

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

**February 4, 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, Director Georgean M. Vonheeder-Leopold, and Director Ann Marie Johnson.

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) – 6:01 p.m. No public comments received.**

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

**7. CONSENT CALENDAR**

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

7.A. Approve Regular Meeting Minutes of January 21, 2025 – Approved

7.B. Accept Regular and Recurring Report: Treasurer's Report – Approved

7.C. Approve Revised Job Classification for Administrative Services Director – Approved – Resolution No. 6-24

**8. BOARD BUSINESS**

General Manager Lee prefaced the following item presentations by providing the Board with an overview of the District's focus on energy, including the Board's recent adoption of an Energy policy for long-term guidance and stability, the current energy usage and costs to operate DSRSD and its two joint powers authorities (JPAs), and the three energy-related efforts designed to support the goals of the Energy policy. Staff will incorporate the Board's direction into the proposed operating and capital budgets to be reviewed by the Board in May and considered for adoption in June.

8.A. Receive Presentation on Ava Community Energy Service Plans

Operations Director Gill reviewed the item for the Board and gave a presentation (handed out to the Board and posted to the website as supplemental materials).

The Board and staff discussed the background of current District and JPA energy services and reviewed the newly available plan options presented this evening. The Board directed staff to proceed with the staff recommendation to enroll the three remaining District-managed electric service accounts served by Pacific Gas and Electric (PG&E) in Ava Community Energy's Bright Choice service plan. Staff was also requested to provide to the Board, following this evening's discussion, advantages and disadvantages regarding potential utilization of the Renewable 100 plan in the future.

Director Vonheeder-Leopold MOVED to approve the staff recommendation. The motion did not proceed due to lack of a second as no formal Board action was required.

8.B. Receive Presentation on Implementation of the Energy Facilities Master Plan (CIP 22-P009)

Senior Engineer Jason Ching reviewed the item for the Board and gave a presentation (handed out to the Board and posted to the website as supplemental materials).

The Board and staff discussed the recommended portfolio of energy projects and the potential fiscal impacts for incorporating them into the upcoming Capital Improvement Program (CIP) budget in May. The Board directed staff to proceed with incorporating the energy projects into the proposed CIP budget with debt financing assumed for the Cogeneration Engine Replacement Project.

8.C. Receive Presentation on Proposed Solar Energy Projects (CIP 24-A045 and CIP 24-A046)

Engineering Services Director Delight reviewed the item for the Board and gave a presentation (handed out to the Board and posted to the website as supplemental materials).

The Board and staff discussed the proposed solar energy projects and strategies regarding the issuance of the request for proposals for a power purchase agreement (PPA) provider.

Speaker: Mr. Levi Fuller (Livermore-Amador Valley Water Management Agency [LAVWMA] General Manager) – Mr. Fuller thanked DSRSD for the presentation and stated that partnering with DSRSD on a solar effort at the LAVWMA site is worth exploring. LAVWMA staff will request further input from the LAVWMA Board at its upcoming Board meeting.

The Board directed staff to proceed with the proposed issuance of a request for proposals to PPA providers with the incorporation of the Board's feedback provided this evening, and to partner with LAVWMA on the proposed solar project at the LAVWMA site.

9. REPORTS

9.A. Boardmember Items

9.A.1. Joint Powers Authority and Committee Reports  
DERWA Board Meeting of February 3, 2025

President Goel invited comments on recent JPA activities. Directors felt the available staff reports adequately covered the many matters considered at the and commented on some of the meeting activities.

9.A.2. 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 Association of Sanitation Agencies (CASA) Winter Conference and Board of Directors meeting held January 29–31 in Palm Springs. She summarized the activities and discussions at the meetings.

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:

- A LAVWMA Board meeting will be held on Wednesday, February 19, at 6 p.m.
- The CASA 2025 Washington DC Policy Forum will be held February 24–25.

10. ADJOURNMENT

President Goel adjourned the meeting at 7:24 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary