

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

**February 6, 2018**

**1. CALL TO ORDER**

A regular meeting of the Board of Directors was called to order at 6:01 p.m. by President Vonheeder-Leopold.

Prior to the call to order, District Secretary Nicole Genzale reported that an External Affairs Committee meeting was held earlier today, attended by President Vonheeder-Leopold and Director Halket. In accordance with DSRSD's Day of Service policy, no Director will receive any compensation or stipend for participating in more than one meeting on this date.

**2. PLEDGE TO THE FLAG**

**3. ROLL CALL**

Boardmembers present at start of meeting:

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

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

**4. SPECIAL ANNOUNCEMENTS/ACTIVITIES**

General Manager McIntyre reported the District's first Citizen's Water Academy is garnering a lot of interest and available seats are filling up quickly.

New Employee Introduction:

Kamarray Pruitt, Customer Service Representative I

Michael Dela Rosa, Mechanic II

Isidro Lopez, Mechanic II

**5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:05 p.m. No public comment was received.**

**6. REPORTS**

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

- Event Calendar – General Manager McIntyre reported on the following:
  - o The next Tri-Valley Water Liaison Committee meeting will be hosted by City of Livermore on Thursday, March 1 at 4 p.m. The joint potable reuse feasibility study will be presented.
- Correspondence to and from the Board on an Item not on the Agenda – None

**6.B. Joint Powers Authority and Committee Reports**

DERWA – February 5, 2018

External Affairs – February 6, 2018

President Vonheeder-Leopold invited comments on recent JPA/Committee activities. Director Howard reported DERWA elected 2018 officers, and some staff and DERWA Boardmembers will attend Central Contra Costa Sanitary District's (Central San) March 1 Board meeting to support DERWA's proposal to acquire supplemental wastewater supply. Director Halket reported the External Affairs Committee prepared for upcoming liaison meetings. He also requested General Manager McIntyre provide the Board with an update from the Central San Board meeting.

6.C. Agenda Management (consider order of items) – No changes were made.

7. APPROVAL OF MINUTES

7.A. Regular Meeting Minutes of January 16, 2018

Vice President Misheloff MOVED for the approval of the January 16, 2018 minutes. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

8. CONSENT CALENDAR

Director Halket MOVED for approval of the item on the Consent Calendar. Director Howard SECONDED the MOTION, which CARRIED with FIVE AYES.

8.A. Approve Board Committee and Joint Powers Authority Assignments for Calendar Year 2018 – Approved

9. BOARD BUSINESS

9.A. Elect to Become Subject to the California Uniform Public Construction Cost Accounting Act

General Manager McIntyre advised the Board that Items 9.A and 9.B are related, however, Item 9.B will be carried over to February 20 to further clarify the proposed ordinance language. The Board agreed to consider only Item 9.A this evening.

Financial Services Supervisor Vaden reviewed the item for the Board. The Board and staff discussed aspects of the Act should the District elect to become subject to it, including gaining greater flexibility to approve and execute projects, and requiring awarding of contracts over \$175,000 with a four-fifths affirmative vote of the Board, plus a determination that the District's cost estimate is reasonable.

Director Howard MOVED to adopt Resolution No. 7-18, Electing to Become Subject to the California Uniform Public Construction Cost Accounting Act. Vice President Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

Staff affirmed that the proposed ordinance, as well as a revised Purchasing policy reflecting updates based on electing the Act, will be agendized for the February 20 Board meeting.

9.B. First Reading: Introduction of Ordinance Revising District Code Section Adding Section 7.40.050, Informal Bidding Procedures, and Renumbering as Section 7.40.060 Former Section 7.40.050 Policies and Procedures for Purchasing Supplies and Equipment

Director Howard MOVED to delay Item 9.B to the February 20 Board meeting. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

9.C. Reject Apparent Low Bid, Award Construction Agreement to GSE Construction Company, Inc., for the Water Distribution System Water Quality Improvements Project (CIP 15-W017), and Approve Budget Adjustment

Engineering Services Manager Zavadil reviewed the item for the Board. The Board and staff discussed various aspects of the project. Ms. Zavadil described the first installation of the chloramination system at Reservoir 1A and explained that the proposed budget adjustment would enable staff to avoid the issues encountered at Reservoir 1A by factoring in the staff time and construction related costs for the installation at Reservoir 3B.

Vice President Misheloff MOVED to adopt Resolution Nos. 8-18 and 9-18, Rejecting the Apparent Low Bid and Approving and Authorizing Execution of Agreement with GSE Construction Company, Inc. for Construction of the Water Distribution System Water Quality Improvements Project (CIP 15-W017), and Approving an Adjustment to the Capital Improvement Program Two-Year Budget for Fiscal Years Ending 2018 and 2019 to Increase the Project Budget for the Water Distribution System Water Quality Improvements Project (CIP 15-W017). Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

9.D. Receive Report on Los Vaqueros Expansion Project

General Manager McIntyre reviewed the item for the Board. He provided background information on Proposition 1, a voter approved \$7.5 billion water bond for investing in state water management systems. Twelve agencies applied to the California Water Commission for funding. He explained a January Valley Times article misstated that none of the agencies qualified, however, the applications are still under review to clarify the methodology used to meet requirements. The article also misstated Los Vaqueros Reservoir would add 275,000 acre-feet (AF) of new water storage, when in fact, it would increase the existing 160,000 (AF). The Board and staff further discussed the Proposition 1 funding and application process, as well as the potential benefits and impacts to the District should the Los Vaqueros Expansion Project receive funding.

9.E. Receive Presentation on Proposition 218 Basics

General Counsel Nelson gave a presentation to the Board which identified charges subject to Proposition 218, and reviewed the substantive requirements and adoption procedures for rates and assessments under Proposition 218, and for charges under Proposition 26. The slide presentation was distributed to the Board for reference. The Board and staff discussed aspects of the presentation. Staff confirmed an item presenting possible approaches to revise the annual Dougherty Valley Standby Charge District 2001-1 assessment and the related Proposition 218 actions will be brought to the Board in March.

9.F. Receive Presentation and Provide Direction on Board Briefings and Workshops

General Manager McIntyre reviewed the item for the Board. The Board conveyed interest in receiving briefings or workshop presentations on topics such as the San Juan Capistrano rate decision, the District's SCADA (Supervisory Control and Data Acquisition) system, emergency response planning and water rates. The Board agreed the particular topic and length of presentation would best determine whether or not the briefing should be presented at a Special Workshop or a Regular Board meeting.

**10. BOARDMEMBER ITEMS**

- Submittal of Written Reports from Travel and Training Attended by Directors

President Vonheeder-Leopold submitted written reports to Executive Services Supervisor Genzale. She reported that she attended the California Association of Sanitation Agencies (CASA) Winter conference, the CASA Board of Directors meeting, and the Bay Area Biosolids Coalition meeting in Palm Springs January 24-26, 2018. The District received a certificate of recognition for contributing to CASA's scholarship fund. She summarized the activities and discussions at the meetings.

- Request New Agenda Item Be Placed on a Future Board of Committee Agenda

The Board requested staff agendize an item for the February 20 Board meeting to prepare for attending the Central Contra Costa Sanitary District Board meeting on March 1 in support of a potential agreement with DERWA to provide supplemental wastewater supply.

**11. CLOSED SESSION**

At 7:23 p.m. the Board went into Closed Session.

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

Agency Negotiator: Dan McIntyre, General Manager

Carol Atwood, Administrative Services Manager

Michelle Gallardo, Human Resources and Risk Supervisor

Employees Organizations: 1. Stationary Engineers Local 39

2. Mid-Management Employees' Bargaining Unit

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

**12. REPORT FROM CLOSED SESSION**

At 7:32 p.m. the Board came out of Closed Session. President Vonheeder-Leopold announced that there was no reportable action.

**13. ADJOURNMENT**

President Vonheeder-Leopold adjourned the meeting at 7:33 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary