

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

January 7, 2020

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

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

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, Assistant General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

Director Misheloff entered the meeting at 6:02 p.m.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES – President Duarte wished everyone a prosperous New Year and looked forward to great things ahead for the District.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:02 p.m. No public comment was received.

6. REPORTS

6.A. Reports by Staff

- Event Calendar – General Manager McIntyre reported on the following:
 - o Staff will confirm later this week if the Tri-Valley Water Liaison Committee meeting scheduled for Wednesday, January 22 will be held or cancelled.
 - Correspondence to and from the Board on an Item not on the Agenda – None

6.B. Joint Powers Authority and Committee Reports – None

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

7. CONSENT CALENDAR

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

7.A. Approve Regular Meeting Minutes of December 17, 2019 – Approved

7.B. Adopt Revised Director Travel and Expenses Policy and Rescind Resolution No. 12-17 – Approved – Resolution No. 1-20

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

Engineering Services Manager Zavadil reviewed the item for the Board. She reported that the project is progressing as planned with a hopeful return to the building in March.

Vice President Johnson MOVED to 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. Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

8.B. Approve Amendment to the Capital Improvement Program Two-Year Budget for Fiscal Years Ending 2020 and 2021 for the Corporation Yard and Administration Facilities Project (CIP 16-A005) and Award Construction Agreement to D.W. Nicholson Corporation for the Field Operations Facility (FOF) Electrical Improvements Project (CIP 16-A005)

Engineering Services Manager Zavadil reviewed the item for the Board. She noted the higher bid amounts that were received could be due to scarce contractor resources in the current market.

Director Halket MOVED to adopt Resolution No. 2-20, Approving an Amendment to the Capital Improvement Program (CIP) Ten-Year Plan and an Increase to the Local Wastewater Expansion (Fund 220) Capital Improvement Program Fund Budget for Fiscal Year Ending 2020 the Corporation Yard and Administrative Facilities Project (CIP 16-A005), and Resolution No. 3-20, Approving an Agreement with D.W. Nicholson Corporation for Construction of the Field Operations Facility (FOF) Electrical Improvement Project (CIP 16-A005). Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

8.C. Approve Board Committees and Joint Powers Authority Assignments for Calendar Year 2020

General Manager McIntyre reviewed the item for the Board.

Director Halket MOVED to Approve Board Committees and Joint Powers Authority Assignments for Calendar Year 2020 as Proposed in Option #1 - Maintaining the Current Committee Structure and Assignments for 2020. Vice President Johnson SECONDED the MOTION, which CARRIED with FIVE AYES.

8.D. Receive Presentation on Regional Water Quality Control Board Nutrients Watershed Permit

Operations Manager Carson reviewed the item for the Board. He introduced WWTP Operations Supervisor Levi Fuller who gave a presentation (handed out to the Board) providing an overview of the District's current Watershed permit (eff. July 1, 2019 – June 30, 2024) and matters relating to current and future Watershed permitting: explanation of nutrients and sources, potential environmental, regulatory, and financial impacts, nutrient mitigation efforts by Bay Area Clean Water Agencies (including DSRSD), Recycled Water Quality Control Board Watershed permitting and regional nutrients studies, DSRSD's nutrients reduction to the San Francisco Bay via recycled water production, and the

processing adjustments and funding required to meet the potentially significant nutrients reduction requirements for the next permit in 2024.

The Board and staff discussed various aspects of the presentation including the significant financial impacts that could be seen in 8 to 10 years' time if drastic measures are needed to respond to new nutrients regulations – this would result in an approximate regional wastewater rate increase of 20%. They also discussed the District's seasonal/annual nutrients averages and how to possibly address different nutrients present in the District's discharge, the impacts to capital improvement projects, the potential need to build nutrients processing units at the wastewater treatment plant facility, increased chemical and electricity costs, and the geographical area within the District's responsibility. The Board thanked staff for the presentation.

9. **BOARDMEMBER ITEMS**

- Submittal of Written Reports for Day of Service Events Attended by Directors

Director Vonheeder-Leopold submitted a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the Alameda County California Special Districts Association (ACSDA) Executive Committee meeting on Wednesday, December 11 at the Castro Valley Sanitation District and noted that she volunteered DSRSD to host the November 2020 ACSDA chapter meeting. She summarized the activities and discussions at the meeting.

Director Halket wished everyone a Happy New Year.

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

10. **CLOSED SESSION**

At 6:49 p.m. the Board went into Closed Session.

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

10.B. Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6
Agency Designated Representative: Carl P.A. Nelson, General Counsel
Unrepresented Employee: General Manager

11. **REPORT FROM CLOSED SESSION**

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

12. **ADJOURNMENT**

President Duarte adjourned the meeting at 7:33 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary