjustments Policy and Rescind Resolution No. 35-13

Administrative Services Manager Atwood reviewed the item for the Board. She introduced Customer Services Supervisor Vicki Goldman who demonstrated the District's AquaHawk Alerting Customer Portal (AquaHawk) system and explained some of the features, abilities, and reporting services that the system provides to staff and customers, including real-time water consumption, leak detection, and alerting options which save customers and staff effort, money, and time.

The Board and staff discussed the powerful attributes of the system, and how effective AquaHawk has proven to be for customers and the District both during the drought and in everyday water management. Ms. Goldman also explained that the policy exception allowing for adjustments to non-residential customers' flow-based sewer bill remains in the policy to address certain occurrences that have come up in the past.

Director Duarte MOVED to adopt Resolution No. 43-17, Revising the Utility Billing Adjustments Policy and Rescinding Resolution No. 35-13. Director Howard SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Vonheeder-Leopold).

10. BOARDMEMBER ITEMS - None

11. CLOSED SESSION

At 6:39 p.m. the Board went into Closed Session.

A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957
Title: District General Counsel

12. REPORT FROM CLOSED SESSION

At 6:53 p.m. the Board came out of Closed Session. President Halket announced that there was no reportable action.

13. ADJOURNMENT

President Halket adjourned the meeting at 6:54 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor