



# AGENDA

## NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, November 5, 2019

PLACE: Shannon Community Center, Ambrose Hall  
11600 Shannon Avenue, Dublin, CA 94568

**Our mission is to protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner.**

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL – Members: Duarte, Halket, Johnson, Misheloff, Vonheeder-Leopold
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
  - New Employee Introduction
5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)

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. Speaker 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.
6. REPORTS
  - 6.A. Reports by Staff
    - Event Calendar
    - Correspondence to and from the Board
  - 6.B. Joint Powers Authority and Committee Reports
  - 6.C. Agenda Management (consider order of items)
7. CONSENT CALENDAR

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 or the public prior to the time the Board votes on the Motion to adopt.

  - 7.A. Approve Regular Meeting Minutes of October 15, 2019  
**Recommended Action:** Approve by Motion
  - 7.B. Adopt Revised Ticket Distribution Policy and Rescind Resolution No. 82-15  
**Recommended Action:** Adopt Policy by Resolution
  - 7.C. Approve Amendment to District's Conflict of Interest Code  
**Recommended Action:** Approve by Resolution

8. BOARD BUSINESS

8.A. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists

**Recommended Action:** Approve by Motion

8.B. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists

**Recommended Action:** Approve by Motion

8.C. Second Reading: Adopt Ordinance Increasing the Directors' Rate of Compensation for Each Day of Service, Repealing Ordinance No. 312, and Rescinding Resolution Nos. 27-09 and 44-11

**Recommended Action:** Waive Reading by Motion and Adopt Ordinance

8.D. Receive Presentation on Per- and Polyfluoroalkyl Substances (PFAS)

**Recommended Action:** Receive Presentation

8.E. Receive Presentation on the Regional Wastewater Fund 10-Year Financial Planning Model

**Recommended Action:** Receive Presentation

8.F. Review Draft Presentation of the State of DSRSD for Fiscal Year 2018-2019 and Provide Direction

**Recommended Action:** Review and Provide Direction

8.G. Receive Report on Pacific Gas and Electric Company's Public Safety Power Shutoff Program

**Recommended Action:** Receive Report

9. BOARD MEMBER ITEMS

- Submittal of Written Reports for Day of Service Events Attended by Directors
- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

10. ADJOURNMENT

*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 DSRSD Field Operations Facility at 7035 Commerce Circle, Pleasanton, 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**

**Item 7.A.**

**October 15, 2019**

**1. CALL TO ORDER**

A regular meeting of the Board of Directors was called to order at 6:03 p.m. by Vice President Duarte.

**2. PLEDGE TO THE FLAG**

**3. ROLL CALL**

**Boardmembers present at start of meeting:**

Vice President Edward R. Duarte, Director Richard M. Halket, and Director Georgean M. Vonheeder-Leopold.

President Madelyne A. (Maddi) Misheloff and Director Ann Marie Johnson were absent.

**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 gave a briefing on the Monterey One Water potable reuse project event that he attended on Friday, October 4. He reported the agency is already pursuing a second phase of potable reuse, and noted it is exciting to see how potable reuse has come to Northern California.

**5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)** – 6:06 p.m. No public comment was received.

**6. REPORTS**

**6.A. Reports by Staff**

- Event Calendar – General Manager McIntyre reported on the following:
  - The annual Employee Recognition Event has been scheduled for the evening of Saturday, February 22, 2020 in Sunol.
  - The District is scheduled to present its standing “State of the District” presentation at the Dublin City Council meeting on Tuesday, November 19, 2019. The District’s Fiscal Year 2019 Annual Report will also be handed out to meeting attendees. The Board will review the presentation at the November 5 Board meeting and determine which Boardmember will make the presentation at the city council meeting.
  - On Friday, October 4, the Association of California Water Agencies announced the Region 5 2020-21 Officer and Boardmember election winners; six of seven District supported candidates won the seats.
- Correspondence to and from the Board on an Item not on the Agenda

Date	Format	From	To	Subject	Response
10/15/19	Email	Vin Poh' Ray	Zone 7 Water Agency, Cc: DSRSD Board and others	Charge the true price, do not subsidize untreated water users at our expense.	N/A

6.B. Joint Powers Authority and Committee Reports

Special DERWA – October 14, 2019

Vice President Duarte invited comments on recent JPA activities. Directors felt the available staff reports adequately covered the many matters considered at the JPA meeting and made a few comments about some of the JPA activities.

6.C. Agenda Management (consider order of items) – Vice President Duarte recommended that items 8.A. and 8.B. be taken at the end of Board Business. The Board agreed with his recommendation and considered items 8.C. through 8.F. first. After item 8.E. the Board then agreed to defer items 8.F., 10.A. and 11 to the November 5 Board meeting, and defer items 8.A. and 8.B. to an Adjourned Regular Board meeting to be held at 5:45 p.m. on Tuesday, November 5, 2019.7. CONSENT CALENDAR

Director Halket MOVED for approval of the items on the Consent Calendar. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with THREE AYES and TWO ABSENT (Misheloff and Johnson).

## 7.A. Regular Meeting Minutes of October 1, 2019 – Approved

## 7.B. Accept Regular and Recurring Reports: Warrant List and Treasurer's Report – Approved

7.C. Adopt Revised Proposition 218 Receipt, Tabulation, and Validation of Written Protests Policy and Rescind Resolution No. 73-15 – Approved – Resolution No. 37-198. BOARD BUSINESS

## 8.A. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists

The Board moved this item to the end of Board Business. The Board then deferred this item to an Adjourned Regular Board meeting to be held on Tuesday, November 5, 2019 due to lacking four Directors in attendance this evening, as needed to approve an emergency action.

## 8.B. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists

The Board moved this item to the end of Board Business. The Board then deferred this item to an Adjourned Regular Board meeting to be held on Tuesday, November 5, 2019 due to lacking four Directors in attendance this evening, as needed to approve an emergency action

8.C. Approve Director Attendance at Zone 7 Water Agency Sites Reservoir Tour on November 6, 2019

General Manager McIntyre reviewed the item for the Board.

Director Vonheeder-Leopold MOVED to Approve Director Attendance at Zone 7 Water Agency Sites Reservoir Tour on November 6, 2019. Director Halket SECONDED the MOTION, which CARRIED with THREE AYES and TWO ABSENT (Misheloff and Johnson).

8.D. Public Hearing: Introduction and First Reading of Ordinance Increasing the Directors' Rate of Compensation for Each Day of Service, Repealing Ordinance No. 312, and Rescinding Resolution Nos. 27-09 and 44-11

Vice President Duarte announced the item and declared the Public Hearing open.

Director Vonheeder-Leopold MOVED to Waive the Reading of the Ordinance. Director Halket SECONDED the MOTION, which CARRIED with THREE AYES and TWO ABSENT (Misheloff and Johnson).

Vice President Duarte asked for the staff presentation. General Manager McIntyre reviewed the item for the Board.

Vice President Duarte inquired if there were any comments from the public. There was no public comment received.

Director Vonheeder-Leopold MOVED to Close the Public Hearing. Director Halket SECONDED the MOTION. Vice President Duarte advised a motion to close the hearing was not necessary. The Board took no action on the motion and Vice President Duarte declared the Public Hearing closed.

The Board affirmed its support for the proposed ordinance, reiterating its hope that it will help to attract qualified candidates for the District's division elections in November 2020. The Board directed staff to proceed with scheduling adoption of the ordinance at the November 5 Board meeting.

8.E. Receive Presentation on the Zone 7 Water Agency Cost Allocation Study for Future Water Supply and Reliability Projects and Provide Direction

Engineering Services Manager Zavadil reviewed the item for the Board.

She also handed out extra copies of the item attachment, the water reliability projects summary table from the Zone 7 Water Agency (Zone 7) October 1 Finance Committee meeting, and described each project. She reported that the summary will be presented to the Zone 7 Board tomorrow evening, and asked the DSRSD Board to provide input on the study to pass along to Zone 7.

The Board and staff discussed the various water reliability projects, and their related benefits and recommended cost allocations (costs to be split between existing users via water rates and future users via developer fees). The Board directed staff to convey to Zone 7 its concern with the potential timing of the projects, as well as the need for Zone 7 to conduct a rate and fee study soon (and perhaps advocate for a longer fee horizon) in order to establish appropriate and timely cost allocation splits – the recommended split of 80% to existing users and 20% to future users for some projects could be impacted as time passes. They also acknowledged the Tri-Valley water agencies could be put in a difficult position if developers are incentivized to increase housing with reduced or exempted fees, or, alternatively, developers are expected and unwilling to shoulder most of the cost. The Board conveyed its continued support of Zone 7 in pursuing these projects, and added it encourages Zone 7 to initiate projects as soon as possible due to the Tri-Valley's urgent need for additional supply.

8.F. Receive Presentation on Public Affairs Strategic Communication Plan for Fiscal Years 2020 and 2021 and Provide Direction

The Board deferred this item to the Regular Board meeting on Tuesday, November 5, 2019.

9. **BOARDMEMBER ITEMS**

- 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 California Special Districts Association Alameda Chapter Executive Committee meeting held at the Castro Valley Sanitary District in Castro Valley on October 9, the "State of the District" luncheon with Alameda County Supervisor Scott Haggerty at the Shannon Community Center in Dublin and the California Association of Sanitation Agencies Board of Directors teleconference meeting on October 10, and the DERWA JPA Board meeting on October 14. She summarized the activities and discussions at the meetings.

- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda – None

10. **CLOSED SESSION**

10.A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957  
Title: General Manager

The Board deferred this item to the Regular Board meeting on Tuesday, November 5, 2019.

11. **REPORT FROM CLOSED SESSION**

The Board deferred this item to the Regular Board meeting on Tuesday, November 5, 2019.

12. ADJOURNMENT

Vice President Duarte adjourned the meeting at 6:52 p.m. to an Adjourned Regular meeting to be held at 5:45 p.m. on Tuesday, November 5, 2019.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary



**TITLE:** Adopt Revised Ticket Distribution Policy and Rescind Resolution No. 82-15

**RECOMMENDATION:**

Staff recommends the Board of Directors adopt, by Resolution, the revised Ticket Distribution policy and rescind Resolution No. 82-15.

**SUMMARY:**

All District policies are reviewed on a rotating four-year cycle to ensure that they remain current and that the Board seated at that time continues to concur with that policy. The purpose of the Ticket Distribution policy (P200-15-2) is to ensure that all tickets and/or passes accepted by the District from public and private entities and individuals are distributed in furtherance of governmental and/or public purposes as required pursuant to Fair Political Practices Commission ("FPPC") Regulation 18944.1. Staff recently reviewed the Ticket Distribution policy and recommends revisions to conform with changes to the regulation, and improve formatting and clarity.

There have been extensive revisions to the regulation since the policy was last revised in 2015. The 2016 regulation amendments increased compliance by setting a deadline for an agency to report and post any ticket distribution and increased transparency on ticket distributions by requiring an agency to post its policy and the reports disclosing distributions directly on its website. The 2019 regulation amendments clarified what is required for agency provided tickets or passes to be exempt from qualification as gifts under the Political Reform Act.

Staff recommends the following updates:

- Begin the policy with the purpose statement
- Apply standard formatting used for District policies and make minor clarifying edits
- Declare that the policy does not apply to any ticket for an admission relating to an official assisting another performing a ceremonial role, as defined in FPPC Regulation 18942(a)(13) referenced in subdivision (f)(2) of the regulation
- Add required provision prohibiting the disproportionate use of tickets or passes by the members of the agency's governing board or chief administrative officer
- Include language from subdivision (e) of the regulation that supporting general employee morale, retention, or rewarding public service is considered a legitimate public purpose so long as the recipient is not one of several designated public officials
- Match website disclosure requirements with the regulation

For convenience of the Board, a marked-up copy of the current policy is attached. The policy is scheduled for review again in 2023 if the Board adopts a revised policy this year.

Originating Department: Administrative Services	Contact: N. Genzale	Legal Review: Yes
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	<b>Attachment 1 – Marked-up Ticket Distribution policy</b>	



# Policy

Policy No.: <u>P200-15-2</u>	Type of Policy: General
<b>Policy Title:</b> Ticket Distribution	
<b>Policy Description:</b> Distribution and Use of Tickets and Passes Received by the District	
Approval Date: <u>10/6/2015</u> <u>11/5/2019</u>	Last Review Date: <u>2015</u> <u>2019</u>
Approval Resolution No.: <u>82-15</u>	Next Review Date: <u>2019</u> <u>2023</u>
Rescinded Resolution No.: <u>50-1082-15</u>	Rescinded Resolution Date: <u>11/16/2010</u> <u>10/6/2015</u>

~~It is the policy of the Board of Directors of Dublin San Ramon Services District:~~

1. Purpose of the Policy. The purpose of this policy of Dublin San Ramon Services District is to ensure that all tickets and/or passes accepted by Dublin San Ramon Services District (“DSRSD”) from public and private entities and individuals are distributed in furtherance of governmental and/or public purposes as required pursuant to Fair Political Practices Commission (“FPPC”) Regulation section 18944.1.<sup>1</sup>

## 21. Definitions:

- a. “District” shall mean the Dublin San Ramon Services District.
- b. “District Official” shall mean each “Public Official” of the District as the latter term is defined by Government Code §Section 82048 and FPPC Regulation section 18701, as these sections may be amended from time to time. -The term “District Official” shall include, without limitation, any “Public Official” required to file an annual Statement of Economic Interests (“FPPC Form 700”).
- c. “FPPC” shall mean the California Fair Political Practices Commission.
- d. “FPPC Regulations” shall mean the regulations of the FPPC set forth in Title 2, Division 6, of the California Code of Regulations.

<sup>1</sup>FPPC Regulation 18944.1 (2 California Code of Regulations Section 18944.1) sets out the circumstances under which a public agency’s distribution of tickets or passes for which no consideration of equal or greater value is provided by the public official or employee does not result in a gift to the public official or employee. -Consideration of equal or greater value shall be presumed if the Tickets or passes are distributed pursuant to this policy. -Tickets or passes to an Event distributed and accounted for in compliance with this policy and FPPC Regulation 18944.1 will not be considered as gifts to the City agency’s officials and employees who make use of such tickets and passes.

Policy No.: P200-15-2

Policy Title: Ticket Distribution

- e. "Immediate Family" shall have the same meaning as set forth in Government Code Section 82029 and as the same may be amended from time to time.
- f. "Policy" shall mean this Ticket Distribution policy.
- g. "Ticket" shall mean a "ticket" or a "pass" as ~~that those terms is are~~ defined in FPPC Regulation 18944.1 ~~(currently by reference to Regulation 18946)~~, as it may be amended from time to time.

**32. Tickets Covered by this Policy.**

Tickets covered by this ~~p~~Policy include those:

- a. Gratuitously provided to the District by an outside source.
- b. Acquired by the District by purchase.

**43. Limitations and Exclusions:**

- a. This ~~p~~Policy shall apply only if the Ticket is (i) not earmarked by the original source of the Ticket for use by the specific District Official who uses the Ticket and (ii) the General Manager or authorized designee determines in his ~~/or~~ her sole discretion which District ~~e~~Official may use the Ticket.
- b. This ~~p~~Policy shall not apply to any other item of value provided to the District or District Official regardless of whether received gratuitously or for which consideration is provided as part of admission, such as food and beverages. -Any such other item of value may be reportable on the District Official's ~~Statement of Economic Disclosure~~ (FPPC Form 700) and be subject to state law and FPPC ~~f~~Regulations related to gifts to public officials.
- c. This ~~p~~Policy does not apply to a single ~~t~~Ticket or other admission to a specific fundraising event provided by a nonprofit organization holding its own fundraiser and used solely by the District Official.
- d. This ~~p~~Policy does not apply to any Ticket received by a District Official:
  - i. That the District Official treats as taxable income consistent with applicable state and federal income tax laws and regulations and the District reports the distribution of the Ticket as income to the District Official; or
  - ii. For which the District Official pays the fair market value, or for which the District Official reimburses the ~~District~~ original source of the Ticket in accordance with FPPC Regulations, or for which the District Official pays or reimburses the District for the fair market value; or

Policy No.: P200-15-2

Policy Title: Ticket Distribution

- iii. That is a "gift" to the District Official in accordance with FPPC Regulations whether or not the District Official reports the gift on the District Official's FPPC Form 700;; or
- iv. Who attends an event as part of his or her job duties to assist a District Official who is performing a ceremonial role on behalf of the District.
- e. The disproportionate use of Tickets by a member of the District Board of Directors, the General Manager, a department head, or a political appointee is prohibited.

**54. Ticket Distribution for Public Purposes.**

The distribution of any Ticket by the District to, or at the behest of, a District Official shall accomplish a public purpose as defined below, or where not listed herein, such other purpose as may be considered and approved by the District Board of Directors. -The District may accomplish one or more of the following public purposes through the distribution of Tickets to, or at the behest of, a District Official:

- a. Support or promotion of the mission of the Dublin San Ramon Services District.
- b. Sponsorships of events, activities, or programs of the Dublin San Ramon Services District.
- c. Support or promotion events, activities, or programs of local water quality or wastewater programs and nonprofit organizations.
- d. Sponsorships or promotion of special events in accordance with another District policy.
- e. Promotion of District recognition, visibility, and/or profile on a local, state, or national scale.
- f. Spouses of or immediate dependents of a District Official in order to accompany or represent him or her to any of the items listed above.
- g. To support general employee morale, retention, or to reward public service, provided that that the recipient is not a member of the District Board of Directors, the General Manager, a department head, or a political appointee.

**65. Designation of Agency Head.**

For the purpose of implementing this Policy, and completing and posting the "Tickets Provided by Agency Report of Ceremonial Role Event and Ticket/Pass Distributions ("FPPC Form 802"), the District General Manager or authorized designee shall be the "Agency Head." -As such:

- a. The District General Manager or authorized designee shall have full authority to determine which District Official(s) may use Tickets, and to disclose the distribution of Tickets as provided in Section 109 below.

**Policy No.:** P200-15-2**Policy Title:** Ticket Distribution

- b. The ~~District~~ General Manager or authorized designee shall determine the value of the Ticket. Whether or not the Ticket states a face value or states something to the effect of "complimentary" or "promotional," the value of the ~~t~~Tickets ~~or passes~~ will be based on the reasonable cost for attendance at such an ~~E~~vent as determined by the ~~District~~ General Manager or authorized designee, which may be the face value of the Ticket.
- c. In such cases where the General Manager desires to use a Ticket, the District Board of Directors hereby authorizes the General Manager's authorized designee to exercise the District's sole discretion in determining whether the General Manager's use or behest of the Ticket is in accordance with the terms of this ~~p~~Policy.

**76. Transfer, Sale, and Reimbursement Prohibitions-**

The transfer by any District Official of any Ticket, distributed to such District Official pursuant to this ~~p~~Policy, to any other person, except to members of the District Official's Immediate Family for their personal use, is prohibited. -No person receiving a Ticket pursuant to this ~~p~~Policy shall be permitted to sell, receive reimbursement for the value of, or further transfer any Ticket.

**87. Return of Tickets-**

Any District Official or any member of the District Official's Immediate Family, or any person or entity receiving a Ticket at the behest of any District Official, may return any unused Ticket to the General Manager or authorized designee for redistribution pursuant to this ~~p~~Policy, provided such Ticket(s) is/are returned prior to the event taking place. -A District Official is not required to report on FPPC ~~California~~-Form 802 any Ticket returned pursuant to this Section prior to the event taking place. -Any Ticket returned unused but after the event has taken place shall be deemed to have been used by the recipient and shall be reported as such on FPPC Form 802.

**98. Web-Site Posting-**

This ~~p~~Policy shall be posted on the District web-site in a prominent fashion.

**109. Web-Site Disclosure-**

The distribution of a Ticket pursuant to this ~~p~~Policy shall be posted on the District web-site in a prominent fashion within ~~thirty (30)-forty-five (45)~~ days after the Ticket distribution. -Such posting shall use FPPC ~~California~~-Form 802 or such alternate form as from time to time the FPPC may designate, and in accordance with the reporting requirements specified under FPPC Regulation ~~Section~~-18944.1(d). The link on the District's website that displays the form shall be sent by e-mail to the FPPC so that it may post the website link. These forms must be maintained as public records and are subject to inspection and copying under Government Code Section 81008(a).

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING THE TICKET DISTRIBUTION POLICY AND RESCINDING RESOLUTION NO. 82-15

---

WHEREAS, the California Fair Political Practices Commission (FPPC) adopted Regulation 18944.1, as codified in 2 California Code of Regulations, Section 18944.1, regarding the distribution of event tickets or passes to public officials; and

WHEREAS, on November 16, 2010, by Resolution No. 50-10, the Board adopted a Ticket Distribution policy to ensure that tickets and/or passes received from public and private entities and individuals are distributed in accordance with the version of FPPC Regulation 18944.1 then in effect; and

WHEREAS, on October 6, 2015, by Resolution No. 82-15, the Board adopted a revised Ticket Distribution policy to conform a provision with revisions to FPPC Regulation 18944.1; and

WHEREAS, FPPC Regulation 18944.1 has undergone extensive additional revisions since the Ticket Distribution policy was revised in 2015, necessitating a further update to the policy.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California, that the revised Ticket Distribution policy, attached as Exhibit "A," is hereby adopted; and Resolution No. 82-15, attached as Exhibit "B," is hereby rescinded.

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 November, 2019, and passed by the following vote:

AYES:

NOES:

ABSENT:

---

Madelyn A. Misheloff, President

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



<b>Policy No.:</b> Click here to enter text.	<b>Type of Policy:</b> General
<b>Policy Title:</b> Ticket Distribution	
<b>Policy Description:</b> Distribution and Use of Tickets and Passes Received by the District	
<b>Approval Date:</b> 11/5/2019	<b>Last Review Date:</b> 2019
<b>Approval Resolution No.:</b> Click here to enter text.	<b>Next Review Date:</b> 2023
<b>Rescinded Resolution No.:</b> 82-15	<b>Rescinded Resolution Date:</b> 10/6/2015

The purpose of this policy of Dublin San Ramon Services District is to ensure that all tickets and/or passes accepted by Dublin San Ramon Services District (“DSRSD”) from public and private entities and individuals are distributed in furtherance of governmental and/or public purposes as required pursuant to Fair Political Practices Commission (“FPPC”) Regulation 18944.1.<sup>1</sup>

## 1. Definitions

- a. “District” shall mean the Dublin San Ramon Services District.
- b. “District Official” shall mean each “Public Official” of the District as the latter term is defined by Government Code Section 82048 and FPPC Regulation 18701, as these sections may be amended from time to time. The term “District Official” shall include, without limitation, any “Public Official” required to file an annual Statement of Economic Interests (“FPPC Form 700”).
- c. “FPPC” shall mean the California Fair Political Practices Commission.
- d. “FPPC Regulations” shall mean the regulations of the FPPC set forth in Title 2, Division 6, of the California Code of Regulations.
- e. “Immediate Family” shall have the same meaning as set forth in Government Code Section 82029 and as the same may be amended from time to time.

---

<sup>1</sup>FPPC Regulation 18944.1 (2 California Code of Regulations Section 18944.1) sets out the circumstances under which a public agency’s distribution of tickets or passes for which no consideration of equal or greater value is provided by the public official or employee does not result in a gift to the public official or employee. Consideration of equal or greater value shall be presumed if the tickets or passes are distributed pursuant to this policy. Tickets or passes to an event distributed and accounted for in compliance with this policy and FPPC Regulation 18944.1 will not be considered as gifts to the agency’s officials and employees who make use of such tickets and passes.

**Policy No.:****Policy Title:** Ticket Distribution

- f. "Policy" shall mean this Ticket Distribution policy.
- g. "Ticket" shall mean a "ticket" or a "pass" as those terms are defined in FPPC Regulation 18944.1 (currently by reference to Regulation 18946), as it may be amended from time to time.

## **2. Tickets Covered by this Policy**

Tickets covered by this Policy include those:

- a. Gratuitously provided to the District by an outside source.
- b. Acquired by the District by purchase.

## **3. Limitations and Exclusions**

- a. This Policy shall apply only if the Ticket is (i) not earmarked by the original source of the Ticket for use by the specific District Official who uses the Ticket and (ii) the General Manager or authorized designee determines in his or her sole discretion which District Official may use the Ticket.
- b. This Policy shall not apply to any other item of value provided to the District or District Official regardless of whether received gratuitously or for which consideration is provided as part of admission, such as food and beverages. Any such other item of value may be reportable on the District Official's FPPC Form 700 and be subject to state law and FPPC Regulations related to gifts to public officials.
- c. This Policy does not apply to a single Ticket or other admission to a specific fundraising event provided by a nonprofit organization holding its own fundraiser and used solely by the District Official.
- d. This Policy does not apply to any Ticket received by a District Official:
  - i. That the District Official treats as taxable income consistent with applicable state and federal income tax laws and regulations and the District reports the distribution of the Ticket as income to the District Official; or
  - ii. For which the District Official pays the fair market value, or for which the District Official reimburses the District in accordance with FPPC Regulations, or for which the District Official pays or reimburses the District for the fair market value; or
  - iii. That is a "gift" to the District Official in accordance with FPPC Regulations whether or not the District Official reports the gift on the District Official's FPPC Form 700; or

**Policy No.:****Policy Title:** Ticket Distribution

- iv. Who attends an event as part of his or her job duties to assist a District Official who is performing a ceremonial role on behalf of the District.
- e. The disproportionate use of Tickets by a member of the District Board of Directors, the General Manager, a department head, or a political appointee is prohibited.

#### **4. Ticket Distribution for Public Purposes**

The distribution of any Ticket by the District to, or at the behest of, a District Official shall accomplish a public purpose as defined below, or where not listed herein, such other purpose as may be considered and approved by the District Board of Directors. The District may accomplish one or more of the following public purposes through the distribution of Tickets to, or at the behest of, a District Official:

- a. Support or promotion of the mission of the District.
- b. Sponsorships of events, activities, or programs of the District.
- c. Support or promotion events, activities, or programs of local water quality or wastewater programs and nonprofit organizations.
- d. Sponsorships or promotion of special events in accordance with another District policy.
- e. Promotion of District recognition, visibility, and/or profile on a local, state, or national scale.
- f. Spouses of or immediate dependents of a District Official in order to accompany or represent him or her to any of the items listed above.
- g. To support general employee morale, retention, or to reward public service, provided that that the recipient is not a member of the District Board of Directors, the General Manager, a department head, or a political appointee.

#### **5. Designation of Agency Head**

For the purpose of implementing this Policy, and completing and posting the Agency Report of Ceremonial Role Event and Ticket/Pass Distributions ("FPPC Form 802"), the General Manager or authorized designee shall be the "Agency Head." As such:

- a. The General Manager or authorized designee shall have full authority to determine which District Official(s) may use Tickets, and to disclose the distribution of Tickets as provided in Section 9 below.
- b. The General Manager or authorized designee shall determine the value of the Ticket. Whether or not the Ticket states a face value or states something to the effect of "complimentary" or "promotional," the value of the Tickets will be based on the reasonable

**Policy No.:****Policy Title:** Ticket Distribution

cost for attendance at such an event as determined by the General Manager or authorized designee, which may be the face value of the Ticket.

- c. In such cases where the General Manager desires to use a Ticket, the District Board of Directors hereby authorizes the General Manager's authorized designee to exercise the District's sole discretion in determining whether the General Manager's use or behest of the Ticket is in accordance with the terms of this Policy.

## **6. Transfer, Sale, and Reimbursement Prohibitions**

The transfer by any District Official of any Ticket, distributed to such District Official pursuant to this Policy, to any other person, except to members of the District Official's Immediate Family for their personal use, is prohibited. No person receiving a Ticket pursuant to this Policy shall be permitted to sell, receive reimbursement for the value of, or further transfer any Ticket.

## **7. Return of Tickets**

Any District Official or any member of the District Official's Immediate Family, or any person or entity receiving a Ticket at the behest of any District Official, may return any unused Ticket to the General Manager or authorized designee for redistribution pursuant to this Policy, provided such Ticket(s) is/are returned prior to the event taking place. A District Official is not required to report on FPPC Form 802 any Ticket returned pursuant to this Section prior to the event taking place. Any Ticket returned unused but after the event has taken place shall be deemed to have been used by the recipient and shall be reported as such on FPPC Form 802.

## **8. Website Posting**

This Policy shall be posted on the District website in a prominent fashion.

## **9. Website Disclosure**

The distribution of a Ticket pursuant to this Policy shall be posted on the District website in a prominent fashion within forty-five (45) days after the Ticket distribution. Such posting shall use FPPC Form 802 or such alternate form as from time to time the FPPC may designate, and in accordance with the reporting requirements specified under FPPC Regulation 18944.1(d). The link on the District's website that displays the form shall be sent by e-mail to the FPPC so that it may post the website link. These forms must be maintained as public records and are subject to inspection and copying under Government Code Section 81008(a).

RESOLUTION NO. 82-15RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT  
REVISING THE TICKET DISTRIBUTION POLICY AND RESCINDING RESOLUTION NO. 50-10

WHEREAS, the California Fair Political Practices Commission (FPPC) adopted a regulation regarding the distribution of event tickets or passes to public officials as referenced in Regulation 18944.1; and

WHEREAS, on November 16, 2010 the Board adopted Resolution No. 50-10, providing for a Ticket Distribution policy to ensure that tickets and/or passes received from public and private entities and individuals are distributed in accordance with FPPC regulation; and

WHEREAS, the Ticket Distribution policy is scheduled for review in accordance with the District's Strategic Plan Initiative 3.01.04 to review all Board policies every four years to ensure consistency with applicable regulations and update accordingly to reflect changes in law and/or ease of use and efficiency and best management practices; and

WHEREAS, the current Ticket Distribution policy contains a provision that is not in conformance with FPPC requirements.

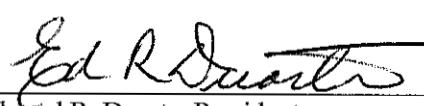
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency located in the Counties of Alameda and Contra Costa, California that the revised Ticket Distribution policy, attached as Exhibit "A" is hereby adopted, and Resolution No. 50-10 is hereby rescinded and attached as Exhibit "B."

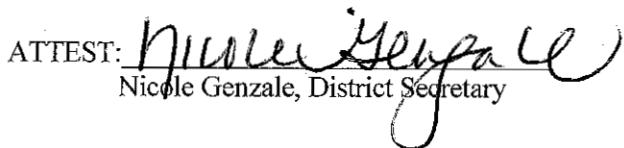
ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 6th day of October 2015 and passed by the following vote:

AYES: 4 - Directors Richard M. Halket, Georgean M. Vonheeder-Leopold, D.L. (Pat) Howard, Edward R. Duarte

NOES: 0

ABSENT: 0

  
Edward R. Duarte, President

ATTEST:   
Nicole Genzale, District Secretary



**TITLE:** Approve Amendment to District's Conflict of Interest Code

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Resolution, an amended Conflict of Interest Code with Appendices.

**SUMMARY:**

Biennially, the District must review the Conflict of Interest Code (COI) under Government Code Section 87306.5. The purpose of this biennial review is to determine if the most recent COI, as approved by the Fair Political Practices Commission (FPPC), is accurate or is in need of amendment. Since the last review of the COI, conducted in 2017 and approved by the FPPC on July 26, 2017, the District has made certain organizational changes. Executive Services staff and District General Counsel have reviewed the COI and determined that certain changes are substantive and have created the need for several types of revisions to the COI including added, renamed, and abolished positions, corrected position names, renamed divisions, and reassigned position reporting structures; these are summarized below, and described in detail in Attachments 1–3.

- Two positions have been added to the list of designated employees who must disclose certain financial interests.
- One position has been renamed but retains the existing disclosure categories.
- Two positions were abolished, but no position was deleted.
- Nine position titles were corrected to be consistent with current job descriptions.
- The proposed amendment also reflects certain reorganization within the District, with certain positions being moved and certain divisions being renamed.
- The positions that were moved will retain their pre-existing disclosure categories.
- Appendices A and B to the approved COI show the proposed changes in the designated positions subject to the COI, and the respective disclosure category for each position.

Under the regulations promulgated by the FPPC pursuant to provisions of the Political Reform Act, a *"Notice of Intention to Amend the Conflict of Interest Code for Dublin San Ramon Services District and, Upon Timely Request to Hold a Public Hearing"* (Notice) was posted on the DSRSD website and e-mailed to the affected employees on July 31, 2019, along with the proposed COI (Exhibit A to Resolution) and Attachments 1 and 3. A written comment period was established commencing on August 1, 2019, and concluding on September 14, 2019. In accordance with the regulations promulgated under the Political Reform Act, the Notice specified that a public hearing would be held concerning the proposed code amendment *only if* an interested person requested such a hearing at least 15 days prior to the close of the written comments period. No interested person requested a public hearing, nor were any comments received. Therefore, a public hearing on this matter was not and does not need to be held.

Originating Department: Administrative Services	Contact: N. Genzale	Legal Review: Yes
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	<p>Attachment 1 – Marked-up COI Attachment 2 – Organizational Chart Attachment 3 – Explanation of Changes</p>	

**CONFLICT OF INTEREST CODE FOR THE  
DUBLIN SAN RAMON SERVICES DISTRICT**

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code of the **Dublin San Ramon Services District (District)**.

Individuals holding designated positions shall file their statements of economic interests with the **District**, which will make the statements available for public inspection and reproduction. (Gov. Government Code Sec. Section 81008.) All statements will be retained by the **District**.

**CONFLICT OF INTEREST CODE FOR THE  
DUBLIN SAN RAMON SERVICES DISTRICT**

**APPENDIX A  
DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Categories</u>
<b>Office of the General Manager</b>	
General Manager	1-5
Assistant General Manager	1-5
<b>Management Executive Services Division</b>	
Executive Services Supervisor/District Secretary	1
<b>Public Information Public Affairs Division</b>	
Community Affairs Supervisor	1
<b>Administrative Services Department</b>	
Administrative Services Manager	1-5
Organizational Services Manager	1-5
Human Resources and Risk Supervisor	1
Financial Services Supervisor	1-5
Buyer	1-5
Customer Services Supervisor	1
Customer Services Representative III	1
Information Services Supervisor	8
Information Technology Analyst II	7
<b>Operations Department</b>	
Operations Manager	1-5
Senior Electrical Engineer – Supervisory	1-5
WWTP-Wastewater Treatment Plant Operations Supervisor	6
Environmental Services Administrator	6
Laboratory Supervisor	6
Senior Environmental Chemist	6
Senior Environmental Compliance Inspector	6
Environmental Compliance Inspector I/II – Pretreatment	6
Mechanical Supervisor	6
Field Operations Supervisor	6
Water/Wastewater Systems Operations & Maintenance Supervisor	6
Electrical & <u>and</u> Instrumentation Supervisor	6
Co-g <del>g</del> Generation Specialist	6
Senior Mechanic	6
Operations Control System Specialist	6
Maintenance Supervisor	6

**CONFLICT OF INTEREST CODE FOR THE  
DUBLIN SAN RAMON SERVICES DISTRICT**

**APPENDIX A  
DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Fleet Mechanic	6
Senior Electrical/Electronic Technician	6
Process Lead Wastewater Treatment Plant Operator IV-V	6
Senior Mechanical Engineer - Supervisory	6
Senior Electrician	6
Senior Mechanic – Crane Certified	6
Senior Instrumentation and Controls Technician	6
<del>Associate Civil Engineer – SME</del>	6
<u>Senior Engineer – Supervisory</u>	<u>1-5</u>
<del>Safety Officer Environmental Health &amp; Safety Program Administrator</del>	1
Water/Wastewater Systems Lead Operator	6

**Engineering Department**

Engineering Services Manager/ <del>District Engineer</del>	1-5
Principal Engineer – Supervisory	1-5
Principal Engineer – <del>SME Subject Matter Expert</del>	1-5
Senior Civil Engineer – <del>SME Subject Matter Expert</del>	1-5
Senior Engineer – Supervisory	1-5
Senior Planner	1-5
Associate Planner	1-5
Associate Engineer – Supervisory	1-5
Associate Civil Engineer – <del>SME Subject Matter Expert</del>	1-5
Construction Inspector I/II	6
<del>Senior Environmental Compliance Inspector</del>	6
Clean Water Programs Specialist	6
Environmental Compliance Inspector I/II – Clean Water	6
<del>Environmental Compliance Inspector I/II – Pretreatment</del>	6
Consultants/New Positions	*

\*Consultants/new positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure requirements in this conflict of interest code subject to the following limitation:

The General Manager may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

**CONFLICT OF INTEREST CODE FOR THE  
DUBLIN SAN RAMON SERVICES DISTRICT**

**Officials Who Manage Public Investments**

It has been determined that the positions listed below manage public investments and will file a statement of economic interests pursuant to Government Code Section 87200.

- Directors
- Administrative Services Manager/Treasurer

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been incorrectly categorized. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200.

**CONFLICT OF INTEREST CODE FOR THE  
DUBLIN SAN RAMON SERVICES DISTRICT**

**APPENDIX B  
DISCLOSURE CATEGORIES**

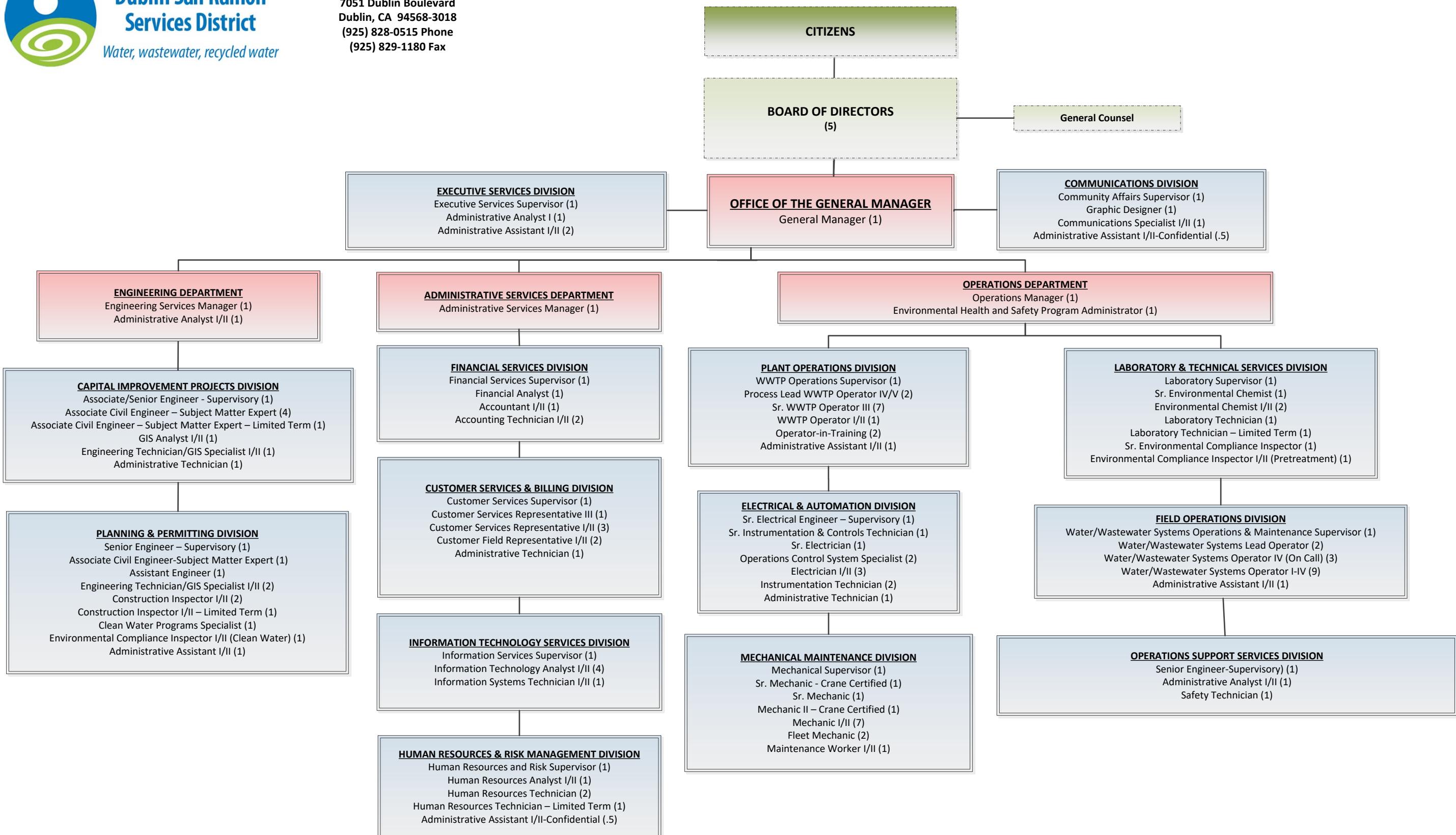
Designated positions must disclose pursuant to the categories below.

1. Investments and business positions in business entities and sources of income, including receipt of loans, gifts, and travel payments from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the District.
2. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, from sources (including business entities, governmental entities, and non-profits) for which the agency has oversight authority. Sources include those subject to regulation, permits, fines or citations.
3. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, from sources that engage in the acquisition, appraisal, disposal, or development of real property within the District.
4. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, from sources that regularly engage in the preparation of environmental impact statements or reports.
5. Interests in real property located within the jurisdiction of the District or within two miles of the boundaries of the jurisdiction of the District, or within two miles of any land owned or used by the District.
6. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the designated position's division.
7. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, from information technology and telecommunications sources, including but not limited to, computer hardware or software companies, computer consultant services, training, and data processing firms of the type utilized by the designated position's division.
8. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, ~~from sources~~ from information technology and telecommunications sources, including but not limited to, computer hardware or software companies, computer consultant services, training, and data processing firms of the type utilized by the District.



**Dublin San Ramon Services District**  
Water, wastewater, recycled water

7051 Dublin Boulevard  
Dublin, CA 94568-3018  
(925) 828-0515 Phone  
(925) 829-1180 Fax



Item #	A - Current Code		B - Proposed Code		
	Grouping & Positions	Disclosure	Action	Details	Explanation
1	Management Services Division	N/A	RENAME Division	Executive Services Division	Division name updated per Senior Management - July 1, 2017
2	Executive Services Supervisor/District Secretary	Category 1	CORRECT Position Name	Executive Services Supervisor	District Secretary not part of position title
3	Public Information Division	N/A	RENAME Division	Public Affairs Division	Division name updated per Senior Management - March 1, 2019
4	WWTP Operations Supervisor	Category 6	CORRECT Position Name	Wastewater Treatment Plant Operations Supervisor	Match title to Job Description
5	Senior Environmental Compliance Inspector	Category 6	MOVE Position	Position has moved to Operations Department from Engineering Department - Laboratory & Technical Services Division	Reorganization effective July 1, 2015
6	Environmental Compliance Inspector I/II - Pretreatment	Category 6	MOVE Position	Position has moved to Operations Department from Engineering Department - Laboratory & Technical Services Division	Reorganization effective July 1, 2015
7	Field Operations Supervisor	Category 6	ABOLISH Position		Position no longer used. Effective November 7, 2017 - Resolution No. 57-17.
8			ADD Position	Water/Wastewater Systems Operations & Maintenance Supervisor - Category 6	Position participates in making governmental decisions. Effective November 7, 2017 - Resolution No. 57-17.
9	Electrical & Instrumentation Supervisor	Category 6	CORRECT Position Name	Electrical and Instrumentation Supervisor	Match title to Job Description
10	Co-generation Specialist	Category 6	CORRECT Position Name	Co-Generation Specialist	Match title to Job Description
11	Maintenance Supervisor	Category 6	ABOLISH Position		Position no longer used. Effective November 4, 2008 - Resolution No. 60-08.
12	Senior Mechanical Engineer Supervisory	Category 6	Corrent Position Name	Senior Mechanical Engineer - Supervisory	Match title to Job Description
13	Associate Civil Engineer - SME	Categories 1-5	CORRECT Position Name and REMOVE duplicate listing	Associate Civil Engineer - Subject Matter Expert	Match title to Job Description. Position is listed under Engineering Department. Remove position from Operations Department listing - no longer used.
14			ADD Position	Senior Engineer - Supervisory - Categories 1-5	Add position to Operations Department
15	Safety Officer	Category 1	RENAME Position	Environmental Health & Safety Program Administrator	Position name updated January 3, 2019
16	Engineering Services Manager/District Engineer	Categories 1-5	CORRECT Position Name	Engineering Services Manager	District Engineer not part of position title.
17	Principal Engineer - SME	Categories 1-5	CORRECT Position Name	Principal Engineer - Subject Matter Expert	Match title to Job Description
18	Senior Civil Engineer - SME	Categories 1-5	CORRECT Position Name	Senior Civil Engineer - Subject Matter Expert	Match title to Job Description
19	Asset Management/CIP Division	N/A	RENAME Division	Capital Improvement Projects Division	Division name updated per Senior Management - July 1, 2017
20	Permitting & Planning Division	N/A	RENAME Division	Planning & Permitting Division	Division name updated per Senior Management - July 1, 2017
21	Accounting Division	N/A	RENAME Division	Financial Services Division	Division name updated per Senior Management - July 1, 2017
22	Customer Services Division	N/A	RENAME Division	Customer Services & Billing Division	Division name updated per Senior Management - July 1, 2017
23	Customer Services & Billing Division	N/A	RENAME Division	Utility Billing & Customer Service Division	Division name updated per Senior Management - July 1, 2019
24	Information Services Division	N/A	RENAME Division	Information Technology Services Division	Division name updated per Senior Management - July 1, 2017
25	Human Resources Division	N/A	RENAME Division	Human Resources & Risk Management Division	Division name updated per Senior Management - July 1, 2017
26	Electrical Maintenance Division	N/A	RENAME Division	Electrical & Automation Division	Division name updated per Senior Management - July 1, 2017
27	Electrical & Automation Division	N/A	RENAME Division	Instrumentation, Controls, & Electrical Division	Division name updated per Senior Management - July 1, 2019
28	Analytical Laboratory Division	N/A	RENAME Division	Laboratory & Technical Services Division	Division name updated per Senior Management - July 1, 2017
29	Safety and Environmental Compliance	N/A	RENAME Division	Operations Support Services Division	Division name updated per Senior Management - March 13, 2017
30	Capital Improvement Projects	N/A	RENAME Division	Capital and Asset Management Division	Division name updated per Senior Management - July 1, 2019

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AN AMENDED CONFLICT OF INTEREST CODE AND APPENDICES FOR DUBLIN SAN RAMON SERVICES DISTRICT

---

WHEREAS, pursuant to the Political Reform Act of 1974, as amended (California Government Code Section 81000, *et seq.*) and further pursuant to Regulations of the Fair Political Practices Commission (FPPC) (2 California Code of Regulations Sections 18730 and 18750), an agency may approve the Conflict of Interest Code (COI) or COI amendment by an action of the agency's governing board or by action of certain designated officials to whom the authority was been duly delegated; and

WHEREAS, this Board has retained this authority, and has adopted, through incorporation by reference, a standard COI in the form prescribed by Section 18730 of the FPPC Regulations; and

WHEREAS, said COI was most recently amended by the Board on September 19, 2017, after it was approved by the FPPC on July 26, 2017, effective August 25, 2017; and

WHEREAS, the Appendices to the 2017 COI set forth designated positions subject to the COI and corresponding disclosure categories for each position so designated; and

WHEREAS, the 2017 COI requires amendments to reflect creation by the Dublin San Ramon Services District (District) of new employment positions which must disclose certain financial interests subject to the COI, and to make certain non-substantive changes to the COI; and

WHEREAS, a draft COI for the District with proposed amendments was submitted to the FPPC on April 24, 2019, for preliminary review; and

WHEREAS, following the FPPC's review of said COI amendments, a Notice of Intention to Amend the Conflict of Interest Code of the Dublin San Ramon Services District (Notice) was provided to announce the proposed COI amendments, a comment period, and the holding of a public hearing upon timely request; and

WHEREAS, said Notice was duly posted on the District's website and filed with the FPPC not less than forty-five (45) days prior to the close of the written comment period on September 14, 2019; and

WHEREAS, copies of said Notice and the exact terms of the proposed amendments to the District's COI were duly e-mailed to the employees currently filling the affected positions and all interested persons for inspection and copying forty-five (45) days prior to the close of the written comment period; and

WHEREAS, no interested person or his or her representative had requested a public hearing by August 30, 2019, fifteen (15) days prior to the close of the written comment period, on the question of the adoption of the proposed amendments to the COI, and, therefore, a public hearing was not required to be held and was not held; and

WHEREAS, the draft COI for the District that was submitted to the FPPC on April 24, 2019 was approved by the FPPC on October 9, 2019, acting through its Senior Commission Counsel pursuant to authority delegated in Section 18750 to the Executive Director or designee, which approval declared it effective on November 8, 2019; and

WHEREAS, this Board desires to approve an amended Conflict of Interest Code in the form of the COI and Appendices attached hereto, marked Exhibit "A," and by this reference incorporated herein.

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

1. The Conflict of Interest Code of the Dublin San Ramon Services District, heretofore adopted by this Board and incorporating by reference the standard Conflict of Interest Code of the Fair Political Practices Commission pursuant to 2 California Code of Regulations Section 18730, is hereby amended by substituting the Conflict of Interest Code and Appendices, collectively attached hereto as Exhibit "A," for and in place of the Conflict of Interest and Appendices heretofore approved and currently in effect, and the Conflict of Interest and Appendices attached hereto are hereby approved.

2. The General Manager and the District Secretary are each hereby authorized to execute any and all additional documents as may be necessary to submit to the Fair Political Practices Commission along with the Conflict of Interest Code and Appendices hereby approved, each in a form approved by the General Counsel.

3. This resolution shall be effective upon its adoption, but the amendments to the Conflict of Interest Code approved hereby shall become effective on November 8, 2019, the 30th day following the date of approval by the Fair Political Practices Commission.

\*\*\*\*\*

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

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 November, 2019, and passed by the following vote:

AYES:

NOES:

ABSENT:

---

Madelyne A. Misheloff, President

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

CONFLICT OF INTEREST CODE FOR THE  
**DUBLIN SAN RAMON SERVICES DISTRICT**

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code of the **Dublin San Ramon Services District (District)**.

Individuals holding designated positions shall file their statements of economic interests with the **District**, which will make the statements available for public inspection and reproduction. (Government Code Section 81008.) All statements will be retained by the **District**.

CONFLICT OF INTEREST CODE FOR THE  
DUBLIN SAN RAMON SERVICES DISTRICT

**APPENDIX A**  
**DESIGNATED POSITIONS**

<u>Designated Positions</u>	<u>Disclosure Categories</u>
<b>Office of the General Manager</b>	
General Manager	1-5
Assistant General Manager	1-5
<b>Executive Services Division</b>	
Executive Services Supervisor	1
<b>Public Affairs Division</b>	
Community Affairs Supervisor	1
<b>Administrative Services Department</b>	
Administrative Services Manager	1-5
Organizational Services Manager	1-5
Human Resources and Risk Supervisor	1
Financial Services Supervisor	1-5
Buyer	1-5
Customer Services Supervisor	1
Customer Services Representative III	1
Information Services Supervisor	8
Information Technology Analyst II	7
<b>Operations Department</b>	
Operations Manager	1-5
Senior Electrical Engineer – Supervisory	1-5
Wastewater Treatment Plant Operations Supervisor	6
Environmental Services Administrator	6
Laboratory Supervisor	6
Senior Environmental Chemist	6
Senior Environmental Compliance Inspector	6
Environmental Compliance Inspector I/II – Pretreatment	6
Mechanical Supervisor	6
Water/Wastewater Systems Operations & Maintenance Supervisor	6
Electrical and Instrumentation Supervisor	6
Co-Generation Specialist	6
Senior Mechanic	6
Operations Control System Specialist	6

CONFLICT OF INTEREST CODE FOR THE  
DUBLIN SAN RAMON SERVICES DISTRICT

**APPENDIX A**  
**DESIGNATED POSITIONS**

<b><u>Designated Positions</u></b>	<b><u>Disclosure Categories</u></b>
Fleet Mechanic	6
Senior Electrical/Electronic Technician	6
Process Lead Wastewater Treatment Plant Operator IV-V	6
Senior Mechanical Engineer - Supervisory	6
Senior Electrician	6
Senior Mechanic – Crane Certified	6
Senior Instrumentation and Controls Technician	6
Senior Engineer – Supervisory	1-5
Environmental Health & Safety Program Administrator	1
Water/Wastewater Systems Lead Operator	6
 <b>Engineering Department</b>	
Engineering Services Manager	1-5
Principal Engineer – Supervisory	1-5
Principal Engineer – Subject Matter Expert	1-5
Senior Civil Engineer – Subject Matter Expert	1-5
Senior Engineer – Supervisory	1-5
Senior Planner	1-5
Associate Planner	1-5
Associate Engineer – Supervisory	1-5
Associate Civil Engineer – Subject Matter Expert	1-5
Construction Inspector I/II	6
Clean Water Programs Specialist	6
Environmental Compliance Inspector I/II – Clean Water	6
Consultants/New Positions	*

\*Consultants/new positions shall be included in the list of designated positions and shall disclose pursuant to the broadest disclosure requirements in this conflict of interest code subject to the following limitation:

The General Manager may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

CONFLICT OF INTEREST CODE FOR THE  
DUBLIN SAN RAMON SERVICES DISTRICT

Officials Who Manage Public Investments

It has been determined that the positions listed below manage public investments and will file a statement of economic interests pursuant to Government Code Section 87200.

- Directors
- Administrative Services Manager/Treasurer

An individual holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been incorrectly categorized. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200.

CONFLICT OF INTEREST CODE FOR THE  
DUBLIN SAN RAMON SERVICES DISTRICT

**APPENDIX B**  
**DISCLOSURE CATEGORIES**

Designated positions must disclose pursuant to the categories below.

1. Investments and business positions in business entities and sources of income, including receipt of loans, gifts, and travel payments from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the District.
2. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, from sources (including business entities, governmental entities, and non-profits) for which the agency has oversight authority. Sources include those subject to regulation, permits, fines or citations.
3. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, from sources that engage in the acquisition, appraisal, disposal, or development of real property within the District.
4. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, from sources that regularly engage in the preparation of environmental impact statements or reports.
5. Interests in real property located within the jurisdiction of the District or within two miles of the boundaries of the jurisdiction of the District, or within two miles of any land owned or used by the District.
6. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by the designated position's division.
7. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, from information technology and telecommunications sources, including but not limited to, computer hardware or software companies, computer consultant services, training, and data processing firms of the type utilized by the designated position's division.
8. Investments and business positions in business entities and sources of income, including receipt of gifts, loans and travel payments, from information technology and telecommunications sources, including but not limited to, computer hardware or software companies, computer consultant services, training, and data processing firms of the type utilized by the District.

This is the last page of the conflict of interest code for the **Dublin San Ramon Services District**.



### CERTIFICATION OF FPPC APPROVAL

Pursuant to Government Code Section 87303, the conflict of interest code for the **Dublin San Ramon Services District** was approved on 10/9/ 2019. This code will become effective on 11/8/ 2019.

A handwritten signature in blue ink, appearing to read "J. M. Feser, Jr." followed by a date.

John M. Feser, Jr.  
Senior Commission Counsel  
Fair Political Practices Commission



**TITLE:** Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Motion, a continuation of the Emergency Action as declared in Board Resolution No. 53-18 and find that there exists a need for continuing the District Office flood emergency, which the Board would have last confirmed earlier this evening at the Adjourned Regular Board meeting adjourned from October 15, 2019.

**SUMMARY:**

On November 11, 2018, the District Office flooded due to a leak in the building's fire service line. The General Manager, as the District's Emergency Manager per the District's Emergency Response Plan policy, immediately proclaimed a District State of Emergency to reduce potential further property damage due to water exposure and to minimize the time to restore core business operations.

Per the District's Purchasing policy, in case of an emergency and in accordance with Public Contract Code Section 22050, the General Manager may let contracts for any amount without giving notice for bids for repair or replacement of a public facility, and procure the necessary equipment, services, and supplies for those purposes. Resolution No. 53-18 was adopted by the Board of Directors on November 20, 2018, approving emergency action procurement by the General Manager for restoration of the District Office.

The District Office Renovation Project (CIP 19-A005), which is a part of the Capital Improvement Program (CIP), includes the restoration of the building, as well as, renovations for the District Office. The building restoration work will be reimbursed through an insurance claim, and the renovation work will be paid through CIP project budgets. A summary of the contracts entered under the emergency action is attached.

The District Office is closed until further notice. Displaced District Office staff are now assigned to the Field Operations Facility. District administrative operations and customer service have been hampered in the following ways:

- The Board's customary meeting place for Board meetings is unavailable for use, inconveniencing the public who might wish to attend Board meetings;
- Customer service functions related to "in-person" bill payment have been suspended;
- There is minimal meeting space for staff for internal meetings, to meet with developer representatives and contractors, and to confer with other agency personnel;
- Natural work efficiencies are degraded with District Office staff working in ad hoc workspaces at the Field Operations Facility;
- Many supervisory staff have lost use of their individual offices for confidential meetings pertaining to performance management, coaching, and recruiting; and
- Through relocation of staff to the Field Operations Facility Training Room, space for large group training activities has been lost.

Based on the above consequences of the District Office being closed for restoration and repair, staff is requesting the Board of Directors find that there still exists a need for continuing the State of Emergency reflected by Board Resolution No. 53-18. Per the Public Contract Code, at every regularly scheduled meeting following the initial emergency action, the Board shall review and determine by a four-fifths vote, the need to continue the emergency action. Staff, therefore, recommends that the Board of Directors confirm the need to continue the State of Emergency.

Originating Department: Engineering Services	Contact: J. Ching	Legal Review: Not Required
Cost: \$0	Funding Source: Insurance Claim	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Summary of Contracts	

**District Office Renovation  
Summary of Contracts**

<b>Vendor</b>	<b>Service/Contract Type</b>	<b>Contract Amount</b>
Restoration Management Company	Emergency Restoration, Contents Inventory and Storage	\$ 579,387.74
VIP Security	Building Security	\$ 16,750.00
Cal Engineering & Geology / HDR	Engineering Services for Concrete Slab Repair	\$ 91,328.28
Overaa Construction	Construction Services for Fire Riser and Concrete Slab Repair	\$ 224,374.46
ID Architecture	Architectural Design Services, Construction Management Services	\$ 148,305.00
Sausal Corporation	Design-Build Services	\$ 4,187,206.00
Swinerton Management and Consulting	Construction Management	\$ 413,858.00
Omega/RHP Environmental	Environmental/Abatement Monitoring	\$ 12,885.46
CORT Furniture	Office Furniture Rental	\$ 121,508.36
Total Contract Amount		\$ 5,795,603.30



**TITLE:** Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Motion, a continuation of the Emergency Action as declared in Board Resolution No. 16-19 and find that there exists a need for continuing the electrical power supply failure emergency at the Jeffrey G. Hansen Water Recycling Plant, which the Board would have last confirmed earlier this evening at the Adjourned Regular Board meeting adjourned from October 15, 2019.

**SUMMARY:**

On Sunday, April 7, 2019, a catastrophic power supply failure occurred at the Jeffrey G. Hansen Water Recycling Plant due to a ground fault in the external electrical bus ducting connection the main transformer to switchgear in Building M (also known as west cable bus duct). This loss of power primarily affected the Effluent Pumps (EPS2), the Tertiary Influent Pumps (TIPS), the recycled water ballasted flocculation and sand filters, and supervisory control and data acquisition (SCADA) equipment in Building M, reducing production output from the water recycling plant by approximately 80 percent.

At a special Board meeting on April 16, 2019, the DERWA Board of Directors authorized emergency actions and expenditures necessary to make all repairs, up to \$1,000,000.

The Jeffrey G. Hansen Water Recycling Plant's east process units are being powered by the newly installed alternative power cables. The alternative power is powering two of the five distribution system pumps and the UV disinfection process. DSRSD staff has completed the demolition of the existing east bus duct. Transformer 7 (east side power) is scheduled for maintenance and testing on October 28. Installation of the new cable bus duct system and new breakers is scheduled to start the first week of November.

To date, District staff has logged 645.5 hours of labor for this emergency. Purchase orders in the amount of \$730,132 have been issued to date, of which \$501,808 have been spent to date. These will be DERWA costs allocated to the DERWA partners. Attachment 1 provides the cost summary in detail.

A four-fifths vote is necessary to extend the emergency.

Originating Department: Operations	Contact: J. Carson	Legal Review: Not Required
Cost: \$730,132 expenses + \$113,426 staff labor	Funding Source: Water Replacement (Fund 610)	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Summary of Expenses to Date	38 of 75

VENDOR	DESCRIPTION	PO AMOUNT	PAID TO DATE
TJC AND ASSOCIATES, INC.	DERWA Recycled Water Treatment Facility Repair: Task Order No. 1 to Agreement dated 5/16/19 for Structural and Electrical Engineering Support for Emergency Bus Duct Replacement	\$17,846.50	\$13,680.54
TJC AND ASSOCIATES, INC.	DERWA Recycled Water Treatment Facility Repair: Task Order No. 3 to Agreement dated 5/16/19 for Electrical Engineering Review of New Equipment and Structural Review of New Cable Bus Support	\$12,000.00	\$0.00
PLATT ELECTRIC SUPPLY	DERWA EMERGENCY: PARTS & CABLES FOR NEW POWER FEEDS	\$10,961.12	\$1,582.53
HART HIGH-VOLTAGE	TESTING OF XFMER-6, REPLACEMENT OF THE MED VOLTAGE FUSES IN MVS-6A & B & OIL SAMPLE TESTING; TAX & FREIGHT NOT INCLUDED	\$4,854.60	\$4,854.60
D. W. NICHOLSON	DERWA EMERGENCY REPAIR: 06T001, 3200A CABLE-BUS SYSTEM INSTALLATION (WEST CABLE BUS)	\$100,217.00	\$84,673.52
D. W. NICHOLSON	REPLACE THE EXISTING BUS DUCT INTERCONNECT BETWN XFMER-7 AND DPN (EAST CABLE BUS)	\$213,496.00	\$44,573.76
D. W. NICHOLSON	INSTALL NEW DUCT BANK AND FEEDER FROM SWITCHGEAR SG-1 TO BLDG N	\$121,439.00	\$103,129.13
PETERSON POWER SYSTEMS INC	RENTAL GENERATOR FOR THE DERWA EMERGENCY	\$245,770.40	\$245,767.05
	<b>TOTALS</b>	<b>\$726,584.62</b>	<b>\$498,261.13</b>

In addition, invoices related to the DERWA emergency have been paid under existing blanket purchase orders.

VENDOR	DESCRIPTION	INVOICE AMOUNT	PAID TO DATE
PLATT ELECTRIC SUPPLY	DERWA EMERGENCY PARTS AND MATERIALS	\$1,492.02	\$1,492.02
AMERICAN METALS	DERWA EMERGENCY PARTS AND MATERIALS	\$199.02	\$199.02
MAAS BROTHERS POWDER COAT INC.	BLDG M EMERGENCY SWITCHGEAR PROJECT	\$250.00	\$250.00
RICHERT LUMBER	CRIBBING FOR EMERGENCY GENERATOR	\$415.03	\$415.03
GRAINGER, INC.	HEATER FOR OUTDOOR XFMER ENCLOSURE & INFARED INSPECTION WINDOW	\$1,191.27	\$1,191.27
	<b>TOTALS</b>	<b>\$3,547.34</b>	<b>\$3,547.34</b>
		<b>\$730,131.96</b>	<b>\$501,808.47</b>
		Total Cost to Date	Actual Spent
		(Not including labor)	

Staff labor hours logged in to date: **645.5 hours** **\$113,426.25**

#### LABOR HOURS

Employee	Position	Rate	Hours	Total
ATENDIDO, MAURICE	SENIOR ELECTRICAL ENGINEER-SUPERVISORY	\$244.86	22	\$5,386.92
BAKER, RUSSELL	SENIOR MECHANIC-CRANE CERTIFIED	\$179.16	1	\$179.16
CARSON, JEFFREY	OPERATIONS MANAGER	\$186.02	70	\$13,021.40
CASTRO, AARON	PROCESS LEAD OPERATOR IV	\$168.38	4	\$673.52
FREITAS, RONALD	FLEET MECHANIC	\$153.97	5	\$769.85
FULLER, LEVI	WASTEWATER TREATMENT PLANT OPERATIONS SUPERVISOR	\$267.24	27.5	\$7,349.10
HENDRYX, JEREMY	WATER/WASTEWATER SYSTEMS OPERATOR IV	\$156.05	4	\$624.20
JOHNSON, BRIAN	ELECTRICIAN II	\$161.39	254	\$40,993.06
LANKFORD, JUSTIN	MECHANIC I	\$144.47	2	\$288.94
LEONARDO, DANIEL	WATER/WASTEWATER SYSTEMS LEAD OPERATOR	\$208.12	4	\$832.48
LOHMAN, WILLIAM	ELECTRICIAN II	\$161.39	2	\$322.78
LOPEZ, DANIEL	ASSOCIATE CIVIL ENGINEER - SUBJECT MATTER EXPERT	\$145.58	13	\$1,892.54
LOPEZ, ISIDRO	MECHANIC II	\$158.89	2	\$317.78
	WATER/WASTEWATER SYSTEMS OPERATIONS & MAINTENANCE SUPERVISOR			
MARTIN, DANIEL		\$260.08	3	\$780.24
PARIERA, ERVIN	SENIOR ELECTRICIAN	\$177.53	161	\$28,582.33
PETTINICHO, DAN	WATER/WASTEWATER SYSTEMS OPERATOR IV	\$156.05	4	\$624.20
PEZZONI, CHRISTOPHER	MECHANIC I	\$144.47	1.5	\$216.71
RAMOS, JOSE	ELECTRICIAN II	\$161.39	2	\$322.78
STODDARD, TODD	ELECTRICIAN II	\$161.39	63.5	\$10,248.27
<b>Grand Total</b>		<b>645.5</b>	<b>\$113,426.25</b>	



**TITLE:** Second Reading: Adopt Ordinance Increasing the Directors' Rate of Compensation for Each Day of Service, Repealing Ordinance No. 312, and Rescinding Resolution Nos. 27-09 and 44-11

**RECOMMENDATION:**

Staff recommends the Board of Directors waive, by Motion, the second reading of an Ordinance that, if adopted, will increase the compensation for each day of service by a Director, repeal Ordinance No. 312, and rescind Resolution Nos. 27-09 and 44-11, and, by subsequent Motion, adopt the Ordinance.

**SUMMARY:**

This item consists of a second reading of the proposed ordinance to increase the Directors' compensation for each day of service from \$146 to \$195, and consideration of whether to adopt the proposed ordinance. The first reading was waived during the October 15 Board meeting at which the ordinance was introduced.

The Community Services District Law allows Directors to receive compensation in an amount not to exceed \$100 for each day of service up to six days per month, but allows such districts to increase the amount of compensation pursuant to Water Code Section 20200 *et seq.* DSRSD has been setting compensation amounts in accordance with the Water Code requirements, as highlighted in Attachment 1 and listed below:

- An increase in compensation must be adopted by an ordinance following a public hearing, with a notice published two times in the newspaper, beginning 14 days before the hearing.
- Directors are compensated up to 10 days of service in a calendar month.
- The ordinance may increase compensation above \$100 per day of service, but the increase cannot exceed 5% for each calendar year following the operative date of the last adjustment.
- The ordinance becomes effective 60 days after adoption, unless a petition protesting its adoption is presented.

The Board last formally established the Directors' compensation in 2005 by adopting Ordinance No. 312. More recently, the Board adopted Resolution No. 44-11 suspending a portion of the Directors' compensation so that actual compensation to be paid going forward was \$146 per day of service in 2011. Using \$146 and 2011 as the base for calculating 5% annual increase for the total number of years since the last adjustment, the maximum allowable compensation amount would be \$204.40 in 2019.

On August 6, 2019, the Board discussed the Day of Service policy and expressed interest in having a separate discussion on the day of service compensation amount. During its discussion on September 3, 2019, the Board agreed the compensation should be reasonably increased after being at a reduced rate for eight years and noted the new amount would help to attract qualified Board candidates. The Board compared DSRSD's current day of service rate to current rates at neighboring water and sanitation agencies and noted that DSRSD is the only agency that handles both water and wastewater lines of service. At the end of the discussion, the Board directed staff to present an ordinance increasing the compensation to \$195 per day of service. On October 15, 2019, the Board held a public hearing and introduced the Ordinance. For this second reading version of the Ordinance, staff made a clerical correction to conform the title to include the rescission of Resolution No. 27-09 and 44-11 that would result from adoption of the Ordinance, as stated in one of the resolved clauses. The additional language was also contained in the title box of this Summary and Recommendation for the first reading of this Ordinance on October 15, 2019.

If adopted tonight, the Ordinance will become effective in 60 days, on January 4, 2020.

Originating Department: Office of the General Manager	Contact: D. McIntyre	Legal Review: Yes
Cost: \$195 per day of service	Funding Source: Administrative Overhead (Fund 900)	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Water Code Sections “Compensation of Water District Directors”	40 of 75


[Up^](#) [Add To My Favorites](#)
**WATER CODE - WAT**
**DIVISION 10. FINANCIAL SUPERVISION OF DISTRICTS [20200 - 20220]** ( *Division 10 added by Stats. 1943, Ch. 371. .* )

**CHAPTER 2. Compensation of Water District Directors [20200 - 20207]** ( *Chapter 2 added by Stats. 1984, Ch. 186, Sec. 1. .* )

**20200.** As used in this chapter, "water district" means any district or other political subdivision, other than a city or county, a primary function of which is the irrigation, reclamation, or drainage of land or the diversion, storage, management, or distribution of water primarily for domestic, municipal, agricultural, industrial, recreation, fish and wildlife enhancement, flood control, or power production purposes. "Water districts" include, but are not limited to, irrigation districts, county water districts, California water districts, water storage districts, reclamation districts, county waterworks districts, drainage districts, water replenishment districts, levee districts, municipal water districts, water conservation districts, community services districts, water management districts, flood control districts, flood control and floodwater conservation districts, flood control and water conservation districts, water management agencies, water agencies, and public utility districts formed pursuant to Division 7 (commencing with Section 15501) of the Public Utilities Code.

*(Amended by Stats. 2007, Ch. 213, Sec. 5. Effective January 1, 2008.)*

**20201.** Notwithstanding any other provision of law, the **governing board of any water district may**, by ordinance adopted pursuant to this chapter, provide compensation to members of the governing board, unless any compensation is prohibited by its principal act, in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board, or for each day's service rendered as a member of the board by request of the board, and may, **by ordinance adopted pursuant to this chapter, in accordance with Section 20202, increase the compensation received by members of the governing board above the amount of one hundred dollars (\$100) per day.**

It is the intent of the Legislature that any future increase in compensation received by members of the governing board of a water district be authorized by an ordinance adopted pursuant to this chapter and not by an act of the Legislature.

For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

*(Amended by Stats. 2005, Ch. 700, Sec. 27. Effective January 1, 2006.)*

**20201.5.** Reimbursement for expenses of members of a governing board of a water district is subject to Sections 53232.2 and 53232.3 of the Government Code.

*(Added by Stats. 2005, Ch. 700, Sec. 28. Effective January 1, 2006.)*

**20202.** **In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted.**

**No ordinance adopted pursuant to this chapter shall authorize compensation for more than a total of 10 days in any calendar month.**

*(Amended by Stats. 1989, Ch. 111, Sec. 1.)*

**20203.**

Any water district described in Section 20201 is authorized to adopt ordinances pursuant to this chapter. **No ordinance shall be adopted pursuant to this chapter except following a public hearing.** Notice of the hearing shall be published in a newspaper of general circulation pursuant to Section 6066 of the Government Code.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20204.** **An ordinance adopted pursuant to this chapter shall become effective 60 days from the date of its final passage.** The voters of any water district shall have the right, as provided in this chapter, to petition for referendum on any ordinance adopted pursuant to this chapter.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20205.** If a petition protesting against the adoption of the ordinance is presented to the governing board of the water district prior to the effective date of the ordinance, the ordinance shall be suspended and the governing board shall reconsider the ordinance.

If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district exceeds 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 5 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election. If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district is less than 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 10 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20206.** If the governing board does not entirely repeal the ordinance against which a petition is filed, the governing board shall submit the ordinance to the voters either at a regular election or a special election called for the purpose. The ordinance shall not become effective unless and until a majority of the votes cast at the election are cast in favor of it. If the ordinance is not approved by the voters, no new ordinance may be adopted by the governing board pursuant to this chapter for at least one year following the date of the election.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20207.** Except as otherwise provided in this chapter, the provisions of the Elections Code applicable to the right of referendum on legislative acts of districts shall govern the procedure on ordinances against which a petition is filed.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF DUBLIN SAN RAMON SERVICES DISTRICT INCREASING THE RATE OF COMPENSATION FOR EACH DAY OF SERVICE BY A DIRECTOR, REPEALING ORDINANCE NO. 312, AND RESCINDING RESOLUTION NOS. 27-09 AND 44-11

---

WHEREAS, the principal act of the Dublin San Ramon Services District is the Community Services District Law (California Government Code Section 61000 *et seq.*); and

WHEREAS, California Government Code Section 61047 allows the Board of Directors to increase the amount of compensation of its members for each day of service, by ordinance adopted pursuant to California Water Code Section 20200 *et seq.* which governs compensation of water district directors; and

WHEREAS, the Dublin San Ramon Services District qualifies as a water district under California Water Code Section 20200; and

WHEREAS, California Water Code Sections 20201 and 20202 authorize the governing board of any such water district to establish and to revise, by ordinance, after duly noticed public hearing, compensation for its governing board pursuant to said sections in lieu of establishing compensation under the district's principal act, provided that the principal act does not prohibit any compensation; and

WHEREAS, the Board last formally established the compensation at \$156 per each day of service, not to exceed ten (10) days in any calendar month, by Ordinance No. 312 adopted on November on 1, 2005; and

WHEREAS, the Board subsequently lowered the compensation to \$150 by Resolution No. 27-09 adopted on June 23, 2009 and further lowered the compensation to \$146 by Resolution No. 44-11 adopted on August 16, 2011; and

WHEREAS, a duly noticed public hearing on the question of adoption of this ordinance was held on October 15, 2019, at which time all persons interested in the matter were heard or given the opportunity to be heard.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of Dublin San Ramon Services District as follows:

1. Pursuant to California Water Code Section 20202, members of the Board of Directors of shall receive compensation in the amount not to exceed one hundred and ninety-five dollars (\$195) for each day of service as specified in, or duly approved by the Board as provided in, the Day of Service policy then in effect and consistent with California Government Code Section 61047, not to exceed a

Ord. No. \_\_\_\_\_

total of ten (10) days in any calendar month, together with reimbursement for actual and necessary expenses incurred in the performance of official duties.

2. Ordinance No. 312, entitled "Ordinance Affirming Rate of Compensation for the Board of Directors of Dublin San Ramon Services District and Repealing Provisions Related to Travel Expenses by Repealing Ordinance No. 287," attached as Exhibit "1," is hereby repealed.

3. Resolution No. 27-09, attached as Exhibit "2," and Resolution No. 44-11, attached as Exhibit "3," interpreted to have partially suspended Ordinance No. 312 consistent with its original intent, are hereby rescinded.

4. This ordinance shall become effective sixty (60) days from the date of its final passage.

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 November, 2019, by the following vote:

AYES:

NOES:

ABSENT:

---

Madelyne A. Misheloff, President

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

DATE OF ATTESTATION: \_\_\_\_\_

ORDINANCE NO. 312

ORDINANCE REAFFIRMING RATE OF COMPENSATION FOR THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT AND REPEALING PROVISIONS RELATED TO TRAVEL EXPENSES BY REPEALING ORDINANCE NO. 287

---

WHEREAS, Chapter 2 of Division 10 of the California Water Code (§20200 *et seq.*) governs compensation of water district directors; and

WHEREAS, the Dublin San Ramon Services District qualifies as a water district under Section 20200 of said Code; and

WHEREAS, Sections 20201 and 20202 of said Code authorize the governing board of any such water district to establish and to revise, respectively, by ordinance, after duly noticed public hearing, compensation for its governing board pursuant to said sections in lieu of establishing compensation under the district's principal act, provided that the principal act does not prohibit any compensation; and

WHEREAS, this District's principal act (Gov. Code §61000 *et seq.*) does not prohibit compensation for its governing Boardmembers; and

WHEREAS, pursuant to Ordinance No. 266, adopted July 18, 1995, the operative date of the adjustment to the Boardmembers' compensation was September 16, 1995, at which time compensation was set at one hundred thirty dollars (\$130.00) per day for each day's attendance at meetings of the Board, or for each day's service rendered as a Member of the Board by request of the Board, not to exceed ten (10) days in any calendar month; and

WHEREAS, pursuant to Ordinance No. 287, adopted September 7, 1999, the operative date of the last adjustment to the Boardmembers' compensation was November 6, 1999, at which time compensation was set at one hundred fifty-six dollars (\$156.00) per day for each day's attendance at meetings of the Board, or for each day's service rendered as a Member of the Board by request of the Board, not to exceed ten (10) days in any calendar month; and

WHEREAS, Ordinance No. 287, adopted September 7, 1999, set compensation and mileage reimbursement at the rate set by the Internal Revenue Service for the District Board of Directors; and

WHEREAS, Resolution 64-03, adopted on November 18, 2003, established travel policy for the Board thereby superseding paragraph 2 of Ordinance No. 287; and

WHEREAS, a duly noticed public hearing on the question of adoption of this ordinance was held on November 1, 2005, at which time all persons interested in the matter were heard or given the opportunity to be heard.

NOW THEREFORE, BE IT ORDAINED by the Board of Directors of the Dublin San Ramon Services District, a public agency in the Counties of Alameda and Contra Costa, California, as follows:

1. Pursuant to California Water Section 20202, Members of the Board of Directors of the Dublin San Ramon Services District shall receive compensation in the amount not to exceed One Hundred Fifty-six dollars (\$156.00) per day for each day's attendance at meetings of the Board, or for each day's service rendered as a Member of the Board by request of the Board, not to exceed a total of 10 days in any calendar month, together with expenses incident thereto.

2. Ordinance No. 287, entitled "Ordinance Establishing Rate of Compensation and Travel Reimbursement for the Board of Directors of the Dublin San Ramon Services District and Rescinding all Resolutions, Motions, Ordinances, or Portions Thereof, in Conflict Herewith", is hereby repealed.

3. This ordinance shall become effective 60 days from the date of its final passage.

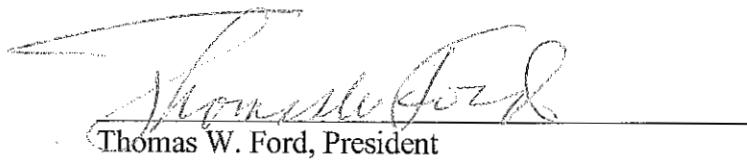
Ord. No. 312

ADOPTED by the Board of Directors of the Dublin San Ramon Services District at its regular meeting held on the 1st day of November 2005, and passed by the following vote:

AYES: 4 - Directors Richard M. Halket, Jeffrey G. Hansen, Dwight L. Howard, Thomas W. Ford

NOES: 1 - Director Daniel J. Scannell

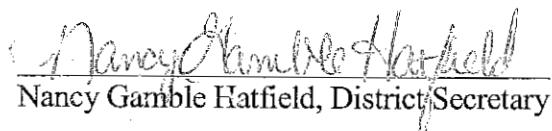
ABSENT: 0



---

Thomas W. Ford, President

ATTEST:



Nancy Gamble Hatfield  
Nancy Gamble Hatfield, District Secretary

RESOLUTION NO. 27-09

## RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ENCOURAGING ITS MEMBERS TO LIMIT THE AMOUNT CLAIMED FOR A DAY OF SERVICE

WHEREAS, the Board's compensation for its service to the District has been established in conformance with Chapter 2 of Division 10 of the California Water Code (§20200 *et seq.*);

WHEREAS, the Board last set its compensation on November 6, 1999 by Ordinance No. 287 at an amount equal to \$156.00 for each Day of Service rendered which amount has remained unchanged since that time;

WHEREAS, in light of the unprecedented fiscal situation the District is facing in FYE 2010, the significant rate increases under consideration and the voluntary and imposed personnel cost reductions being borne by District staff, the Board finds that it is appropriate that its Members participate in cost reductions by voluntarily limiting their compensation.

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:

In the fiscal year ending June 30, 2010 the Board encourages its members to voluntarily limit the amount claimed for a Day of Service to \$150.00.

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 special meeting held on the 23<sup>rd</sup> day of June, 2009, and passed by the following vote:

AYES: 4 - Directors D.L. (Pat) Howard, Jeffrey G. Hansen, Richard M. Halket, Daniel J. Scannell

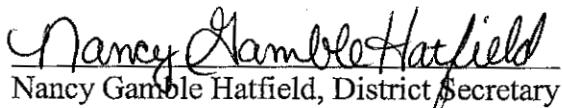
NOES: 0

ABSENT: 0



Daniel J. Scannell, President

Attest:

  
Nancy Gamble Hatfield, District Secretary

RESOLUTION NO. 44-11

**RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT PARTIALLY SUSPENDING ORDINANCE NO. 287 AND THEREBY REDUCING COMPENSATION TO BE PAID TO BOARD MEMBERS**

---

WHEREAS, on November 6, 1999 the Board enacted Ordinance No. 287 establishing compensation for the service of its Board Members to the District, in conformance with Chapter 2 of Division 10 of the California Water Code (§20200 et seq.), at an amount equal to \$156.00 for each Day of Service rendered, which amount has remained unchanged since that time; and

WHEREAS, the Board now desires to suspend payment of a portion of the compensation thus established for attendance at meetings of the Board or Committees, or for each day of service otherwise rendered as a Board Member as previously approved by, or rendered at the request of, the Board.

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. Pursuant to Government Code section 61047(d) and Water Sections 20200 et seq., Ordinance No. 287 shall be partially suspended such that the actual compensation paid to Members of the Board of Directors of Dublin San Ramon Services District shall not exceed One Hundred Forty-six dollars (\$146.00) for attending a meeting of the Board or of a Committee of the Board, or for each day of service otherwise rendered as a Member of the Board as previously approved by, or rendered at the request of, the Board, exclusive of expenses incident thereto, reimbursement of which is subject to Government Code Sections 53232.2 and 53232.3.

2. As set forth in Ordinance No. 287, a Member of the Board of Directors shall not receive compensation for more than ten days of service in any calendar month.

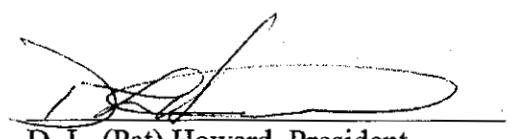
3. The partial suspension of Ordinance No. 287 effected by this resolution shall remain effective until such time as the Board of Directors may act to rescind this resolution.

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 August 2011, and passed by the following vote:

AYES: 5 - Directors Georgean M. Vonheeder-Leopold, Daniel J. Scannell, Dawn L. Benson, Richard M. Halket, D.L. (Pat) Howard

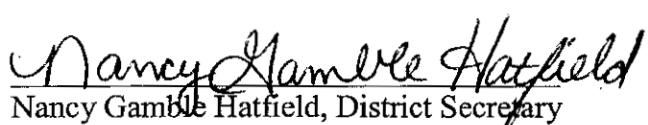
NOES: 0

ABSENT: 0



D. L. (Pat) Howard, President

Attest:



Nancy Gamble Hatfield  
Nancy Gamble Hatfield, District Secretary



**TITLE:** Receive Presentation on Per- and Polyfluoroalkyl Substances (PFAS)

**RECOMMENDATION:**

Staff recommends the Board of Directors receive a presentation on Per- and Polyfluoroalkyl Substances (PFAS).

**SUMMARY:**

Per- and polyfluoroalkyl substances, known as PFAS, are a large family of man-made chemicals manufactured since the 1940s and used extensively in consumer products such as carpets, clothing, fabrics for furniture, paper packaging for food, firefighting foams, and other materials designed to be waterproof, stain-resistant, non-stick, or fire-retardant. There are over 4,000 types of compounds in the PFAS class.

To better understand the impacts of PFAS, the California State Water Resources Control Board's Division of Drinking Water (DDW) has issued notification and response levels for two specific PFAS compounds (perfluorooctanesulfonic acid (PFOS) and perfluorooctanoic acid (PFOA)). In March 2019, the DDW launched a statewide phased investigation and ordered quarterly monitoring for PFAS in specific drinking water wells. Local monitoring has been taking place in the wells owned by the Zone 7 Water Agency (Zone 7) and the City of Pleasanton. The District's water wholesaler, Zone 7 has completed two quarters of monitoring in their groundwater production wells, resulting in eight wells exceeding the notification levels for PFOS, four wells exceeding the notification levels for PFOA, and one well, Mocho Well No. 1, exceeding the response level. The response level trigger for the Mocho Well No.1 requires Zone 7 to blend or treat to levels below the response level. Zone 7's testing of surface treated water and Hopyard wells indicated no PFOS or PFOA detections. Although other PFAS have also been detected in Zone 7's water supply sources, there are no regulatory guidelines for these contaminants at the present time. Information related to Zone 7's detections is presented on its website: <https://www.zone7water.com/>.

Staff is working and communicating with Zone 7 and the District's neighboring water retailers to better understand the impacts in the groundwater basin and potential available treatment technologies or operational changes. The PFOS/PFOA is a fast-moving regulatory item that could become a monitoring requirement with action levels for the District's drinking water distribution system in the near future. Staff will continue to stay abreast of regulatory developments to ensure ongoing compliance with all drinking water standards and requirements.

Originating Department: Operations	Contact: D. Griffin	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input checked="" type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	51 of 75	



**TITLE:** Receive Presentation on the Regional Wastewater Fund 10-Year Financial Planning Model

**RECOMMENDATION:**

Staff recommends the Board of Directors receive a presentation on the Regional Wastewater Fund 10-Year Financial Planning Model.

**SUMMARY:**

Goal #1 of the 2019-2024 Strategic Plan is to “Maintain our financial stability and sustainability.” One of the tasks to achieve this goal is to “Develop long-term (10-year) financial models to guide future operating budgets and rate studies.” Staff developed a 10-year Financial Plan for the Water Fund in conjunction with the 2019 Water Rate Study. The Regional Wastewater Fund 10-year Financial Planning Model (FPM) has now been developed for presentation at tonight’s meeting. Staff will finalize an FPM dashboard in Fiscal Year Ending (FYE) 2021 to effectively communicate future trends and impacts on the District’s finances.

This preliminary FPM is based on the recently adopted FYE 20-21 Operating Budget, which updates a number of key assumptions compared to the cost of service analysis from the *2017 Regional Sewer Rate Study*.

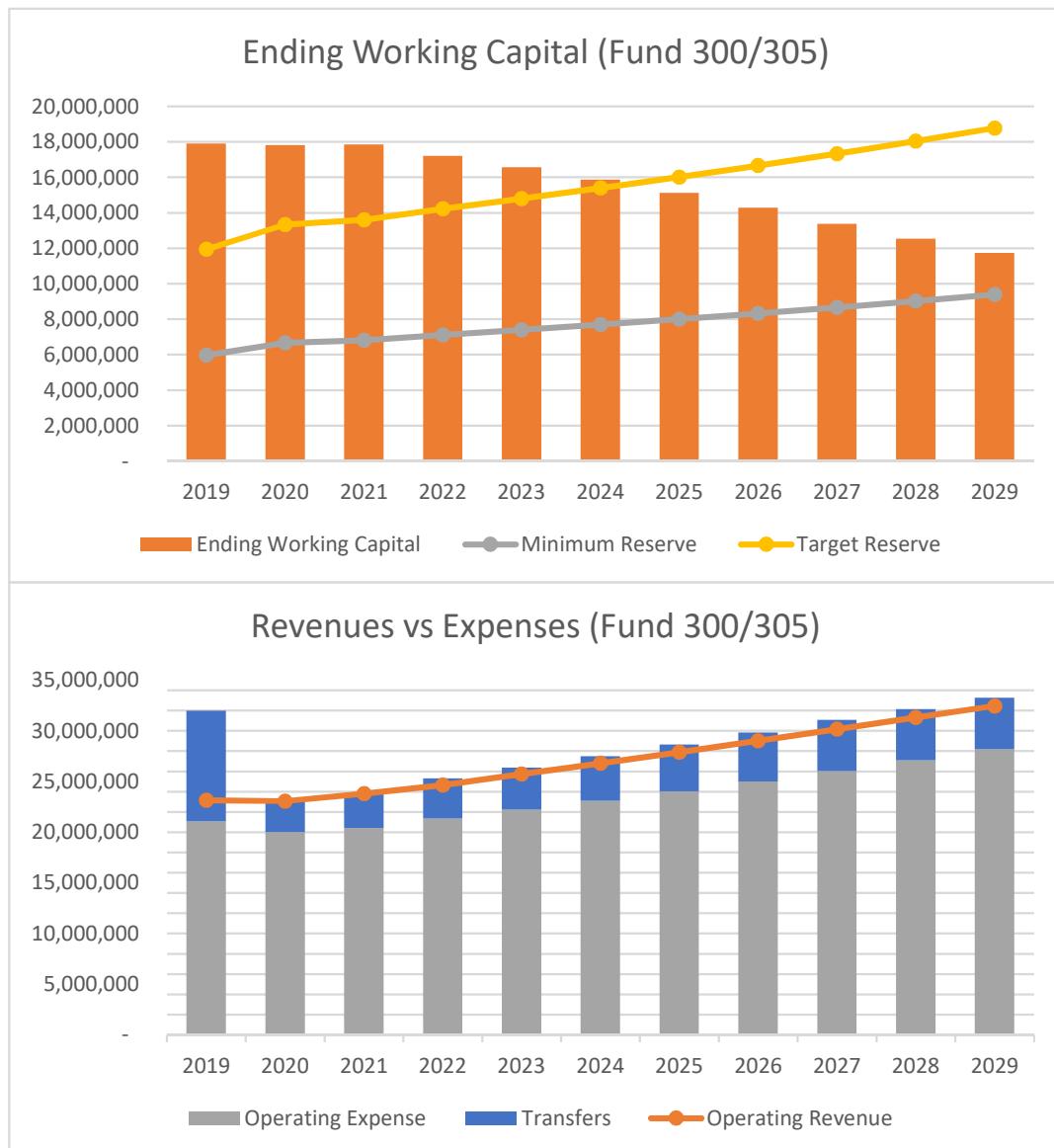
Key assumptions include:

- Conservative customer growth over 10 years based on most recent Engineering planning estimates;
- Wastewater flow based on post-drought water demand recovery;
- Projected pension and other post-employment benefits (OPEB) increases based on current actuarial valuations;
- Recent Board action to advance fund pension unfunded actuarial liabilities (UAL); and
- The adopted operating budget included the addition of 6.0 FTEs of which 2.27 FTEs were allocated to support regional treatment operations.

The model projects the working capital of two of the Regional Wastewater Enterprise Funds (both Enterprise (Fund 300) and Rate Stabilization (Fund 305)) to be above policy reserve targets through FYE 2024, and remain above policy reserve minimums through the 10-year forecast period. Situations that could negatively affect these projections include decreases in projected dwelling unit equivalents and California Public Employees’ Retirement System (CalPERS) rate increases due to investment portfolio losses or changes in actuarial assumptions. Conversely, situations that will positively affect these projections include the District’s debt payoff in FYE 2032, actual salary and benefits being lower than projections due to position vacancies, and CalPERS rate decreases due to investment portfolio gains.

Staff will update this model comprehensively as part of the next operating budget update in FYE 2021. The next regional wastewater rate study is anticipated in FYE 2022. Attachment 1 shows metrics from the model. Staff will make a presentation at the Board meeting and address questions from the Board of Directors.

Originating Department: Administrative Services	Contact: H. Chen	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Regional Wastewater Enterprise 10-Year Fund Balance Projections	





**TITLE:** Review Draft Presentation of the State of DSRSD for Fiscal Year 2018-2019 and Provide Direction

**RECOMMENDATION:**

Staff recommends the Board of Directors review the attached draft presentation of the *State of DSRSD for Fiscal Year 2018-2019* and provide direction.

**SUMMARY:**

The first presentation of the *State of DSRSD for Fiscal Year 2018-2019* is scheduled for Tuesday, November 19, 2019, before the City of Dublin City Council. The presentation should be no longer than 10 minutes.

Attachment 1 is a first staff draft of the presentation for the Board's review and comment.

Additionally, the Board will need to designate a Board representative to make the presentation to the Dublin City Council on November 19. The selected Boardmember must be available to invest sufficient time to coordinate with staff on the final presentation.

Previously, Vice President Duarte presented last year's State of DSRSD to the San Ramon City Council, and Director Vonheeder-Leopold presented to the Zone 7 Water Agency Board and the Dublin City Council.

Originating Department: Office of the General Manager	Contact: S. Stephenson	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Draft PowerPoint Presentation	

# STATE OF DSRSD FOR FISCAL YEAR 2018-2019



**Dublin San Ramon  
Services District**  
*Water, wastewater, recycled water*

XX

Director, DSRSD Board

Dublin City Council Meeting

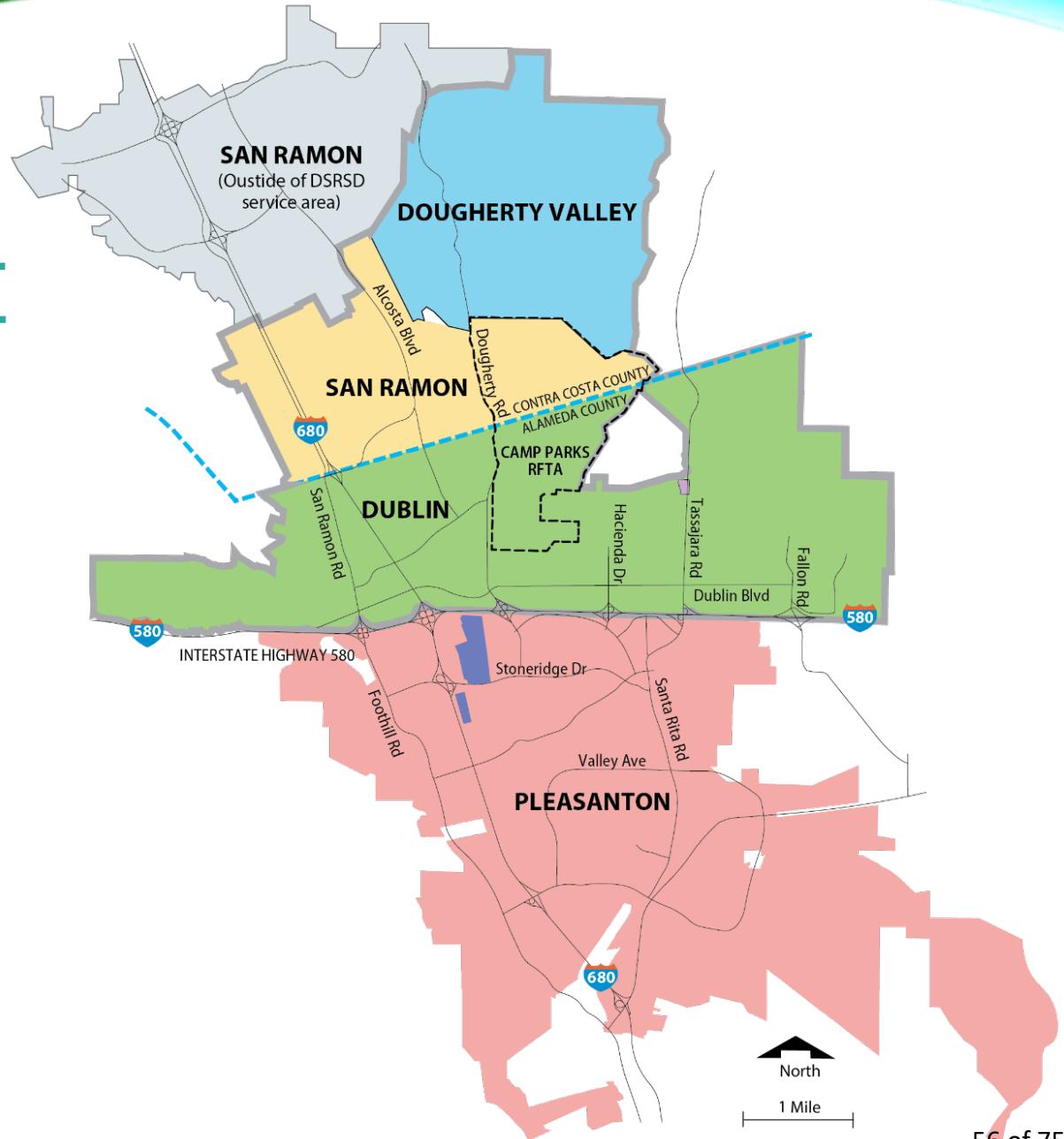
November 19, 2019

# SERVICES WE PROVIDE

186,000 people served

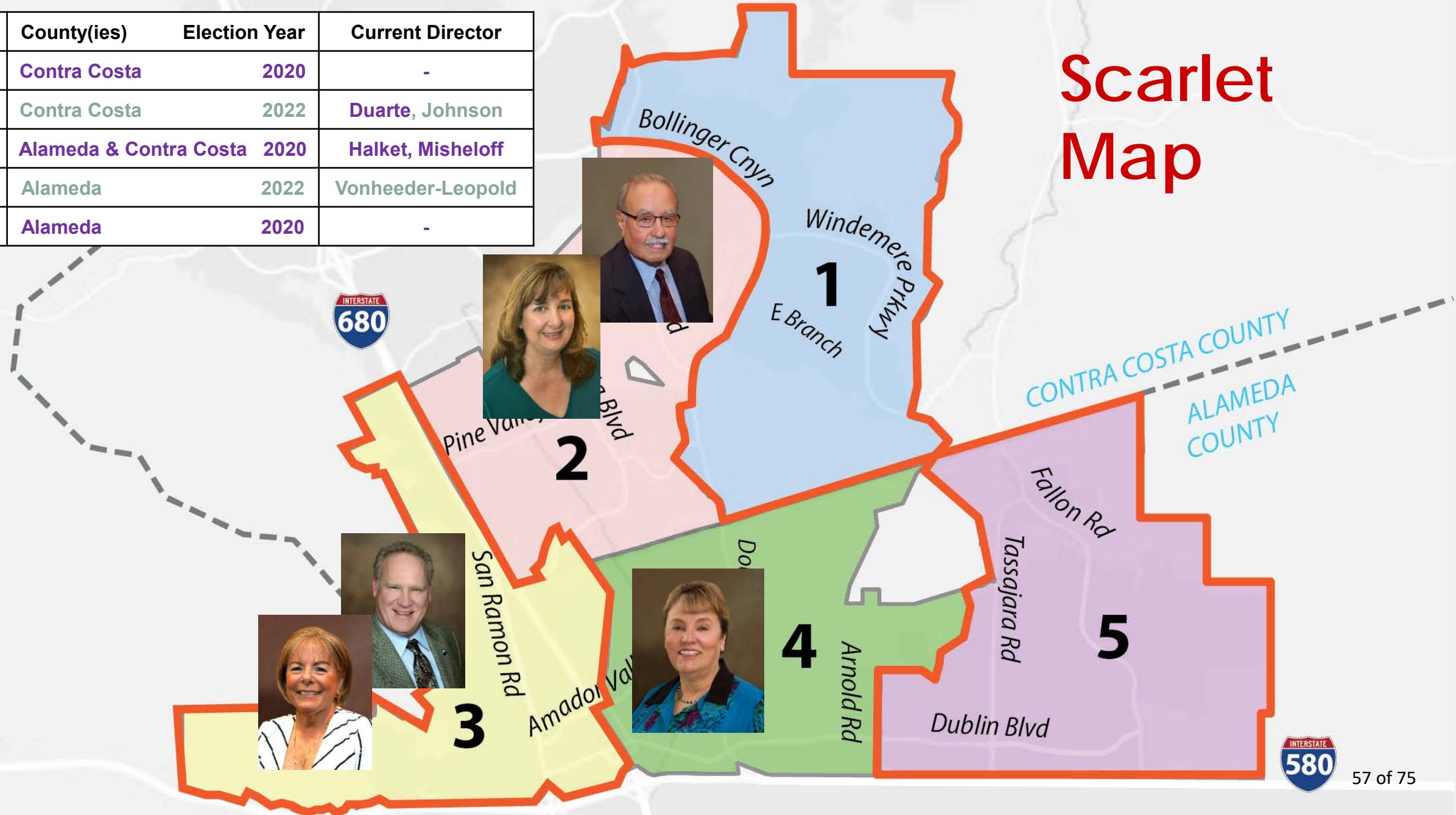
## Map Legend

- DSRSD Regional Wastewater Treatment Facility
- DSRSD Water and Recycled Water Service Area
- DSRSD Wastewater Only Service Area
- DSRSD Wastewater Treatment Under Contract and Recycled Water
- DSRSD Water, Wastewater and Recycled Water Service Area
- Alameda Contra Costa County Dividing Line
- DSRSD Boundary
- Camp Parks (Parks RFTA) Boundary



Div	County(ies)	Election Year	Current Director
1	Contra Costa	2020	-
2	Contra Costa	2022	Duarte, Johnson
3	Alameda & Contra Costa	2020	Halket, Misheloff
4	Alameda	2022	Vonheeder-Leopold
5	Alameda	2020	-

# Scarlet Map



# CITIZENS WATER ACADEMY



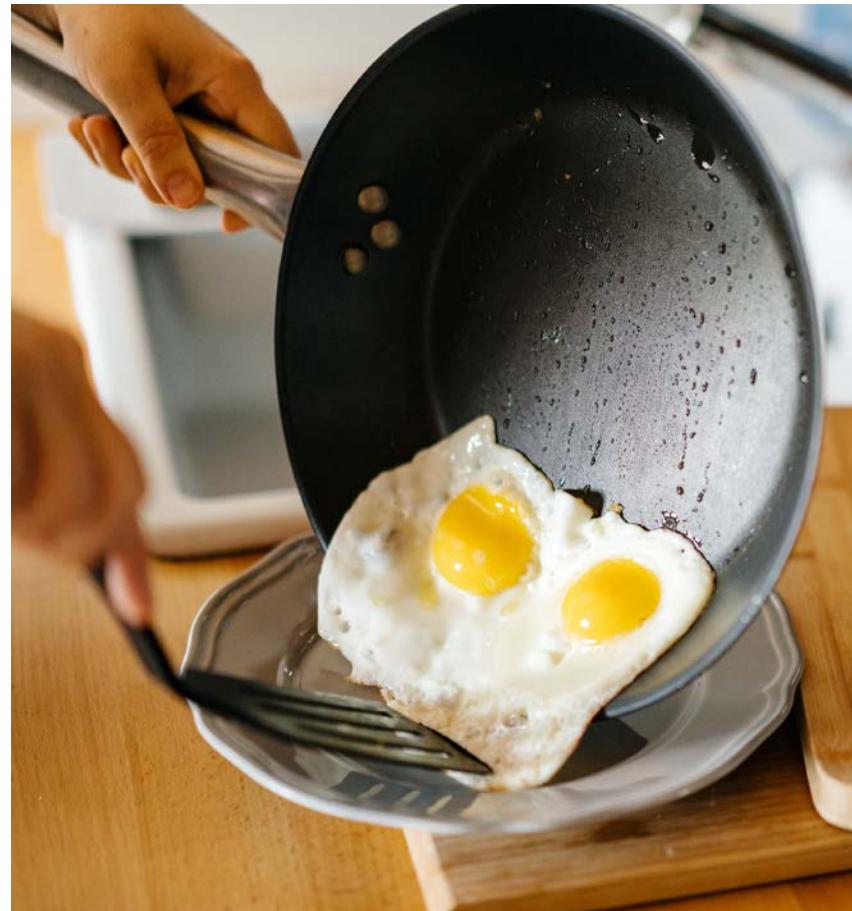
# NEED TO BOLSTER OUR WATER SUPPLY

- 90% water from Sierra snow (State Water Project)
- 10% local runoff (Lake Del Valle)
- Need to diversify
- We can do this
- Cost \$10-20/month/customer



# PROTECT PUBLIC HEALTH AND THE ENVIRONMENT

## Per- and Polyfluoroalkyl Substances (PFAS)



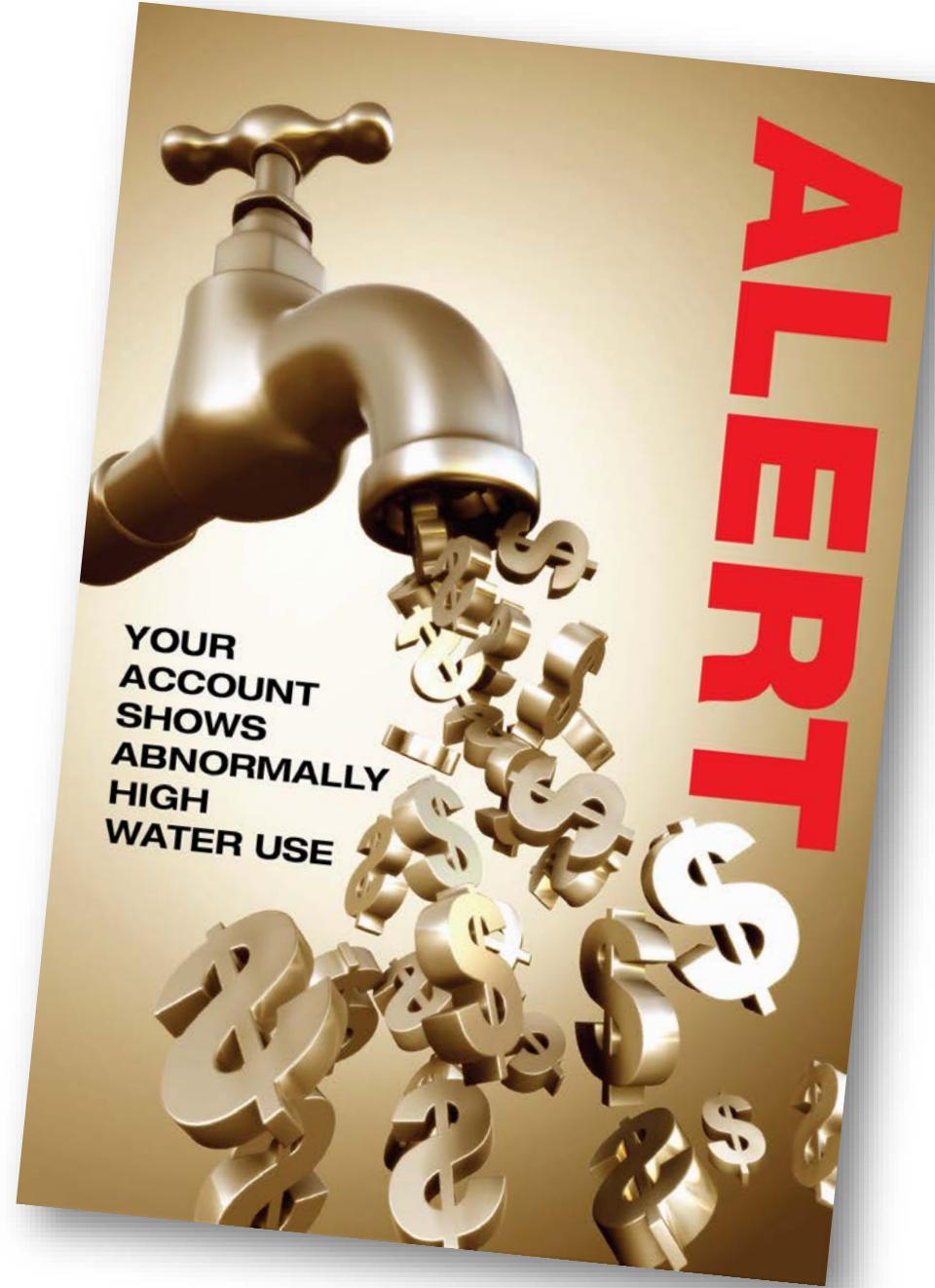
# PROTECT PUBLIC HEALTH AND THE ENVIRONMENT

## Public Safety Power Shutoff (PSPS)



## INCREASING EFFICIENCIES

Free software for water customers, AquaHawk, lets customers take control of their water use and adopt water conservation as a California way of life.



# INCREASING EFFICIENCIES

Time repairs and improvements to ensure maximum recycled water delivery...



# INCREASING EFFICIENCIES

Recycled water use  
reported online  
streamlines process



# INCREASING EFFICIENCIES & SAVINGS

**Staff saved \$38,000  
retrofitting a spare circuit  
breaker, to work at  
multiple locations at the  
plant, instead of  
purchasing a new one**



# INCREASING \$AVING\$

Collaborating with 60 other Bay Area water/wastewater agencies to bulk buy chemicals saves money



# INCREASING \$AVINGS\$

Partnering with  
22 other Bay Area  
water/wastewater  
agencies to train the  
next generation of  
operators



# INVESTING IN THE FUTURE

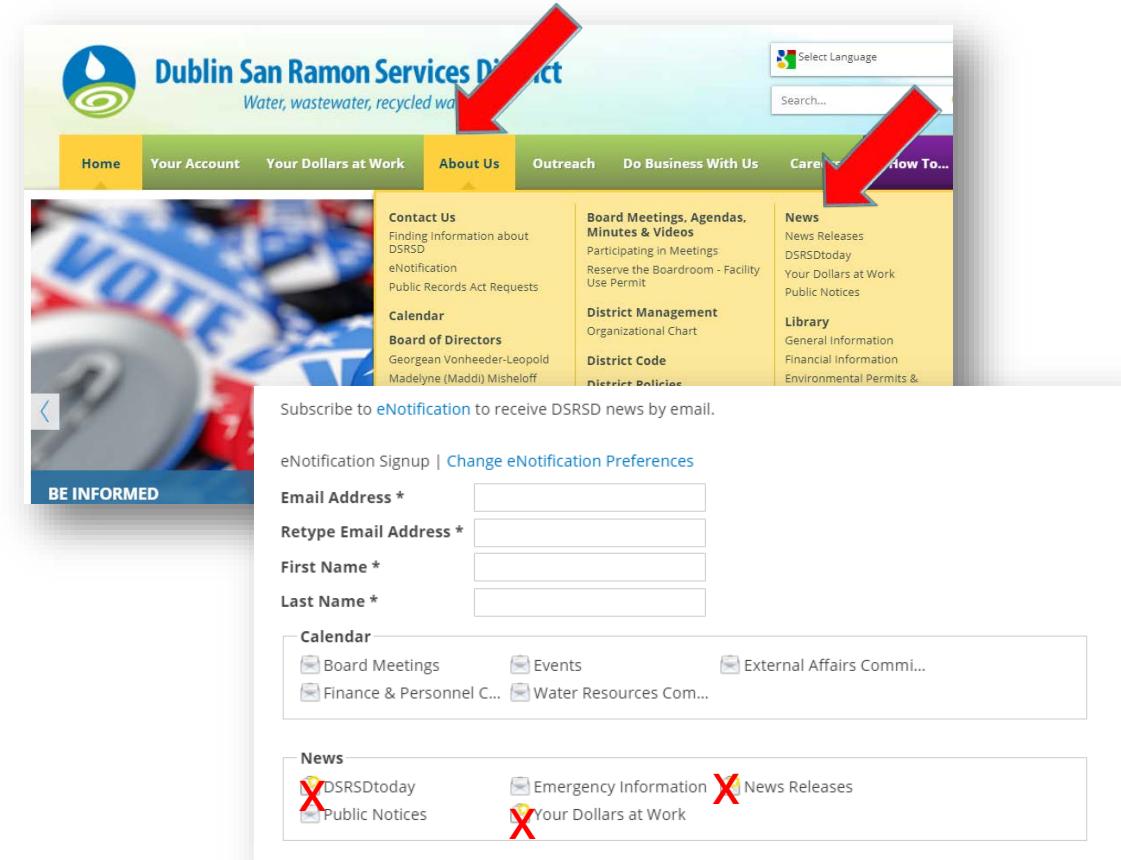
Building two deeper primary tanks (\$19M) increases wastewater treatment capacity





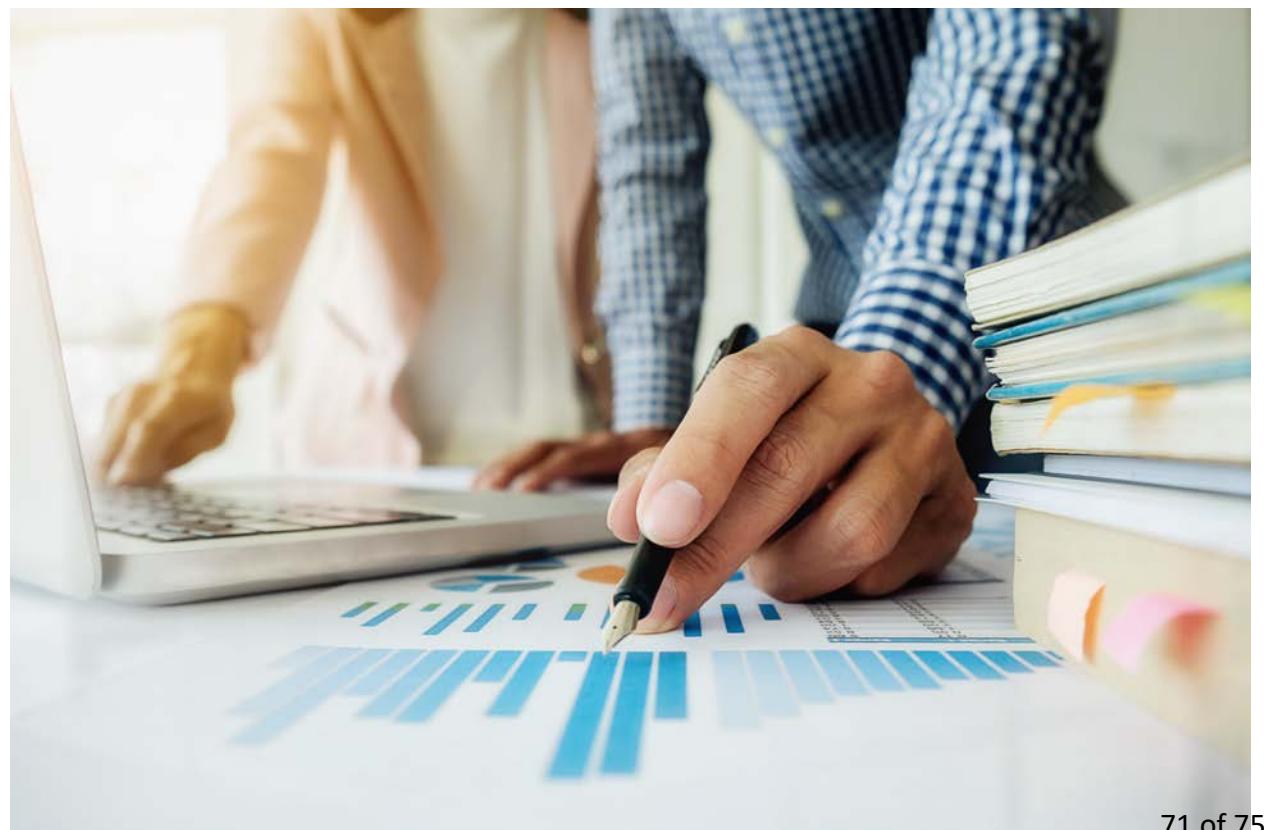
# KEEP YOUR FINGER ON DSRSD'S PULSE

- Visit [www.dsrsd.com](http://www.dsrsd.com)
- Click on “About Us”
- Click on “News”
  - » Scroll down and subscribe to eNotification
    - News Releases
    - DSRSDtoday
    - Your Dollars at Work



# KEY 2020 STRATEGIC GOAL

- Maintain financial stability



# KEY 2020 STRATEGIC GOAL

- **Develop and implement an integrated recycled and potable water program to achieve a more reliable water supply**



# KEY 2020 STRATEGIC GOAL

- Ensure greater energy reliability



# QUESTIONS?



DIRECTOR  
NAME



PHONE



*EMAIL*



**TITLE:** Receive Report on Pacific Gas and Electric Company's Public Safety Power Shutoff Program

**RECOMMENDATION:**

Staff recommends the Board of Directors receive a report on Pacific Gas and Electric Company's (PG&E) Public Safety Power Shutoff Program.

**SUMMARY:**

In early 2018, following significant statewide wildfires in the prior year, the California Public Utilities Commission began developing regulations that would allow investor-owned utilities such as PG&E to preemptively de-energize power lines to prevent wildfires. Later in 2018, the State Legislature enacted Senate Bill 901 which required all electric utilities to prepare wildfire mitigation plans. The utilities, including PG&E, have developed a program called the Public Safety Power Shutoff (PSPS) to proactively turn off power lines under high-risk fire conditions.

A PSPS event is activated in order to avoid ignition of a wildfire when dangerous meteorological conditions exist: low humidity, sustained high winds, high temperatures, and dry vegetation. The District may receive only a few hours notice of a PSPS event; and depending on the severity of the weather and other factors, a PSPS may last for several hours or days. While customers in high fire-threat areas are more likely to be affected, a PSPS event could impact any PG&E customer because the energy system relies on power lines working together to provide electricity across cities, counties, and regions. In addition, the power lines connected through transfer stations were not designed for specific regional power isolation.

When weather or operational issues warrant, PG&E will give advance notice that portions of its power system will be de-energized as a precautionary measure. Since the program began, there have been three occasions when PG&E has activated the program in the District's service area: October 9, October 26 to 28, and October 29 to 30. The District was primarily affected from October 26 to 28. Staff will give a verbal report on the October 26–28 PSPS event.

Power shutoffs are potentially detrimental to the District for the following reasons:

- If power to the supervisory control and data acquisition (SCADA) system is lost, staff loses the ability to communicate with the automated control systems for the potable and recycled water system.
- If power to pump stations is lost, staff loses the ability to add water to various pressure zones in the potable and recycled water system, and to keep the water tanks at the proper level. At some point, water service to customers could be disrupted and could occur during a longer, system-wide power disruption lasting over a day.
- If power is lost to the Dublin San Ramon Services District•East Bay Municipal Utility District Recycled Water Authority (DERWA) recycled water treatment plant, the ability to create recycled water to serve the DERWA San Ramon Valley Project, and the City of Pleasanton is lost.
- If power is lost to the Livermore-Amador Valley Water Management Agency (LAVWMA) facilities, the ability to pump treated effluent into the LAVWMA line and discharge to East Bay Dischargers Authority (EBDA) facilities is lost. There is limited storage facilities at the DSRSD Regional Wastewater Treatment Plant, the Livermore Wastewater Treatment Plant, and the LAVWMA facility, to detain treated effluent. If the District runs out of storage, the District could be forced to discharge to the adjacent creek, which is only permitted under certain special wet-weather conditions.
- Managing all of the above situations requires a significant investment of staff time (including overtime), which has a detrimental impact on the District's on-going operations and other planned work activities.

Originating Department: Office of the General Manager	Contact: D. McIntyre	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input checked="" type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		75 of 75