

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

**May 20, 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 Georgean M. Vonheeder-Leopold, and Director Ann Marie Johnson.

Director Dinesh Govindarao was absent.

District staff present: Jan Lee, General Manager/Treasurer; Michelle Gallardo, 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 Johnson MOVED for approval of the items on the Consent Calendar. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Govindarao).

7.A. Approve Regular Meeting Minutes of May 6, 2025 – Approved

7.B. Accept Regular and Recurring Reports: Quarterly Financial Report, Capital Projects Created from Programs, and Capital Budget Adjustments Approved by the General Manager – Approved

7.C. Authorize Property Purchase for Reservoir 20B – Approved – Resolution No. 13-25

7.D. Approve New Classification and Salary Range for Deputy Director of Operations – Regulatory – Approved – Resolution No. 14-25

7.E. Approve Salary Range for Engineering Manager Classification – Approved – Resolution No. 15-25

7.F. Approve Resolution for Terms and Conditions, Salary, and Benefits for Unrepresented Manager, Professional, Technical, Administrative and Confidential Employees, and Unrepresented Senior Managers and Rescind Resolution No. 28-24 – Approved – Resolution No. 16-25

7.G. Adopt Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5, Requirement for a Publicly Available Pay Schedule and Rescind Resolution No. 5-25 – Approved – Resolution No. 17-25

## 8. BOARD BUSINESS

### 8.A. Receive Presentation and Continue Discussion on Proposed Operating Budget for Fiscal Years 2026 and 2027

General Manager Lee prefaced the item presentations for Items 8.A. and 8.B. by providing the Board an overview of the proposed operating and capital budgets' review process and schedule, incorporation of the Board's feedback, and anticipated adoption of both final budget documents at a public hearing on June 3.

Finance Director Spray 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 various aspects of the presentation including updating the 2023 Local and Regional Wastewater Rate Study in fiscal year 2026 to review the cost of service and revenue requirements and restore long-term funding for capital replacement transfers. They also discussed the schedule for updating the wastewater capacity reserve fee study to reflect potential changes in the split between the buy-in and expansion components for the Regional Wastewater capital funds as the District approaches buildout. General Manager Lee mentioned that updating the Wastewater Capacity Reserve Fee Study is tied to preparing the Wastewater Treatment and Biosolids Facilities Master Plan, which is scheduled to start in fiscal year 2026. The Wastewater Capacity Reserve Fee Study update will likely start towards the end of fiscal year 2026 and be completed in fiscal year 2027.

The Board directed staff to proceed with finalizing the proposed budget and present for consideration at the June 3 Board meeting.

### 8.B. Receive Presentation and Continue Discussion on Proposed Capital Improvement Program (CIP) Ten-Year Plan for Fiscal Years 2026 through 2035 and Two-Year Budget for Fiscal Years 2026 and 2027

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 various aspects of the presentation including the HVAC Replacement Project and operational functions stationed at the Field Operations Facility in Pleasanton, the possible acceleration of the Gleason Drive Property Planning Study and the Battery Storage Projects, the possible deferment of the Automated Water Quality Monitoring and Food Waste Receiving Facility Projects, the expected award of the Wastewater Treatment and Biosolids Facilities Master Plan Update Project in June, and the 10-year planning models illustrating long-term replacements costs for Local Wastewater Collection, Regional Wastewater, and Water.

The Board commended staff for the outstanding preparation and presentation of both proposed budgets. The Board directed staff to proceed with finalizing the proposed budget and present for consideration at the June 3 Board meeting.

8.C. Receive Presentation on New Laws and Legislative Affairs Activities

Administrative Services Director Gallardo and Bartkiewicz, Kronick & Shanahan Associate Attorney Zach Castagnola-Johnson reviewed the item for the Board and gave a presentation. The Board and staff discussed various aspects of the presentation including the property-related water and sewer fees and assessments remedies per Assembly Bill (AB) 2257, project bidding thresholds affecting District projects for its joint powers authorities per AB 2192, and the District's current annual scholarship contributions to member agencies Association of California Water Agencies (ACWA) and California Association of Sanitation Agencies (CASA).

The Board directed staff and General Counsel to bring an item to a future Board meeting, in alignment with the 2026 wastewater rate study, to implement the new administrative remedies procedure provided under AB 2257. The Board also directed staff to bring an item to a future Board meeting to consider the annual ACWA scholarship contribution for discontinuation or consolidation with the annual CASA scholarship contribution.

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 Alameda County Special Districts Association chapter meeting on May 14 at the Livermore Area Recreation and Park District. She summarized the activities and discussions at the meeting. She also reported that she was not reelected to the Alternate Special District Member seat to the Alameda County Local Agency Formation Commission (LAFCO) per the election held following the meeting.

Vice President Halket submitted a written report to Executive Services Supervisor/District Secretary Genzale. He reported that he attended the ACWA Spring Conference May 13–15 in Monterey. He summarized the activities and discussions at the meeting.

President Goel submitted a written report to Executive Services Supervisor/District Secretary Genzale. He reported that he also attended the ACWA Spring Conference May 13–15. He summarized the activities and discussions at the meeting.

Director Govindarao submitted a written report electronically to Executive Services Supervisor/District Secretary Genzale prior to the May 20 Board meeting. He reported that he attended the virtual Alameda California Special Districts Association chapter meeting on May 14. He summarized the activities and discussions at the meeting.

Director Vonheeder-Leopold also shared, for the record, her belief that DSRSD is the best at what it does and acknowledged the District's great staff for doing their jobs the right way and in the best possible way, during the 25 years she has been involved with the District.

President Goel stated that the Board will echo Director Vonheeder-Leopold's sentiment when recognizing staff for their good work at Thursday's Employee Recognition Event.

9.A.3. Request New Agenda Item(s) for a Future Board or Committee Agenda

The Board requested items be scheduled for an upcoming meeting regarding implementation of the new AB 2257 administrative remedies procedures and the District's annual ACWA and CASA scholarship contributions (follow-ups to Item 8.C.).

9.B. Staff Reports

General Counsel Coty reported that the class action lawsuit the District joined against JM Eagle has been settled. The 20-year suit pertained to a claim related to the manufacturing of PVC pipe that JM Eagle sold to water agencies. The settlement provides the District a 50-year warranty for any pertinent pipe purchased from JM Eagle that is faulty.

9.B.1. General Manager Monthly Report

General Manager Lee reported that the 2024 Annual Water Quality Report has been completed and is published on DSRSD's website.

10. CLOSED SESSION

At 7:39 p.m. the Board went into Closed Session.

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

11. REPORT FROM CLOSED SESSION

At 8:02 p.m. the Board came out of Closed Session. President Goel announced that the Board has authorized the General Manager to extend the current agreement for District General Counsel's services.

12. ADJOURNMENT

President Goel adjourned the meeting at 8:03 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary