

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

January 7, 2025

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting: President Arun Goel, Vice President Richard M. Halket, Director Dinesh Govindarao, and Director Georgean M. Vonheeder-Leopold.

Director Ann Marie Johnson was absent.

District staff present: Jan Lee, General Manager/Treasurer; Michelle Gallardo, Interim Administrative Services Director; Steve Delight, Engineering Services Director/District Engineer; Ken Spray, Finance Director, Dan Gill, Operations Director; Douglas E. Coty, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES – None

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

6. AGENDA MANAGEMENT (CONSIDER ORDER OF ITEMS) – No changes made.

7. CONSENT CALENDAR

Director Govindarao recused himself from consideration of the Consent Calendar due to a potential conflict of interest with Item 7.B. As required for uncontested matters, he left the dais at 6:02 p.m. and returned at 6:03 p.m. after the Board conducted the vote.

Vice President 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 (Govindarao and Johnson).

7.A. Approve Regular Meeting Minutes of December 17, 2024 – Approved

7.B. Approve Amendment to the Capital Improvement Program Ten-Year Plan for Fiscal Years 2024 through 2033 and Two-Year Budget for Fiscal Years 2024 and 2025 to Add the Cisco Network Hardware Replacement Project (CIP 25-A006) and Authorize a Purchase Order with LookingPoint for Cisco Network Hardware – Approved – Resolution No. 1-25

8. BOARD BUSINESS

8.A. Receive Report on Preparing the Board and Staff for Recorded Board Meeting Productions

Interim Administrative Services Director Gallardo and General Counsel Coty reviewed the item for the Board. They confirmed the recorded meetings, beginning with the January 21, 2025 Board meeting, will be posted on the District's YouTube channel and the link will be provided on the District's website. Other meetings and functions held in the Boardroom, such as Committee and JPA meetings, will not be recorded.

- 8.B. Discuss and Approve Board Committee and Joint Powers Authority Assignments for Calendar Year 2025

President Goel reviewed the item for the Board.

Vice President Halket MOVED to Approve Board Committee and Joint Powers Authority Assignments for Calendar Year 2025. Director Govindarao SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Johnson).

- 8.C. Public Hearing: Second Reading and Adoption of Ordinance Amending District Code Sections 1.20.080, 2.60.030, and 3.20.020 Relating to Infrastructure Responsibilities and Funding; Sections 3.70.040 and 3.70.080 Relating to Wastewater Capacity Reserve Fees; and Sections 5.30.010, 5.30.020, and 5.30.080 Relating to Wastewater Rates and Charges for Nonresidential Users

President Goel announced the item and declared the Public Hearing open. He read the title of the ordinance.

Director Vonheeder-Leopold Moved to Waive Reading of the Ordinance. Director Govindarao SECONDED the MOTION, which CARRIED with THREE AYES, ONE NO (Halket), and ONE ABSENT (Johnson).

President Goel asked for the staff presentation. General Manager Lee reviewed the item for the Board. President Goel inquired if there were any comments from the public. There was no public comment received. President Goel declared the Public Hearing closed.

Vice President Halket MOVED to Adopt Ordinance No. 354 Amending District Code Sections 1.20.080, 2.60.030, and 3.20.020 Relating to Infrastructure Responsibilities and Funding; Sections 3.70.040 and 3.70.080 Relating to Wastewater Capacity Reserve Fees; and Sections 5.30.010, 5.30.020, and 5.30.080 Relating to Wastewater Rates and Charges for Nonresidential Users. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Johnson).

- 8.D. Approve Agreement for Investment Management Services with Chandler Asset Management, Inc.

Finance Director Spray reviewed the item for the Board. The Board and staff discussed the current performance of the District's investment portfolio and potential improvements by utilizing a third-party investment manager. Staff confirmed that upon approval of the agreement, Chandler Asset Management, Inc. will attend an upcoming Board meeting to provide a presentation to the Board regarding their services, their

approach to managing the District's investment portfolio, and to address any questions from the Board.

Director Govindarao MOVED to Approve an Agreement for Investment Management Services with Chandler Asset Management, Inc. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Johnson).

9. REPORTS

9.A. Boardmember Items

9.A.1. Joint Powers Authority and Committee Reports – None

9.A.2. 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 virtual California Association of Sanitation Agencies (CASA) Board of Directors meeting on December 19. She summarized the activities and discussions at the meeting. She also announced the Alameda County Special Districts Association annual dinner event will be held on Thursday, March 13 from 6 – 8 p.m. at the Wedgewood at Redwood Canyon Golf Course.

9.A.3. Request New Agenda Item(s) for a Future Board or Committee Agenda – None

9.B. Staff Reports

General Manager Lee reported on the following items:

- The CASA Winter Conference will be held January 29—31 in Palm Springs.
- The NACWA (National Association of Clean Water Agencies) Winter Conference will be held on the same dates as the CASA conference in the neighboring city of Rancho Mirage and will host a joint mixer with CASA.

10. CLOSED SESSION

At 6:35 p.m. the Board went into Closed Session.

10.A. Conference with Legal Counsel – Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2): Government Claim Dated November 22, 2024, Received from Vyas Family Living Trust

10.B. Conference with Legal Counsel – Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2): One Case

11. REPORT FROM CLOSED SESSION

At 6:53 p.m. the Board came out of Closed Session. President Goel announced that there was reportable action for Item 10.A. He announced that the Board of Directors directed staff to deny the claim. He announced that there was no reportable action for Item 10.B.

12. ADJOURNMENT

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

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary