



**DUBLIN SAN RAMON SERVICES DISTRICT
Board of Directors**

NOTICE OF SPECIAL MEETING

TIME: 6:00 p.m.

PLACE: Regular Meeting Place
7051 Dublin Boulevard, Dublin, CA

DATE: Monday, January 18, 2016

AGENDA

(NEXT RESOLUTION NO. 3-16)

(NEXT ORDINANCE NO. 338)

Our mission is to provide reliable and sustainable water and wastewater services to the communities we serve in a safe, efficient and environmentally responsible manner.

BUSINESS:

REFERENCE

	<u>Recommended Action</u>	<u>Anticipated Time</u>
1. <u>CALL TO ORDER</u>		
2. <u>PLEDGE TO THE FLAG</u>		
3. <u>ROLL CALL</u> – Members: Duarte, Halket, Howard, Misheloff, Vonheeder-Leopold		
4. <u>SPECIAL ANNOUNCEMENTS/ACTIVITIES</u>		
5. <u>PUBLIC COMMENT</u> (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. Speakers' 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. <u>REPORTS</u>		
A. <u>Reports by General Manager and Staff</u>		
• Event Calendar		
• Correspondence to and from the Board		
B. Agenda Management (consider order of items)		
C. <u>Committee Reports</u>		
None		
7. <u>APPROVAL OF MINUTES</u> - Regular Meeting of <i>January 5, 2016</i>	Executive Services Supervisor	Approve by Motion

BUSINESS:

REFERENCE

		<u>Recommended Action</u>	<u>Anticipated Time</u>
8.	<u>CONSENT CALENDAR</u>		
	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 of Directors or the public prior to the time the Board votes on the Motion to adopt.		
	A. Accept the Following Regular and Recurring Reports: District Financial Statements, Warrant List, and Upcoming Board Business	General Manager	Accept by Motion
9.	<u>BOARD BUSINESS</u>		
	A. Review and Discuss Drought Management Program	General Manager	Discuss & Provide Direction 5 min
	B. Accept Water Supply and Demand and Drought Response Action Plan Status Reports and Find that the Need for the Community Drought Emergency Still Exists	General Manager	Accept by Motion 5 min
	C. Receive Presentation from Safety Officer Kathy Walsh on her Assessment of the District's Needs and Plans for Reducing Injuries and Improving Workplace Safety	Operations Manager	Receive Presentation 10 min
	D. Receive Presentation on Outreach to Members of the Influential Public	General Manager	Review & Provide Direction 10 min
	E. Receive Information on LAFCo Authority on Groundwater Injection	Engineering Services Manager	Receive Presentation 5 min
	F. Discuss Zone 7's 2015 Water Supply Evaluation Update	Engineering Services Manager	Receive Presentation 15 min
	G. Approve Nomination of District Director Edward R. Duarte as the Member-at-Large to the Contra Costa Special Districts Association (CCSDA), Authorize Director Edward R. Duarte as the CCSDA Voting Delegate and Confirm Voting Criteria to be Followed for CCSDA Officer Election	General Manager	Approve by Resolution 5 min
10.	<u>BOARDMEMBER ITEMS</u>		
	• Submittal of Written Reports from Travel and Training Attended by Directors		

11. CLOSED SESSION

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

12. REPORT FROM CLOSED SESSION

13. 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 District Office at 7051 Dublin Blvd., Dublin, 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**

January 5, 2016

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6:00 p.m. by President D.L. (Pat) Howard.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

President D.L. (Pat) Howard, Vice President Richard M. Halket, Director Georange M. Vonheeder-Leopold, Director Madelyne A. Misheloff, and Director Edward R. Duarte.

District staff present: John Archer, General Manager/Treasurer; Dan McIntyre, Engineering Services Manager; Dan Gallagher, Operations Manager; Carl P.A. Nelson, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

New employee introductions:

- Mayette Bailey, Financial Analyst
- Renee Collins, Information Technology Analyst II

General Manager Archer announced the Contra Costa Special Districts Association's call for officer nominations. Director Duarte expressed his desire to be nominated. A Board item recommending his nomination will be scheduled for the next Board meeting.

The Board agreed to hold a Special Board meeting on Monday January 18, 2016 to allow for Boardmember and staff travel to the CASA winter conference. The regular Board meeting scheduled for January 19, 2016 will be cancelled.

Alameda County Community Food Bank barrels are available at the District for community donations.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:07 p.m.

There was no public comment received.

6. REPORTS

A. Reports by General Manager and Staff

- Event Calendar – General Manager Archer and Senior Managers reported on the following:
 - o Current and near-term focal points for staff:
 - Staffing levels, turnover, and recruitments;
 - Staff training needs including technology and lead training;
 - Field Operations Division facility purchase and planning;

- Completion of Water Master Plan;
- Expansion of recycled water lines in west Dublin;
- Wastewater Treatment Plant expansion;
- Drought Management Program updates;
- Recycled water fill station outlook; and
- Strategic Plan Work Plan Item review and adjustments.
- Correspondence to and from the Board on an Item not on the Agenda

Date	Format	From	To	Subject	Response
12/16/15	Email	Sandi Wiley/Trumark Homes	DSRSD Board	Wallis Ranch Application to Appeal a Determination	Staff processed item
12/24/15	Email	Sandi Wiley/Trumark Homes	DSRSD Board	Withdrawal of Wallis Ranch Application to Appeal a Determination	Staff removed item

- B. Agenda Management (consider order of items) – No changes were made.
- C. Committee Reports - None

7. APPROVAL OF MINUTES – Regular Meeting of *December 15, 2015*

Director Misheloff MOVED for the approval of the December 15, 2015 minutes. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

8. CONSENT CALENDAR

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

- A. Rescind Resolution No. 45-15 – Approved – Resolution No. 1-16
- B. 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. 91-15 – Approved – Resolution No. 2-16

9. BOARD BUSINESS

- A. Discuss Drought Management Program

General Manager Archer reported that this is a standing agenda item intended for discussion by the Board, staff and the public on the District's Drought Management Program.

No members of the public addressed the Board on this topic.

The Board and staff briefly discussed water supply and demand reporting, status of ground water levels, possible impacts of the anticipated drought extension by Governor Brown, and messages to share with customers regarding ongoing conservation needs.

The Board did not direct staff to develop any changes to the program.

B. Discuss 2016 Legislative Advocacy

Engineering Operations Manager McIntyre reviewed the item recommending the Board discuss legislative advocacy efforts for 2016 and determine that efforts should be focused at the state level, and that appropriate Boardmembers and staff should attend the March 9, 2016 Association of California Water Agencies (ACWA) Legislative Symposium in Sacramento.

No members of the public addressed the Board on this topic.

The Board and staff discussed merits of attending the state level conference, and the Board agreed it would be more prudent and beneficial to do so rather than investing resources in the Washington D.C. conference. It was noted, however, that Director Vonheeder-Leopold will be attending the Washington D.C conference in her position as a California Association of Sanitation Agencies (CASA) Boardmember, and that her travel to the conference was approved by previous Board action.

C. Annual Briefing Related to Effective District Governance (Brown Act, Public Records Act, Political Reform Act)

General Counsel Nelson addressed the Board and gave a presentation and update on the Ralph M. Brown Act, the Public Records Act, Political Reform Act, Government Code 1090 and Fair Political Practices Commission, all of which the District and Directors are subject to follow. He provided the Board with a handout summarizing pertinent updates.

No members of the public addressed the Board on this topic.

The Board and staff discussed various aspects of the regulations, including training requirements and regulation updates as presented.

10. BOARDMEMBER ITEMS

Director Misheloff inquired about the water runoff occurring near the Shannon Center. Operations Manager Gallagher reported that it has been resolved.

Director Vonheeder-Leopold reported that she will be attending the CASA conference in Washington D.C. in February since she is a CASA Boardmember.

11. ADJOURNMENT

President Howard adjourned the meeting at 6:46 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor



Dublin San Ramon Services District

Summary & Recommendation

Agenda Item 8A

Reference	Type of Action	Board Meeting of			
General Manager	Accept Report(s)	January 18, 2016			
Subject					
Accept the Following Regular and Recurring Reports: District Financial Statements, Warrant List, and Upcoming Board Business					
<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input type="checkbox"/> Presentation	<input checked="" type="checkbox"/> Staff	J. Archer	<input type="checkbox"/> Board Member

Recommendation:

The General Manager recommends the Board of Directors accept, by Motion, the attached regular and recurring reports.

Summary:

To maximize openness and transparency and to allow the Board to be informed about key aspects of District business and to provide direction when appropriate, the Board directed that various regular and recurring reports be presented for Board acceptance at regular intervals. This item is routinely presented to the Board at the second meeting of each calendar month.

Attachment 1 summarizes the current regular and recurring reports; the actual reports are themselves attachments to Attachment 1. Reports presented this month for acceptance are:

- District Financial Statements;
- Warrant List; and
- Upcoming Board Business.

Committee Review			Legal Review	Staff Review		
COMMITTEE	DATE	RECOMMENDATION	Not Required	ORIGINATOR	DEPARTMENT	REVIEWED BY
ATTACHMENTS <input type="checkbox"/> None						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0						
<input type="checkbox"/> Funding Source A. B.			Attachments to S&R 1. Summary of Regular and Recurring Reports 2. 3.			

ATTACHMENT 1 to S&R
SUMMARY OF REGULAR AND RECURRING REPORTS

Ref.	Description	Frequency	Authority	Last Acceptance	Acceptance at this Meeting?	Next Acceptance	
A	Water Supply and Conservation Report ^{1 2}	Monthly	Board Direction	Dec 2015	Yes	Feb 2016	
B	District Financial Statements ³						
C	Warrant List						
D	Upcoming Board Business						
E	Low Income Assistance Program Report	Annually. Fiscal Year Cycle		N/A		July 2016	
F	Strategic Work Plan Accomplishments Report			July 2015			
G	Employee Retention Statistics ⁴			July 2015			
H	Outstanding Receivables Report	District Code	July 2015				
I	Employee and Director Reimbursements greater than \$100 ⁵	CA Government Code	July 2015				
J	Board Committee Goal Status Report	Annually, Calendar Year Cycle	Board Direction	Jan 2015		Feb 2016	
K	Annual Rate Stabilization Fund Transfer Calculation ⁶			Nov 2015		Nov 2016	
L	“No Net Change” Operating Budget Adjustments	As they occur but not more frequently than monthly	Budget Accountability Policy (See Note A)	April 2014		Before end of month after occurrence	
M	Capital Outlay Budget Adjustments			April 2015			
N	Capital Project Budget Adjustments			Oct 2014			
O	Unexpected Asset Replacements			Nov 2015			

Note A: For the fiscal year ending 2016, the totals for these reports are as follows:

Category	YTD	This Meeting	Total
“No Net Change” Operating Budget Adjustments	\$0	\$0	\$0
Capital Outlay Budget Adjustments	\$0	\$0	\$0
Capital Project Budget Adjustments	\$0	\$0	\$0
Unexpected Asset Replacements	\$135,990	\$0	\$135,990

¹ Monthly during Community Drought Emergency; monthly during the winter season in non-drought years.

² Separate agenda item presented to Board as a Board Business item during Community Drought Emergency.

³ No Report for the months of June-September, report will resume in October

⁴ In Jan 2015 administratively moved to FY rather than CY cycle to accommodate data access issues which are reported on CY cycle

⁵ Reimbursements also reported monthly in the Warrant List (Item C).

⁶ Separate agenda item presented to Board as a Board Business item on 11/17/15



December, 2015

Monthly Financial Report

Report Name	Page
Revenue Summary	1
Working Capital Summary	2
Expense Summary by Fund	3
Expense Summary by Department	4
Expense Summary by Category	5
Capital Outlay by Division	6
Capital Project Expense Summary	7
Financing Agreement Calculations	8
D.U.E. Recap	9
Investment Report	10
Financial Statements	13
Legislative Division Expenses Report	17



1/12/16

Dublin San Ramon Services District

Revenue Summary

December 2015

Revenue Source	Budget	Budget to Date	YTD Actual	Amount Remaining	% of Budget Received	% Revenue Expected
Local Sewer Operations	\$ 2,308,980	\$ 980,855	\$ 980,840	\$ 1,328,140	42.48%	42.48%
Regional Sewer Operations	\$ 19,347,168	\$ 7,255,188	\$ 5,937,118	\$ 13,410,050	30.69%	37.50%
Service Charges - Sewer	\$ 21,656,148	\$ 8,236,043	\$ 6,917,958	\$ 14,738,190	31.94%	38.03%
Water Operations	\$ 26,163,368	\$ 9,811,263	\$ 9,268,509	\$ 16,894,859	35.43%	37.50%
Water Expansion	\$ 0	\$ 0	\$ (1,041)	\$ 1,041	100.00%	50.00%
Service Charges - Water	\$ 26,163,368	\$ 9,811,263	\$ 9,267,468	\$ 16,895,900	35.42%	37.50%
Local Sewer Replacement	\$ 296,752	\$ 148,376	\$ 310,042	\$ (13,290)	104.48%	50.00%
Local Sewer Expansion	\$ 288,558	\$ 144,279	\$ 301,577	\$ (13,019)	104.51%	50.00%
Regional Sewer Replacement	\$ 1,033,114	\$ 516,557	\$ 1,458,368	\$ (425,255)	141.16%	50.00%
Regional Sewer Expansion	\$ 6,820,299	\$ 3,410,150	\$ 9,481,567	\$ (2,661,268)	139.02%	50.00%
Capacity Reserve Fees - Sewer	\$ 8,438,723	\$ 4,219,362	\$ 11,551,555	\$ (3,112,832)	136.89%	50.00%
Water Replacement	\$ 2,046,528	\$ 1,023,264	\$ 1,839,653	\$ 206,875	89.89%	50.00%
Water Expansion	\$ 5,478,688	\$ 2,739,344	\$ 5,155,227	\$ 323,461	94.10%	50.00%
Capacity Reserve Fees - Water	\$ 7,525,216	\$ 3,762,608	\$ 6,994,880	\$ 530,336	92.95%	50.00%
Fees & Permits	\$ 2,602,355	\$ 1,301,177	\$ 2,615,997	\$ (13,642)	100.52%	50.00%
Interest	\$ 1,142,404	\$ 571,202	\$ 498,057	\$ 644,347	43.60%	50.00%
Other Income	\$ 3,944,991	\$ 1,972,496	\$ 2,216,053	\$ 1,728,938	56.17%	50.00%
	<u>\$ 71,473,205</u>	<u>\$ 29,874,150</u>	<u>\$ 40,061,968</u>	<u>\$ 31,411,237</u>	<u>56.05%</u>	<u>41.80%</u>

Note: Interfund transfers and Contributions of Property are excluded from this report.

Dublin San Ramon Services District
Working Capital Summary
December, 2015

Enterprise Funds

Fund	Dollars (\$)		In Months		
	YTD Actual	Budget	Target (Months)	Last Month	Current Month
Local Enterprise	\$ 981,220	\$ 688,374	4	5.71	5.70
Regional Enterprise	\$ 5,856,983	\$ 5,434,384	4	4.56	4.31
Water Enterprise	\$ 9,487,735	\$ 6,658,940	4	5.56	5.70

Replacement Funds

Fund	In Dollars (\$)		
	Actual	Minimum	Above (Below)
Local Replacement	\$ 9,776,203	\$ 1,848,086	\$ 7,928,117
Regional Replacement	\$ 18,041,045	\$ 7,205,245	\$ 10,835,800
Water Replacement	\$ 14,835,261	\$ 6,358,930	\$ 8,476,331

Expansion Funds

Fund	In Dollars (\$)		
	Actual	Minimum	Above (Below)
Local Expansion	\$ 7,085,818	\$ 767,000	\$ 6,318,818
Regional Expansion	\$ 43,421,219	\$ 8,622,594	\$ 34,798,625
Water Expansion	\$ 19,369,105	\$ 12,715,971	\$ 6,653,134

Temporary Infrastructure Charge Status

Revenue Type	In Dollars (\$)		
	Amount Collected	Amount Repaid	Net
Temporary Infrastructure Charge Status	\$ 8,206,471	\$ (4,212,358)	\$ 3,994,113

Dublin San Ramon Services District

Expense Summary by Fund

December 2015

% of Year Completed= 50%

Expense Summary by Fund	Budget	Budget to Date	Year To Date Actual	Dollars Remaining	Percent Used
200 - Local Sewer Operations	\$ 1,579,486	\$ 789,743	\$ 728,934	\$ 850,553	46.15 %
210 - Local Sewer Replacement	\$ 313,115	\$ 156,558	\$ 32,452	\$ 280,663	10.36 %
220 - Local Sewer Expansion	\$ 708,464	\$ 354,232	\$ 246,054	\$ 462,410	34.73 %
300 - Regional Sewer Operations	\$ 13,631,371	\$ 6,815,685	\$ 6,026,438	\$ 7,604,933	44.21 %
310 - Regional Sewer Replacement	\$ 280,450	\$ 140,225	\$ 159,834	\$ 120,616	56.99 %
320 - Regional Sewer Expansion	\$ 4,737,600	\$ 2,368,800	\$ 2,356,949	\$ 2,380,651	49.75 %
600 - Water Operations	\$ 18,330,879	\$ 9,165,440	\$ 7,138,706	\$ 11,192,174	38.94 %
605 - Water Rate Stabilization Fund	\$ 20,000	\$ 10,000	\$ 8,267	\$ 11,733	41.34 %
610 - Water Replacement	\$ 1,102,554	\$ 551,277	\$ 194,383	\$ 908,171	17.63 %
620 - Water Expansion	\$ 4,764,688	\$ 2,382,344	\$ 1,870,943	\$ 2,893,745	39.27 %
900 - Administrative Overhead	\$ 6,548,195	\$ 3,274,097	\$ 2,555,439	\$ 3,992,756	39.03 %
965 - Other Post Employment Benefits	\$ 782,545	\$ 391,273	\$ 370,915	\$ 411,630	47.40 %
995 - DV Standby Assessment	\$ 1,530,156	\$ 765,078	\$ 9,037	\$ 1,521,120	0.59 %
	\$ 54,329,505	\$ 27,164,752	\$ 21,698,350	\$ 32,631,155	39.94 %

Note: This report shows operating expenses prior to the Administrative Overhead fund's expenses being allocated to the other funds.

Dublin San Ramon Services District
Expense Summary By Department
December 2015

% of Year Completed= 50%

Expense Summary by Department	Budget	Budget To Date	Year To Date Actual	Dollars Remaining	Percentage Used
Executive	\$ 2,361,396	\$ 1,180,698	\$ 925,753	\$ 1,435,643	39.20%
Financial Services	\$ 4,786,449	\$ 2,393,225	\$ 2,076,024	\$ 2,710,425	43.37%
Engineering	\$ 4,098,295	\$ 2,049,148	\$ 1,562,506	\$ 2,535,790	38.13%
Operations	\$ 14,919,658	\$ 7,459,829	\$ 6,911,619	\$ 8,008,039	46.33%
Non-Departmental	\$ 28,163,707	\$ 14,081,853	\$ 10,222,449	\$ 17,941,258	36.30%
	<u><u>\$ 54,329,505</u></u>	<u><u>\$ 27,164,752</u></u>	<u><u>\$ 21,698,350</u></u>	<u><u>\$ 32,631,155</u></u>	<u><u>39.94%</u></u>

Dublin San Ramon Services District

Expense Summary by Category

December 2015
% of Year Completed= 50%

Expense Summary by Category	Budget	Budget to Date	Year to Date Actual	Budget Remaining	Percentage Used
Personnel	\$ 19,983,876	\$ 9,991,938	\$ 8,884,526	\$ 11,099,351	44.46%
Materials and Supplies	\$ 13,523,119	\$ 6,761,559	\$ 4,741,656	\$ 8,781,462	35.06%
Contract Services	\$ 6,799,212	\$ 3,399,606	\$ 1,536,867	\$ 5,262,346	22.60%
Other Expenses	\$ 13,391,297	\$ 6,695,649	\$ 6,346,746	\$ 7,044,552	47.39%
Capital Outlay	\$ 632,000	\$ 316,000	\$ 188,555	\$ 443,445	29.83%
	\$ 54,329,505	\$ 27,164,752	\$ 21,698,350	\$ 32,631,155	39.94%

Dublin San Ramon Services District

Capital Outlay by Division
December, 2015

Capital Outlay - Identified	Budget	Year To Date Actual		Dollars Remaining	Percent Used
		Date	Actual		
Van - Ford Transit	\$ 35,000	\$	-	\$ 35,000	0.00%
Engineering Admin	\$ 35,000	\$	-	\$ 35,000	0.00%
Asset Management Software	\$ 140,500			\$ 140,500	0.00%
Asset Management	\$ 140,500	\$	-	\$ 140,500	0.00%
Truck mounted valve exercise mach/controller	\$ 45,000	\$	-	\$ 45,000	0.00%
Pump station emergency generator	\$ 50,000			\$ 50,000	0.00%
F-450 truck w/ utility bed, crane, compressor	\$ 59,000	\$ 54,015		\$ 4,985	91.55%
Field Operations	\$ 154,000	\$ 54,015		\$ 99,985	0.00%
Heavy Capacity Forklift for biosolids, used	\$ 35,000	\$	-	\$ 35,000	0.00%
Plant Operations	\$ 35,000	\$	-	\$ 35,000	0.00%
Truck - Ford F-350 w/service body	\$ 60,000	\$	-	\$ 60,000	0.00%
Truck - Ford F-450 w/service body/crane	110,000			110,000	0.00%
Grit Roll-off Container	12,000			12,000	0.00%
Chlorine contact tank exit gate	12,500			12,500	0.00%
Building "A" air compressor	13,000			13,000	0.00%
Cogen Emission Analyzer	13,000	13,383		(383)	102.95%
Mechanical Maintenance	\$ 220,500	\$ 13,383		\$ 207,117	6.07%
Van - Ford Transit	\$ 27,000	\$	-	\$ 27,000	0.00%
Update Security system	20,000			20,000	0.00%
Electrical Maintenance	\$ 47,000	\$	-	\$ 47,000	0.00%
Total Capital Outlay - Identified	\$ 632,000	\$ 67,398		\$ 564,602	10.66%
Unexpected Capital Outlay					
Completely refurbish aeration preopeller mixer	\$ 11,927	\$ 10,940		\$ 987	
WWTP No. 2 Secondary clarifier drain valve	\$ 99,186	\$ 99,186		-	
WWTP Bldg G A/C for MCC Room (7.5 ton)	11,031	\$ 11,031		-	
Total Unexpected Capital Outlay	\$ 122,144	\$ 121,157		\$ 987	
Total All Capital Outlay	\$ 754,144	\$ 188,555		\$ 565,589	

Capital Project Expense Summary Report

Dublin San Ramon Services District

December, 2015

Fund #		Budget	Year-to-date Expenditures	Balance	Prct Used
210	Local Sewer Replacement	1,678,736.00	73,782.47	1,604,953.53	4.40%
220	Local Sewer Expansion	377,000.00	10,535.90	366,464.10	2.79%
310	Regional Sewer Replacement	3,281,171.00	947,605.09	2,333,565.91	28.88%
320	Regional Sewer Expansion	1,306,362.00	290,392.02	1,015,969.98	22.23%
610	Water Replacement	10,318,674.00	2,370,551.96	7,948,122.04	22.97%
620	Water Expansion	5,458,281.00	3,111,155.10	2,347,125.90	57.00%
Grand Total		<u>22,420,224.00</u>	<u>6,804,022.54</u>	<u>15,616,201.46</u>	<u>30.35%</u>

Financing Administration Agreement Calculations
December, 2015

Bond Target Level Calculation

	Max Annual Debt
LAVWMA 2011 Refunding Bonds (Expansion Portion) highest fiscal year debt service (2024)	\$ 4,332,552
DSRSD Expansion Amount Outstanding	\$46,791,732

Bank of America Refunding Bond

Expansion Amount Outstanding	\$0	
BOND TARGET LEVEL (7c) or 2X	\$ 8,665,105	
ADMINISTRATIVE TARGET LEVEL (7d) or 5XMADS	\$ 21,662,761	
Working Capital in Rate Stabilization/Regional Sewer Expansion Fund	\$ 43,421,219	
Number of Years of Maximum Debt Service on Hand (Working Capital/Max Annual Debt)	\$ 4,332,552	10.02
Capacity Fee Revenue this Fiscal Year	\$ 9,481,567	
Debt Service for FY 15/16	\$ 4,311,297	
Capacity fees in excess (deficiency) of this amount	\$ 5,170,270	
Amount in Rate Stabilization Fund in Excess of (below) 5XMADS	\$21,758,458	

Dublin San Ramon Services District
Dublin San Ramon Services District
December, 2015

Comparison of Actual DUE's to Budget

	Budget	Actual	Above (Below)
Sewer			
DSRSD	347	551	204
Pleasanton	150	156	6
Water	608	535	(74)

Dublin San Ramon Services District
Treasurer's Report - Portfolio Management Summary
As of : December 31, 2015

Description	Face Amount	Market Value	Book Value	% of Portfolio	Permitted by Policy	In Compliance	YTM @ Cost
CAMP	16,511,683.42	16,511,683.42	16,511,683.42	11.38%	100%	Yes	0.230%
Certificate of Deposit	4,000,000.00	3,994,511.00	4,000,000.00	2.76%	30%	Yes	0.972%
Corporate Bonds	22,500,000.00	22,653,715.00	22,684,327.06	15.51%	30%	Yes	1.526%
Federal Agency Callables	50,880,000.00	50,672,190.26	50,881,175.41	35.08%	100%	Yes	1.162%
LAIF - Operating	49,150,832.03	49,150,832.03	49,150,832.03	33.89%	\$50 million	Yes	0.400%
Municipals	2,000,000.00	1,981,160.00	2,007,712.82	1.38%	100%	Yes	1.710%
Total Investments	\$ 145,042,515.45	\$ 144,964,091.71	\$ 145,235,730.74	100.00%			0.856%
Bank of America	2,853,110.59	2,853,110.59	2,853,110.59				
Total Cash & Investments	\$ 147,895,626.04	\$ 147,817,202.30	\$ 148,088,841.33				0.856%

I certify that this report reflects all Government Agency pooled investments and is in conformity with the Investment Policy of Dublin San Ramon Services District.

The investment program herein shown provides sufficient cash flow liquidity to meet the next six month's expenses.

Market values for Certificates of Deposit and Federal Agency Callables were provided by Wells Fargo Institutional Securities, LLC.


 John Archer, Administrative Services Manager

1/12/16

Date

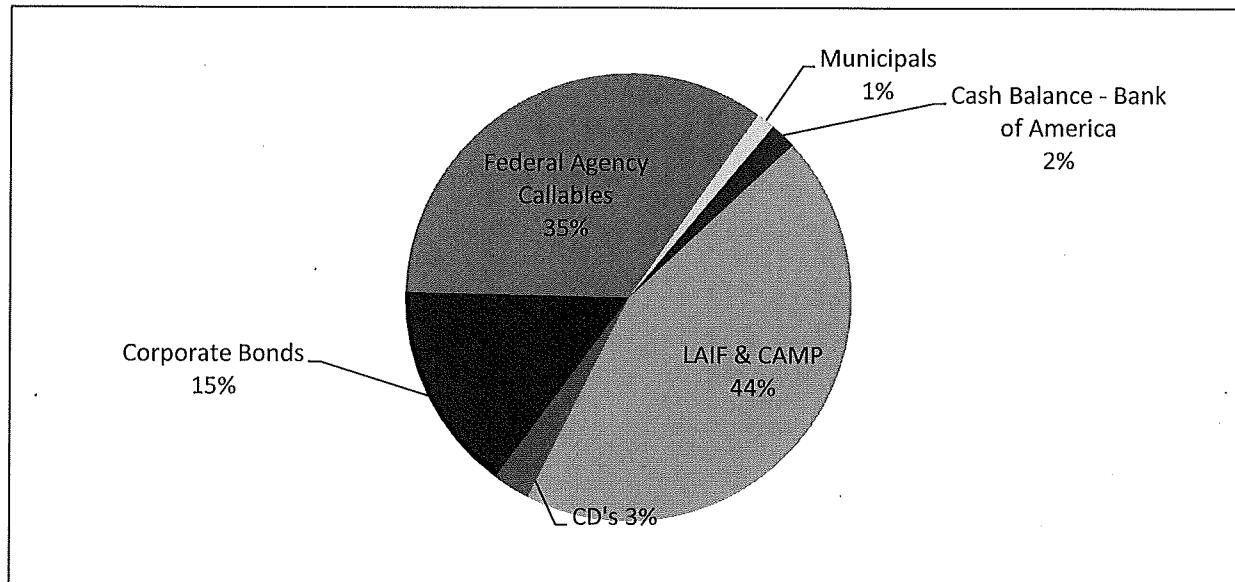
For comparison - prior month summary as of: 11/30/2015

Description	Face Amount	Market Value	Book Value	% of Portfolio	Permitted by Policy	In Compliance	YTM @ Cost
CAMP	12,008,967.99	12,008,967.99	12,008,967.99	8.54%	100%	Yes	0.150%
Certificate of Deposit	4,000,000.00	4,006,069.50	4,000,000.00	2.85%	30%	Yes	0.972%
Corporate Bonds	22,500,000.00	22,727,574.00	22,730,808.05	16.01%	30%	Yes	1.526%
Federal Agency Callables	50,880,000.00	50,791,916.92	50,881,175.41	36.20%	100%	Yes	1.162%
LAIF - Operating	49,150,832.03	49,150,832.03	49,150,832.03	34.97%	\$50 million	Yes	0.374%
Municipals	2,000,000.00	1,979,420.00	2,007,712.82	1.42%	100%	Yes	1.710%
Total Investments	\$ 140,539,800.02	\$ 140,664,780.44	\$ 140,779,496.30	100.00%			0.860%
Bank of America	2,272,538.29	2,272,538.29	2,272,538.29				
Total Cash & Investments	\$ 142,812,338.31	\$ 142,937,318.73	\$ 143,052,034.59				0.860%

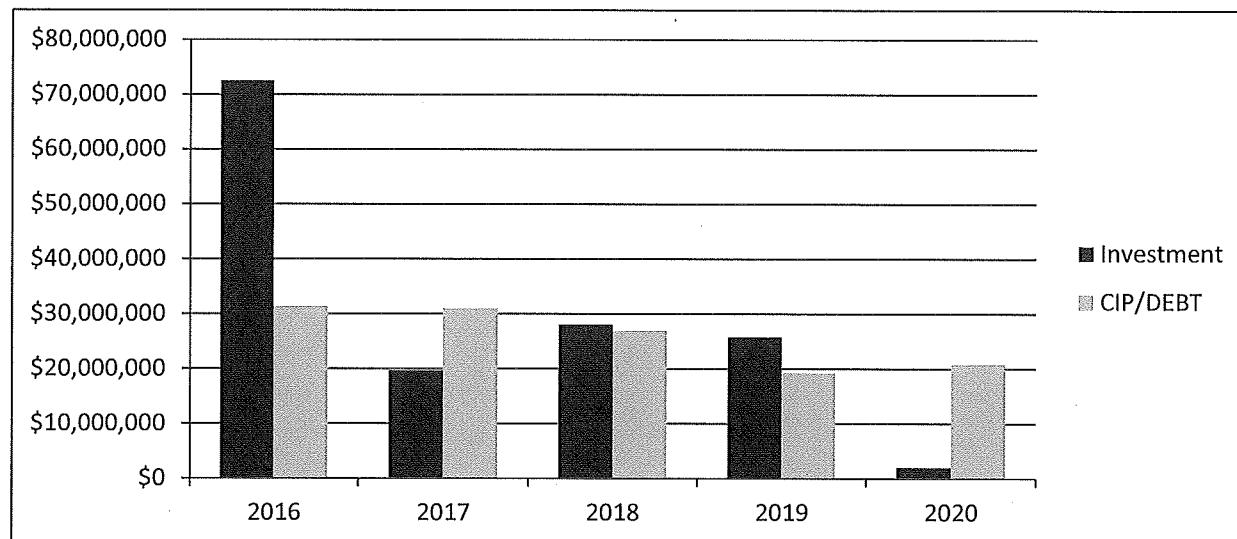
**Investment Review for :
Summary of Current Investments**

December 31, 2015

	Face Amount	% of Portfolio	Avg Maturity (in Years)	Avg Yield
Cash Balance - Bank of America	\$ 2,853,110.59	2%		
LAIF & CAMP	65,662,515.45	44%		0.400%
Certificates of Deposit	4,000,000.00	3%	1.4	0.972%
Corporate Bonds	22,500,000.00	15%	1.7	1.526%
Federal Agency Callables	50,880,000.00	34%	2.6	1.162%
Municipals	2,000,000.00	1%	4.3	1.710%
	\$ 147,895,626.04			



Investment / Cash needs next 5 years



FYE	Investment	CIP/DEBT
2016	\$ 72,515,626.04	\$ 31,258,003.75
2017	\$ 19,630,000.00	\$ 30,984,268.75
2018	\$ 28,000,000.00	\$ 26,965,800.75
2019	\$ 25,750,000.00	\$ 19,176,387.75
2020	\$ 2,000,000.00	\$ 20,845,455.75
	\$ 147,895,626.04	\$ 129,229,916.75

Description	CUSIP	Settlement Date	Face Amount	Market Value	Book Value	Coupon Rate	YTM @ Cost	Next Call Date	DTC/M	DTM	Maturity Date	Accrued Interest
CAMP LGIP	LGIP6300	6/30/2011	16,511,683.42	16,511,683.42	16,511,683.42	0.23	0.23	N/A	1	1	N/A	
CAMP Sub Total / Average			16,511,683.42	16,511,683.42	16,511,683.42	0.23	0.23		1	1		0.00
Sterling Svgs Bank 0.5 3/22/2016	8595316H3	3/22/2013	250,000.00	249,978.75	250,000.00	0.5	0.5		82	82	3/22/2016	342.47
Comenity Capital 0.7 3/29/2016	20033AGY6	9/29/2014	250,000.00	250,052.25	250,000.00	0.7	0.7		89	89	3/29/2016	14.38
Flushing Bank 0.7 3/29/2016	34387AAQ2	9/30/2014	250,000.00	250,058.00	250,000.00	0.7	0.7		89	89	3/29/2016	76.71
BMW Bk 0.5 5/16/2016	05580AA0	5/16/2014	250,000.00	250,022.00	250,000.00	0.5	0.5		137	137	5/16/2016	154.11
Customers Bk 0.5 5/31/2016	23204HBF4	5/28/2014	250,000.00	250,020.00	250,000.00	0.5	0.5		152	152	5/31/2016	113.01
Oriental Bank 0.5 5/31/2016-14	686184UH3	5/29/2014	250,000.00	249,890.50	250,000.00	0.5	0.5		152	152	5/31/2016	10.27
First Fed S&L 0.5 5/31/2016	32023HAC2	5/30/2014	250,000.00	250,010.25	250,000.00	0.5	0.5		152	152	5/31/2016	10.27
Compass Bnk 0.5 5/31/2016	20451PJX5	5/28/2014	250,000.00	250,010.00	250,000.00	0.5	0.5		152	152	5/31/2016	113.01
American Exp Centr 1.15 9/26/2016	02587DTW8	9/26/2013	250,000.00	250,706.25	250,000.00	1.15	1.15		270	270	9/26/2016	756.16
Everbank 0.95 11/30/2016	29976DPX2	11/30/2012	250,000.00	250,177.00	250,000.00	0.95	0.95		335	335	11/30/2016	201.71
Washington Fed Seattle 0.75 5/30/2017-13	938828AB6	5/30/2013	250,000.00	248,622.00	250,000.00	0.75	0.75		516	516	5/30/2017	15.41
Discover Bank 1.2 3/13/2018	254671LE8	3/13/2013	250,000.00	249,038.50	250,000.00	1.2	1.2		803	803	3/13/2018	895.89
State Bk of India 1.15 5/14/2018	856283UK0	5/14/2013	250,000.00	248,631.50	250,000.00	1.15	1.15		865	865	5/14/2018	370.21
Capital One USA 2 10/7/2019	140420WK2	10/7/2015	250,000.00	249,098.25	250,000.00	2	2		1376	1376	10/7/2019	1180.84
Goldman Sachs 1.95 10/7/2019	38148JQ79	10/7/2015	250,000.00	249,097.50	250,000.00	1.95	1.95		1376	1376	10/7/2019	1151.25
Capital One 2 10/7/2019	14042RAN1	10/7/2015	250,000.00	249,098.25	250,000.00	2	2		1376	1376	10/7/2019	1180.84
Certificat of Deposit Sub Total / Average			4,000,000.00	3,994,511.00	4,000,000.00	0.972	0.972		495	495		6,586.54
GE Capital Var. Corp 2/8/2016	36962G5T7	2/8/2012	2,000,000.00	2,000,794.00	2,000,000.00	1.144	1.144		39	39	2/8/2016	3,368.15
Exxon Mobil 0.921 3/15/2017	0231GAA0	9/9/2015	2,000,000.00	1,997,696.00	2,002,987.23	0.921	0.821		440	440	3/15/2017	5,423.67
GE Capital Corp 2.3 4/27/2017	36962G5W0	5/21/2012	3,000,000.00	3,036,819.00	2,997,418.14	2.3	2.361		483	483	4/27/2017	12,266.67
Barclays Bank PLC Var. Corp 5/11/2017	06738K4G3	5/11/2012	3,000,000.00	2,984,049.00	3,000,000.00	2	2		497	497	5/11/2017	8,333.33
JPMorgan Chase 2 8/15/2017	48126EAA5	12/22/2014	2,000,000.00	2,006,780.00	2,019,306.87	2	1.506		593	593	8/15/2017	15,111.11
Gen Elec Co 5.25 12/6/2017	369604BC6	12/17/2012	2,500,000.00	2,669,210.00	2,685,669.97	5.25	1.396		706	706	12/6/2017	9,114.58
AUST/NZ Bank Grp 1.5 1/16/2018	05253JAH4	1/26/2015	3,000,000.00	2,982,987.00	3,002,906.77	1.5	1.46		747	747	1/16/2018	20,625.00
Coca-cola 1.15 4/1/2018	191216BA7	2/20/2015	3,000,000.00	2,991,576.00	2,986,787.22	1.15	1.33		822	822	4/1/2018	8,625.00
Microsoft 1 5/1/2018	594918AS3	3/16/2015	2,000,000.00	1,983,804.00	1,989,250.86	1	1.22		852	852	5/1/2018	3,333.33
Corporate Bonds Sub Total / Average			22,500,000.00	22,653,715.00	22,684,327.06	1.96	1.526		589	589		86,200.84
FHLMC 0.625 9/26/2016-14	3134G4YA0	3/26/2014	2,500,000.00	2,499,095.00	2,500,000.00	0.625	0.625		270	270	9/26/2016	4,123.26
FHLB 0.875 3/10/2017	3133782N0	8/22/2014	4,000,000.00	3,997,172.00	4,002,655.68	0.875	0.83		435	435	3/10/2017	10,791.67
FFCB 0.65 3/28/2017	3133ECKC7	5/8/2013	1,380,000.00	1,376,587.26	1,381,019.73	0.65	0.6		453	453	3/28/2017	2,317.25
FFCB 0.74 6/9/2017-15	3133EFCX3	9/9/2015	3,000,000.00	3,000,021.00	3,000,000.00	0.74	0.74		526	526	6/9/2017	1,356.67
FFCB 1.08 2/26/2018-14	3133ECGC2	2/26/2013	5,000,000.00	4,972,535.00	5,000,000.00	1.08	1.08		788	788	2/26/2018	18,750.00
FHLMC 1.2 6/12/2018-13	3134G46D5	6/12/2013	5,000,000.00	4,976,250.00	5,000,000.00	1.2	1.2	42441	72	894	6/12/2018	3,166.67
FHLB 1 6/28/2018-13	313381HD0	12/28/2012	5,000,000.00	4,934,100.00	5,000,000.00	1	1		910	910	6/28/2018	416.67
FHLMC 1.25 8/2/2018-15	3134G7UM1	9/3/2015	5,000,000.00	4,978,475.00	5,000,000.00	1.25	1.25	42427	58	945	8/2/2018	20,833.33
FHLMC 1.5 2/21/2019-15	3134G6XX6	5/21/2015	5,000,000.00	5,006,605.00	5,000,000.00	1.5	1.5	2/21/2016	52	1148	2/21/2019	27,083.33
FFCB 1.37 3/21/2019-16	3133EFEA1	9/21/2015	5,000,000.00	4,957,545.00	4,997,500.00	1.37	1.385	9/21/2016	265	1176	3/21/2019	19,027.78
FFCB 1.42 4/29/2019-16	3133EED56	4/29/2015	5,000,000.00	5,002,110.00	5,000,000.00	1.42	1.42	4/29/2016	120	1215	4/29/2019	12,227.78
FHLMC 1.4 7/29/2019-16	3134G7X89	10/29/2015	5,000,000.00	4,971,695.00	5,000,000.00	1.4	1.4	1/29/2016	29	1306	7/29/2019	12,055.56
Federal Agency Callables Sub Total / Average			50,880,000.00	50,672,190.26	50,881,175.41	1.165	1.162		316	914		132,149.97
LAIF LGIP	LGIP1001	6/30/2011	49,150,832.03	49,150,832.03	49,150,832.03	0.4	0.4	N/A	1	1		
LAIF Sub Total / Average			49,150,832.03	49,150,832.03	49,150,832.03	0.4	0.4		1	1		0
State of CA 1.8 4/1/2020	13063CSQ4	4/29/2015	2,000,000.00	1,981,160.00	2,007,712.82	1.8	1.71		1553	1553	4/1/2020	9,000.00
Municipals Sub Total / Average			2,000,000.00	1,981,160.00	2,007,712.82	1.8	1.71		1553	1553		9,000.00
Total / Average			145,042,515.45	144,964,091.71	145,235,730.74	0.926	0.856		238	448		233,937.35

	200 Local Sewer Operations	205 Local Rate Stabilization (RSF)	210 Local Sewer Replacement	220 Local Sewer Expansion	Total
BALANCE SHEETS					
CASH & INVESTMENTS	1,075,474	782,734	9,762,940	7,088,438	18,709,587
RECEIVABLES	46,761	985	13,499	9,173	70,418
OTHER	0	0	0	4,058	4,058
CURRENT ASSETS	1,122,235	783,720	9,776,440	7,101,669	18,784,063
FIXED ASSETS	33,146,120	0	349,598	21,595	33,517,314
LONG-TERM ASSETS	236,312	0	0	181,125	417,438
TOTAL ASSETS	34,504,667	783,720	10,126,038	7,304,390	52,718,815
ACCOUNTS PAYABLE	6,702	0	0	8,392	15,094
DEPOSITS	56,195	0	0	0	56,195
OTHER CURRENT LIABILITIES	78,118	0	237	7,459	85,814
CURRENT LIABILITIES	141,015	0	237	15,851	157,102
ACCRUED EXPENSES/OTHER	1,760,743	0	0	438,339	2,199,082
DEFERRED REVENUE	0	0	0	395,098	395,098
LONG-TERM LIABILITIES	1,760,743	0	0	833,437	2,594,181
RETAINED EARNINGS	32,602,909	783,720	10,125,801	6,455,102	49,967,532
TOTAL LIABILITIES & RETAINED EARNINGS	34,504,667	783,720	10,126,038	7,304,390	52,718,815
INCOME STATEMENT					
OPERATING REVENUE					
SERVICE CHARGES	980,840	0	0	0	980,840
OTHER OPERATING REVENUE	5,660	0	0	650,878	656,538
TOTAL OPERATING REVENUE	986,500	0	0	650,878	1,637,378
NON-OPERATING REVENUE					
CONNECTION FEES	0	0	310,042	301,577	611,619
INTEREST	2,776	2,448	33,088	23,015	61,327
OTHER NON-OPERATING REVENUE	99,590	0	0	0	99,590
TOTAL NON-OPERATING REVENUE	102,366	2,448	343,130	324,593	772,536
TRANSFERS IN	0	91,575	143,500	0	235,075
TOTAL RECEIPTS	1,088,866	94,023	486,630	975,471	2,644,989
DISBURSEMENTS					
OPERATING EXPENSES	897,118	0	32,452	286,177	1,215,746
CAPITAL PROJECTS	0	0	73,782	10,536	84,318
TRANSFER OUT	235,075	0	0	0	235,075
TOTAL DISBURSEMENTS	1,132,193	0	106,234	296,713	1,535,140
NET INCOME (LOSS)	(43,327)	94,023	380,396	678,758	1,109,849
EXPENSE BUDGET FOR FY 2016	2,065,123				
WORKING CAPITAL TARGET FOR FY 2016	688,374				
WORKING CAPITAL TARGET (in months)	4.00				
WORKING CAPITAL	981,220	783,720	9,776,203	7,085,818	18,626,961
WORKING CAPITAL ON HAND	5.70				
(in months) WC / (ExpBudget / 12)					
CURRENT EXCESS (DEFICIENCY)	292,846				
<i>Working Capital - Working Capital Target</i>					

	300 Regional Sewer Operations	305 Regional Rate Stabilization (RSF)	310 Regional Sewer Replacement	320 Regional Sewer Expansion	Total
BALANCE SHEETS					
CASH & INVESTMENTS	4,675,581	7,782,843	18,025,963	40,986,397	71,470,784
RECEIVABLES	234,055	11,097	27,616	334,105	606,873
OTHER	1,954,130	0	0	2,388,113	4,342,243
CURRENT ASSETS	6,863,766	7,793,941	18,053,579	43,708,615	76,419,900
FIXED ASSETS	105,531,416	0	1,553,491	29,664,640	136,749,547
LONG-TERM ASSETS	3,760,984	0	34,634	576,836	4,372,454
TOTAL ASSETS	116,156,165	7,793,941	19,641,704	73,950,091	217,541,901
ACCOUNTS PAYABLE	277,516	0	0	330	277,846
DEPOSITS	112,621	0	0	1,981	114,602
OTHER CURRENT LIABILITIES	616,646	0	12,534	285,085	914,265
CURRENT LIABILITIES	1,006,783	0	12,534	287,396	1,306,713
BONDS PAYABLE	6,708,041	0	0	29,992,372	36,700,413
ACCRUED EXPENSES/OTHER	10,222,761	0	0	75,511	10,298,271
DEFERRED REVENUE	0	0	34,634	541,153	575,787
LONG-TERM LIABILITIES	16,930,801	0	34,634	30,609,036	47,574,471
RETAINED EARNINGS	98,218,581	7,793,941	19,594,536	43,053,660	168,660,717
TOTAL LIABILITIES & RETAINED EARNINGS	116,156,165	7,793,941	19,641,704	73,950,091	217,541,901
INCOME STATEMENT					
OPERATING REVENUE					
SERVICE CHARGES	5,937,118	0	0	0	5,937,118
OTHER OPERATING REVENUE	275,443	0	0	21,532	296,975
TOTAL OPERATING REVENUE	6,212,561	0	0	21,532	6,234,092
NON-OPERATING REVENUE					
CONNECTION FEES	0	0	1,458,368	9,481,567	10,939,936
INTEREST	17,036	26,714	61,372	140,476	245,597
OTHER NON-OPERATING REVENUE	0	0	0	0	0
TOTAL NON-OPERATING REVENUE	17,036	26,714	1,519,740	9,622,043	11,185,533
TRANSFERS IN	0	0	1,287,231	0	1,287,231
TOTAL RECEIPTS	6,229,597	26,714	2,806,971	9,643,575	18,706,856
DISBURSEMENTS					
OPERATING EXPENSES	6,952,001	0	159,834	2,366,292	9,478,128
CAPITAL PROJECTS	0	0	947,605	290,392	1,237,997
TRANSFER OUT	1,287,231	0	0	0	1,287,231
TOTAL DISBURSEMENTS	8,239,231	0	1,107,440	2,656,684	12,003,355
NET INCOME (LOSS)	(2,009,635)	26,714	1,699,531	6,986,891	6,703,500
EXPENSE BUDGET FOR FY 2016	16,303,153				
WORKING CAPITAL TARGET FOR FY 2016	5,434,384				
WORKING CAPITAL TARGET (in months)	4.00				
WORKING CAPITAL	5,856,983	7,793,941	18,041,045	43,421,219	75,113,187
WORKING CAPITAL ON HAND	4.31				
(in months) WC / (ExpBudget / 12)					
CURRENT EXCESS (DEFICIENCY)	-422,598				
<i>Working Capital - Working Capital Target</i>					

	600 Water Operations	605 Water Rate Stabilization (RSF)	610 Water Replacement	620 Water Expansion	Total
BALANCE SHEETS					
CASH & INVESTMENTS	11,401,452	10,367,649	14,899,656	20,432,632	57,101,389
RECEIVABLES	754,074	14,936	15,862	27,962	812,835
OTHER	0	0	0	0	0
CURRENT ASSETS	12,155,526	10,382,586	14,915,518	20,460,594	57,914,224
FIXED ASSETS	120,713,359	0	3,073,265	24,247,774	148,034,398
LONG-TERM ASSETS	2,442,206	0	0	300,792	2,742,997
TOTAL ASSETS	135,311,090	10,382,586	17,988,783	45,009,159	208,691,619
ACCOUNTS PAYABLE	109,329	0	0	11,159	120,488
DEPOSITS	492,293	0	0	0	492,293
OTHER CURRENT LIABILITIES	2,066,169	55,455	80,258	1,080,330	3,282,211
CURRENT LIABILITIES	2,667,791	55,455	80,258	1,091,489	3,894,992
BONDS PAYABLE	0	0	0	35,370,097	35,370,097
ACCRUED EXPENSES/OTHER	6,031,235	0	0	696,615	6,727,849
DEFERRED REVENUE	0	0	0	6,043,209	6,043,209
LONG-TERM LIABILITIES	6,031,235	0	0	42,109,921	48,141,155
RETAINED EARNINGS	126,612,065	10,327,130	17,908,526	1,807,750	156,655,471
TOTAL LIABILITIES & RETAINED EARNINGS	135,311,090	10,382,586	17,988,783	45,009,159	208,691,619
INCOME STATEMENT					
OPERATING REVENUE					
SERVICE CHARGES	9,268,509	0	0	(1,041)	9,267,468
OTHER OPERATING REVENUE	287,050	33,987	1,938	1,787,514	2,110,490
TOTAL OPERATING REVENUE	9,555,560	33,987	1,938	1,786,473	11,377,958
NON-OPERATING REVENUE					
CONNECTION FEES	0	0	1,839,653	5,155,227	6,994,880
INTEREST	40,993	35,813	43,414	66,783	187,003
OTHER NON-OPERATING REVENUE	116,100	277,186	0	0	393,286
TOTAL NON-OPERATING REVENUE	157,093	312,999	1,883,068	5,222,010	7,575,169
TRANSFERS IN	0	2,151,769	4,614,700	337,500	7,103,969
TOTAL RECEIPTS	9,712,653	2,498,755	6,499,705	7,345,983	26,057,096
DISBURSEMENTS					
OPERATING EXPENSES	7,759,229	8,267	194,383	1,939,279	9,901,158
CAPITAL PROJECTS	0	0	2,370,552	3,111,155	5,481,707
TRANSFER OUT	4,489,769	2,614,200	0	0	7,103,969
TOTAL DISBURSEMENTS	12,248,998	2,622,467	2,564,935	5,050,434	22,486,835
NET INCOME (LOSS)	(2,536,345)	(123,712)	3,934,770	2,295,549	3,570,262
EXPENSE BUDGET FOR FY 2016	19,976,821				
WORKING CAPITAL TARGET FOR FY 2016	6,658,940				
WORKING CAPITAL TARGET (in months)	4.00				
WORKING CAPITAL	9,487,735	10,327,130	14,835,261	19,369,105	54,019,231
WORKING CAPITAL ON HAND (in months) WC / (ExpBudget / 12)	5.70				
CURRENT EXCESS (DEFICIENCY)	2,828,795				
Working Capital - Working Capital Target					

	900 Administrative Overhead	965 OPEB	995 DV Standby Assessment	Total
BALANCE SHEETS				
CASH & INVESTMENTS	(399,311)	231,292	1,550,222	0 1,382,203
RECEIVABLES	221,788	417	761	0 222,965
OTHER	513,342	0	0	0 513,342
CURRENT ASSETS	335,820	231,709	1,550,982	0 2,118,511
LONG-TERM ASSETS	0	12,195,375	0	0 12,195,375
TOTAL ASSETS	335,820	12,427,084	1,550,982	0 14,313,886
ACCOUNTS PAYABLE	66,868	0	0	0 66,868
OTHER CURRENT LIABILITIES	268,952	381,852	83,396	0 734,200
CURRENT LIABILITIES	335,820	381,852	83,396	0 801,068
RETAINED EARNINGS	0	12,045,232	1,467,586	0 13,512,818
TOTAL LIABILITIES & RETAINED EARNINGS	335,820	12,427,084	1,550,982	0 14,313,886
INCOME STATEMENT				
OPERATING REVENUE				
OTHER OPERATING REVENUE	723,366	0	767,495	0 1,490,861
TOTAL OPERATING REVENUE	723,366	0	767,495	0 1,490,861
NON-OPERATING REVENUE				
INTEREST	0	815	2,860	0 3,675
OTHER NON-OPERATING REVENUE	0	0	0	0 0
TOTAL NON-OPERATING REVENUE	0	815	2,860	0 3,675
TRANSFERS IN	0	0	0	0 0
TOTAL RECEIPTS	723,366	815	770,355	0 1,494,536
DISBURSEMENTS				
OPERATING EXPENSES	723,366	370,915	9,037	0 1,103,318
CAPITAL PROJECTS	0	0	0	0 0
TRANSFER OUT	0	0	0	0 0
TOTAL DISBURSEMENTS	723,366	370,915	9,037	0 1,103,318
NET INCOME (LOSS)	0	(370,100)	761,319	0 391,218
EXPENSE BUDGET FOR FY 2016	0			
WORKING CAPITAL TARGET FOR FY 2016	0			
WORKING CAPITAL TARGET (in months)	0.00			
WORKING CAPITAL	0	(150,143)	1,467,586	0 1,317,444
WORKING CAPITAL ON HAND	0.00			
(in months) WC / (ExpBudget / 12)				
CURRENT EXCESS (DEFICIENCY)	0			
<i>Working Capital - Working Capital Target</i>				

December Budget Variance Report

Categories are flagged if Actual Expense % > Target Expense %
(Target Expense % = (Period/12)*100 + Tolerance %)

Expected Expense: 50.00%

Tolerance Level: 3.00%

Target Expense: 53.00%

Accounting Period: 6
Accounting Year: 2016

Division: 10. Legislative

	<u>2016</u> <u>Adjusted Budget</u>	<u>YTD</u> <u>Expenditure</u>	<u>MTD</u> <u>Expenditure</u>	<u>% of YTD</u> <u>to Budget</u>	<u>Flag</u>
Employee Memberships & Certifications	0.00	0.00	0.00	- %	
Medical	25,104.00	9,214.00	1,569.00	36.70%	
Other Benefits	10,352.64	3,482.17	520.67	33.64%	
Retirement	5,330.72	782.62	131.23	14.68%	
Salaries	56,160.00	10,512.00	1,898.00	18.72%	
Salary / Benefit Credit	0.00	0.00	0.00	- %	
Training Costs	20,000.00	9,477.20	2,259.78	47.39%	
1. Personnel	116,947.36	33,467.99	6,378.68	28.62%	
Office Supplies	2,800.00	468.97	234.65	16.75%	
2. Materials and Supplies	2,800.00	468.97	234.65	16.75%	
Advertising	0.00	0.00	0.00	- %	
Other Services	25,500.00	4,950.00	1,110.00	19.41%	
Professional Services	33,000.00	10,950.75	0.00	33.18%	
Telecommunication Services	0.00	0.00	0.00	- %	
3. Contract Services	58,500.00	15,900.75	1,110.00	27.18%	
Meetings	700.00	70.00	0.00	10.00%	
Permits, Licenses & District Mbrshps	0.00	0.00	0.00	- %	
Subscriptions & Publications	0.00	0.00	0.00	- %	
4. Other	700.00	70.00	0.00	10.00%	
10. Legislative Total	178,947.36	49,907.71	7,723.33	27.89%	

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015 To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/08/2015	12082015	03718 HR SIMPLIFIED	2015 POS	382.80	382.80
12/10/2015	87421	03536 U S BANK/ CORP PMT SYSTEMS	MISC PARTS:STEEL RING, 5/16" ROUND BAR, ACWA - 2015 FALL CONFERENCE - REGISTRATI ACWA - 2015 ACWA CONFERENCE REGISTRATION HAYES - HOTEL STAY FOR DRONE WORLD EXPO TOM - RENEW NOTARY CERTIFICATION 2016 AN IT PRO REFERENCE BOOKS 24X7 SUBSCRIPTION (6QTY) CNPY LED 36W FOR DO CAR PORT REGISTRATION: D. GALLAGHER FOR 1/20-1/22 STEPHENSON - CASA WINTER 2016 CONFERENCE REGISTRATION: CASA - STEVE DELIGHT ON 1/ CASA - 2016 WINTER CONFERENCE - REGISTRA CASA - 2016 WINTER CONFERENCE - REGISTRA HOFFMANN - 2015 CALPELRA CONFERENCE LODG GALLARDO - 2015 CALPELRA CONFERENCE LODG OFFICE SUPPLIES: TONER & PAPER J. HENDRYX, CRWA REGISTRATION:WATER TREA TOOL BOX FOR UNIT #113 18-IN 40.9CC GAS CHAINSAW; CHAIN OIL LODGING: CASA CONFERENCE 01/21/2016 D. G DIV54 RECOGNITION EVENT (3) STATE & (3) US FLAGS FOR DO SANITIZING WIPES FOR FOD FIELD STAFF QTY (1) DELL P2414H MONITOR FOR RENEE CO OFFICE SUPPLIES: WHITEBOARD ERASER, CLIP NEOPOST - INK CARTRIDGE OFFICE SUPPLIES: TONER, TRAYS, PENS, SHA	839.67 695.00 695.00 686.44 673.68 572.65 560.95 525.00 525.00 525.00 525.00 464.00 449.20 416.92 350.00 345.69 339.43 305.99 305.71 302.95 294.57 286.50 286.42 280.31 261.96	

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015 To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			OFFICE SUPPLIES: WHITE BOARD, CORK BORD, PADLOCKS FOR LOCK OFFS	225.52	
			STEPHENSON - CASA WINTER 2016 CONFERENCE	213.85	
			AIRFARE: CASA - STEVE DELIGHT ON 1/19/20	202.20	
			REMOTE TABLET FOR SCADA	202.20	
			STEPHENSON- CASA 2016 WINTER CONFERENCE	199.88	
			HOTEL RESERVATION CHARGE: CASA - DELIGHT	199.70	
			HILTON HOTEL - ADVANCE DEPOSIT - DIRECTO	199.70	
			HILTON HOTEL - ADVANCE DEPOSIT -GM JOHN	199.70	
			HILTON HOTEL - ADVANCE DEPOSIT -DIRECTOR	199.70	
			HILTON HOTEL - ADVANCE DEPOSIT -DIRECTOR	199.70	
			ANNUAL MEMBERSHIP FEE - NATIONAL ASSOC O	189.00	
			TRAFFIC VESTS (PPE)	188.90	
			REBUILD KITS FOR ASCO REDHAT SOLENOIDS @	180.00	
			R BIAGTAN - SHUTTLE SERVICE FOR AWWA AF	173.00	
			MATLS FOR BLDG S REPAIRS	172.19	
			1YARD 3/4 5 SACK FOR REPAIRS	169.73	
			COPY PAPER, 2016 CALENDAR, REGISTER TAPE	168.30	
			R. ROBLES CWEA RENEWAL	164.00	
			D. LEONARDO CWEA RENEWAL	164.00	
			S. ROBERSON CWEA RENEWAL 2016	164.00	
			TEMP SENSOR FOR FUEL SKID GLYCOL	151.26	
			J. RODRIGUEZ - CPS HR TRAINING COURSE R	150.00	
			MATLS FOR BLDG T REPAIRS	142.87	
			OFFICE SUPPLIES: CALENDARS	142.65	
			LAMINATING SUPPLIES FOR DO	125.19	
			DELL 9 CELL LAPTOP BATTERY FOR JONATHAN	123.18	
			PHONE LINE SIMULATOR FOR RTU TESTING	120.95	
			TRACK LIGHTING FOR D.O. BOARD ROOM	115.03	

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015 To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			GLYCOL FOR FUEL SKID	114.22	
			LAUNDRY SOAP	113.34	
			OFFICE SUPPLIES: BINDERS & DIVIDERS	112.95	
			ENVELOPES, BATTERIES, COPY PAPER, ETC	112.26	
			STIHL PARTS: 3-16 ROUND FILE, 72E CHAIN	110.52	
			REGISTRATION: D. THACH DALLA-BETTA ONE-D	110.00	
			OFFICE SUPPLIES: PAPER, PENS, POST-ITS,	106.78	
			LED WORK LIGHT	106.02	
			OFFICE SUPPLIES: CALENDARS, SHARPIES, CL	105.90	
			WATERUSE MEETING OF 12/4/15 UPDATED HOU	105.00	
			MISC OPERATING SUPPLIES	104.19	
			DRINKING WATER, MILWAUKEE SHKWVE DRIVE S	102.10	
			ONLINE JOB POSTING - ADMINISTRATIVE ASSI	100.00	
			ONLINE JOB POSTING - ADMINISTRATIVE ASSI	100.00	
			PLYWOOD	99.39	
			PHOTOS FOR DSRSD TODAY	99.00	
			DERWA: UV BULB CLEANING SUPPLIES	94.28	
			REFRESHMENTS FOR WWTP NEIGHBORHOOD MEETI	93.89	
			TSTODDARD: E/I-3 CERTIFICATE RENEWAL, EX	91.00	
			OFFICEWORLD - 2016 DESK CALENDARS	89.98	
			SPECIAL FLASHLIGHTS FOR MECHANICS	81.47	
			OFFICE SUPPLIES - CHAIR MATS	75.65	
			J. RODRIGUEZ - CALHR TRAINING COURSE REG	70.00	
			LUMBER FOR SECONDARY #2 REPAIRS	67.44	
			ASSOCIATE CIVIL ENGINEER APPRAISAL BOARD	66.92	
			DERWA: PLASTIC TUBING FOR UV AIR LINE	66.76	
			TOOLS TO REBUILD ASCO REDHAT VALVE ON PU	63.36	
			LUNCH FOR FOD SCADA UPGRADE PROJECT	59.38	
			OFFICE SUPPLIES: 3 HOLE PUNCH, CLOCK	58.35	

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015 To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			OFFICE SUPPLIES FOR DIV 42	58.01	
			QTY (1) BAMBOO CHAIR MAT FOR RENEE COLLI	54.74	
			MOUNTING TAPE FOR UNIT #113	54.68	
			SAWZALL BLADE FOR SHOP; SHIMS FOR BLDG S	47.65	
			ERGONOMIC FOOT REST FOR AOMAR BAHLOUL	47.18	
			WALL POCKETS	44.70	
			DSRSD POLO SHIRT - NEW HIRE KATHY WALSH	43.84	
			RECEIPT TAPE FOR REGISTER	43.79	
			MATLS FOR BLDG T REPAIRS	43.00	
			FINANCIAL ANALYST APPRAISAL BOARD EXPENS	41.20	
			INTRINSICALLY SAFE FLASHLIGHT	40.73	
			FLASHLIGHT 1000 LUMENS LED	38.85	
			FUEL FILTERS FOR BILL S	33.88	
			QTY (1) LOGITECH WIRELESS KB/MOUSE FOR S	32.84	
			REFERENCE BOOK	29.53	
			KNEE SAVERS (ERGO PPE) R. BROOKS	27.36	
			QTY (2) 10' DVI VIDEO CABLES FOR AOMAR'S	26.02	
			PRO SUBSCRIPTION (NOVEMBER 2015)	26.00	
			FASTRACK REPLENISHING CHARGE OCT '15	25.00	
			NAMEPLATE FOR KATHY-SAFETY OFFICER	24.97	
			PIPE STRAP, CORNER BRACE, ABS PIPE	23.08	
			GE MEETING 10/28/15	22.48	
			DONUTS FOR JOINT MAINT MEETING - 11/19/1	20.00	
			MATLS FOR BLDG T REPAIRS	17.26	
			XTRA-STRENGTH JOINT TAPE	12.02	
			LAWWMA: CONDUIT FITTINGS FOR P3 RECTIFIE	9.67	
			STEPHENSON - ACWA BOARD MEETING 112015 P	9.00	
			FAX SERVICE - OCT 2015	7.95	
			GALLARDO - 2015 CALPELRA CONFERENCE PARK	7.00	

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			C. HOFFMANN - 2015 CALPELRA CONFERENCE P	7.00	
			ONE-WAY BART FARE FROM EL CERRITO TO POW	4.30	
			FINANCIAL ANALYST APPRAISAL BOARD EXPENS	3.89	
			FINANCIAL ANALYST APPRAISAL BOARD EXPENS	3.88	
			PARKING FEE RE: DERWA COORDINATION MEETI	2.00	
			DOLLAR TREE - GREETING CARDS (2) GM RETI	1.64	
			GALLARDO - CREDIT FOR PERSONAL VEHICLE W	-44.64	
			RETURN: DAMAGED MAGNETIC WHITEBOARD	-82.33	20,572.46
12/10/2015	87422	00031 ALLIED FLUID PRODUCTS CORP	MECHANICAL SEAL REPAIR FOR DERWA TIP PUM	1,440.18	1,440.18
12/10/2015	87423	04074 MAURICE ATENDIDO	ATENDIDO REIMB EXP AT PG&E EFFICIENTCY C	7.30	
			ATENDIDO REIMB EXP AT PG&E WATER WORKSHO	5.00	12.30
12/10/2015	87424	01013 BARRETT BUSINESS SERVICES	D. SWIFT: W/E 11/15/15	1,024.00	
			T. AMARO: W/E 11/15/15	614.40	
			N. POON: W/E 11/15/15	413.44	
			C. SIMMONS: W/E 11/15/15	337.28	
			C. HIVES: W/E 11/15/15	322.56	
			P. BRICK JR.,: W/E 11/15/15	245.76	
			S. JENNE: W/E 11/15/15	245.76	
			W. RHODES: W/E 11/15/15	245.76	
			K. KOLODZIE: W/E 11/15/15	122.88	
			M. ZAVALA: W/E 11/15/15	122.88	3,694.72
12/10/2015	87425	00085 RHODORA BIAGTAN	BIAGTAN REIMB EXP WATEREUSE MEETING 11/3	23.98	23.98
12/10/2015	87426	05359 BURKE, WILLIAMS & SORENSEN	GENERAL COUNSEL SVCS - OCTOBER 2015	4,371.88	4,371.88
12/10/2015	87427	03614 CAROLLO ENGINEERS	16-R008 TO NO. OC-16	31,007.95	
			DERWA TO NO. OC-17	8,004.40	
			DERWA TO NO. OC-12	3,146.55	
			DERWA TO NO. OC-15	2,726.40	

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			14-W007 TO NO. OC-18	2,716.35	
			DERWA TO NO. OC-14	521.40	48,123.05
12/10/2015	87428	00216 DAIOHS U.S.A. INC.	FY2016 HOT BEVERAGE SERVICE DO - SEPT. 2	211.25	
			FY2016 HOT BEVERAGE SERVICE DO - OCT. 20	91.04	302.29
12/10/2015	87429	00258 DUBLIN SAN RAMON SERVICES	15-R009 64727122 CONSTRUCTION METER	455.97	455.97
12/10/2015	87430	04424 GRAYBAR ELECTRIC COMPANY	ELE PARTS & SUPPLIES FOR STOCK; UTILITY	812.80	
			ELE PARTS & SUPPLIES FOR STOCK	102.79	915.59
12/10/2015	87431	00386 HDR ENGINEERING INC.	15-R009 TO NO. 9	69,154.74	
			15-P018 TO NO. 8	1,455.15	70,609.89
12/10/2015	87432	01123 JEREMY HENDRYX	HENDRYX REIMB EXP CRWA WATER CERTIFICATE	41.29	41.29
12/10/2015	87433	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SVCS NOV. 20	2,181.94	2,181.94
12/10/2015	87434	01171 MCGUIRE & HESTER	PERFORM AVB WATER SERVICE ON 11/17 & 11/	16,674.71	
			PER WATER SERVICE REPAIR WORK @ 7926 FAL	9,290.51	25,965.22
12/10/2015	87435	00608 OFFICE TEAM	TEMP SVCS W/E 11/27/15 - MONTAGUE	475.67	475.67
12/10/2015	87436	01078 STEFANIE OLSON	OLSON REIMB EXP AT BAPPG MEETING IN OAKL	16.00	16.00
12/10/2015	87437	01403 PRAXAIR DISTRIBUTION INC 186	CYLINDER RENTAL	66.08	66.08
12/10/2015	87438	00688 RMC WATER & ENVIRONMENT	16-W009 ALT WATER SUPPLY STUDY 9/26 - 10	4,012.35	4,012.35
12/10/2015	87439	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	111.23	111.23
12/10/2015	87440	01120 EVITA SCHNUPP	SCHNUPP REIMB EXP FOR WWTP VISIONING WOR	7.25	7.25
12/10/2015	87441	05026 UNIVAR USA INC.	WWTP SODIUM HYPOCHLORITE DELIVERY ON 11/	2,137.13	
			DERWA CITRIC ACID DELIVERY ON 11/18/15	1,160.00	3,297.13
12/10/2015	87442	00937 W.W. GRAINGER, INC.	(2QTY) REPLT WINDSOCK FOR PLANT HYPO	185.67	
			WIRE LABELS	121.80	307.47
12/10/2015	87443	01738 3T EQUIPMENT COMPANY INC.	CCTV CAMERA SERVICE & REPAIR	82.34	82.34

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/10/2015	87444	01195 AMERICAN BATTERY CO.	BATTERIES FOR STOCK	171.53	171.53
12/10/2015	87445	07361 ANIXTER INC	DERWA: UV PARTS - 1.6MM PNEUMATIC FEMALE	244.19	
			DERWA: UV PARTS - 3.0MM PNEUMATIC MALE C	57.49	301.68
12/10/2015	87446	06349 ARCSINE ENGINEERING	09-6101 TO NO. 2	21,018.18	21,018.18
12/10/2015	87447	07397 SASHINI ARIYATHILAKA	REFUND 3437 MONAGHAN ST	938.63	938.63
12/10/2015	87448	00092 BORGES & MAHONEY CO	BUFFER SOLUTION / FLUORIDE AMPULE SPADNS	901.41	901.41
12/10/2015	87449	02217 BSK ASSOCIATES INC.	SAMPLE TESTING	730.00	730.00
12/10/2015	87450	05404 CALIFORNIA FIRST AID & SAFTE'	FIRST AID KIT MAINTENANCE WWTP	235.21	
			FIRST AID KIT MAINTENANCE - DISTRICT OFF	147.39	
			FIRST AID KIT MAINTENANCE - FOD	89.35	471.95
12/10/2015	87451	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
12/10/2015	87452	00105 CAL-STEAM	1/2 SIDE BEAM ANK BRKT EG FOR PRIMARY #2	16.41	16.41
12/10/2015	87453	06107 COGENT COMMUNICATIONS INC	INTERNET SERVICE - DEC. 2015	2,300.00	2,300.00
12/10/2015	87454	03997 CORRPRO COMPANIES, INC.	30% BILLING: LAVWMA 2015 ON/OFF SURVEY O	3,000.00	3,000.00
12/10/2015	87455	07395 MICHAEL COSTELLO	REFUND 7302 QUARTZ CIR	674.83	674.83
12/10/2015	87456	00237 DERWA	OCT 2015 DSRSD SHARE OPERATIONS	252,191.28	252,191.28
12/10/2015	87457	00241 DGS OFS SVC REVOLVING FUNI	NATURAL GAS SERVICE @ THE WWTP - OCTOBER	19,186.11	19,186.11
12/10/2015	87458	02438 DMV RENEWAL	REG FEE PORTABLE GENERATOR	25.00	25.00
12/10/2015	87459	06977 EORM INC.	SAFETY CONSULTING SERVICES OCT '15	20,884.22	20,884.22
12/10/2015	87460	00307 FAIRWAY EQUIPMENT & SUPPLY	PLUMBING SUPPLIES	2,047.81	
			45DEG LATERAL & CLAMPS FOR GRIT LINE REP	1,876.86	
			RE-PIPE SUPPLIES FOR PRIMARY #2	271.46	4,196.13
12/10/2015	87461	07396 NGOC FALCONE	REFUND 2755 HIGHLAND MEADOWS CT	114.40	114.40

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/10/2015	87462	02656 FASTENAL COMPANY	NITRILE GLOVES - PPE FOD	153.30	153.30
12/10/2015	87463	02084 FERMA CORPORATION	REFUND METER # 64833103	900.62	900.62
12/10/2015	87464	07394 GRACE FONG	REFUND 9896 REIMERS WAY	15.60	15.60
12/10/2015	87465	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	812.77	812.77
12/10/2015	87466	06865 FUTURE FORD OF CONCORD	GAS CAP & UTILITY BOX FOR UNIT #38	112.90	
			DOOR HANDLE FOR UNIT #7	54.04	166.94
12/10/2015	87467	01517 HARRYS AUTO REPAIR INC	SMOG INSPECTION FOR UNIT #7	30.00	
			SMOG INSPECTION FOR UNIT #26	30.00	60.00
12/10/2015	87468	03149 HDS WHITE CAP CONST SUPPLY	LAWWMA: MATLS FOR CONCRETE REPAIR AROUND	97.86	97.86
12/10/2015	87469	07367 HIGHTAIL	HIGHTAIL ENTERPRISE FILE TRANSFER SUBSCR	1,200.00	1,200.00
12/10/2015	87470	03976 JMB CONSTRUCTION, INC	COR #1 SIERRA COURT & SIERRA LN., DUBLIN	17,904.17	
			COR#3 - PULLING SERVICE @ 1262 BELLINGHA	5,385.12	
			COR #8-FIXING LINE TO HYDRANT LATERAL @	5,197.61	
			COR #2 PULLING SERVICE @ 7026 ANN ARBOR	4,253.05	32,739.95
12/10/2015	87471	01225 KAESER COMPRESSORS, INC	M-460 SEMI-SYNTHETIC OIL FOR PLANT AIR C	692.63	692.63
12/10/2015	87472	07411 PREETMOHAN KAPOOR	REFUND 205 SHERWOOD CT	1,319.22	1,319.22
12/10/2015	87473	07404 SHARON LARKIN	REFUND 342 STANFORTH CT	17.19	17.19
12/10/2015	87474	07399 MIKE LEE	REFUND 3585 ROCKING HORSE CT	33.53	33.53
12/10/2015	87475	06048 LIBERTY AIR	ABSORBER ANNUAL	3,979.99	3,979.99
12/10/2015	87476	05406 MAAS BROTHERS POWDER CO/	TCI ACCURIDE BLACK POWDER COATING & PRIM	450.00	450.00
12/10/2015	87477	07264 MANPOWERGROUP US INC.	M. ZAKLAN: W/E 11/15/15	409.64	
			C. CAVE: W/E 11/15/15	274.56	684.20
12/10/2015	87478	07400 FRANK MEEHAN	REFUND 3306 BROWNTAIL WAY	72.80	72.80

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/10/2015	87479	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 11/15/15	1,227.40	1,227.40
12/10/2015	87480	04231 MSC INDUSTRIAL SUPPLY CO	SPARE START CAPACITORS FOR EDLS	93.64	93.64
12/10/2015	87481	07409 FAEDA NABHAN	REFUND 7324 THAMES CT	148.31	148.31
12/10/2015	87482	04796 NAPA AUTO PARTS	OIL FILL CAP FOR UNIT #25	8.28	8.28
12/10/2015	87483	07403 MATTHEW OCONNOR	REFUND 327 STANFORTH CT	65.30	65.30
12/10/2015	87484	00620 P G & E	PUMP STATION 4A ELEC - NOVEMBER 2015	697.92	
			PUMP STATION R300B ELEC - NOVEMBER 2015	251.12	
			RESERVOIR R100 ELEC - DECEMBER 2015	23.45	
			ALAMO TRUNK SEWER ELEC - NOVEMBER 2015	15.96	
			JOHNSON DRIVE STREETSCAPE ELEC - NOVEMBER	12.78	1,001.23
12/10/2015	87485	07405 PERCHAK PROPERTIES	REFUND 342 STANFORTH CT	39.37	39.37
12/10/2015	87486	07393 RUSSELL PISA	REFUND 8148 LOCUST PL S	80.62	80.62
12/10/2015	87487	04211 PLATT ELECTRIC SUPPLY	WIRE HOLDER FOR ELE SHOP	202.85	202.85
12/10/2015	87488	04951 PLEASANTON TRUCKING	DELIVERING VULCAN MATERIAL TO CAMP PARKS	176.18	176.18
12/10/2015	87489	07407 STEVE POIRIER	REFUND 124 MAIDENHAIR CT	151.66	151.66
12/10/2015	87490	07408 PING QIU	REFUND 7576 BALMORAL WAY	96.48	96.48
12/10/2015	87491	07398 MAHDI RAZI	REFUND 4520 MIRANO CT	86.27	86.27
12/10/2015	87492	07401 KOUNTINYA SAI	REFUND 2014 TARRAGON ROSE CT	62.65	62.65
12/10/2015	87493	05615 STEVE SCHILLINGER	REFUND 2212 ROSEMOUNT LN	158.14	158.14
12/10/2015	87494	06915 SHARPS SOLUTIONS, LLC	CLEAN WATER - PHARMACEUTICAL OFF-HAUL O	247.85	247.85
12/10/2015	87495	06861 SIGNA MECHANICAL	SUPPLIES FOR EASTERN DUBLIN LIFT STATION	4,082.69	4,082.69
12/10/2015	87496	00786 SNAP-ON INDUSTRIAL	SUPPLIES FOR FLEET SHOP	572.82	572.82
12/10/2015	87497	00804 STATE WATER RESOURCES CO	HAYES - 2016 DRINKING WATER TREATMENT OP	55.00	55.00

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/10/2015	87498	01519 STONERIDGE MOTORS, INC.	O2 SENSOR FOR UNIT #6	114.76	
			LEAK DETECTION VALVE FOR UNIT #79	106.00	220.76
12/10/2015	87499	07402 CHIH TING TIEN	REFUND 7546 STONELEAF RD	63.60	63.60
12/10/2015	87500	07406 DANA TSUBOTA	REFUND 109 ALLAMERE CT	154.11	154.11
12/10/2015	87501	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	168.93	168.93
12/10/2015	87502	00933 VWR INTERNATIONAL, INC.	KIMWIPES	342.75	342.75
12/10/2015	87503	00957 WEST YOST & ASSOCIATES	14-P004 TO NO. 2	57,339.38	57,339.38
12/10/2015	87504	06670 HUEE-LEE YANG	REFUND FOR 5526 ESPRIT WAY	100.66	100.66
12/10/2015	1000630846	01111 CALPERS	DECEMBER 2015 - ER CODE 0740 & 7316	183,530.90	183,530.90
12/14/2015	121415	03718 HR SIMPLIFIED	2015 DCA/POS	2,556.26	2,556.26
12/14/2015	607121415	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	42,575.65	42,575.65
12/14/2015	1000636422	00494 PERS	RETIREMENT: PAYMENT	83,552.35	83,552.35
12/15/2015	929949056	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	24,504.73	24,504.73
12/15/2015	984268932	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	108,128.93	108,128.93
12/17/2015	87505	01482 AAA LOCKSMITHS	LAWWMA: KEYS FOR JOHN BAGAKIS	59.13	59.13
12/17/2015	87506	02578 ALPHA OMEGA WIRELESS	SIGHT SURVEY PROFESSIONAL SERVICES	2,500.00	2,500.00
12/17/2015	87507	02158 AMADOR VALLEY INDUSTRIES	NOVEMBER 4 YD DUMPSTER & 20 YD BOX RENTA DO GARBAGE SVC - FY 15/16 - NOV. 2015	322.81	
				321.67	644.48
12/17/2015	87508	06552 BILLING SOLUTIONS INC. AMERI	AQUA HAWK ALERTING 01/01 - 02/01/16	1,750.00	1,750.00
12/17/2015	87509	01009 ARCHER NORRIS	16-A005 TO NO. 1 PROPERTY ACQUISITION AS	4,219.50	4,219.50
12/17/2015	87510	06349 ARCSINE ENGINEERING	09-6101 TO NO. 2	27,134.30	27,134.30
12/17/2015	87511	00058 ARROWHEAD MOUNTAIN SPRIN	OPS DEPT BOTTLED WATER SERVICE DEC '15 LAWWMA BOTTLED WATER SERVICE DEC '15	481.32	
				17.50	498.82

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/17/2015	87512	00058 ARROWHEAD MOUNTAIN SPRING	BOTTLED WATER 11/06/2015	49.69	49.69
12/17/2015	87513	03813 AT&T CONFERENCING	CONF CALL 11/06/2015, 11/09/2015, 11/10/	50.82	50.82
12/17/2015	87514	05097 BATTERIES PLUS	REPLT BATTERIES FOR SERVER UPS	436.91	436.91
12/17/2015	87515	04042 BAY AREA NEWS GROUP	BAY AREA NEWS GROUP - 11/30/15 PUBLIC HE	90.00	90.00
12/17/2015	87516	07365 BILL'S ACE TRUCKBOX	WEATHER GUARD TOOL BOX FOR UNIT #4	824.59	824.59
12/17/2015	87517	00091 BOLD, POLISNER, MADDOW, NEIL	MONTHLY LEGAL SERVICES - 11/2015	18,841.78	18,841.78
12/17/2015	87518	00092 BORGES & MAHONEY CO	4 CASES BUFFER SOLUTION PH4	743.94	743.94
12/17/2015	87519	04316 BRAD KINNEY PRODUCTIONS	BRAD KINNEY PRODUCTIONS - 2016 EMPLOYEE	750.00	750.00
12/17/2015	87520	00096 BROWN & CALDWELL	14-S013 TO NO. 1 ENG SVCS DESIGN, BID PE	5,781.61	5,781.61
12/17/2015	87521	03000 CALIFORNIA-NEVADA SECTION-/-	HAYES - WATER DISTRIBUTION CERTIFICATION	105.00	
			HAYES - CROSS CONNECTION SPECIALIST RECE	80.00	185.00
12/17/2015	87522	00118 CALTEST ANALYTICAL LAB	SAMPLE TESTING	180.50	180.50
12/17/2015	87523	04820 COASTAL IGNITION & CONTROL	(6QTY) SPARK PLUG FOR CO-GEN #2	316.88	316.88
12/17/2015	87524	05196 COMCAST	BUSINESS TV BASIC 12/07/15 - 01/06/16	18.88	18.88
12/17/2015	87525	05780 CONTRACTOR COMPLIANCE INC	15-R009 LABOR COMPLIANCE WEST DUBLIN	1,349.00	1,349.00
12/17/2015	87526	00014 COUNTY OF ALAMEDA	FY 2016 FUELING - FOD/INSP/CFRS - NOV. 1	3,681.21	3,681.21
12/17/2015	87527	00237 DERWA	NOV 2015 DSRSD SHARE DERWA OPERATING	250,499.92	250,499.92
12/17/2015	87528	03859 DUBLIN TROPHY HOUSE	DUBLIN TROPHY HOUSE - DIRECTOR NAME PLAT	80.15	
			DUBLIN TROPHY HOUSE - DIRECTOR NAME PLAT	30.00	110.15
12/17/2015	87529	01559 EATON CORPORATION	2 OF 4: POWERNET ON-SITE TECHNICAL SUPPO	2,095.25	2,095.25
12/17/2015	87530	07206 ENCOMPASS SUPPLY CO INC.	JANITORIAL SUPPLIES	2,254.31	2,254.31
12/17/2015	87531	00297 ENVIRONMENTAL EXPRESS LTD	CHEMICALS AND SUPPLIES	368.19	
			CHEMICALS AND SUPPLIES	89.99	458.18

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/17/2015	87532	00300 ENVIRONMENTAL SCIENCE ASSOCIATES	RESTORATION MONITORING - NOV 1 THRU NOV	690.10	690.10
12/17/2015	87533	05495 EWING	MISC PVC PIPE & 6 IN ONE SCREWDRIVER	173.90	
			40 SCH 80 PVC PE PIPE & 1 3IN DIGGING TR	61.99	235.89
12/17/2015	87534	00307 FAIRWAY EQUIPMENT & SUPPLY	SQ TUBING FOR PLANT STORAGE RACKS	410.10	410.10
12/17/2015	87535	02084 FERMA CORPORATION	UB Refund Cst #00067583	781.89	781.89
12/17/2015	87536	00352 GOLDEN STATE FLOW MEASUREMENTS	MISC METERS	24,445.00	
			SENSUS OMNI T2 CHAMBER METER 2.0 INCH 10	872.48	25,317.48
12/17/2015	87537	00368 HACH COMPANY	BUFFER SOLUTION; PH SENSOR	416.44	416.44
12/17/2015	87538	01517 HARRYS AUTO REPAIR INC	SMOG INSPECTION FOR UNIT #51	30.00	
			SMOG INSPECTION FOR UNIT #35	30.00	
			SMOG INSPECTION FOR UNIT #28	30.00	
			SMOG INSPECTION FOR UNIT #47	30.00	120.00
12/17/2015	87539	00388 HEATH'S WELDING SUPPLY	WELDING ELECTRODES FOR EPS #1 GATE REPAIR	141.80	141.80
12/17/2015	87540	03142 HI-LINE	LED RECHARGEABLE LIGHT FOR BRIAN; AKLAL	480.04	480.04
12/17/2015	87541	06732 HIRERIGHT, INC.	EMPLOYMENT BACKGROUND SCREENING (ASSOCIA	296.08	296.08
12/17/2015	87542	06166 KBA	COPIERS UCC & LEASE 12/01-12/30/15	809.21	809.21
12/17/2015	87543	06166 KBA	COPIER FOD/ENGR/MAINT 11/01/15 - 11/30/1	286.66	286.66
12/17/2015	87544	07193 LAI & ASSOCIATES	FIELD DENSITY TEST 11/7/15 7202 AMADOR P	820.90	
			FIELD DENSITY TESTING 11/7/15 SAN RAMON	820.90	1,641.80
12/17/2015	87545	07264 MANPOWERGROUP US INC.	M. ZAKLAN: W/E 11/22/15	409.64	
			M. ZAKLAN: WE 11/29/15	301.84	
			M. ZAKLAN: WE 12/06/15	301.84	
			C. CAVE: W/E 11/22/15	274.56	1,287.88
12/17/2015	87546	00536 MC MASTER-CARR SUPPLY CO.	PIPE COATING SPRAY FOR CHILLER PIPING	26.22	26.22

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/17/2015	87547	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 11/29/15	1,485.80	
			A. MCCAFFERY: W/E 12/06/15	1,227.40	
			A. MCCAFFERY: W/E 11/22/15	969.00	3,682.20
12/17/2015	87548	01650 MICROSOFT	QTY (5) SURFACE PRO 4 TABLETS, QTY (1) S	12,281.70	12,281.70
12/17/2015	87549	04231 MSC INDUSTRIAL SUPPLY CO	(3QTY) 5 1/2" LT DUTY SWIVEL WILTON VISE	539.73	539.73
12/17/2015	87550	04796 NAPA AUTO PARTS	RTV SILICONE FOR UNIT #82 LEAK	49.89	49.89
12/17/2015	87551	07234 NMI INDUSTRIAL HOLDINGS, LLC	14-S013 PP#2 NOV 2015	94,647.55	94,647.55
12/17/2015	87552	01257 OMEGA INDUSTRIAL SUPPLY INC	JANITORIAL/GENERAL SUPPLIES FOR WWTP	802.17	802.17
12/17/2015	87553	02109 ONE HOUR DELIVERY SERVICE,	ONE HOUR DELIVERY - BOARD OF DIRECTORS M	120.00	
			ONE HOUR DELIVERY - BOD MAIL DELIVERY 11	120.00	240.00
12/17/2015	87554	05779 OVIVO USA, LLC	14-S013 90' C3D-T CLARIFIER WITH C40HT D	527,225.00	527,225.00
12/17/2015	87555	00620 P G & E	MISC PUMP STNS; DUBLIN LIFT STN - NOVEMB	12,104.84	
			PUMP STATION 20B ELEC - NOVEMBER 2015	5,813.50	
			DISTRICT OFFICE ELECTRICITY - NOVEMBER 2	3,546.92	
			PUMP STATION 200A ELEC - NOVEMBER 2015	3,393.33	
			FSL AERATORS; LAB HVAC; FLEET - NOVEMBER	1,870.20	
			PUMP STATION R200B ELEC - DECEMBER 2015	1,100.70	
			DISTRICT OFFICE GAS SERVICE - NOVEMBER 2	1,026.10	
			PUMP STATION R300A ELEC - NOVEMBER 2015	860.73	
			PUMP STATION R20 ELEC - DECEMBER 2015	777.13	
			PUMP STATION 10A ELEC - NOVEMBER 2015	752.46	
			PUMP STATION 300A ELEC - NOVEMBER 2015	460.08	
			PUMP STATION 2B ELEC - NOVEMBER 2015	436.13	
			DO UTILITY BUILDING ELEC - NOVEMBER 2015	95.31	
			RESERVOIR 10B ELECTRICITY - DECEMBER 201	39.25	
			DO UTILITY BUILDING GAS SVC - NOVEMBER 2	19.19	

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			ALTITUDE VALVE (RES 10B) ELEC - DECEMBER	10.18	32,306.05
12/17/2015	87556	00649 PERKIN ELMER HEALTH SCIENC	QUARTZ PIPE	429.25	429.25
12/17/2015	87557	04211 PLATT ELECTRIC SUPPLY	TOOLS FOR UNIT #113: 20V CUTOFF BAR; 20V	581.35	
			TOOLS FOR UNIT #113: 12V-20V DC CHARGER	117.67	699.02
12/17/2015	87558	00663 PLEASANTON GARBAGE SVC IN	TRANSPORT SOLIDS/GRIT SCREENINGS NOV '15	5,183.59	5,183.59
12/17/2015	87559	04951 PLEASANTON TRUCKING	DELIVERING VULCAN MATERIAL TO FOD 12/4/1	352.88	352.88
12/17/2015	87560	04105 R&B COMPANY	MISC REPAIR PARTS	3,296.05	
			MISC REPAIR PARTS	2,288.89	
			MISC REPAIR PARTS	787.09	
			MISC REPAIR PARTS	361.35	
			MISC REPAIR PARTS	146.95	6,880.33
12/17/2015	87561	00696 RED WING SHOE STORE	J. PETTINICHO SAFETY SHOES	200.00	
			SAFETY SHOES - DAVID BONN	147.82	347.82
12/17/2015	87562	00721 ROCHESTER MIDLAND CORP	OCT 2015 - HANDSFREE RESTROOM MONTHLY SE	117.38	
			NOV 2015 - HANDSFREE RESTROOM MONTHLY SE	117.38	234.76
12/17/2015	87563	07172 ROUX ASSOCIATES INC.	16-A005 TO NO. 2 ENVIRONMENTAL CONSULTIN	9,319.77	9,319.77
12/17/2015	87564	05449 SAMBA HOLDINGS, INC.	MONTHLY DMV REPORTING -11/15	168.54	168.54
12/17/2015	87565	06861 SIGNA MECHANICAL	PUMP IMPELLER FOR EASTERN DUBLIN LIFT ST	497.94	497.94
12/17/2015	87566	02600 SUBTRONIC CORPORATION	09-6101 12" PVC LOCATION AT BRITTANY LN,	1,750.00	1,750.00
12/17/2015	87567	00848 THE LIGHTHOUSE	POWER SUPPLY FOR UNIT #86 LIGHT BAR REPA	509.18	509.18
12/17/2015	87568	05781 THERMO ELECTRON NORTH AM	CHEMICALS AND SUPPLIES	10.00	10.00
12/17/2015	87569	00862 TIFCO INDUSTRIES	OPERATING SUPPLIES	637.39	637.39
12/17/2015	87570	02845 TYLER TECHNOLOGIES	EDEN SUPPORT - 2016 (MISC MODULES)	56,874.81	56,874.81
12/17/2015	87571	01806 U.S. BANK	TRUSTEE FEE 11/01/15 - 10/31/16 (2011 SW	850.00	850.00

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/17/2015	87572	01806 U.S. BANK	COPIER LEASE LAB/CUST SVC/ EXEC - DEC. 2	548.60	548.60
12/17/2015	87573	06702 UNIFIRST INC.	NOV 2015: WEEKLY DELIVERY OF FLAME RESIS	563.58	563.58
12/17/2015	87574	07290 V. W. HOUSEN & ASSOCIATES, INC.	PRO SVCS INTERVIEW SUPPORT	1,665.00	1,665.00
12/17/2015	87575	00912 VALLEY CARE HEALTH SYSTEM	PRE-EMPLOYMENT PHYSICAL/DRUG SCREEN	153.00	153.00
12/17/2015	87576	01514 VALLEY CREST	15-R009 PP#3 10/30/15-11/30/15	100,229.37	100,229.37
12/17/2015	87577	00914 VALLEY PLUMBING HOME CTR, INC.	AQUA BACKFLOW FEES FOR WWTP 7399 DUBLIN	180.00	180.00
12/17/2015	87578	06004 VANGUARD CLEANING SYSTEMS	DEC 2015: CUSTODIAL SERVICES AT THE DO	1,675.00	1,675.00
12/17/2015	87579	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT NOV '15	683.66	683.66
12/17/2015	87580	00933 VWR INTERNATIONAL, INC.	NITRILE GLOVES FOR PLANT OPERATORS	197.92	
			MERCURY SPILL KIT	194.69	392.61
12/17/2015	87581	04061 WAXIE SANITARY SUPPLY	(20QTY) UNIV ROLL TOWEL DISPENSER	1,007.40	1,007.40
12/17/2015	87582	00957 WEST YOST & ASSOCIATES	PROF SVCS 10/10 - 11/6 - WATER SYS MASTE	17,643.00	
			2015 UWMP UPDATE - PROF SVCS FR 10/10 -	1,294.00	18,937.00
12/17/2015	87583	00966 WHITLEY BURCHETT & ASSOCIATES	LAWWMA EXPORT PUMP STN EVALUATION-NOV 15	11,762.50	
			LAWWMA EXPORT PUMP STN EVALUATION-DEC 15	627.84	12,390.34
12/17/2015	87584	00987 ZONE 7 WATER AGENCY	NOVEMBER 2015 CONNECTION FEES	1,272,884.61	1,272,884.61
12/17/2015	87585	03460 ACCO ENGINEERED SYSTEMS II	REPLT 7.5 TON COOLING ONLY UNIT FOR BLDG	11,031.00	
			NOV 2015: HVAC QUARTERLY MAINTENANCE - D	376.00	
			NOV 2015: HVAC QUARTERLY MAINTENANCE - W	376.00	
			NOV 2015: HVAC QUARTERLY MAINTENANCE - D	248.00	12,031.00
12/17/2015	87586	00031 ALLIED FLUID PRODUCTS CORP	GRUNDFOS/PACO L TYPE FRAME MOUNTED PUMP	5,484.97	
			PARTS FOR HYPO STORAGE SUMP PUMP	586.34	6,071.31
12/17/2015	87587	00053 JOHN ARCHER	LOCAL TRIP AND ACWA	891.43	891.43
12/17/2015	87588	01013 BARRETT BUSINESS SERVICES	D. SWIFT: W/E 12/06/15	1,024.00	

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			D. SWIFT: W/E 11/22/15	819.20	
			D. SWIFT: W/E 11/29/15	614.40	
			C. HIVES: W/E 11/22/15	609.28	
			C. SIMMONS: W/E 11/22/15	588.80	
			C. SIMMONS: W/E 12/06/15	576.00	
			N. POON: W/E 12/06/15	467.84	
			C. SIMMONS: W/E 11/29/15	460.80	
			N. POON: W/E 11/22/15	413.44	
			T. AMARO: W/E 11/22/15	409.60	
			N. POON: W/E 11/29/15	359.04	
			C. HIVES: W/E 11/29/15	358.40	
			S. JENNE: W/E 11/22/15	245.76	
			P. BRICK JR.: W/E 11/22/15	122.88	
			K. KOLODZIE: W/E 11/22/15	122.88	
			W. RHODES: W/E 11/22/15	122.88	
			M. ZAVALA: W/E 11/22/15	122.88	
			P. BRICK: W/E 11/29/15	107.52	
			S. JENNE: W/E 11/29/15	107.52	
			K. KOLODZIE: W/E 11/29/15	19.20	7,672.32
12/17/2015	87589	06114 EID, INC.	EID - 14 DAYS - PROJECT PLANNING, MEETIN	21,000.00	21,000.00
12/17/2015	87590	04691 INC. EQUIFAX INFORMATION SVI	EQUIFAX	400.48	400.48
12/17/2015	87591	00319 FISHER SCIENTIFIC	FILTER 0.45UM	93.85	93.85
12/17/2015	87592	07205 GLENMOUNT GLOBAL SOLUTION	09-6101 PP#3 11/01/15-11/30/15	41,804.54	41,804.54
12/17/2015	87593	04424 GRAYBAR ELECTRIC COMPANY	CORD ENDS FOR FSL MIXERS	503.01	
			ELE MATLS/PARTS FOR CO-GEN #1 & STOCK	400.35	
			UTILITY CART FOR SHOP	365.47	
			ELE SUPPLIES FOR STOCK	322.18	

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			LED PORTABLE WORK LIGHT FOR BRIAN'S TRUC	123.60	
			ELE WIRE FOR CO-GEN #1	69.03	
			PANEL J BOX FOR CO-GEN #1 PROJECT	5.60	1,789.24
12/17/2015	87594	00384 JEFF HAYES	HAYES REIMB EXP AT DRONE WORLD EXP 11/16	105.34	105.34
12/17/2015	87595	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SVCS NOV. 20	3,497.50	3,497.50
12/17/2015	87596	00488 STANLEY KOLODZIE JR.	KOLODZIE REIMB EXP A DWR SEMINAR 2015	19.99	19.99
12/17/2015	87597	00501 LAVWMA	FY2016 LAVWMA 1/2 O&M AND DEBT PMT	2,285,469.00	2,285,469.00
12/17/2015	87598	04594 MCCAMPBELL ANALYTICAL INC	SAMPLE TESTING	90.00	90.00
12/17/2015	87599	01171 MCGUIRE & HESTER	15-R009 PP#5 10/26/15-11/25/15	598,050.65	
			DUBLIN BLVD. FIRE HYDRANT REPAIR ON 11/2	7,455.71	605,506.36
12/17/2015	87600	00608 OFFICE TEAM	TEMP SVCS W/E 12/04/15 - MONTAGUE	256.13	256.13
12/17/2015	87601	04553 PACHECO BROTHERS GARDENI	DISTRICT FACILITIES LANDSCAPE MTCE DEC '15	3,470.00	
			DERWA LANDSCAPE MTCE PS R200A DEC '15	75.00	3,545.00
12/17/2015	87602	02470 SHRED-IT USA LLC	SHREDDING SERVICES FY 2016 - NOV. 2015	205.61	205.61
12/17/2015	87603	00805 SUE STEPHENSON	STEPHENSON REIMB EXP AT UTILITY BRANDING	32.69	
			STEPHENSON REIMB EXP AT ELECTED WOMENS L	30.00	62.69
12/17/2015	87604	00762 TESTAMERICA LABORATORIES I	SAMPLE TESTING	146.00	
			SAMPLE TESTING	46.50	
			SAMPLE TESTING	26.50	219.00
12/17/2015	87605	05905 CAMNGA THACH-DALLABETTA	THACH REIMB EXP AT CWEA DINNER 12/03/201	51.21	51.21
12/17/2015	87606	00843 THE COVELLO GROUP INC	14-S013 TO NO. 3	10,275.00	
			14-S013 TO NO. 3	8,270.00	18,545.00
12/17/2015	87607	05026 UNIVAR USA INC.	WWTP SODIUM HYPOCHLORITE DELIVERY ON 11/	1,149.54	
			DERWA SODIUM HYPOCHLORITE DELIVERY ON 11	966.00	
			TAXES FOR WWTP SODIUM HYPOCHLORITE DELIV	191.53	2,307.07

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/17/2015	87608	00937 W.W. GRAINGER, INC.	FLOW SWITCH FOR BLDG A AIR HANDLER 1/2 INCH LABELS FOR ELECTRICAL WIRING	239.90 105.86	345.76
12/17/2015	87609	06643 WEIR TECHNICAL SERVICES	MANAGEMENT SERVICES - NOVEMBER 2015	7,807.43	7,807.43
12/17/2015	87610	02880 WUNDERLICH-MALEC SYSTEMS	ON-CALL SCADA SUPPORT SERVICES THRU 10/3	580.00	580.00
12/21/2015	12212015	03718 HR SIMPLIFIED	2015 POS	849.67	849.67
12/23/2015	87611	00710 AAI TERMITE & PEST CONTROL	LAWWMA: TERMITE & PEST CONTROL DEC '15	72.00	72.00
12/23/2015	87612	01013 BARRETT BUSINESS SERVICES	C. HIVES: W/E 12/06/15 M. ZAVALA: W/E 12/06/15 K. KOLODZIE: W/E 12/06/15	336.00 107.52 42.24	485.76
12/23/2015	87613	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,400.69	4,400.69
12/23/2015	87614	00608 OFFICE TEAM	TEMP SVCS W/E 12/11/15 - MONTAGUE	658.62	658.62
12/23/2015	87615	01403 PRAXAIR DISTRIBUTION INC	186 LIQUID ARGON	592.10	592.10
12/23/2015	87616	03928 JESSICA RODRIGUEZ	RODRIGUEZ REIMB EXP AT COMMUNICATING EFF	124.01	124.01
12/23/2015	87617	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	111.23	111.23
12/23/2015	87618	02470 SHRED-IT USA LLC	SHREDDING SERVICES FY 2016 - DEC. 2015	90.45	90.45
12/23/2015	87619	00937 W.W. GRAINGER, INC.	EYEWASH BOTTLES FALL PROTECTION SIGN - WWTP	98.42 14.24	112.66
12/23/2015	87620	00019 A-1 ENTERPRISES	WWTP RW FILL STATION: PORTA POTTY NOV '1 LAWWMA: WEEKLY STREET SWEEPING NOV '15	236.46 220.00	456.46
12/23/2015	87621	03944 AMERICAN SOCIETY OF SAFETY	BAY AREA SAFETY SYMPOSIUM - RODRIGUEZ &	298.00	298.00
12/23/2015	87622	00068 AMERICAN WATER WORKS ASS	MEMBERSHIP RENEWAL: R. GUMBER 3/1/16-2/2	255.00	255.00
12/23/2015	87623	06211 ASSOCIATED SERVICES CO.	OPS DEPT HOT BEVERAGE SERVICE DEC '15	192.95	192.95
12/23/2015	87624	01676 BANK OF AMERICA	BANK CHARGES - NOV 2015	2,263.49	2,263.49

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/23/2015	87625	07138 CALIFORNIA WATER TECHNOLO	FERROUS CHLORIDE DELIVERY 11/15/15	4,712.34	
			FERROUS CHLORIDE DELIVERY 11/28/15	4,616.77	9,329.11
12/23/2015	87626	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
12/23/2015	87627	01156 CWEA	MEMBERSHIP RENEWAL: D. BONN CY2016	86.00	86.00
12/23/2015	87628	00280 ECOWATER SYSTEMS	LAB WATER SOFTENER EXCHANGE TANKS: OPS D	205.20	
			RO TANKS (QTY 2) EXCHANGED QUARTERLY: ME	17.00	222.20
12/23/2015	87629	02656 FASTENAL COMPANY	NITRILE GLOVES - FOD	306.30	
			SAFETY GLASSES DARK LENS - FOD	49.93	356.23
12/23/2015	87630	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	812.77	812.77
12/23/2015	87631	00368 HACH COMPANY	DPD TOTAL BULK DISPENSER & POWDER & ACCU	160.09	160.09
12/23/2015	87632	00620 P G & E	TO NO. 4; RES 3B W/PS 4B ELEC - DECEMBER	633.37	
			LAWWMA PIPELINE & LIVERMORE LINE DEC '15	299.99	933.36
12/23/2015	87633	00696 RED WING SHOE STORE	SAFETY SHOES - CONNIE SANCHEZ	139.61	139.61
12/23/2015	87634	02466 RICOH AMERICAS CORP	COPIER USAGE SEPT. 15 - DEC. 2015	1,291.49	
			COPIER LEASES MAIL RMS, HR/FIN - JAN. 20	699.28	
			COPIER LEASES MAIL RMS, HR/FIN - JAN. 20	416.24	
			COPIER LEASES MAIL RMS, HR/FIN - JAN. 20	389.24	2,796.25
12/23/2015	87635	00825 SWRCB	RECYCLED WATER FEES: FOR PERIOD OF 7/1/1	2,142.00	2,142.00
12/23/2015	87636	05417 TNT ENTERPRISES	UTILITY LOCATE AND MARK TRAINING	935.00	935.00
12/23/2015	87637	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	168.75	168.75
12/23/2015	87638	00912 VALLEY CARE HEALTH SYSTEM	DOT EXAM - D. WINTON	85.00	85.00
12/23/2015	87639	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT NOV '15	655.01	655.01
12/23/2015	87640	00924 VERIZON WIRELESS	CELL PHN SVC AND EQUPTMNT CHARGES 11/04	3,746.66	3,746.66
12/23/2015	87641	00933 VWR INTERNATIONAL, INC.	SULFURIC ACID 0.02N	26.87	26.87

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
12/23/2015	87642	00987 ZONE 7 WATER AGENCY	NOVEMBER TREATED WATER SERVICE	515,190.85	515,190.85
12/23/2015	14678280	00494 PERS	RETIREMENT: 2015 REPLACEMENT CHARGES	1,037.88	1,037.88
12/28/2015	122815	06456 CIGNA GROUP INSURANCE	12/15 - EE LIFE & DISABILITY INSURANCE P	9,160.36	9,160.36
12/28/2015	12282015	03718 HR SIMPLIFIED	IRS 125 POS/DCA	1,856.30	1,856.30
12/28/2015	607122815	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	45,719.21	45,719.21
12/28/2015	1000641562	00494 PERS	RETIREMENT: PAYMENT	85,294.00	85,294.00
12/29/2015	45214857	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	105,935.37	105,935.37
12/29/2015	2009364056	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	24,796.90	24,796.90
01/04/2016	608010416	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	40.00	40.00
01/05/2016	2743486	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	614.38	614.38
01/05/2016	14493056	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	50.63	50.63
01/08/2016	87643	00710 AAI TERMITE & PEST CONTROL	PEST CONTROL MONTHL SERVICE - DO 12/18/1	105.00	105.00
01/08/2016	87644	03460 ACCO ENGINEERED SYSTEMS II	DRAKE CHILLER FOR GAS SKID NOT WORKING (199.00	199.00
01/08/2016	87645	00053 JOHN ARCHER	ARCHER REIMB EXP FOR W/E 12/23/2015	130.05	130.05
01/08/2016	87646	01013 BARRETT BUSINESS SERVICES	T. AMARO: WE 12/13/15	1,033.60	
			D. SWIFT: WE 12/13/15	1,024.00	
			C. SIMMONS: WE 12/13/15	576.00	
			N. POON: WE 12/13/15	413.44	
			C. HIVES: WE 12/13/15	134.40	3,181.44
01/08/2016	87647	07020 ROBERT M. BROOKS	BROOKS REIMB EXP FOR ISA CERTIFICATE	315.00	315.00
01/08/2016	87648	03614 CAROLLO ENGINEERS	16-R008 TO NO. OC-16	17,496.20	
			DERWA TO OC-15 BIOASSAY TESTING	11,015.99	
			14-W007 TO NO. OC-18 WATER MASTER PLAN A	4,980.90	
			PRIMARY CLARIFIER NO. 3 REPAIR LEAK	3,014.10	

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			DERWA TO NO. OC-14	391.05	
			15-W017 TO OC-13	130.35	37,028.59
01/08/2016	87649	00249 DLT SOLUTIONS, LLC.	AUTODESK AUTOCAD SUBSCRIPTION RENEWAL 2/	3,310.13	3,310.13
01/08/2016	87650	06022 EDWARD DUARTE	DIRECTOR DUARTE - 2015 ACWA FALL CONFERE	1,149.71	1,149.71
01/08/2016	87651	06114 EID, INC.	15-A006 EID (CONSTR) TASK ORDER #2 TO MS	4,800.00	4,800.00
01/08/2016	87652	04727 EVOQUA WATER TECH. LLC	MEMCLEAN EXA2 - 55 GALLON: 2 EACH	1,826.72	1,826.72
01/08/2016	87653	04424 GRAYBAR ELECTRIC COMPANY	RETURN: ELE PART FROM ORIG INV #98243086	-109.49	
			RETURN: ELE PART FROM ORIG INV #98248176	-109.49	
			FLUORESCENT LIGHTS FOR STOCK	584.29	
			ELE PARTS FOR STOCK: GFCI, DUPLEX CVR DE	225.89	
			ELE PARTS FOR BLDG D ROOF MOUNTED CHILLE	152.04	
			ELE PARTS FOR STOCK: GFCI, DUPLEX CVR DE	95.06	838.30
01/08/2016	87654	00386 HDR ENGINEERING INC.	15-R009 TO NO. 9 CONSTRUCTION MGMT SERVI	42,949.49	
			12-P003 TO NO. 4	4,090.14	47,039.63
01/08/2016	87655	01913 DWIGHT HOWARD	DIRECTOR HOWARD - 2015 ACWA FALL CONFERE	367.41	367.41
01/08/2016	87656	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SVCS DEC. 20	5,685.56	5,685.56
01/08/2016	87657	04594 MCCAMPBELL ANALYTICAL INC	SAMPLE TESTING	165.00	165.00
01/08/2016	87658	01171 MCGUIRE & HESTER	EW-VARIOUS DATES & ADDRESSES	34,476.78	
			MISC ON-CALL REPAIRS; 12TH & DAVIS, 1262	20,226.86	
			12TH & DAVIS & CIRCLE WAY WATER SERVICE	17,368.42	
			PERF 12/8/15 DUBLIN BLVD FH REPAIR	9,287.99	81,360.05
01/08/2016	87659	00608 OFFICE TEAM	TEMP SVCS W/E 12/18/15 - MONTAGUE	695.21	
			TEMP SVCS W/E 12/25/15 - MONTAGUE	475.67	1,170.88
01/08/2016	87660	01293 PK SAFETY SUPPLY	REPLT GAS MONITOR FOR E&I DIV	728.18	728.18
01/08/2016	87661	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	111.23	111.23

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
01/08/2016	87662	01120 EVITA SCHNUPP	SCHNUPP RIEMB EXP FOR WWTP VISIONING MEE	43.44	43.44
01/08/2016	87663	00762 TESTAMERICA LABORATORIES I	SAMPLE TESTING	46.50	
			SAMPLE TESTING	26.50	73.00
01/08/2016	87664	05026 UNIVAR USA INC.	WWTP SODIUM HYPOCHLORITE DELIVERY ON 12/	2,207.65	
			WWTP SODIUM HYPOCHLORITE DELIVERY ON 12/	2,204.13	
			WWTP SODIUM HYPOCHLORITE DELIVERY ON 12/	2,159.62	6,571.40
01/08/2016	87665	05127 VISION SERVICE PLAN - CA (VSF)	JANUARY 2016 - VISION	2,625.03	2,625.03
01/08/2016	87666	04694 VULCAN MATERIALS CO	2 LOADS OF ROCK MATERIAL FOR REPAIRS	543.67	
			2 LOADS OF 3/4IN CL 2 BASE 12/4/15	526.15	1,069.82
01/08/2016	87667	00937 W.W. GRAINGER, INC.	REPLT HOT WATER CIRCULATOR PUMP FOR D.O.	2,033.69	
			LABELS FOR ELE PANELS	99.95	2,133.64
01/08/2016	87668	00937 W.W. GRAINGER, INC.	REPLT TOOLS: STRAIGHT PIPE WRENCH - 18IN	199.25	199.25
01/08/2016	87669	06930 ACCOUNTING UNIT ALAMEDA CC	ALAMEDA COUNTY PICTOMETRY	1,200.00	1,200.00
01/08/2016	87670	05728 ALAMEDA COUNTY SHERIFF	CASE FILE # 14-10334: PAYMENT	479.19	479.19
01/08/2016	87671	01076 ALSOC INC	WWTP TOWEL SERVICE DEC '15	272.40	
			FOD TOWEL SERVICE DEC '15	203.40	475.80
01/08/2016	87672	00622 AT&T	C2 - TI WWTP TO PS300PV THRU 11/01/2015	-531.35	
			C2 - TI SCADA FOD TO DO THRU 11/01/2015	-391.44	
			C2 - TI DO TO FOD THRU 11/01/2015	-391.44	
			C3 - TI WWTP TO PS300PV THRU 11/01/2015	730.72	
			C3 - TI SCADA FOD TO DO THRU 11/01/2015	520.31	
			C3 - TI DO TO FOD THRU 11/01/2015	520.31	
			C3 - TI WWTP TO PS300PV THRU 12/01/2015	243.60	
			C3 - TI SCADA FOD TO DO THRU 12/01/2015	173.45	
			C3 - TI DO TO FOD THRU 12/01/2015	173.45	1,047.61

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
01/08/2016	87673	00622 AT&T	LAVWMA PS PHONE & DSL DEC '15	265.36	265.36
01/08/2016	87674	04536 BICKMORE	JULY 2015 OPEB ACTUARIAL VALUATION REPOR	10,175.00	10,175.00
01/08/2016	87675	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
01/08/2016	87676	00148 CHEVRON & TEXACO CARD SVC	DO GASOLINE PURCHASE 11/23/15 - 12/23/15	158.44	158.44
01/08/2016	87677	01167 CITY OF DUBLIN	ENCROACHMENT PERMIT-11548 CIRCLE WAY, DU	488.00	488.00
01/08/2016	87678	00202 CREATIVE SUPPORTS INC	ERGONOMIC EQUIPMENT - K. WALSH	728.42	
			ERGONOMIC EQUIP - CS PAYMENT COUNTER	482.49	1,210.91
01/08/2016	87679	01156 CWEA	LABORATORY ANALYST GRADE 2 - C. THACH-DA	86.00	86.00
01/08/2016	87680	00241 DGS OFS SVC REVOLVING FUN	NATURAL GAS SERVICE AT THE WWTP - NOV 20	10,051.72	10,051.72
01/08/2016	87681	03859 DUBLIN TROPHY HOUSE	DUBLIN TROPHY HOUSE - PLATE ENGRAVED - R	20.00	
			DUBLIN TROPHY HOUSE - CORRECTION & REPLA	8.50	28.50
01/08/2016	87682	01559 EATON CORPORATION	LAVWMA: SPARE BREAKER 50VCP-W250	20,300.90	20,300.90
01/08/2016	87683	05495 EWING	IRRIGATION REPAIR PARTS	385.48	385.48
01/08/2016	87684	00307 FAIRWAY EQUIPMENT & SUPPLY	PLANT SUPPLIES	3,032.04	
			ALUM TUBING FOR SECONDARY 2 & 3 RAILING	104.37	3,136.41
01/08/2016	87685	02656 FASTENAL COMPANY	SAFETY GLASSES, HAND WARMERS - PPE OPS	142.57	142.57
01/08/2016	87686	00313 FASTSIGNS	DUBLIN FILL STATION SIGN "STATION CLOSIN	388.73	
			2X8 BLK/WHT SIGNS (LAVWMA)	14.02	402.75
01/08/2016	87687	00314 FEDEX	16-A005 1ST AMENDMENT TO PURCHASE AND SA	26.00	
			WWTP: OVERNIGHT DELIVERY CHARGES DEC '15	14.40	40.40
01/08/2016	87688	00699 FLYERS ENERGY, LLC	12/08/15: (425G) REG 87 UNLEADED GASOLIN	899.12	899.12
01/08/2016	87689	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	812.77	812.77
01/08/2016	87690	06865 FUTURE FORD OF CONCORD	RETURN: INJECTOR (ORIG INV 132449 09/10/	-131.85	

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			TRASNMISSION FLUID FOR UNIT #19	204.94	
			INJECTOR	131.85	204.94
01/08/2016	87691	00352 GOLDEN STATE FLOW MEASURE	11 SENSUS OMNI T2 CHAMBER METER 2"	9,506.12	9,506.12
01/08/2016	87692	07137 GOODYEAR COMMERCIAL TIRE	(2QTY) 225/75R16 TIRES FOR UNIT #82	338.66	338.66
01/08/2016	87693	03149 HDS WHITE CAP CONST SUPPLY	MISC FOD SUPPLIES	570.72	570.72
01/08/2016	87694	00388 HEATH'S WELDING SUPPLY	(3QTY) PROPANE FOR WWTP FORKLIFT USE	157.68	157.68
01/08/2016	87695	03142 HI-LINE	EXTRACTION TOOL FOR UNIT #109 WIRING	19.81	19.81
01/08/2016	87696	00394 HILTI, INC.	14-S013: EXP ANCHORS	706.66	706.66
01/08/2016	87697	07017 HYDROSCIENCE ENGINEERS, INC	15-R009 TO NO. 1 DESIGN AND CROSS CONNEC	20,965.00	20,965.00
01/08/2016	87698	01225 KAESER COMPRESSORS, INC	(16QTY) SEAL RING FOR PLANT AIR COMPRESS	318.57	318.57
01/08/2016	87699	00468 KAMAN INDUSTRIAL TECHNOLO	FLUIDS FOR PARTS CLEANER IN BLDG T SHOP	1,928.85	
			BELTS FOR WWTP	33.96	1,962.81
01/08/2016	87700	02353 KELLY-MOORE PAINT CO., INC.	PAINTS & PAINTING SUPPLIES FOR BLDG S OF	97.56	97.56
01/08/2016	87701	07330 LIBERTY PROCESS EQUIPMENT	MECHL PARTS FOR DAFT PIT SLUDGE PUMP	2,963.29	
			MECHL PARTS FOR PRIMARY SLUDGE PUMP #4	2,878.20	5,841.49
01/08/2016	87702	00509 LIEBERT CASSIDY WHITMORE	EMPLOYMENT RELATED LEGAL SERVICES (11/15)	4,623.00	
			GENERAL LEGAL SERVICES (11/15)	262.50	4,885.50
01/08/2016	87703	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 12/13/15	409.64	409.64
01/08/2016	87704	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 12/13/15	969.00	969.00
01/08/2016	87705	04796 NAPA AUTO PARTS	RETAINERS FOR UNIT #19 INNER FINDER TRIM	9.99	9.99
01/08/2016	87706	06981 NEWMATIC ENGINEERING INC.	FUME HOOD REPAIRS / RECALIBRATION	2,894.54	2,894.54
01/08/2016	87707	02109 ONE HOUR DELIVERY SERVICE,	ONE HOUR DELIVERY - BOD MAIL DELIVERY 12	120.00	
			ONE HOUR DELIVERY - DELIVERY OF DIRECTOR	97.00	217.00

Check History Description Listing

Dublin San Ramon Services District

From: 12/7/2015

To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
01/08/2016	87708	07416 AMY OPPENHEIMER	LEGAL SERVICES	13,978.20	13,978.20
01/08/2016	87709	00620 P G & E	LAWWMA PS FEEDER A DEC '15	63,062.37	
			LAWWMA PS FEEDER B DEC '15	28,568.20	
			WWTP ELECTRICITY - NOVEMBER 2015	14,805.13	
			PUMP STATION 300B ELEC - DECEMBER 2015	3,507.48	
			PUMP STATION R200A ELEC - DECEMBER 2015	1,347.78	
			PUMP STATION 30A ELEC - DECEMBER 2015	1,336.72	
			PUMP STATION 300C ELEC - DECEMBER 2015	902.66	
			PUMP STATION R300B ELEC - DECEMBER 2015	103.71	
			RESERVOIR 20A ELECTRICITY - DECEMBER 201	74.56	
			RESERVOIR R200 DERWA TANK 2 ELEC - DECEM	35.05	113,743.66
01/08/2016	87710	04211 PLATT ELECTRIC SUPPLY	(4QTY) REPLACEMENT UPS	2,715.60	
			TOOLS FOR UNIT #113: 5TOOL KIT, VACUUM,	1,294.42	4,010.02
01/08/2016	87711	04951 PLEASANTON TRUCKING	VULCAN DELIVERY TO FOD 12/16/15	364.88	364.88
01/08/2016	87712	05543 ADMINISTRATORS (PBIA) PREFE	JANUARY 2016 - DENTAL	21,128.80	21,128.80
01/08/2016	87713	02316 RECORDS CONTROL SERVICES	RECORDS CONTROL SERVICES - PHASE INITIAT	3,570.00	3,570.00
01/08/2016	87714	04301 RESOURCE TRENDS, INC.	16-W009 TRIVALLEY WATER RELIABILITY OUTR	1,800.00	1,800.00
01/08/2016	87715	00721 ROCHESTER MIDLAND CORP	DEC 2015: HANDSFREE RESTROOM MONTHLY SER	117.38	117.38
01/08/2016	87716	07360 ROCKWELL SOLUTIONS INC.	MECHANICAL SEAL REPAIR KIT FOR DIGESTER	2,131.64	2,131.64
01/08/2016	87717	00800 STATE BOARD OF EQUALIZATIOI	ACCT NO. 44-036648 UST MAINTENANCE FEE R	18.89	18.89
01/08/2016	87718	00804 STATE WATER RESOURCES CON	LAWRENCE - 2016 DRINKING WATER TREATMENT	60.00	60.00
01/08/2016	87719	00862 TIFCO INDUSTRIES	RIVETS FOR STOCK	67.04	67.04
01/08/2016	87720	00872 TRANSCAT	TEST LEAD KIT; 80A MINI AC/DC CLAMP METE	149.95	149.95
01/08/2016	87721	07413 TREE TOP PRODUCTS	(2) 19' SPEED HUMPS WITH END CAPS,	1,772.90	1,772.90

Check History Description Listing
Dublin San Ramon Services District

From: 12/7/2015 To: 1/10/2016

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
01/08/2016	87722	05498 TRI VALLEY AUTO GLASS	REPLT WINDSHIELD FOR UNIT #27	361.18	361.18
01/08/2016	87723	01470 TRI-VALLEY HOSE	PARTS FOR SHOP EQPT: COUPLER, NIPPLE, CO	91.30	91.30
01/08/2016	87724	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	330.93	330.93
01/08/2016	87725	00912 VALLEY CARE HEALTH SYSTEM	BLOOD BORNE PATHOGEN - HEP B VACCINATION	65.00	65.00
01/08/2016	87726	00914 VALLEY PLUMBING HOME CTR, I	AQUA BACKFLOW FEE FOR 7176 JOHNSON DRIVE	60.00	60.00
01/08/2016	87727	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT DEC '15	950.41	950.41
01/08/2016	87728	00943 WATER EDUCATION FOUNDATI	WATER EDUCATION FOUNDATION - 2016 DUES	1,550.00	1,550.00
01/08/2016	87729	04489 WATER ENVIRONMENT FEDERA	MEMBERSHIP RENEWAL: D. GALLAGHER 2016	297.00	297.00
			MEMBERSHIP RENEWAL: R. GUMBER 2016	297.00	594.00
01/08/2016	87730	00946 WATEREUSE ASSOCIATION	WATEREUSE - 2016 ASSOCIATION DUES	4,571.84	4,571.84
01/08/2016	87731	07419 WATEREUSE RESEARCH FOUN	WATEREUSE - 2016 WATEREUSE RESEARCH FOUN	6,000.00	6,000.00
01/08/2016	87732	05814 YORKE ENGINEERING LLC	NOV & DEC 2015: PROFESSIONAL SERVICES AI	2,084.50	2,084.50
01/08/2016	1000647992	01111 CALPERS	JANUARY 2016 - ER CODE 0740 & 7316	194,287.18	194,287.18

331 checks in this report

Total Checks: 8,117,854.65

**Karen
Vaden**



Digitally signed by
Karen Vaden
DN: cn=Karen Vaden
Date: 2016.01.11
08:51:40 -08'00'

TENTATIVE BOARD ITEMS

1/13/2016 2:36:51 PM

Board Mtg	Agenda Item	External Affairs	Finance and Personnel	Water Resources
2/2/2016	Drought Related Customer Issues and Concerns			
	Award Master Consulting Agreement for Hydro Cleaning and CCTV Inspection Services with _____ and Authorize Task Order No. 1 for the CCTV project			
	Consider Appeal by {name} of Staff Denial of a Waiver of Enforcement Action Related to Violation of Water Use Limitations			
	Charter/Orientation/Goals & Objectives for 2016 & Accept Charters			
	Closed Session - Public Employee Performance Review - Mid Year Review General Manager			
	Establish Schedule/Process for GM, General Counsel, District Secretary and Treasurer Evaluations			
	Award Contract for Installation of Continuous Backwash Updraft Sand Filter to _____ for the DERWA RWTF 6th Filter Project (CIP 16-R008)			
	Authorize Task Order No. 3 to Master Consulting Agreement with Arcsine Engineering for Design Services of WWTP SCADA Improvements (CIP 05-3206)			
	New Employee Introductions to the Board: Robyn Mutobe (Associate Civil Engineer), Jaime Chavez (Fleet Mechanic)			
	Consider Appeal by {name} of Staff Denial of a Waiver of Exemption to Water Use Limitations			
	Closed Session: GM Recruitment Candidate List Presented to the BOD			

2/16/2016

Board Mtg	Agenda Item	External Affairs	Finance and Personnel	Water Resources
2/16/2016	Consider Appeal by {name} of Staff Denial of a Waiver of Exemption to Water Use Limitations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Accept Regular and Recurring Reports: District Financials, Warrant List, Upcoming Board Business, (list)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Policy - Review and Approve Revised Water Recycling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Accept Water Supply and Demand and Drought Response Action Plan Status Reports and Find that the Need for the Community Drought Emergency Still Exists	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Update on Delta Fix - Twin Tunnels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Drought Management Program Update -Several items	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Extend Drought Declaration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Consider Appeal by {name} of Staff Denial of a Waiver of Enforcement Action Related to Violation of Water Use Limitations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Closed Session: GM Recruitment Candidate Interviews with the BOD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Policy - rescind Use of Clean Water Revival Facilities and Demineralized Recycled Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Drought Related Customer Issues and Concerns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Dublin San Ramon Services District

Summary & Recommendation

Agenda Item 9A

Reference General Manager	Type of Action Discuss and Provide Direction	Board Meeting of January 18, 2016
Subject Review and Discuss Drought Management Program		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
REPORT: <input checked="" type="checkbox"/> Verbal	<input type="checkbox"/> Presentation	<input checked="" type="checkbox"/> Staff J. Archer
		<input type="checkbox"/> Informational
		<input checked="" type="checkbox"/> Other
		<input type="checkbox"/> Board Member

Recommendation:

The General Manager recommends the Board of Directors receive comments from the public related to the District's Drought Management Program, discuss those as appropriate and, by Consensus, provide appropriate direction to staff and/or Board Committees for follow-up or action at this or a future Board meeting.

Summary:

On May 19, 2015 the Board updated the District's Drought Management Program by taking various actions that will run through the end of the State of Community Drought Emergency on February 29, 2016. On October 20, 2015 the Board made various changes to the Drought Management Plan that will be applicable in the fall and winter months through February 29, 2016. The elements of the current program include the following:

- Extended the Community Drought Emergency;
- Established Water Use Curtailment Goals;
- Adopted Water Use Limitations (various blanket exemptions approved October 20, 2015);
- Adopted Penalties and Enforcement Provisions;
- Adopted Water Shortage Rate Stage 2 (Adopted Stage 1 Water Shortage Rates on October 20, 2015);
- Approved a Wise Water User Credit for FYE 2016 (Suspended effective with the Stage 1 Water Shortage Rates);
- Approved an Enhanced Rebate Program (amended on June 16, 2015 and again on October 20, 2015);
- Endorsed the FYE 2016 Drought Response Action Plan; and
- Approved budget amendments for FYE 2016 related to Drought Management Activities.

The various aspects of the Drought Management Program affect all customers of the District in various ways. To be as open and transparent as possible, the Board wishes to allow the public an opportunity to address the Board on the various aspects of the Drought Management Program in a manner that can lead to a productive outcome. The public may always address the Board under the "Public Comment" portion of the Board agenda. However, for public comment made at that time, the Board is precluded from having substantive discussions in response to the public comment received. This agenda item allows the Board to engage in a substantive discussion of issues that may be raised by the public and also to provide staff or a Board Committee appropriate direction related to the Drought Management Program in a timely fashion. This item will be a standing item on the Board agenda throughout the duration of the Community Drought Emergency which is currently scheduled to expire on February 29, 2016.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR J. Archer	DEPARTMENT Executive	REVIEWED BY
ATTACHMENTS <input checked="" type="checkbox"/> None						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source A. B.		Attachments to S&R 1. 2. 3.			



Dublin San Ramon Services District

Summary & Recommendation

Agenda Item 9B

Reference General Manager	Type of Action Accept Reports and Make Finding	Board Meeting of January 18, 2016
Subject Accept Water Supply and Demand and Drought Response Action Plan Status Reports and Find that the Need for the Community Drought Emergency Still Exists		
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Minute Order <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Informational <input type="checkbox"/> Other		
REPORT:	<input checked="" type="checkbox"/> Verbal <input type="checkbox"/> Presentation <input checked="" type="checkbox"/> Staff	J. Archer <input type="checkbox"/> Board Member

Recommendation:

The General Manager recommends the Board of Directors, by Motion, (a) accept the Water Supply and Demand Report and the Drought Response Action Plan Status Report, and (b) find that there still exists a need for continuing the Community Drought Emergency.

Summary:

On May 19, 2015 the Board extended the State of Community Drought Emergency through February 29, 2016. The Board directed the General Manager to inform the Board, on a monthly basis while the State of Emergency remains in effect, of:

- Developments regarding the water supply available to Zone 7 and the District;
- The water demand in the District's service area and in the Tri-Valley;
- Operational issues encountered or anticipated to be encountered related to the effect of the limited water supply on the District's water system;
- Pertinent policy level decisions made at the local, regional and state level related to the drought; and
- Other information relevant to the continuing need for the State of Community Drought Emergency.

The Water Supply and Demand Report, included as Attachment 1, provides the requested information and is the basis for the Board's finding of a continuing need for the State of Community Drought Emergency.

In addition, when the Board endorsed the Drought Response Action Plan, it directed that a monthly status report be prepared documenting activities undertaken on the various aspects of the Drought Response Action Plan and the results achieved; Attachment 2 provides that information.

Both of the above reports have been substantially summarized from previous reports as the District has consistently exceeded its goal for the year and customers and staff alike have adapted their behavior to adapt to the drought.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR J. Archer	DEPARTMENT Executive	REVIEWED BY
ATTACHMENTS <input type="checkbox"/> None						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source A. B.		Attachments to S&R 1. Water Supply and Demand Report 2. 2015 Drought Response Action Plan Status Report 3.			

The information in this Water Supply and Demand Report is current through December 30, 2015. The report will include ONLY changes since the last report. For historical information please review report presented on December 15, 2015.

SUMMARY AND BACKGROUND

During the month of December there have been no further significant positive or negative developments (as discussed below) that would be reason to repeal or modify the current State of Community Drought Emergency. Staff recommends that the continuation of the State of the Community Drought Emergency is warranted.

On May 19, 2015 the Board extended that State of Community Drought Emergency through February 29, 2016. The Board also directed the General Manager to inform the Board, on a monthly basis of each calendar month that the Declaration remains in effect, of:

1. Developments regarding the water supply available to Zone 7 and the District;
2. The water demand in the District's service area and in the Tri-Valley;
3. Operational issues encountered or anticipated to be encountered related to the effect of the limited water supply on the District's water system;
4. Pertinent policy level decisions made at the local, regional and state level related to the drought; and
5. Other information relevant to the continuing need for the State of Community Drought Emergency.

This report satisfies that direction for the month of January 2016 (report complete through December 2016) and serves as the basis for the Board's consideration of the continued need for the State of Community Drought Emergency.

1 - DEVELOPMENTS REGARDING THE WATER SUPPLY

There have been no significant changes, positive or negative, to the water supply situation during the month of September.

In terms of the supply, the Water Year 2016 commenced on October 1, 2015. An historic summary of this same information is presented in Table 1 below. Table 2 presents a month by month summary for the current water year showing how the situation evolved over the course of the winter season. Major points of note are listed below

Precipitation. Northern Sierra precipitation for the Water Year 2016 is at only 97% of normal in the Sacramento and Feather River basins where our water supply physically originates.

Snowpack. Snowpack (really snow water content) is 110% of normal well ahead of last year at this time.

Reservoir Storage. Lake Oroville is filled to only 29% capacity and is 47% of what it would normally be at this time of the year and the amounts remain below last year's measurements.

DWR Allocation. DWR has proposed an initial 10% allocation for Water year 2016.

Zone 7 Supply. On July 23, 2015 the District submitted its "normal" supply request to Zone 7 for 2016 along with "conservation based" projections. Zone 7 has not yet acted on that request.

Possible Water Transfers.

On September 1, 2015 the Board has endorsed and staff has opened preliminary discussions regarding possible water transfers for 2016 and beyond with various suppliers and conveyors. On October 28, 2015 the District notified Zone 7 of its intent to pursue a water transfer for 2016; no response has been received.

Based on preliminary discussions with staff from Yuba County Water District and EBMUD it appears that a transfer in 2016 is not probable due to projected internal requirements at EBMUD. Both Agencies however were very supportive about continuing to develop a long term relationship to meeting the demands of the District. Staff will continue to remain in open communication with staff from both agencies.

Ongoing discussions continue with Zone 7 and their staff have indicated that they support section 5(d) of the contract. This paragraph allows the purchase of water when Zone 7 can provide full deliveries if the purchaser were to compensate Zone 7 for the appropriate share of "Fixed Costs". It was agreed that all parties should agree on the contractual "Fixed Costs (overhead rate)" in advance of any proposed transfers.

2 - WATER DEMAND

There have been no significant changes, positive or negative, to the water demand situation during the month of December.

Water demand (water sold to District customers) is monitored on a weekly basis. The SWRCB acting on Governor Brown's 25% statewide curtailment allocated 12% curtailment to DSRSD. The declaration of the District's Community Drought Emergency calls for system wide water use curtailment of twelve percent (12%) overall with five percent (5%) coming from indoor curtailment and twenty five (25%) from outdoor curtailment as compared to the same period in calendar year 2013.

DSRSD Performance Recap

	Dec 2015	Dec 2013	% Curtailment
Annual Demand (YTD)	7,414	11,218	33.9%
Gallons per capital per day	70.5	96.6	27.0%
Gallons per capital per day (RESIDENTIAL ONLY)	59.9	88.0	31.9%

Tri-Valley Wide Demand. The following information has been abstracted from the SWRCB website related to how the Tri-Valley water agencies are performing during the drought; the latest data that is available on that website is through the end of October, 2015. DSRSD data from the same source is shown for comparison purposes and because of the way the results are calculated by the SWRCB the results below may not exactly agree with DSRSD generated data presented elsewhere in this report.

SWRCB Data	Cal Water	Livermore	Pleasanton	DSRSD
<i>Residential per Capita Water Use (gallons per person per day)</i>				
June 2015*	92	104	99	63
July 2015	106	104	112	59
August 2015	100	104	115	68
Sept. 2015	97	102	108	67
Oct. 2015	93	88	95	66
Nov. 2015	60	62	58	69
<i>2015 vs. 2013 System Wide Water Use Reduction (Percent)</i>				
Goal	24%	20%	24%	16%
June 2015*	48.8	41.5	47.6	42.4
July 2015	46.3	42.1	46.9	44.5
August 2015	43.1	35.9	40.4	42.6
Sept. 2015	39.3	31.5	37.4	39.6
Oct. 2015	31.6	25.3	32.3	32.2
Nov. 2015	41.3	36.8	38.4	31.6

*Restated by SWRCB after initial publication (November 2015 Cumulative Savings and Urban Water Supplier Conservation Compliance Dataset)

3 - OPERATIONAL CONDITIONS

There were no significant long term changes, positive or negative, to operational conditions during the month of December.

Reservoir storage is the single most critical operational parameter that the District monitors during the Community Drought Emergency to ensure adequate reserves for health and safety and fire-fighting purposes. However, there are other operational challenges related to which of the five existing turnouts Zone 7 will deliver water given various constraints that arise from operating with very limited amounts of surface water.

Water Quality Issues: There are **NO** water quality issues impacting operations at the current time.

Reservoir Storage. The District's water system is designed to provide adequate fire suppression flows with a minimum of 6.30 MG in storage, the system-wide standard operating criteria for public health and safety. Minimum storage levels for the recent two months are presented below:

Month	Date	Time	Minimum Volume	Comment
November	9	2:00 pm	10.98 MG	
December	24	7:00PM	10.80 MG	

System storage is within all guidelines at the current time. (*Too much water in storage can result in water that loses chlorine so water quality suffers, and too little in storage can result in low pressures and not having enough water to meet demands.*)

System Operation during 2015 Drought Emergency.

Since early 2014 DSRSD has been receiving potable water only through turnouts No. 2 (Stagecoach Road) and No. 5 (Fallon Road). Turnouts No. 1 (Dougherty Road) and No. 4 (Arnold) remain out of service at the request of Zone 7. Turnout No. 3 (Camp Parks) is intended for emergency use only and normally is not in service. This change allowed Zone 7 to reduce the pressure in their western loop from about 90 PSI to about 70 PSI in order to increase the maximum flow Zone 7's wells can produce by about 400 GPM. In addition, by reducing the pressure in the western loop Zone 7 can allow Dougherty Reservoir to "float" off their transmission system. To date the District has been able to move sufficient amounts of water from the two turnouts to each of the District's pressure zones

4 - PERTINENT POLICY DECISIONS

There were no significant policy decisions made in November that would warrant changes to either the District's Drought Management Plan or its declaration of its State of Emergency.

- The SWRCB proposed revised regulations regarding potential extension and modification of the existing regulations for statewide urban water conservation. NO final regulations are anticipated until February of 2016. See ACWA's comment letter (*Attachment A*).

Water Supply Uncertainties. There also remains a great deal of legal and regulatory uncertainty about the reliability of water supplies from the Sacramento-San Joaquin Delta. *Attachment B* to this report provides specific information about what is driving the various legislative, regulatory and legal uncertainties related to the Delta water supply.

5 - OTHER RELEVANT INFORMATION

There is no other relevant information, positive or negative, to report at this time.

Attachments:

A – 1/6/16 ACWA Comment Letter – D. Bolland
B – 1/6/16 Interim Update Memo – B. Maddow

TABLE 1
TABULAR SUMMARY OF HISTORIC HYDROLOGICAL AND WATER SUPPLY CONDITIONS¹

	WY2007	WY2008	WY2009	WY 2010	WY 2011	WY 2012	WY 2013	WY 2014	WY 2015						
Precipitation ²	75%	73%	93%	107%	145%	80%	85%	62%	74%						
Snowpack ³	52%	101%	89%	126%	165%	74%	49%	23%	3%						
Oroville Storage (% of Normal)	101%	90%	59%	78%	135%	115%	92%	49%	48%						
Oroville Storage (% of Capacity)	62%	55%	38%	50%	86%	99%	79%	31%	30%						
Unimpaired Runoff															
Percent of Normal Year ⁴	53%	58%	64%	84%	138%	63%	64%	39%	40%						
Water Supply Index	Critical	Critical	Dry	Below Normal	Wet	Below Normal	Dry	Critical	Critical						
Water Delivery Allocation															
DWR to State Water Cont.	60%	35%	40%	50%	80%	65%	35%	5%	20%						
Conservation Policy Targets															
CA Short Term	----		20%	Strongly encourage conservation and minimal use				20%	25%						
CA Long Term	---			10% per capita reduction target by 2015; 20% per capita reduction mandate by 2020											
Zone 7	----			Voluntary 10%				See footnote ⁵	See footnote ⁶						
DSRSD	Voluntary 10%		Stage I – Voluntary – 20%				---	25% ⁵	12% ⁷						
DSRSD CONSERVATION SUMMARY															
Pre SB 7X7 Methodology							Post SB 7X7 Methodology								
% Achieved ⁸	2.4%	4.5%	13.8%	21.1%	21.5%	26.8%	All values below are gpcpd system wide								
SB 7x7 Baseline							204								
2015 Target							183								
2020 Mandate							163								
UWMP Prediction							138	143	146						
Actual							126	107	95						

¹ Unless noted, data shown is for end of the Water Year shown.

² Percent of Normal; 8 Station Northern Sierra for the water year

³ Percent of Normal; Northern Sierra Average as of April 1 which is historically peak snowpack for the year

⁴ Runoff in percent of average year for Sacramento River watershed

⁵ WY 2014 - 25% Overall, 5% Inside, 50-60% Outside

⁶ Zone 7 WY 2015 - Support for the extended statewide emergency and water conservation efforts and continued its local state of emergency

⁷ DSRSD –WY 2015 - 12% Overall as set by SWRCB;5% inside, 25% outside

⁸ Expressed on a per account basis with the baseline year (July 06 to June 07 for WY 2007 through 2012.

TABLE 2 TABULAR SUMMARY OF HYDROLOGICAL AND WATER SUPPLY CONDITIONS FOR WY 2016 ⁹												
	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2015	Aug 2016	Sept 2016
Precipitation ¹⁰	39%	53%	94%									
Snowpack ¹¹	No Data	No Data	100%									
Oroville Storage (% of Normal)	47%	43%	47%									
Oroville Storage (% of Capacity)	28%	26%	29%									
Projected Unimpaired Runoff												
Expected ¹²	No Data	No Data	No Data									
Chance of Normal	No Data	No Data	No Data									
Projected Type of Water Year												
WY Classification	No Data	No Data	No Data									
Water Delivery Allocation												
DWR Allocation	No Data	10%	10%									
Adopted Statewide and Regional Conservation Targets												
CA Short Term	Statewide 25% mandatory curtailment vs 2013 with DSRSD required to achieve 12%. Also, specific water use prohibitions in place											
CA Long Term	10% per capita reduction interim target by 2015 and 20% per capita reduction mandated by 2020											
Zone 7	April 15, 2015: Zone 7 lifted its Stage 2 water shortages actions while stating its support for the extended statewide emergency and water conservation efforts and continued its local state of emergency.											
DSRSD CONSERVATION SUMMARY¹³												
DSRSD Stage	May 5, 2014: Extended Drought Emergency and set target curtailment consistent with SWRCB (12% overall; 5% indoors and 25% outside – all as 2015 as compared to 2013). Note initially was 16% and adjusted downward by SWRCB in June to 12% for DSRSD											
SENATE BILL 7X7 CONSERVATION REQUIREMENTS (gpcpd system wide)												
Requirements	Baseline = 204				2015 Target = 183 (10% Reduction)				2020 Mandate = 163 (20% Reduction)			
UWMP Projection	146 for CY 2015								148 for CY 2016			
ACTUAL PER CAPITA WATER USAGE												
System Wide	91	76	70.5									
Res. Only	66	69	59.9									

H:\Board\2015\12-15-15\9B Drought Response Action Plan\Attachment 1 - Water Supply Demand Report.docx

⁹ Data shown is current as of the last day of the month shown

¹⁰ Percent of Normal at this time of year; 8 Station Northern Sierra

¹¹ Percent of Normal at this time of year; Northern Sierra Average (<http://cdec.water.ca.gov/cgi-progs/snow/DLYSWEQ>)

¹² Projected water year runoff in percent of average year for Sacramento River watershed

¹³ Values shown are in gallons / person / day on a total system basis for the month shown excepting "Residential Only" which is Residential Use / No. Residents



January 6, 2015

Delivered by e-mail to: Kathy.Frevert@waterboards.ca.gov

The Honorable Felicia Marcus, Chair
 and Members of the State Water Resources Control Board
 c/o Jeanine Townsend, Clerk to the Board
 State Water Resources Control Board
 1001 I Street, 24th Floor
 Sacramento, CA 95814

Subject: "Comments on Proposed Regulatory Framework"

Dear Chair Marcus and Members of the Board:

The Association of California Water Agencies (ACWA) is pleased to comment on the State Water Resources Control Board (State Water Board) staff "Proposed Regulatory Framework for Extended Emergency Conservation Regulation for Urban Water Conservation" (Proposed Framework), which staff released for public review on December 21, 2015. ACWA represents over 430 public water agencies which are responsible for delivery of over 90% of the water used for residential, commercial and agricultural purposes in California. Water agencies statewide have played a key role in the successful implementation of the 2015 Emergency Conservation Regulation to address the on-going drought. We recognize the need to extend these regulations into 2016 in a modified form that "incorporates insights gained" as authorized by the Governor's most recent Executive Order B-36-15. We understand that the State Water Board is currently planning to adopt an Extended Emergency Conservation Regulation (Extended Regulation) in early February, effective immediately upon expiration of the current regulation on February 13.

We appreciate the staff's willingness to consider input offered by water agencies as part of the informal work group process and the December 7 public workshop, and this input is clearly reflected in elements of the Proposed Framework. We are also thankful that the staff was willing to extend the originally proposed comment deadline in recognition of the holidays.

ACWA believes that the State Water Board should not adopt an Extended Regulation without addressing three fundamental concerns raised by the staff Proposed Framework. First, ACWA strongly opposes the total cap of 4 percentage points for all credits and adjustments as proposed by staff. We also oppose the individual caps of 4 percentage points for climate adjustment and drought resilient sources of supply. These caps severely undermine the purpose of these needed adjustments. Second, the credit for drought resilient sources of supply must be modified to remove the "coastal" restrictions and explicitly include a much broader range of drought resilient supplies, such as the desalination of brackish groundwater, groundwater banks and conjunctive use projects, surface storage, and non-potable recycled water supplies which contribute to local water supply reliability, even if developed prior to 2013. Third, the State Water Board should incorporate within the Extended Regulation a provision to re-evaluate and reduce or suspend the mandatory conservation standards based on precipitation,

snowpack and reservoir storage in April 2016. If above-normal rainfall alleviates drought conditions as expected, the Emergency Conservation Regulation needs to include a “reopener” mechanism to adjust accordingly, thereby preserving public support for the regulation. These fundamental concerns and suggestions for refinements, are explained below.

Fundamental Concerns

The success with which California has weathered the current drought is in no small measure due to the far-sighted investments that have been made by local water agencies over past decades in both demand management and water supply. The Extended Regulation needs to be crafted to achieve a much better balance than the current regulation, which is entirely dependent upon mandatory water rationing to significantly reduce demand. The Extended Regulation for 2016 must address the following three fundamental concerns raised by the staff’s Proposed Framework.

1. Remove the Caps on Adjustments and Credits

ACWA appreciates the staff’s recognition of the need for a climate adjustment and credits for drought resilient sources of supply. But imposing a total cap of up to 4 percentage points for adjustments and credits, as proposed by staff, would severely restrict the benefits received from investments in drought resilient sources of supply. ACWA opposes this approach which could undermine the momentum that has built over decades in California in local and regional water supply planning and development and create a threat to the success of the Governor’s California Water Action Plan. The plan relies on implementation of a comprehensive suite of actions – not just water conservation.

For example, under the staff’s proposal an inland agency with a 2015 Conservation Standard of 36 percent could receive a 2016 Conservation Standard of 32 percent. In other words, the staff’s proposal recognizes climate and local investments, but only to the tune of 10 percent of its drought management effort (the 4 percent cap is approximately 10 percent of the 36 percent mandate). That means the remaining 90 percent still has to come from demand reduction. For agencies situated in a warmer inland area, the climate adjustment alone will just about use the 4 percent cap, leaving *no* credit for local investments in drought preparedness.

Instead water agencies should receive *both* a climate adjustment *and* full credit for drought resilient supplies where local climate conditions and past supply investment actions warrant. The Extended Regulation should not include any total cap as proposed in the Proposed Framework, allowing the climate adjustments and supply credit mechanisms to operate independently and achieve their separate policy objectives. Further, there should not be caps on the climate adjustment or the drought resilient sources of supply credit.

2. Expand the Drought Resilient Sources of Supply Credit

The Proposed Framework properly acknowledges the need to provide credits for drought resilient supplies, but the credits proposed are too narrow in scope and limited in benefit. We are concerned that the proposed limitations on drought resilient sources of supply to coastal wastewater or desalinated water developed since 2013 do not recognize the importance of many locally significant water supply reliability investments. The proposal Regulation should be revised to remove the “coastal”

restrictions and explicitly include other drought resilient supplies that are available, such as the desalination of brackish groundwater, groundwater banks and conjunctive use projects, and non-potable recycled water supplies.

And, as stated above, the 4 percentage points cap for drought resilient sources of supply should be removed entirely and full credit should be provided were it is warranted.

3. Add a Provision to Address Above-Normal Precipitation

Although the Proposed Framework is silent concerning how the State Water Board intends to address expected above-normal precipitation in the coming months, the Extended Regulation should proactively address this likely scenario. The Extended Regulation should include a provision to reduce the Conservation Standards or suspend the emergency regulation in April if above-normal statewide precipitation and snowpack conditions are projected to recharge reservoir storage and mitigate drought conditions for the summer of 2016. Although above-normal precipitation this winter is not likely to bring an end to the drought entirely, continuing to ask Californians to sustain heroic water conservation efforts that are disproportionate to the actual need or immediate water supply conditions will undermine the credibility of the Administration and California's water agencies and may make it much harder to generate the required response should emergency conditions reemerge in the future. Should dry conditions re-appear next winter, Californians and their water suppliers have demonstrated their ability to rapidly re-implement mandatory water use reductions if they are needed in spring of 2017.

Suggestions to Address Additional Concerns

The staff's Proposed Framework raises additional concerns that should also be addressed.

1. Modify the Climate Adjustment

ACWA appreciates staff recognition of the need to adjust the Conservation Standard to account for climate. However, the staff proposed method for climate adjustment is based on comparing the average July through September evapotranspiration (ET) for the water supplier service area to the state average. Using this simple average for the state does not provide an accurate reflection of the population using the water agencies. Using the simple average artificially increases the average because it gives the same weight to each of the 18 ET zones, regardless of population or water use. In particular, the current calculation provides no relief for the agencies in the inland ET Zone 8, which is considerably hotter than Zones 1-6. ACWA recommends revising the method of calculation so that agencies in Zone 8 are provided some climate adjustment by means of a population weighted average. Alternatively, this could be accomplished by revising the table to provide a 2 percent reduction in conservation standard for agencies with ET that deviates from the average ET by 2 percent to less than 10 percent. As with other adjustments to the Conservation Standards is essential that the State Water Board avoid provisions in the Extended Emergency Regulation that would result in redirected impacts to other water agencies.

2. Modify the Growth Adjustment

ACWA appreciates the staff's recognition of the need to adjust the Conservation Standard to account for growth experienced by some water suppliers since 2013. However, the method outlined in the Proposed Framework is dependent on residential landscaped area information that is not readily available for many water agencies. Even for those agencies that have landscaped area data or estimates, the methods used to acquire this information vary significantly so the resulting growth adjustment could vary somewhat between water agencies. Instead, the Extended Regulation should incorporate a revised methodology for the residential calculation using average gallons per residential connection February-October 2015 (as is proposed for the commercial, industrial, and institutional sector). The average gallons per residential connection could be easily calculated using Residential Gallon Per Capita Per Day (R-GPCD) divided by the number of new residential connections. This resulting calculation would be easier to make and verify and would be unlikely to vary substantially from the results obtained from a more burdensome landscaped area approach. Additionally, the current proposal multiplies the percent of new demand by the original conservation requirement to make an adjustment to the conservation standard. This significantly reduces the effectiveness of the growth adjustment. We recommend using a more equitable method of applying the growth adjustment by subtracting the percent of new demand from the conservation requirement. This will fairly account for growth and prevent the penalization of areas with growing economic development.

3. Preserve the Commercial Agricultural Exemption

The existing Commercial Agricultural Exemption has worked as intended to protect commercial agricultural activity that is dependent on potable water supplies. This exemption process should be preserved, and in absence of any evidence of abuse, imposition of a \$1000 threshold as proposed by staff would add a new and unnecessary administrative burden on farmers, water suppliers and the State Water Board.

4. Incorporate the Regional Compliance Option

The Regional Compliance Option previously advocated by water agencies was proposed to achieve the same water savings as would be required by the participating individual water agencies. It is based on a currently successful model of "regional alliances" as administered by the Department of Water Resources (DWR) to implement SB7X7 (2009), and it would empower participating water suppliers to achieve significant administrative and public outreach efficiencies. The reasons given by staff in the Proposed Framework for rejecting this option as potentially impeding enforcement action or accountability by individual water agencies are fully addressed by this proposal. The State Water Board should incorporate this compliance option into the Extended Regulation and then allow the resulting voluntary regional alliances to deliver the compliance results that they believe they can produce. Again, there is essentially no down-side risk to the program by empowering water suppliers with this compliance option.

The Honorable Felicia Marcus, Chair

Page 5 of 5

January 6, 2016

Thank you for your consideration of these comments. ACWA continues to appreciate the significant attention the State Water Board has been giving to the Emergency Conservation Regulation, and we stand ready to answer questions or otherwise constructively inform development of the Extended Regulation after its release for public review in coming weeks. I am available to discuss these comments at daveb@acwa.com or (916) 441-4545.

Sincerely,



David Bolland

Special Projects Manager

cc: Mr. Wade Crowfoot, Deputy Cabinet Secretary, Office of Governor Edmund G. Brown Jr.
Mr. Tom Howard, Executive Director, State Water Board
Mr. Eric Oppenheimer, Chief Deputy Director, State Water
Mr. Max Gomberg, Climate Change Mitigation Strategist, State Water Board
Ms. Timothy H. Quinn, Executive Director, ACWA
Ms. Cindy Tuck, Deputy Executive Director for Government Relations, ACWA

January 6, 2016

MEMO TO: John Archer
FROM: Robert B. Maddow *Robert B. Maddow*
SUBJECT: Interim Update on Water Supply Reliability Issues

This memo is in response to your request for a brief summary of material changes in the last month regarding water supply reliability.

WATER CONSERVATION: The SWRCB announced that statewide water conservation goals for urban utilities were not met in November or December. The Water Board is considering revised regulations for 2016 in the event the drought persists; ACWA and others are pushing back because the proposed revisions would give less credit to utilities which have water reuse programs, thereby increasing the likelihood that such utilities may be forced to impose higher rationing requirements on their customers.

BDCP/WATERFIX (twin tunnels project): Protests to the water rights petition to change diversion points for the state and federal export project were filed January 5, and a complex and combative water rights hearing is scheduled to commence in April. (Both EBMUD and CCWD filed protests.) Metropolitan Water District, the local agency that has been the most active proponent of the tunnels project, has publicly stated that it believes 2016 has to be the decision year on the project (perhaps because of the election), and that it will not fund the tunnels project alone. No other local agencies have come as close as MWD to committing to help fund the project. MWD's previously announced plans to buy the 4 Delta islands comprising the Delta Wetlands project have stalled due to commitments to objectors made by the current landowners while they were seeking water rights permits to store water on two of the islands. MWD's interest in the deal is because the tunnels project right-of-way would cross the islands, and the purchase was viewed as a way for MWD to facilitate the early stages of the tunnels project.

DELTA FISHERIES DECLINE: The final "mid-water trawl" seeking to study the abundance of 6 indicator species of Delta fish was conducted December 11. The 2015 results showed the lowest year on record for 4 of the six species. In the 48 years since the trawl began, the abundance of the 6 species has declined by about 91% for one species, and more than 98% for the other five. This is of critical importance to the BDCP/WaterFix effort – difficulties in obtaining permits from the fisheries agencies already caused the project proponents to drop their effort to obtain 50-year approvals, and instead to only seek 25-year approval. In addition, serious questions remain as to whether the proposed project could ever be permitted by the fisheries agencies in light of the precipitous declines in so many species, and the proponents' inability to clearly define how the proposed project would operate.

WATER TRANSFERS: The Delta Stewardship Council decided on December 17 to allow one-year water transfers to proceed without the highest possible level of regulatory scrutiny. The highest scrutiny level would mean added time and expense for proponents of any individual transfer transaction. This is favorable for the District should it again pursue a one-year transfer like the one proposed in 2015 with the Yuba County Water Agency.

As of December 31, 2015

DROUGHT EXPENSE BUDGET (Fiscal Year 2016)		
No.	Description	Activities / Status
1	FYE 2016	See separate summary at end of this document
EXEMPTIONS FROM WATER USE LIMITATIONS (Calendar Year 2015)		
No.	Description	Activities / Status
1	No. Requested	64
2	No. Approved by Drought Coordinator	46
3	No. Denied by Drought Coordinator	15
4	No. Pending with Drought Coordinator	2
5	No.Appealed to Board	1
6	No. Approved by Board	1
7	No. Denied by Board	0
	No. Pending with Board	0
ENFORCEMENT OF WATER USE LIMITATIONS (Calendar Year 2015)		
No.	Description	Activities / Status
1	No. Written Warnings Issued	136
2	No. \$250 Violations Issued	55
3	No. \$500 Violations Issued	16
4	No. \$1,000 Violations Issued	6
5	No. Flow Restrictors Installed	0
6	No. Service Shutoffs	2
7	No. Waivers Requested	20
8	No. Waivers Approved by Drought Coordinator	17
9	No. Waivers Denied by Drought Coordinator	3
10	No. Waivers Pending with Drought Coordinator	0
11	No. WaiversAppealed to Board	0
12	No. Waivers Approved by Board	0
13	No. Waivers Denied by Board	0
14	No. Waivers Pending with Board	0
"DISTRICT AS AN ORGANIZATION" WATER USE CURTAILMENTS (Calendar Year 2015)		
No.	Description	Activities / Status
1	Comply with District-wide water use limitations at all District facilities	Potable irrigation at remote sites has been adjusted to be in compliance with District mandatory restrictions.
2	Clean sewers with recycled water only (except for SSO's and emergencies)	All sewer cleaning is being done with recycled water, except when responding to plug ups and other emergencies.
3	Cease all hydrant flushing (except for critical areas with identified water quality problems)	All routine hydrant flushing has been suspended, except for problem areas with water quality concerns.

Recent PUBLIC OUTREACH (Calendar Year 2015)		
No.	Description	Activities / Status
	Any outreach through print, voice electronic media or personal appearance impacting the drought this month	<ul style="list-style-type: none"> • Sue Interview in BANG story on East Bay Recycled water.
DIRECT CONSERVATION ASSISTANCE (Calendar Year 2015)		
No.		
1	Continue small device give-away programs	<p>The following water conserving devices were given to customers in FY16 (the majority were distributed at the Swalwell/Defeat the Drought event):</p> <ul style="list-style-type: none"> • 21 kitchen faucet aerators • 36 bathroom faucet aerators • 52 showerheads • 6 toilet flappers (discontinued, best to buy flappers designed for specific toilet) • 56 toilet leak detection kits • 63 hose nozzles <p>28 shower/faucet flow measurement bags</p>
2	Conduct landscape water audits	<p>5 audits for 2015</p> <ul style="list-style-type: none"> • Total paid out in FYE 2016 = \$833.73
3	Make home water audit kits available	<ul style="list-style-type: none"> • Distributed 1,525 Water Hero packets (which contain a do-it-yourself home water audit kit) to 61 classes of third graders in 12 schools in our service area 4/2015
ENHANCED REBATE PROGRAMS (Calendar Year 2015 except financial Info which is FYE 2016)		
No.		
1	High Efficiency Toilet (HET)	74 rebates processed
2	Waterless Urinals	None so far in 2015
3	High Efficiency Clothes Washer (HEW)	464 rebates processed
4	Pool and Spa covers (to reduce evaporation)	9 rebates processed
5	Weather Based Irrigation Controller ("Smart Controller) - Single Family Homes	4 rebates processed
6	Weather Based Irrigation Controller ("Smart Controller) – Multi-Family Dwelling	None so far in 2015
7	Lawn Replacement Program - Single Family Homes	28 approved; Paid out \$4,993.12
8	Lawn Replacement Program - Multi-Family or Businesses	None for 2015

EXPANDED RECYCLED WATER USE (Calendar Year 2015)		
No.		
1	Update of current system expansion projects	District installed West Dublin recycled water pipelines are complete and in service. Approximately half the sites have been converted to recycled water. One section of pipeline from Silvergate to Shannon is currently being constructed by the City of Dublin, at this time the contractor is delayed due to rain. Pipeline completion is expected by the end of January, weather permitting.
ENHANCED CUSTOMER SERVICE (Calendar Year 2015)		
No.		
1	Continue to promote the AquaHawk customer service portal as a customer service feature to help customers manage their water use during the drought.	<ul style="list-style-type: none"> 3,016 new customers registered in 2015 8,980 customers now registered •
WISE WATER USER CREDIT PROGRAM (Calendar Year 2015)		
No.		
1	Administer the FYE 2016 Wise Water User Credit Program	<ul style="list-style-type: none"> 897 credits to be issued totaling \$7,176. Credits applied to bills final credit applied to bill on 1/15/16. <p><i>(Program terminated by action to implement Stage 1 Water Conservation Rate Effective 11-1-15)</i></p>
IRRIGATION ADJUSTMENTS AND REPAIRS CUSTOMER ASSISTANCE PROGRAM (Calendar Year 2015 except financial Info which is FYE 2016)		
No.		
1	Requests Handled (Calendar Year)	5 requests processed
PURSUE SHORT-TERM TEMPORARY WATER SOURCES (Calendar Year 2015)		
No.		
1	Upgrade the existing non-Dougherty Valley DSRSD-EMBUD interties to "semi-permanent" status	On December 15 the Board approved adding a project to the 2-year CIP budget to upgrade the interties that would be used to introduce a transfer into DSRSD's distribution system. The project is planned for completion before the end of FYE 2016.
2	Continue to encourage and support Zone 7's efforts for water transfers	<ul style="list-style-type: none"> Continue to support Zone 7 efforts for CCWD Water Exchange Continue to support Zone 7 efforts for Yuba Accord water <p>No transfers approved by Zone 7 through December 31</p>

ATTACHMENT 2 to S&R
DROUGHT RESPONSE ACTION PLAN STATUS REPORT

3	Explore retail-level water transfers utilizing existing interties as a source of additional supply directly to the District.	<ul style="list-style-type: none">As reported last month on December 1 EBMUD notified DSRSD that due to the condition of their own water supply EBMUD would be unable to facilitate a water transfer for DSRSD in 2016, and instead EBMUD anticipates that they will need to use 100% of the capacity of the Freeport intake to supplement their own depleted water supply.

H:\Board\2015\12-15-15\9B Drought Response Action Plan\Attachment 2 - Drought Response Action Plan Status Report.docx

Project: drght16

Drought Response Related Expenses **2016**
Encumberances & Expenses as of **12/28/2015**

		Budget	Encumbrances/ Committed	Actual	Balance
landsc	Landscape contractor for Customer Assist	1,250.00	783.20	466.80	-
mediar	Media Relations			90.00	(90.00)
misccdr	Miscellaneous drought related exp	4,000.00		652.33	3,347.67
public	Public outreach and mailings	14,780.00	-	11,042.28	3,737.72
rebate	Rebate Programs	20,000.00	8,501.71	11,498.29	-
rwconv	Misc. Recycled Wtr Conversions	10,000.00			10,000.00
rwflst	Recyclced Water Fill Station	71,250.00	7,981.35	99,489.13	(36,220.48)
stafft	Staff Time				-
tempst	Temporary Staff	10,000.00			10,000.00
wtrcre	Wise Water User Credit	13,720.00	4,238.00	2,986.00	6,496.00
Drought Response Related Expenses:		\$ 145,000.00	\$ 21,504.26	\$ 126,224.83	\$ (2,729.09)

Note: Wise water user credits totaling \$7,224 have been calculated and will post as credits are issued.

Encumbrances

landsc	JPA Landscape	783.20
rwflst	BARRETT BUSINESS SERVICES	3,121.17
rwflst	Manpower	1,431.58
rwflst	A-1 ENTERPRISES	1,655.70
rwflst	TREE TOP PRODUCTS	1,772.90
		\$ 8,764.55

Committed funds

rebate	Rebate Programs	8,501.71
wtrcre	Wise Water User Credit	4,238.00
		\$ 12,739.71

Total Encumbered/Committed Funds

\$ 21,504.26



Dublin San Ramon Services District

Summary & Recommendation

Agenda Item 9C

Reference Operations Manager	Type of Action Receive Presentation	Board Meeting of January 18, 2016
Subject Receive Presentation from Safety Officer Kathy Walsh on her Assessment of the District's Needs and Plans for Reducing Injuries and Improving Workplace Safety		
<input type="checkbox"/> Motion <input type="checkbox"/> Minute Order <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Informational <input type="checkbox"/> Other		
REPORT:	<input type="checkbox"/> Verbal <input checked="" type="checkbox"/> Presentation <input checked="" type="checkbox"/> Staff	D. Gallagher <input type="checkbox"/> Board Member

Recommendation:

The Operations Manager recommends the Board of Directors receive a brief presentation from Safety Officer Kathy Walsh on her assessment of the District's needs related to safety, and her ideas and plans for reducing injuries and improving workplace safety. No Board action will be required.

Summary:

Safety Officer Kathryn "Kathy" Walsh joined the District on November 9, 2015. Since assuming her new position, Kathy has been very active touring District facilities and talking to employees about their work activities in an effort to determine what areas need the most attention related to safety. Her presentation is her assessment of the District's needs and her recommendations for safety-related initiatives and actions for the coming year. A key goal of her efforts will be to reduce the District's experience modification factor (X-Mod), a metric that determines the District's cost for workers' compensation insurance coverage.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR K. Walsh	DEPARTMENT Operations	REVIEWED BY Dan Gallagher
ATTACHMENTS <input type="checkbox"/> None						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source A. B.		Attachments to S&R 1. DSRSD Safety Program Presentation 2. 3.			



DSRSD Safety Program

Current Safety Program

- Improving Experience Modification Rate (EMR)
- Steady Regulatory Compliance Status - No Fines
- Growing Safety Culture - High Awareness of Value

What is the EMR? Why Is It Important?

Definition 1: It is the ratio of *actual* losses to *expected* losses over a rolling **three-year** period average.

Definition 2: A measure of a Workers' Compensation loss experience using a baseline of “1.00.”

Most Importantly, It is the Factor, Used by Insurance Entities, To Determine the Workers' Compensation Premium.

How Is the EMR Calculated?

A = Actual Primary Losses

B = Ballast Value

C = Expected Losses

D = Expected Primary Losses

E = Actual Excess Losses: (T-A)

F = Expected Excess Losses: (C-D)

T = Actual Incurred Losses

W = Weighting Value

▪ Formula: $A + B + (E \times W) + (F \times (1 - W))$

▪ In general, the rating is a ratio of actual losses to expected losses.

Types of Recordable Injuries, 2005-2015

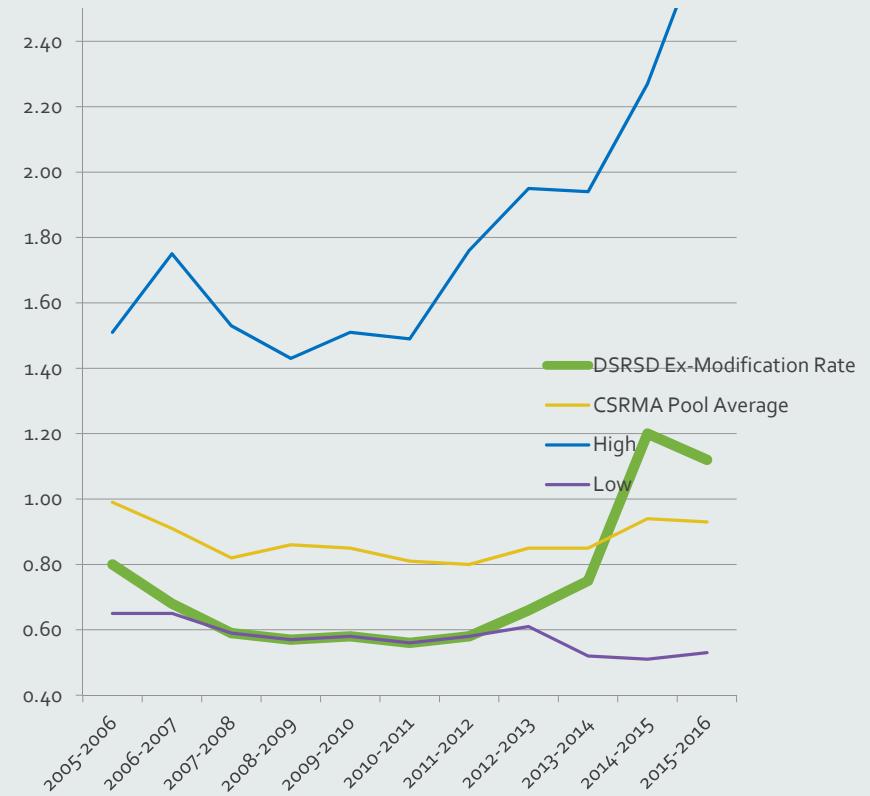
- Repetitive Motion, Soft Tissue = 54
- Lacerations = 6
- Hearing Loss = 4
- Eye Injuries = 3
- Fractures = 2
- Contusions = 1
- Insects = 1
- Total Recordable Injuries = 71

Injury Mechanisms, 2005 -2015

- Single Event (Lifting, pulling, etc...) = 40
- Repetitive Motion = 14
- Struck by = 7
- Motor Vehicle Accidents = 4
- Noise Exposure = 4
- Falls = 2

DSRSD EMR

Fiscal Year	DSRSD Ex-Modification Rate	CSRMA Pool Average	High	Low
2005-2006	0.80	0.99	1.51	0.65
2006-2007	0.68	0.91	1.75	0.65
2007-2008	0.59	0.82	1.53	0.59
2008-2009	0.57	0.86	1.43	0.57
2009-2010	0.58	0.85	1.51	0.58
2010-2011	0.56	0.81	1.49	0.56
2011-2012	0.58	0.80	1.76	0.58
2012-2013	0.66	0.85	1.95	0.61
2013-2014	0.75	0.85	1.94	0.52
2014-2015	1.20	0.94	2.27	0.51
2015-2016	1.12	0.93	2.75	0.53



How Are We Improving the Ex-Mod?

- Develop a District-Wide Philosophy Emphasizing *Loss Prevention*
- Develop a Loss Prevention Approach Focusing on Key Areas for Soft Tissue Claims, e.g., Lifting, Repetitive Injuries
- Investigate Losses to Identify Their Source, Eliminate Trends and Contain Costs
- Consider the Characteristics & Needs of the Workforce
 - Ergonomic Evaluations - Tasks Causing Injury
 - Modify Task/Improve Equipment
 - Health & Wellness Opportunities
- Evaluate/Modify Employee Training to Emphasize Injury Prevention

How Will We Enhance Compliance?

- Incorporate New Regulations
- Adopt Lean/Continuous Improvement Approach to Evaluate and Update Existing Programs
- Eliminate Risks Through Accountability -
 - “See It, Own It, Do It”
- Targeted Training
- **Goal: Move Beyond Compliance**
 - Growth of Safety Culture,
 - Use of Predictive Safety Factors -Leading Indicators

How Will We Grow the Safety Culture?

Utilize the Existing Injury and Illness Prevention Program (IIPP) as an Umbrella to Develop a Consolidated **Safety & Health Management System (SHMS)**

- “*Simplify*” Safety - Creates a “One-Stop Shop” for Employees to Find Safety-Related Forms, Available Training, SOPs and Job Safety Analyses, and other Resources
- Engage Workforce to Recognize Hazards & Actively Participate to Improve Safety - Safety Days, Suggestion Program, Safety Committee
- Provide Safety Leadership Training to Supervisors - “Top-Down” Endorsement of Safety Program Builds “Safety First” Attitude in All Jobs



Dublin San Ramon Services District

Summary & Recommendation

Agenda Item 9D

Reference General Manager	Type of Action Receive Presentation and Provide Direction	Board Meeting of January 18, 2016
Subject Receive Presentation on Outreach to Members of the Influential Public		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input checked="" type="checkbox"/> Other

REPORT: Verbal Presentation Staff J. Archer Board Member

Recommendation:

The General Manager recommends the Board of Directors receive a presentation about a new outreach program, in which members of the influential public receive weekly emails about topics that demonstrate the District's value to the community, and by Consensus, provide direction to staff regarding expanding the program, as appropriate.

Summary:

Per Strategic Initiative 7.1.5, "Conduct a multi-year branding campaign emphasizing the value the District provides to the communities it serves," the District is in phase three of its branding efforts. Since September 30, 2015, the Public Information Division has sent weekly emails, titled *DSRSDtoday* (Attachment 1), to a dozen community leaders. Staff recommends expanding the list (Attachment 2) to 50 recipients (Attachment 3) and welcomes direction from the Board on content and potential recipients.

Relevant Standard That Drives Our Actions: Transparency

Annually, the District invests millions of rate and fee dollars to operate, maintain, and improve the community's water, wastewater and recycled water systems. It is important for community leaders (aka, the influential public) to understand, at the policy level, why the District does what it does, in support for the District to continue appropriate investments. Receiving a weekly email helps community leaders keep their "fingers on the pulse" of District operations so they understand the District's role in, and the value the District brings, to the community. The messages convey the standards that motivate District actions and its proposed investments and decisions.

DSRSDtoday emails are brief (can be read in 60 seconds or less), and summarize policy level issues and decisions, legislative concerns, and return on investments. The timing for this program is ideal, as the District has many upcoming projects that will require major investments, including enhancing water reliability, enabling Indirect Potable Reuse (IPR), and possibly demonstrating a biosolids to energy technology.

The cost (staff time) is minimal for intended benefits: developing relationships with the District's influential public so they understand, accept, and possibly promote District decisions and investments.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR S. Stephenson	DEPARTMENT Exec	REVIEWED BY
ATTACHMENTS <input type="checkbox"/> None						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source A. B.		Attachments to S&R 1. DSRSDtoday Emails Sent to Date 2. Current Recipient List 3. Proposed Recipient List			

Attachment 1: DSRSDtoday Emails Sent to Date

Date: 9/30/2015

Email subject: Preparing for the Next Drought

visionLive

DSRSDtoday

Sent To: DSRSDtoday

Subject: Preparing for the NEXT drought

From Name: Dublin San Ramon Services District

From Email Address: DSRSDtoday@dsrsd.com

Reply-to Email Address: DSRSDtoday@dsrsd.com

How are we working on a more reliable water supply for the NEXT drought?

DSRSD is framing a bold plan to develop locally controlled water sources that will be more reliable than state-controlled imports during future droughts. The District commissioned a study of how it could, on its own or with partners, supply water to its customers in Dublin and San Ramon more sustainably and reduce current heavy reliance on the State Water Project. The study looked at many options, including purifying wastewater for potable reuse and desalinating brackish water from the Bay. The DSRSD Board is seeking public comments on a draft policy that will guide long-term efforts to diversify the District's water supply portfolio so that no more than 40% comes from a single source. [Learn more](#)

Photo: Lake Oroville, the State Water Project's largest reservoir, was only 30 percent full on Sept. 8, 2015, approaching its record low level of 24.9 percent set on Sept. 7, 1977. In the past, the State Water Project has supplied up to 80 percent of the potable (drinkable) water used by DSRSD customers, but climate change is making it a less dependable source. *Photo courtesy of California Department of Water Resources*



Questions or comments?
Reply to DSRSDtoday@dsrsd.com or call
Sue Stephenson, Community Affairs Supervisor,
925-875-2236 (office), 925-579-5739 (cell)

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

* * * * *

Date: 10/07/2015

Email subject: Imagine a Day Without Water

How valuable is the water going down the drain?

Before tomorrow's shower, consider the value of water. In one minute, the average American shower uses more than the average amount of water a Sub-Saharan African has access to each day. Four minutes of showering is a week of drinking water for one person living in a moderate climate. October 6 - 8 we are joining the nationwide campaign, "Imagine a Day without Water," to raise awareness about our most essential resource: water. We've all shortened our showers in the drought, but imagine no water to drink or make coffee. No water to shower, flush the toilet, or do laundry. Firefighters couldn't put out fires and farmers couldn't water their crops. Click for more thought-provoking reasons to [value water](#). While nature provides water, it takes pipes, pumps, equipment, and people working 24/7 to deliver clean water to homes and businesses, and then remove and treat wastewater so it can be safely reused or returned to the environment. While conservation is critical, we also need innovative water management strategies. DSRSD investments support a wide range of innovations including resource recovery, reuse, and diversification of local water supplies.



Date: 10/14/2015

Email subject: Board Appoints Misheloff to Fill Vacancy

Long-time Dublin Resident Joins DSRSD Board

After interviewing three applicants, the Dublin San Ramon Services District Board of Directors appointed Dublin resident Madelynne (Maddi) Misheloff to fill a vacancy that occurred when former Director Dawn Benson resigned to apply for a staff position at the District. Appointed on Oct. 6, Misheloff will serve the first half of Benson's unexpired term, until Dec. 2, 2016. She said during the interview process she would consider running for the Board. Read the [news release](#) and more about Misheloff's professional background. In the coming year, the DSRSD Board faces decisions with long-term impacts, including diversifying water supplies, negotiating new labor agreements, and selecting a General Manager to replace Bert Michalczky, who is retiring Nov. 2 after 25 years at the District. Administrative Services Manager John Archer will serve as Interim General Manager during the recruitment period. **Photo:** Maddi Misheloff (right) is sworn in as a DSRSD Director on Oct. 6 by District Secretary Nicole Genzale.



* * * * *

Date: 10/21/2015

Email subject: DSRSD lowers water rates

With Terrific Conservation, Board Relaxes Rates to Stage 1

DSRSD customers have done a great job reducing their water use 35 percent, well beyond the state mandated conservation level of 12 percent, so last night the Board unanimously took the following drought-related actions:

- Lowered "water consumption charges" from Stage 2 to Stage 1 water shortage rates;
- Suspended the Wise Water User Credit because low water users are not significantly impacted by higher water bills at Stage 1;
- Eliminated the rebate for replacing a lawn with artificial turf; and
- Allowed DSRSD customers to use potable water to fill spas, top off pools and spas, and for special construction needs.

The lower rates take effect Nov. 1. Read the [news release](#).

Photo: DSRSD staff share water conservation tips with Clorox employees at their "Whole Life" fair.



Date: 10/28/2015

Email subject: Bidding Co-op Produces Savings

A Creative Approach to Controlling Chemical Costs

Over the past five years, DSRSD has saved more than \$500,000 on chemical purchases by teaming up with other agencies when inviting bids from suppliers. During the “great recession,” the District created the Bay Area Chemical Consortium, a bidding cooperative that has grown to more than 60 member agencies.

Multi-agency bids often translate to lower prices because vendors have an opportunity to sell greater quantities of their products. As a result, participating agencies usually obtain lower prices than by bidding alone.

Chemical contracts are vital to water and wastewater agencies, which must ensure reliable supplies to keep treatment plants running around the clock. Price is also important. For many agencies, chemicals are a significant expense. DSRSD spends more than \$400,000 a year on chemicals. Read the [whole story](#).

Photo: A supplier delivers sodium hypochlorite, an industrial strength bleach used for disinfection, to the District's wastewater treatment plant. In 2015, DSRSD paid half as much per gallon for sodium hypochlorite as it did in 2010 as a result of soliciting bids with other agencies through the Bay Area Chemical Consortium.



Date: 11/04/2015

Email subject: Preparing for El Niño

DSRSD Prepares for Winter Rain

To prepare for a wet winter, DSRSD crews are testing pumps and emergency generators, exercising valves, clearing tree roots out of sewers, and inspecting pipelines that cross streams and arroyos, looking for evidence of erosion or tree damage. They're making sure these critical assets are ready to operate at full wet-weather capacity. During storms, wastewater flows can be more than three times the dry-weather average of 10 million gallons per day. The photo below shows tree roots that have invaded an eight-inch-diameter wastewater pipe. DSRSD field operators took this picture with a mobile closed circuit television system used to monitor the health of District pipes, and then cleared the pipe. [Read more](#).

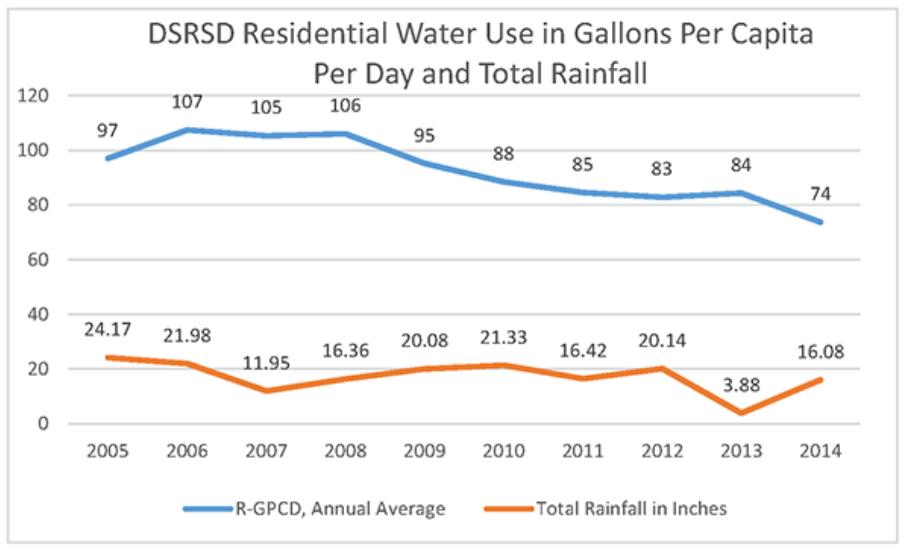


Date: 11/11/2015

Email subject: How low can we go?

Permanently reducing demand is key to making water supplies more reliable.

To make our water supply more reliable, the DSRSD Board recently adopted a [policy](#) on water supply, storage, conveyance, quality, and conservation. They decided one key way to increase supply is to reduce potable water demand among commercial and residential customers. Therefore, the District is encouraging residents to use no more than 70 gallons per capita per day (R-GPCD). In Australia, the driest continent on earth, residents have reached R-GPCD levels below 45 and maintained them. In California, [R-GPCD levels](#) range from 85 in the San Francisco Bay Area to 252 in southern California. Factors that impact R-GPCD include population density and growth, temperature and evaporation rates, topography, and socio-economic measures such as lot size. The chart below shows DSRSD's R-GPCD levels from 2005 to 2014.



Date: 11/18/2015

Email subject: DSRSD Budget in Brief

Budget in Brief gives customers the bottom line.

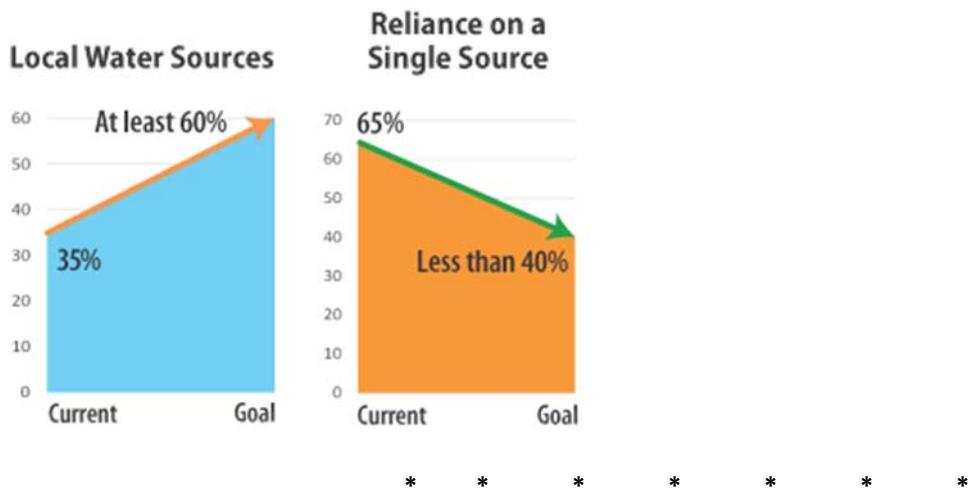
DSRSD customers may wonder where their money goes when they pay their bill, but few would want to read the District's 170-page budget. That's why DSRSD prepares *Budget in Brief*: a snapshot of where the District's revenue (\$71 million this year) comes from and how it's used to ensure reliable water, wastewater, and recycled water services. [Budget in Brief](#) is easy to read, increases transparency, and can be found on the DSRSD website. The photo below shows a water operator installing a potable water sampling station, one of the many [jobs](#) at DSRSD.



Date: 12/02/2015

Email subject: Goal: Reduce risk of water shortages
DSRSD Board Commits to Diversifying Water Supply

Diversifying an investment portfolio is a common strategy to reduce risk. Likewise, having several sources for the community's water supply is less risky than depending on just one or two. The DSRSD Board recently adopted a [long-term water supply policy](#) designed to increase diversity and reliability. One goal is to *increase* the amount of water we get from local sources to at least 60%. Currently, 35% comes from local sources: 10% from runoff and 25% from non-potable recycled water used primarily for irrigation. A second goal is to *decrease* the amount of water received from a single source to no more than 40%. Currently, 65% comes from a single source. This is the drinking water DSRSD buys from Zone 7 Water Agency, which purchases the water from the State Water Project. To meet its 60/40 goals, the District needs to explore other sources, invest in alternative supplies, and expand the use of recycled water.



Date: 12/09/2015

Email subject: Zero Discharge = Higher Water Reliability

DSRSD Sets Goal: No Discharge of Treated Wastewater into the Bay

During the summer, DSRSD recycles half of its treated wastewater (about 5 million gallons per day). This water helps to meet the demand for irrigation water when it's hot and dry. Unfortunately, much of it goes to waste in the winter and must be discharged into the Bay. However, the DSRSD Board of Directors recently adopted a water-supply [policy](#) that includes a goal to cease Bay discharges, which means 100% recycling year-round. A compelling way to achieve this goal is to implement an advanced filtration process that includes reverse osmosis. This highly purified water can then be used to replenish the Tri-Valley's large underground aquifer. This approach has several benefits, including increasing the reliability of our water supply with a local drought-proof source and improving groundwater quality by reducing the concentration of salts. **Photo:** Most of the summer recycled water is delivered to large irrigation customers via purple pipes in the ground. About 5% is carried by commercial tankers to construction sites or toted home by residents to irrigate their yards.



Date: 12/16/2015

Email subject: Get to Know Your DSRSD Board

2016 Board Officers Elected

D.L. (Pat) Howard is President of the DSRSD Board of Directors for 2016 and Richard Halket is Vice President ([news release](#)). The positions rotate annually. The five-member Board also includes Directors Edward Duarte, Georgean Vonheeder-Leopold, and Madelyne (Maddi) Misheloff. The public is welcome to attend Board meetings, regularly scheduled on the first and third Tuesdays of the month at 6 PM at 7051 Dublin Blvd., Dublin. Visit the DSRSD [website](#) to learn more about members of the Board and how to contact them and view [meeting agendas and videos](#) of past meetings. Photo: D.L (Pat) Howard, President of the DSRSD Board of Directors for 2016



Date: 1/6/2016

Email subject: DSRSD Finances 101

Plan for the Long Term, Prepare for the Unexpected

Per DSRSD's long-term financial reserves policy, in November the District transferred \$2.6 million from one type of reserve fund—rate stabilization—to another—replacement and improvement—for its water enterprise. As the names imply, the rate stabilization fund helps keep rates stable through short-term fluctuations in revenues and expenses and the replacement fund ensures adequate funds are available to replace or refurbish infrastructure (such as pipes in the ground, pumps, and electronic instruments) when needed. The Board of Directors reviews such fund transfers each year after the annual audit of the District's financial statements, using targets for each fund established in the financial reserves policy. Using consistent criteria, well thought out in advance, the District is able to protect its large investments, meet financial obligations, and stabilize rates for customers.

Attachment 2: Influential Public, Current Distribution List

Name	Title	Organization
Tim Sbranti	Deputy Chief of Staff US Congressman Eric Swalwell 15th District	United States Congress
Dawn Argula	Chief of Staff, Operations Supervisor Scott Haggerty District #1	Alameda County Board of Supervisors
Joseph Covello	Retired Past Boardmember (11/25/77 - 12/10/94)	DSRSD
Don Schinnerer	Retired Dentist Past Boardmember (11/25/83 - 12/4/92)	DSRSD
Brad Johnson	President/CEO	Dublin Chamber of Commerce
Cindy Chin	District Director Catherine Baker Assembly Member, 16th District	California State Assembly
Eric Hom	Business Manager	St. Raymond Catholic Church
Claudia Ambrose	Member of Church (Dublin Pride Week getting volunteers)	The Church of Jesus Christ of Latter-day Saints
Dawn Benson	Former Boardmember	DSRSD
Georgan Vonheeder-Leopold	Boardmember	DSRSD
Claudia McCormick	Human Services Commission	City of Dublin
Cynthia Jones	Past Boardmember (1994 - 2002)	DSRSD
Joyce Chang	Staff	DSRSD
Renee Olsen	Staff	DSRSD
Renee Olsen	Staff (personal email to view on mobile devices)	DSRSD
Sue Stephenson	Staff	DSRSD
John Ruetten	Consultant	Resource Trends

Attachment 3: Influential Public, Current Distribution List

	Name	Title	Organization
13	Dave Johnson	Superintendent	Valley Christian Center (VCC)
14	Dr. Stephen L. Hanke	Superintendent	DUSD
15	Mary Shelton	Superintendent	SRVUSD
16	David Haubert	Mayor	City of Dublin
17	Abe Gupta	Vice Mayor	City of Dublin
18	Don Biddle	Councilmember	City of Dublin
19	Kevin Hart	Councilmember	City of Dublin
20	Doreen Wehrenberg	Councilmember	City of Dublin
21	Bill Clarkson	Mayor	City of San Ramon
22	Harry Sachs	Vice Mayor	City of San Ramon
23	David Hudson	Councilmember	City of San Ramon
24	Philip O'Loane	Councilmember	City of San Ramon
25	Scott Perkins	Councilmember	City of San Ramon
26	Jerry thorne	Mayor	City of Pleasanton
27	Karla Brown	Vice Mayor	City of Pleasanton
28	Kathy Narum	Councilmember	City of Pleasanton
29	Arne Olson	Councilmember	City of Pleasanton
30	Jerry Pentin	Councilmember	City of Pleasanton
31	Sara Palmer	President BOD	Zone 7 Water Agency
32	Dick Quigley	Vice President BOD	Zone 7 Water Agency
33	Sandy Figuers	Director	Zone 7 Water Agency
34	John Greci	Director	Zone 7 Water Agency
35	Jim McGail	Director	Zone 7 Water Agency
36	Angela Ramirez Holmes	Director	Zone 7 Water Agency
37	Bill Stevens	Director	Zone 7 Water Agency
38	John Marchand	Mayor	City of Livermore
39	Stewart W. Gary	Vice Mayor	City of Livermore
40	Steven Spedowfski	Councilmember	City of Livermore
41	Laureen Turner	Councilmember	City of Livermore
42	Bob Woerner	Councilmember	City of Livermore
43	Edward Duarte	President BOD	DSRSD
44	Pat Howard	Vice President BOD	DSRSD
45	Georangean Vonheeder-Leopold	Director	DSRSD
46	Richard Halket	Director	DSRSD
47	Madelyne Misheloff	Director	DSRSD
48	Frank Vallejo	District Manager	California Water Service Company
			Camp Parks Reserve Forces Training Area
49	Lt Col. Andrew Jones	Commander	League of Women Voters.
50	Mary Ann Hannon		



Communicating DSRSD's Value to our Community

Strategic Initiative 7.1. - Reaching Out to the Influential Public



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

Sue Stephenson

Board of Directors Meeting
January 18, 2016

Why We Are Communicating?

- » To build relationships with community leaders
- » To enhance DSRSD's transparency
- » To encourage public participation
- » To ensure appropriate investment!



To Whom We Are Communicating?

The Influential Public...



(L) Frank Mellon, EBMUD & DERWA Director (center) Dawn Argula, Chief of Staff for Alameda County Supervisor Scott Haggerty (R) Brad Johnson, President/CEO, Dublin Chamber of Commerce



(L) Abe Gupta, Vice Mayor of Dublin
(R) Tim Sbranti, Deputy Chief of Staff for U.S. Congressman Eric Swalwell



What We Communicate

Activities, Policy Decisions, and Investments that
Enhance Reliability, Service, and Efficiency

1. Congressman Eric Swalwell - “Defeat the Drought Water Expo” (Aug 2015)
2. California Natural Resources Secretary John Laird addressing Tri Valley community on the California Water Action Plan (Jan 2014)
3. Recycled Water retrofit project celebration, Kolb Park (Jul 2013)



1.

2.

3.



Logistics of How We Communicate

- » Via weekly email, Wednesday morning

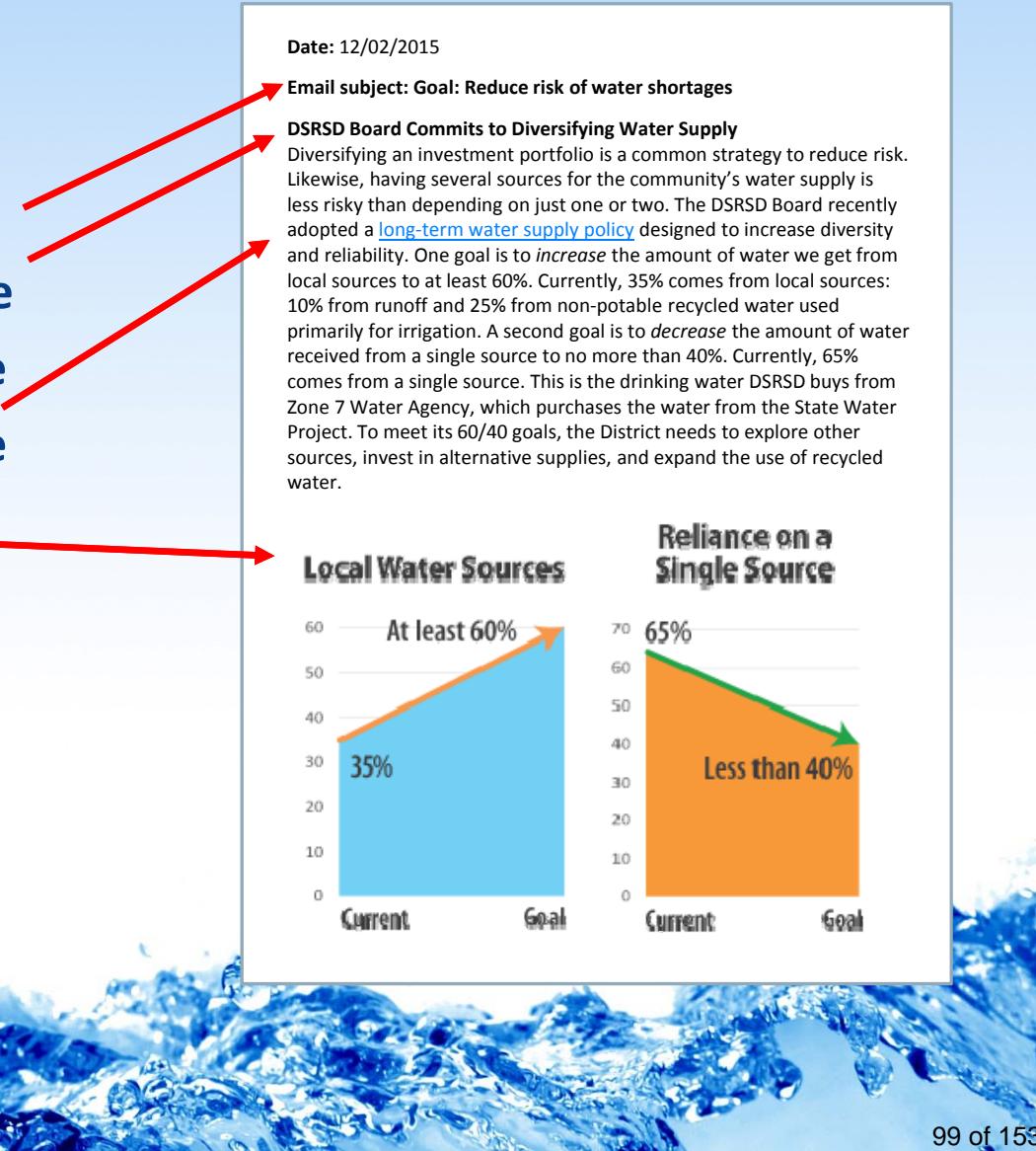
1st opportunity to communicate

2nd opportunity to communicate

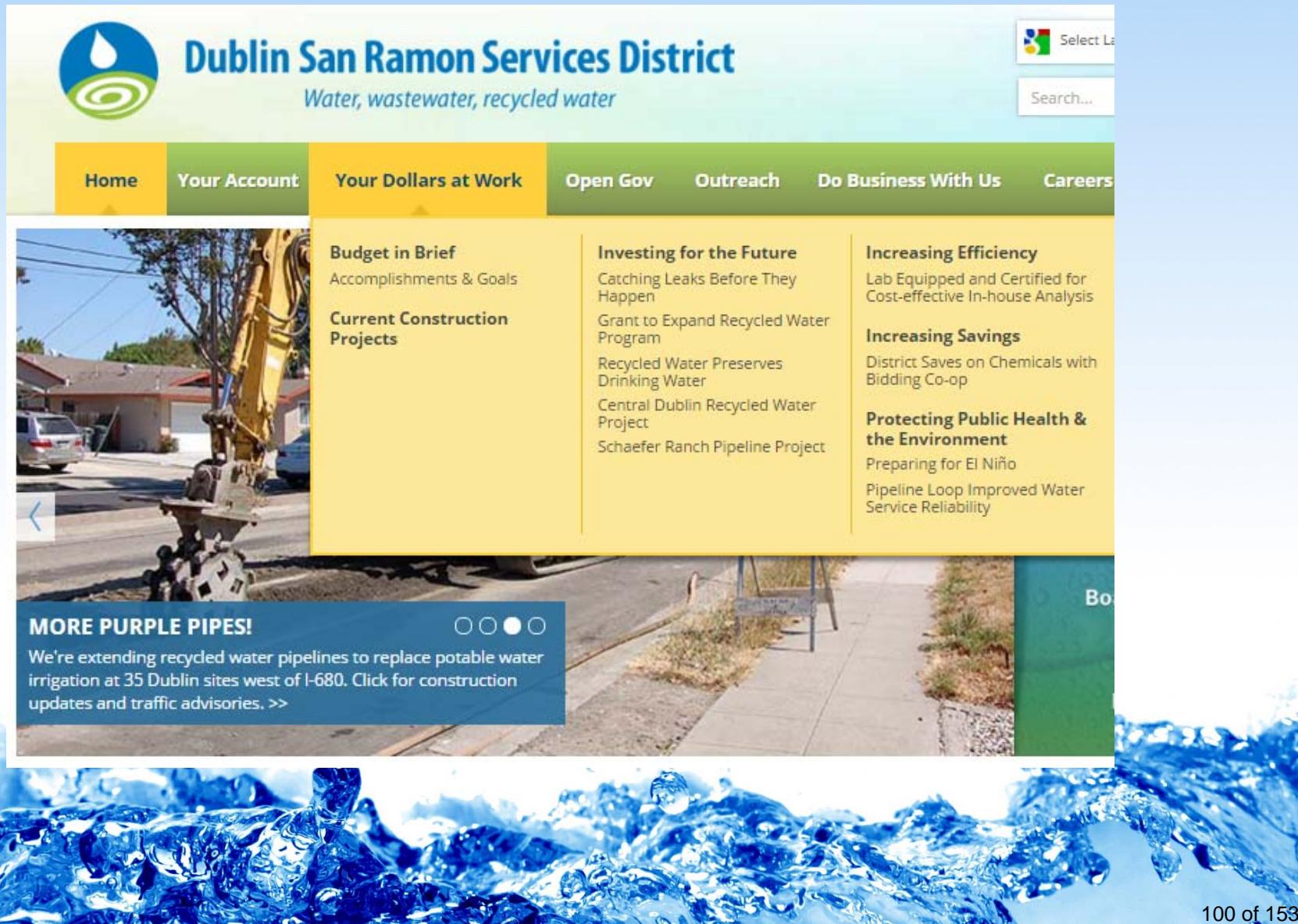
3rd opportunity to communicate

4th opportunity to communicate

- » Text is in active voice, puts the subject in context, and is brief, concise, and clear



Where do We Link for More Information?



The screenshot shows the homepage of the Dublin San Ramon Services District website. The header features a blue water drop logo, the text "Dublin San Ramon Services District" and "Water, wastewater, recycled water", and a search bar with a "Select Location" dropdown. The navigation menu includes "Home", "Your Account", "Your Dollars at Work", "Open Gov", "Outreach", "Do Business With Us", and "Careers". The "Your Dollars at Work" section is highlighted in yellow and contains links to "Budget in Brief", "Accomplishments & Goals", and "Current Construction Projects". The "Current Construction Projects" link is underlined. The "Open Gov" section is also highlighted in yellow and contains links to "Investing for the Future", "Increasing Efficiency", "Increasing Savings", and "Protecting Public Health & the Environment". The "Investing for the Future" link is underlined. A banner at the bottom left reads "MORE PURPLE PIPES!" and "We're extending recycled water pipelines to replace potable water irrigation at 35 Dublin sites west of I-680. Click for construction updates and traffic advisories. >>". The banner has a blue gradient background with white text. The background of the page features a large image of water splashing.

Dublin San Ramon Services District
Water, wastewater, recycled water

Home Your Account Your Dollars at Work Open Gov Outreach Do Business With Us Careers

Budget in Brief
Accomplishments & Goals

Current Construction Projects

Investing for the Future
Catching Leaks Before They Happen
Grant to Expand Recycled Water Program
Recycled Water Preserves Drinking Water
Central Dublin Recycled Water Project
Schaefer Ranch Pipeline Project

Increasing Efficiency
Lab Equipped and Certified for Cost-effective In-house Analysis

Increasing Savings
District Saves on Chemicals with Bidding Co-op

Protecting Public Health & the Environment
Preparing for El Niño
Pipeline Loop Improved Water Service Reliability

MORE PURPLE PIPES!
We're extending recycled water pipelines to replace potable water irrigation at 35 Dublin sites west of I-680. Click for construction updates and traffic advisories. >>

100 of 153

How Do We Get Feedback? Measure Success?

» Survey recipients

» Vision Internet analytics tell us

- > If email opened
- > If email was opened long enough to have been read
- > Individual comments to Stephenson
- > Recipients can discontinue at any time

» Ultimately share analytics with DSRSD Board





Dublin San Ramon Services District

Summary & Recommendation

Agenda Item 9E

Reference Engineering Services Manager	Type of Action Receive Information	Board Meeting of January 18, 2016
Subject: Receive Information on LAFCo Authority on Groundwater Injection		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> REPORT:	<input type="checkbox"/> Verbal	<input checked="" type="checkbox"/> Presentation

Recommendation:

The Engineering Services Manager recommends the Board of Directors receive information about LAFCo's authority on groundwater injection.

Summary:

The January 14, 2016 agenda for the Alameda County Local Agency Formation Commission (LAFCo) includes an informational report on LAFCo's authority regarding groundwater injection of demineralized water. The informational report notes that LAFCo does not have direct authority over groundwater injection programs in the DSRSD or Zone 7 service areas.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR D. McIntyre	DEPARTMENT Eng Services	REVIEWED BY
ATTACHMENTS <input type="checkbox"/> None						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source		Attachments to S&R 1. LAFCo Informational Report (1/14/16) 2. 3.			



OFFICE OF THE COUNTY COUNSEL

1221 Oak Street, Suite 450, Oakland, California 94612-4296
 Telephone (510) 272-6700

Facsimile (510) 272-5020

DONNA R. ZIEGLER
 COUNTY COUNSEL

AGENDA 14.C January 14, 2016

January 7, 2016

Honorable Commissioners
 Alameda Local Agency Formation Commission

RE: Responses to Commission Questions Regarding LAFCo Approval for Tesla Off-Road Vehicle Park and Reverse-Osmosis Treated Wastewater Groundwater Injection

Dear Commissioners:

At the Commission's September 10, 2015 regular meeting, Commissioner Pico asked the Executive Officer and legal counsel two questions regarding LAFCo approval requirements:

1. Is LAFCo approval required prior to the Dublin-San Ramon Services District ("DSRSD") and/or Zone 7 of the Alameda County Flood Control and Water Conservation District ("Zone 7") providing direct injection of reverse-osmosis treated wastewater into a groundwater basin?
2. Is LAFCo approval required before any expansion of the Tesla Off-Road Vehicle Park into East Bay Regional Park District lands?

The answer to both questions is no. While neither of these actions requires LAFCo's approval, LAFCo may, however, exercise some oversight of both direct injection of reverse-osmosis treated wastewater into the groundwater basin by either of DSRSD or Zone 7, and the East Bay Regional Park District with respect to the vehicle park through the municipal services review process. Government Code § 56430. More specific responses to the questions are below.

Question 1

Special districts such as DSRSD and Zone 7 must seek approval from LAFCo prior to "the exercise of new or different functions or classes of services..." Government Code § 56654(b). A "service" means "a specific governmental activity established within, and as a part of, a general function of the special district as provided by regulations adopted by the commission..." Government Code § 56074.

Under its charter, DSRSD has authority to provide water and wastewater services, pursuant to which, as recognized by LAFCo in its most recent municipal services review, DSRSD provides water and recycled water services to Dublin and the Dougherty Valley area of San Ramon, wastewater collection and treatment to Dublin and south San Ramon, and wastewater treatment to Pleasanton. Similarly, Zone 7 has authority under section 5.1¹ of the Alameda County Flood Control and Water Conservation District Act (Stats 1949 ch 1275, as amended) ("District Act"):

¹ Under section 36(4) of the District Act: "Notwithstanding any other provision of this act, the zone [7] board elected pursuant to this section shall govern and control, in accordance with this act and without further action by the district board, all matters that relate only to [Zone 7]. All matters that relate both to a

To control, distribute, store, spread, sink, treat, purify, recapture and salvage any water, including but not limited to sewage waters for the beneficial use or uses of the district or its inhabitants or the owners of rights to waters therein. The district may also acquire, construct, and operate facilities for the collection, treatment, and disposal of sewage, waste and storm water of the district and its inhabitants and may contract with any public agency concerning facilities and services.

Under section 5(12) of the District Act, Zone 7 has authority "to do all acts necessary for the full exercise of all powers vested in said district or any of the officers thereof by this act," which is to say Zone 7 may exercise any of its statutory powers without any further approval.

Direct injection of reverse-osmosis treated wastewater into the groundwater basin is within the classes of services that both DSRSD and Zone 7 have authority to provide, and are in fact providing. Direct injection of reverse-osmosis treated wastewater into the groundwater basin is merely a new method of providing previously-authorized and presently-offered services, and thus does not constitute new or different functions or classes of services that would require LAFCo's approval.

Question 2

LAFCo's authority under the Cortese-Knox-Hertzberg Local Government Reorganization Act is limited to certain local public agencies and does not extend to oversight of the State of California or any of its agencies or departments. See generally Government Code § 56375. As concerns the East Bay Regional Park District, its boundaries already encompass the entirety of the counties of Alameda and Contra Costa such that no LAFCo approval is required for it to exercise its authority on properties such as the vehicle park in question that is located within Alameda County.

Very truly yours,

DONNA R. ZIEGLER
County Counsel

By 
Andrew J. Massey
Deputy County Counsel

zone established pursuant to this section and to another portion of the district shall be approved by both the zone [7] board and the district board."



Dublin San Ramon Services District

Summary & Recommendation

Agenda Item 9F

Reference Engineering Services Manager	Type of Action Receive Presentation	Board Meeting of January 18, 2016
Subject: Discuss Zone 7's 2015 Water Supply Evaluation Update		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> REPORT:	<input type="checkbox"/> Verbal	<input checked="" type="checkbox"/> Presentation

Recommendation:

The Engineering Services Manager recommends the Board of Directors receive an introductory presentation on Zone 7's 2015 Water Supply Evaluation Update.

Summary:

As a preliminary step in the preparation of its 2015 Urban Water Management Plan, Zone 7 staff have completed a 2015 Water Supply Evaluation Update to assess the reliability of Zone 7's water supply and to evaluate different water supply options. At the January 12, 2016 Zone 7 Water Resources Committee meeting, Zone 7 staff made a presentation on the 2015 Water Supply Evaluation Update. The 2015 Water Supply Evaluation Update evaluates a number of water supply portfolios (including some that incorporate potable reuse and/or regional desalination options) under a number of different scenarios.

The 2015 Water Supply Evaluation Update notes that the current water supply plan performs well under a number of scenarios. However, Zone 7's current water supply plan does not meet Zone 7 reliability objectives in the case of declining reliability of the State Water Project arising from a deteriorating situation in the Delta, and from any significant delay in implementation of the "California WaterFix." The "California WaterFix" is the proposed twin tunnel plan to bypass the Delta.

The attached staff report summarizes some of the issues studied in the Zone 7 2015 Water Supply Evaluation Update.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR D. McIntyre	DEPARTMENT Eng Services	REVIEWED BY
ATTACHMENTS <input type="checkbox"/> <i>None</i>						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input checked="" type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source Attachments to S&R 1. Executive Summary to Z7's 2015 Water Supply Evaluation 2. PowerPoint Presentation from Zone 7 3. DSRSD Adopted Water Supply, Storage, Conveyance, Quality and Conservation Policy					

STAFF REPORT



District Board of Directors
January 18, 2016

RECEIVE PRESENTATION ON ZONE 7'S 2015 WATER SUPPLY EVALUATION UPDATE

BACKGROUND

The District's water supply reliability continues to demonstrate vulnerability, as illustrated by the 2014 and 2015 Drought. Moreover, the District's sole potable water supply provider, Zone 7, imports approximately 80% of the Tri-Valley's potable water supply from a single source, the State Water Project (SWP). The SWP receives water from the Delta, which is facing increasing regulatory and environmental uncertainty. Improvements to the Delta are currently being considered by the State and will be borne by local ratepayers. The improvement of the water supply derived from SWP involves the construction of twin bypass tunnels under the Delta, and is now known as the "California WaterFix". The resultant reliability of the State Water Project and Delta after the "California WaterFix" has been completed is unknown. Furthermore, the complexity of the contemplated facilities and anticipated legal challenges may delay improvements to water supply reliability for District customers for years, if not decades. Thus, the reliability of the District's current water supply is uncertain.

On October 20, 2015, the DSRSD Board adopted a new Policy on Water Supply, Storage, Conveyance, Quality, and Conservation (Attachment 3 to S&R). To address the uncertainty of the reliability of the State Water Project, Objective #3 states that it is the intent of the District to:

Diversify the sources of water supply so that no less than 60% of total demand (potable and recycled) is satisfied by local and regional water supplies, and that no more than 40% of total water supply (potable and recycled) comes from any one physical source.

The Water Supply, Storage, Conveyance, Quality, and Conservation Policy both guides DSRSD staff in drafting policy documents such as the upcoming DSRSD Urban Water Management Plan, as well as guides advocacy by DSRSD with other agencies such as Zone 7.

The Zone 7 Water Agency is nearing completion of its 2015 Urban Water Management Plan, which will describe the Zone's plans for meeting the water demands of the four Tri-Valley water retailers, and its other direct customers. A foundational technical document to provide background for the Urban Water Management Plan is the Zone 7 2015 Water Supply Evaluation Update. This 2015 Water Supply Evaluation Update was presented to the Zone 7 Water Resources Committee on January 12, 2016. The 2015 Water Supply Evaluation Update is a study that builds upon Zone 7's 2011 Water Supply Evaluation, based on new information over the last 4 years, including the latest information on water supply and demand learned during the Great Drought.

One of the key assumptions that changes in the 2015 update to the 2011 Water Supply Evaluation is the estimate of buildup water demands. Zone 7 is now estimating that potable water demands on their system at buildup of the Tri-Valley will be reduced by 10% compared to 2011 assumptions.

The 2011 Water Supply Evaluation looked at three different Zone 7 water portfolios under one scenario. The three portfolios were: 1) the current plan which relies on the State Water Project; 2) the additional use of recycled water in the Tri-Valley; and 3) the addition of an intertie with another major water system. For the 2015 update, the additional use of recycled water by the retailers and the installation of an intertie are included as part of the "current plan."

Given the uncertainties made apparent as a result of the Great Drought, the 2015 Water Supply Evaluation Update looks at 4 different water portfolios under eight different scenarios. The four portfolios are:

- A. Zone 7's current water supply plan (including expanded use of recycled water and an intertie)
- B. Current water supply plan plus potable reuse
- C. Current water supply plan plus Bay Area Regional Desalination
- D. Current water supply plan plus potable reuse and Bay Area Regional Desalination

The eight scenarios examine the following varying assumptions in different combinations:

- Interim State Water Project reliability remains stable versus declining reliability
- Timing of the "California WaterFix" for the Delta, which might happen as early as 2028, or as late as 2040
- Timing of development, either as expected, or accelerated (which places demands on the system earlier)

In various combinations, the above factors create eight different scenarios. The most optimistic scenario assumes no further decline in the reliability of the State Water Project, that the "California WaterFix" is implemented as early as 2028, and that development proceeds at an expected pace. The most pessimistic scenario assumes that there is a further decline in the reliability of the State Water Project, that the "California WaterFix" is not implemented until 2040, and that development occurs more quickly than currently envisioned.

The 2015 Water Supply Evaluation Update evaluates the four portfolios under eight different scenarios (32 evaluations in all) and measures the results against eight metrics. The first five of the metrics are listed as "Core to Zone 7's Mission" and are as follows:

1. Average Reliability – Meet 100% of demands 90% of the time
2. Rare Large Shortages – Meet 85% of demands 99% of the time
3. Rare Minimum Supply – Meet minimum health and safety needs 99% of the time without conservation
4. Average Groundwater – Maintain the level of the operational storage in the Main Groundwater Basin at 80% of capacity.
5. Costs – Capital, operations, and maintenance costs relative to one another in the different scenarios.

A further three metrics are listed as "Lower Priority" and are as follows:

6. Local Control
7. Diversification
8. Energy Use

The 2015 Water Supply Evaluation Update notes that under many assumptions and scenarios, the current water supply plan meets Zone 7's five criteria that are "Core to Zone 7's Mission."

However, under conditions of declining State Water Project Reliability and delays in implementation of the "California WaterFix" (2040), the current water supply plan does not meet any of the five criteria that are "Core to Zone 7's Mission." Under these circumstances, alternative water supplies such as potable reuse and/or Regional Desalination will be necessary to continue meeting Zone 7 policy criteria.

It should be noted that not one of the four portfolios evaluated by Zone 7 would meet the diversification and local control objectives of DSRSD's "Water Supply, Storage, Conveyance, Quality, and Conservation Policy." Specifically, the State Water Project would continue to provide at a minimum 50% - 60% of total Tri-Valley Water Supply (when factoring in non-Zone 7 water supplies such as traditional recycled water and independent groundwater pumping quota).

The 2015 Water Supply Evaluation Update was presented at the January 12, 2016 meeting of the Zone 7 Water Resources Committee. DSRSD staff were in attendance and made the following points:

- DSRSD's adopted policy call for greater diversification of the water supply than presented in any of the four Zone 7 water portfolios;
- Given the results of the Water Supply Evaluation, a feasibility study of potable reuse for the Tri-Valley is warranted, and should be explored in partnership by all the agencies of the Tri-Valley;
- Given the uncertainties of reliability of the State Water Project, and the timing of the "California WaterFix", diversification of the Tri-Valley's water supply should be seen as supportive of water reliability, and therefore core to Zone 7's mission.

Next Steps:

The 2015 Water Supply Evaluation Update is anticipated to be presented to the Zone 7 Board of Directors on January 20. It is also anticipated that the 2015 Water Supply Evaluation Update will be presented at Water Policy Roundtable #6 on February 11. The information from the Water Supply Evaluation will serve as the background for Zone 7's 2015 Urban Water Management Plan, which is anticipated to be circulated sometime in the next two months with a 60-day minimum Notice of Preparation period.

RECOMMENDATION

Staff recommends that the Board receive a presentation on Zone 7's 2015 Water Supply Evaluation Update.

H:\Board\2016\1-18spc\Water Supply Evaluation\Water Supply Evaluation Staff Report.docx

DRAFT EXECUTIVE SUMMARY

In July 2011, Zone 7 Water Agency (Zone 7) completed an evaluation of its long-term water supply (2011 WSE) to provide background for and facilitate preparation of Zone 7's Urban Water Management Plan (UWMP) and other agency planning efforts. The key assumptions, approach, analysis, and results were thoroughly vetted with the Livermore-Amador Valley's¹ local water supply retailers.

The 2011 WSE identified three potential water supply portfolios (Current Plan [i.e., California WaterFix], In-Valley [i.e., expanding planned recycled water], and Intertie [increasing imported water]) to help guide future water supply investments. The Current Plan was chosen as the preferred alternative. However, since that time, the Livermore-Amador Valley, and California at large, has been experiencing a severe drought.

The current drought underscored the need to update key assumptions made in Zone 7's 2011 WSE.

Update Includes New Data and Assumptions for Zone 7's Existing Water Supplies

As part of this evaluation, Zone 7 included updated and more conservative assumptions for State Water Project (SWP) allocations, revised key assumptions for existing supplies from Byron Bethany Irrigation District (BBID) and capacity of its Kern County groundwater banking programs, and evaluated a complete loss of the Delta due to earthquake or water quality. This evaluation also incorporated potential delays in transferring ownership of the Chain of Lakes to Zone 7 and for the first time, included an analysis of local climate change.

Update Includes Revised Projected Water Demands

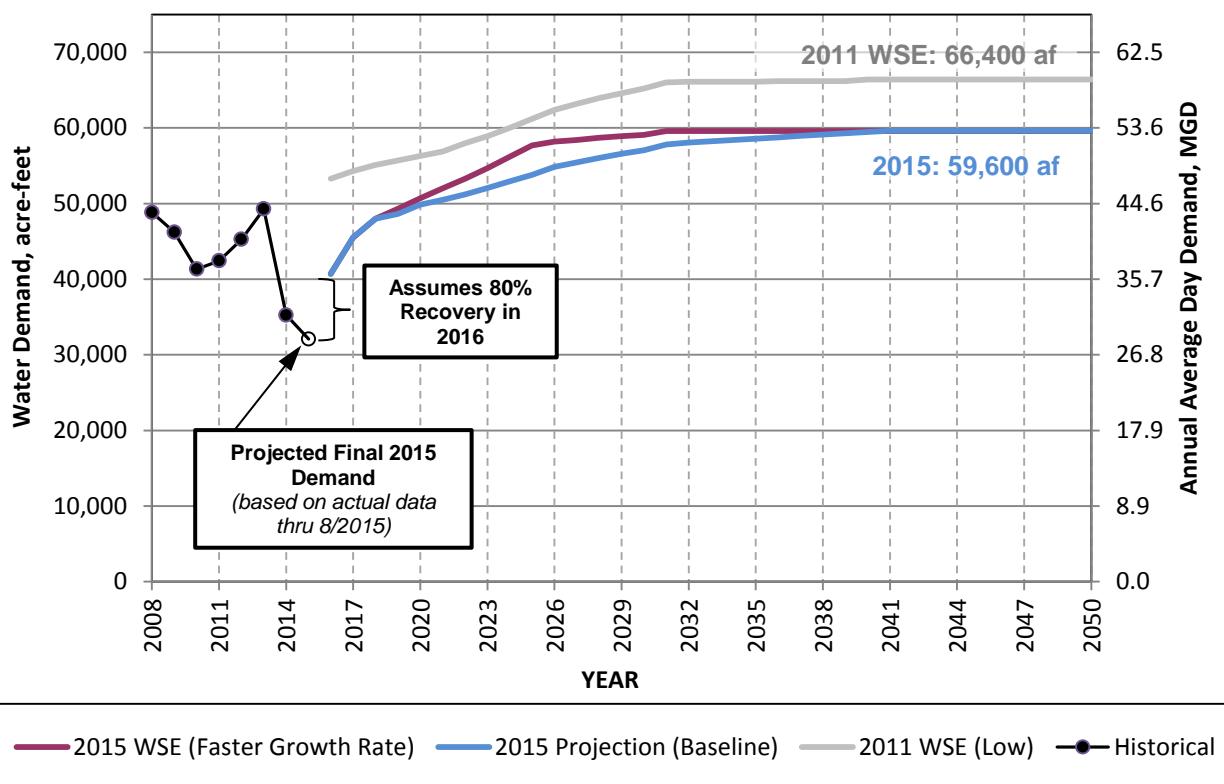
Zone 7 staff (Staff) worked closely with its local water supply retailers to revise projected water demands, and evaluated both a "baseline" and "faster" growth rate to help account for uncertainty in some of the projections. Figure ES-1 compares the 2015 water demand estimates to both historical water demand and the estimates used in the 2011 WSE.

¹ Livermore-Amador Valley, as defined in this report, refers to the cities of Livermore, Pleasanton, and Dublin. Zone 7 also serves, portions of San Ramon referred to as Dougherty Valley under a special agreement Dublin San Ramon Services District.



As shown in Figure ES-1, the 2015 projections are significantly higher than current demands and significantly lower than projections made as part of the 2011 WSE. Water demands in 2014 and 2015 are lower because of the Tri-Valley's successful response to water use reductions put in place by Zone 7 and the local water supply retailers in 2014, and continued through a mandate by the State of California in 2015. The 2015 projections are lower than the 2011 projections due to new recycled water projects and water conservation programs being implemented by the local water supply retailers.

Figure ES-1. Updated Projected Water Demands



Updated List of Feasible Water Supply Options

As part of the 2011 WSE, Staff worked with the local water supply retailers to develop an extensive list of potential water supply options for the Livermore-Amador Valley. The detailed list was included as Appendix G of the 2011 report. In preparing this update, staff reviewed each water supply option from 2011 and then met with all of its local water supply retailers to discuss which options on the list should be included in potential portfolios for this update and whether others should be added. Staff, with input from the local retailers, reduced the number of options available for building water supply portfolios to include only those that had at least

1,000 AF of supply, did not require end user compliance or ongoing enforcement,^{2,3} or had active partnerships (e.g., Bay Area Regional Desalination). Table ES-1 summarizes the water supply options used in this evaluation.

Table ES-1. Summary of Water Supply Options Used

Water Supply Option	Average Annual Yield, AFA	Average Annual Yield, MGD	Total Unit Cost, \$/AF
California WaterFix (i.e., BDCP or Delta Fix)	18,100 ^(a)	16.2	\$470
Regional Desalination	5,600	5	\$1,500 to \$2,120
Potable Reuse	4,800 to 7,770	4.3 to 6.9	\$1,500 to \$2,000

^(a) Incremental average water supply yield from improved SWP reliability.

Consideration of Facilities that Reduce Risk of Water Supply Shortage

As part of the 2011 WSE, Staff worked with the local water supply retailers to develop an extensive list of potential facilities or programs that would help reduce the risk of water supply shortages during droughts, Delta outages due to earthquakes or salinity, and emergency conditions (e.g., temporary loss of the South Bay Aqueduct or unplanned water treatment plant shutdowns). The detailed list was included as Appendix G of the 2011 report.

Staff worked with the local water supply retailers to reduce the list to four key facilities or programs. Table ES-2 summarizes the facilities and programs used in this evaluation. Note that the projects listed in Table ES-2 do not change water supply, but help to leverage existing and/or planned water supplies.

² Zone 7 cannot rely on water supply options that require the end user (e.g., homes and businesses) to properly maintain and operate their own system for meeting projected long-term water demands; Zone 7 has no legal authority or funding to enforce the use of such systems.

³ Two examples of water supply options that require end user compliance and not included in portfolio analysis are greywater and rainwater capture systems.



Table ES-2. Summary of Facilities or Programs Used

Facility or Program	Description	Benefit	Estimate Cost, \$M
Reliability Intertie (already in CIP)	A 24-inch pipeline connecting Zone 7 with another major water agency.	Allows Zone 7 the opportunity to acquire emergency water supplies to help meet water supply needs during rare events (e.g., earthquake).	\$24
Chain of Lakes Pipeline (already in CIP)	A 36-inch diameter pipeline from Cope Lake to Del Valle Water Treatment Plant (~6 miles) and a 12 MGD pump station.	Allows Zone 7 the ability to recharge the local groundwater basin, help perfect local water rights, and meet demands with stored water in the Chain of Lakes during catastrophic events (e.g., loss of the Delta).	\$32
Los Vaqueros Storage	Program stores a portion of SWP water, typically sent to Cawelo or Semitropic, in Los Vaqueros Reservoir.	Program might shore up available drought and emergency water supplies by providing alternative storage north of Zone 7's service area assuming the SBA is still operating. If the reliability intertie were in place, having stored water north of Zone 7 would allow access even during outages of the SBA due to a major event like an earthquake in the Delta.	\$3.5
Well Master Plan Wells	New wellfields constructed within the Livermore Valley Groundwater Basin	Provides access to additional groundwater storage.	\$53.7

Revised Portfolios

Staff worked with the local water supply retailers to combine the programs and projects listed in Tables ES-1 and ES-2 into four portfolios (Current Plan and Portfolios A through C). Table ES-3 presents each portfolio.

Table ES-3. Programs and Projects Included in Each Portfolio

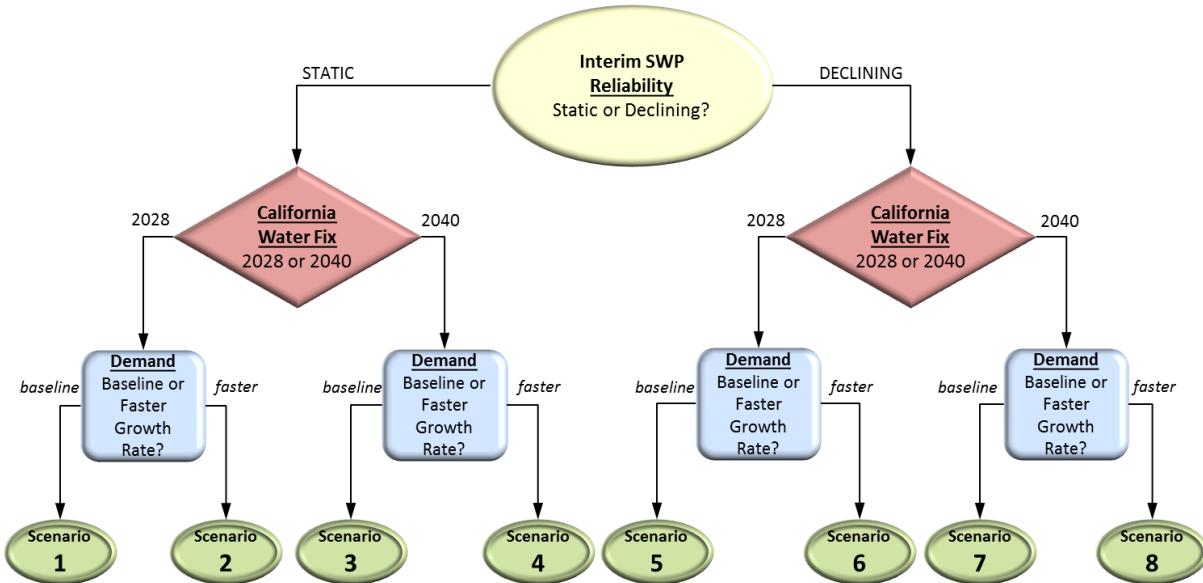
Option		Portfolio			
		Current Plan	A	B	C
Water Supply Options	California WaterFix (i.e., BDCP or Delta Fix)	✓	✓	✓	✓
	Bay Area Regional Desalination		✓		✓
	Potable Reuse			✓	✓
Facilities	Chain of Lakes Pipeline	✓	✓	✓	✓
	Reliability Intertie	✓	✓	✓	✓
	Well Master Plan Wells	✓	✓	✓	✓
	Los Vaqueros Storage		✓	✓	✓



Eight Scenarios used for Analysis

Although the future yield from Zone 7's existing water supplies depend on many variables, three have the largest influence on determining future water supply needs: (1) interim reliability of the State Water Project until completion of the California WaterFix; (2) timing of the California WaterFix; and (3) projected water demands. Unlike the analysis completed in 2011, which looked at a static interim reliability of the State Water Project, a defined year for completion of the California WaterFix, and one set of projected water demands, this update used an expanded approach, evaluating several different outcomes for all three conditions. As shown in Figure ES-2, this resulted in eight scenarios.

Figure ES-2. Scenarios Used for Portfolio Analysis



Five Core Metrics and Three Lower Priority Metrics

Three key components within Zone 7's core mission are water supply reliability (i.e., reducing the risk of water shortages), managing the Livermore-Valley Groundwater Basin (i.e., local groundwater storage), and being fiscally responsible (i.e., considering and managing costs). Consequently, in addition to shortage, groundwater supply, and costs, which were included in the 2011 WSE, Staff added average reliability and minimum supply. Table ES-4 presents the core metrics used for this evaluation.



Table ES-4. Core Mission Metrics Used to Evaluate Portfolios

Metric	Description	Relation to Zone 7's Core Mission
Average Reliability	Average percent of demand met over all hydrologic conditions	The frequency Zone 7's system experiences no shortages indicates the benefits to reliability provided by a portfolio
Rare Large Shortages	Largest percent of unmet demand during major events (e.g., drought or loss of SBA)	The estimated magnitude of the rarest and largest shortages indicates how well a portfolio can reliably meet demands during extreme situations
Minimum Water Supply	Smallest per capita demand met during major events (e.g., drought or loss of SBA)	The estimated minimum supply indicates how well a portfolio can reliably meet demands during extreme situations
Average Groundwater Storage	Average percent full over all hydrologic conditions	The amount of available groundwater storage helps gage the success of a portfolio to help manage the local groundwater basin
Costs	Estimated total amortized dollars	Costs help identify the most fiscally prudent portfolios

Based on discussions at the Water Policy Roundtables, and in follow up discussions with the local water supply retailers, three other, lower priority metrics were also identified: Local Control, Diversification, and Energy Use. These three metrics are not considered core to Zone 7's mission but instead, provide additional information to help contrast the performance of each portfolio. Table ES-5 presents the three lower priority metrics used.

Table ES-5. Lower Priority Metrics Used to Evaluate Portfolios

Metric	Description
Diversification	The percentage of non-State Water Project water supplies within a water supply portfolio.
Local Control	The Largest percentage of total long-term average water supply under local control. Local control was defined as within the San Francisco Bay Area.
Energy Use	The Estimated long-term average energy use in Megawatt-Hours per year.



Results of the Portfolio Analysis

Table ES-6 presents the average calculated benefit for each portfolio across all eight scenarios, along with the estimated cost per unit of water demand. As shown in Table ES-5, Portfolios A through C have a higher benefit in all categories except cost. The additional unit cost of Portfolios A through C is 51% to 113% higher than the Current Plan. A significant investment would be required to implement any of those Portfolios. Table ES-5 also shows that although both local control and diversification can nearly double with Portfolios A through C, externally controlled SWP water supplies will continue to make up a majority (~70%) of total long-term average water supplies.

Table ES-6 also indicates that energy use could increase by 20% to 50% over the Current Plan if desalination, potable reuse, or both are added to future water supply portfolios. This large increase in energy use could make Zone 7's future operational costs susceptible to increases associated with potential future energy cost increases or reliability, and could drastically increase Zone 7's carbon footprint.

Table ES-6. Summary of Benefits Provided by Each Portfolio

Metric		Comparative Target	Portfolio			
			Current Plan	A	B	C
Core to Zone 7's Mission	Average Reliability <i>% of demand, average of all hydrologic conditions</i>	≥ 98%	98%	99.3%	99.5%	99.8%
	Rare Large Shortages (1% of the time) <i>average % rationing required</i>	≤ 61%	65%	50%	46%	32%
	Rare Minimum Supply <i>(1% of the time)</i> <i>average gallons per capita per day</i>	≥ 55 GPCD	39	65	72	96
	Average Groundwater <i>% Full</i>	≥ 80%	75%	80%	85%	89%
	Costs	Capital, \$ M	\$192	\$268	\$345	\$417
		O&M, \$ M/year	\$1.3	\$5.7	\$6.4	\$10.1
		Amortized, \$ M/year	\$14	\$23	\$29	\$37
		Additional Unit Cost, \$/AF of demand	\$280	\$423	\$508	\$597
Lower Priority	Local Control, % locally controlled	11%	18%	21%	26%	
	Diversification, % diversified	12%	19%	21%	27%	
	Energy Use, MWH/year	81,370	98,170	102,349	119,149	

Additionally, a detailed review, by scenario, indicates that the Current Plan performs well in scenarios where the California WaterFix is not delayed or the interim SWP Reliability does not decline. Consequently, future investments in Portfolios A through C, which might not be available for 6 to 7 years (i.e., around 2022), may only provide 6 to 10 years of "reliability" insurance if the California WaterFix is completed anywhere between 2028 to 2032, and if interim SWP reliability does not decline.



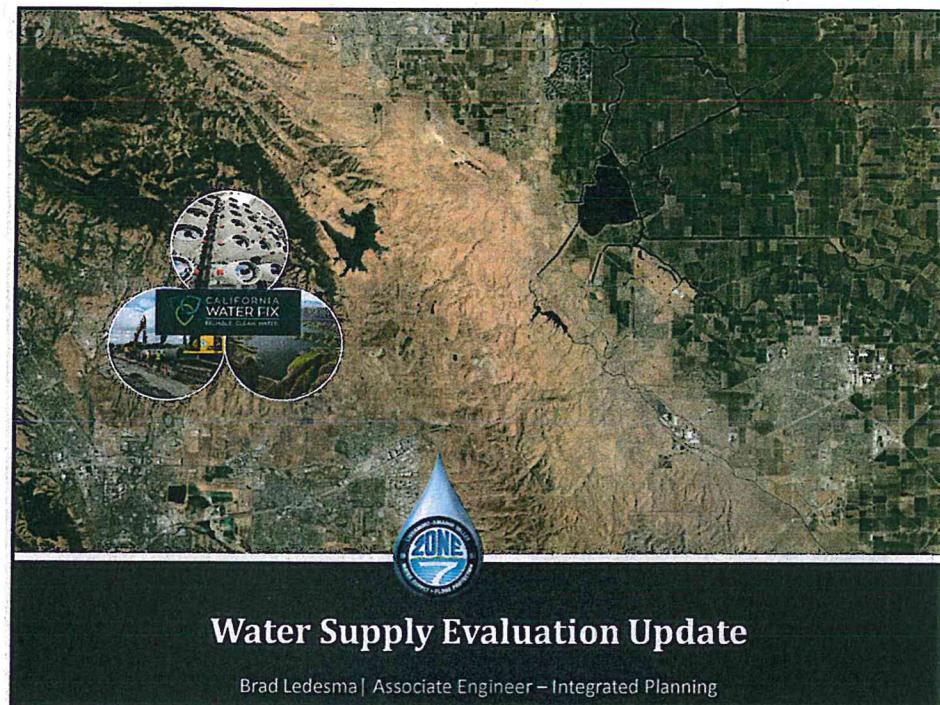
Lastly, Table ES-7 provides a forced ranking of all the metrics used to evaluate the portfolios, across all eight scenarios. Table ES-7 shows that any portfolio with desalination or potable reuse provide more benefit, but at a higher cost.

Table ES-7. Forced Ranking of all Metrics Used^(a)

Metric		Portfolio			
		Current Plan	A	B	C
Core to Zone 7's Mission	Average Reliability <i>% of demand, average of all hydrologic conditions</i>	4	3	2	1
	Rare Large Shortages (1% of the time) <i>average % rationing required</i>	4	3	2	1
	Rare Minimum Supply (1% of the time) <i>average gallons per capita per day</i>	4	3	2	1
	Average Groundwater <i>% Full</i>	4	3	2	1
	Costs	1	2	3	4
Lower Priority	Local Control, % locally controlled	4	3	2	1
	Diversification, % diversified	4	3	2	1
	Energy Use, MWH/year	1	2	3	4

^(a) 1 = Best; 4 = Worst





Purpose of the Update

2011 Water Supply Evaluation

2011 WATER SUPPLY EVALUATION
A Risk Based Approach To Evaluating
Zone 7 Water Agency's
Water Supply System

July 2011

- Provides background for UWMP and other agency planning
- Identified over 30 potential water supply options ranging from small grey water and rainfall capture systems to large-scale recycled water systems
- 
- Developed three portfolios: (1) Delta Fix centric; (2) Recycled Water centric; (3) Intertie centric
- Employed risk-based approach for identifying near-term "no regret" actions for moving forward

There has been some significant changes since 2011

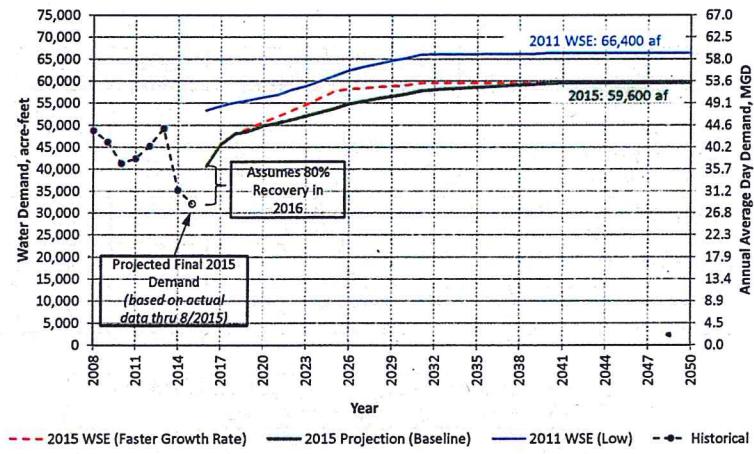
Key issues identified with these three sources

State Water Project	Kern County Banking Programs	BBID Contract	Water Demand Management	Chain of Lakes	Updated Water Supply Data
Table A < 10%	Limited access at low Table A allocations	Not available if pumping curtailed in the Delta	Lessons Learned from the 2014 Drought	Most Lakes not available until 2060	Updated Studies
Deliveries can be limited to fall months	No access at 0% Table A allocation	Future of contract is uncertain	Achieved 30% Reduction on Zone 7's system	Limited interim recharge	Bay Area Regional Desalination
Delta Fix not likely until around 2028	Little to no local control	Growth in BBID will limit future supply	Recycled water projects harden demand	Extended mining operations	Los Vaqueros Reservoir
Loss of Delta due to Water Quality			Local Public Opinion		
Near-term reliability of SWP					

Bigest issue facing the Tri-Valley area

Updated Water Demands

Updated Projected Water Demands



Summary of Updated Assumptions for Existing Water Supplies and Facilities

STATE WATER PROJECT: DWR's 2015 Delivery Capability Report



Scenario	Difference from Base Scenario	Long-term Average	Minimum	Maximum
Base (Existing Conditions)	—	62%	11%	100%
FUTURE SCENARIOS	Existing Conveyance – Early Long-Term (EC-ELT)	Includes effects of climate change based on 2025 emissions level and 15 cm sea level rise	62%	9% 100%
	Existing Conveyance – Low Outflow (EC-LO)	EC-ELT + moderate diversion restrictions in the Delta	51%	12% 82%
	Existing Conveyance – High Outflow (EC-HO)	EC-ELT + severe diversion restrictions in the Delta	46%	9% 82%
	Bay Delta Conservation Plan Alt. 4 H3 (i.e., California WaterFix)	EC-ELT + isolated facility with 9,000 cfs diversion capacity	72%	7% 100%

- Long-term average could range from 46% to 72%
- Minimum allocations not 5% or less

State Water Project				
Modified Scenario	Assumed Long-term Average Used by Zone 7 staff for WSE Update	Assumed Minimum Used by Zone 7 staff for WSE Update	Assumed Maximum Used by Zone 7 staff for WSE Update	Difference from 2015 Delivery Capability Report
WSE EC-ELT (Modified Existing Conveyance – Early Long-Term)	60%	0%	100%	
WSE EC-LO (Modified Existing Conveyance – Low Outflow)	51%	0%	82%	- Includes 2004 to 2014 - Effective allocations can be 0% due to earthquakes or salinity issues in the Delta
WSE EC-HO (Modified Existing Conveyance – High Outflow)	46%	0%	82%	
WSE California WaterFix (Modified BDCP)	71%	7%	100%	- Includes 2004 to 2014

Kern Banking Programs

- If SWP Allocations are 0%, no recovery
- If SWP Allocations < 10%: 78.5% of max recovery (similar to 2014)
- If SWP Allocations ≥ 10%: 100% of max recovery

Chain of Lakes

- Lake H in 2017
- Lake A in 2020
- Updated so that Lakes A – G are dedicated in 2060

Updated List of Water Supply Options	
Reviewed list of options with Retailers and considered only those that:	<ul style="list-style-type: none"> • California WaterFix
<ol style="list-style-type: none"> 1. Had at least 1,000 AF of supply 2. Did not require end user compliance and enforcement 3. Had active partnerships 4. Helped address changed conditions 	<p style="text-align: center;">➡</p> <ul style="list-style-type: none"> • Purified Recycled Water • Desalination

California WaterFix

WATER DELIVERY UPGRADE

2 tunnels up to 150' below ground designed to protect California's water supplies

3 new intakes, each with 3,000 cubic-feet per second (cfs) capacity and an average annual yield of 4.9 million acre-feet

Protection against water supply disruption from failure of aging levees due to sea-level rise, earthquakes and flood events

Although not analyzed for this update, California WaterFix expected to have water quality benefits

Present Worth Capital Cost, \$M	Amortized Cost, \$M/year	Average Annual Yield, AFA	Average Annual Yield, MGD	Total Unit Cost, \$/AF
\$320	\$8.5	18,100	16.2	\$470

Purified Recycled Water Options: Indirect & Direct

Engaged HDR to review potential feasible recycled water options for the benefit of the entire Tri-Valley area

Indirect

- Pond Percolation via Lake I Recharge with Purified Water
- Groundwater Injection with Purified Water
- Combined Pond Percolation and Groundwater Injection using Purified Water

Direct

- Livermore to PPWTP
- Livermore to DVWTP via Cope Lake
- Regional Plant to DVWTP via Cope Lake
- Livermore to Zone 7's Transmission System
- Regional Plant to Zone 7's Transmission System

Capital Cost, \$M	O&M Costs, \$M/year	Amortized Cost, \$M/year	Average Annual Yield, AFA	Average Annual Yield, MGD	Total Unit Cost, \$/AF
\$68 to \$152	\$3.1 to \$6.5	\$8 to 14	4,800 to 7,700	4.3 to 6.9	\$1,500 to \$2,000

Key Implementation Issues Identified by HDR Need Additional Investigation

Issue	Description
Water Quantity	The supply yield is determined by LAVWMA pipeline permitting requirements, treatment process recovery, and capacity of reuse receptors (Lake I, Cope Lake, injection wells, etc.)
Public Health	The number of barriers appropriate for public health protection
Hydrologic Feasibility	The annual and long-term recharge capacity for both lake and injection well recharge needs to be defined
Facilities Sizing	Costs are affected by facilities sizing (e.g. Regional plant size)
Siting	Multiple sites are available
Power Availability	Adequacy of existing electrical service needs to be assessed
Treatability Testing	Treatability testing can verify expected yields, optimize pre-treatment to minimize fouling, and optimize contaminant reduction
Water Quality and Aquifer Impacts	Interaction of natural deposits could result in mobilization of contaminants (e.g., arsenic, chromium) or precipitation
Water Quality and Re-equilibration	New source water can impact corrosion in the distribution system
Groundwater Basin Management	Purified water becomes a part of the overall groundwater management plan
Regulatory Framework	Direct potable reuse framework under development
Personnel Requirements	Water supplies requiring advanced treatment require proper staffing with adequate training

Another key consideration: avoided costs of LAVWMA exports

Desalination

- Engaged HDR to review potential feasible desalination options for the benefit of the entire Tri-Valley area

DESAL 1-C: (5,600 AF/YEAR)
5,600 AF (5 MGD) of Zone 7's Desalinated Water wheeled through EBMUD's System, which requires EBMUD to retreat it

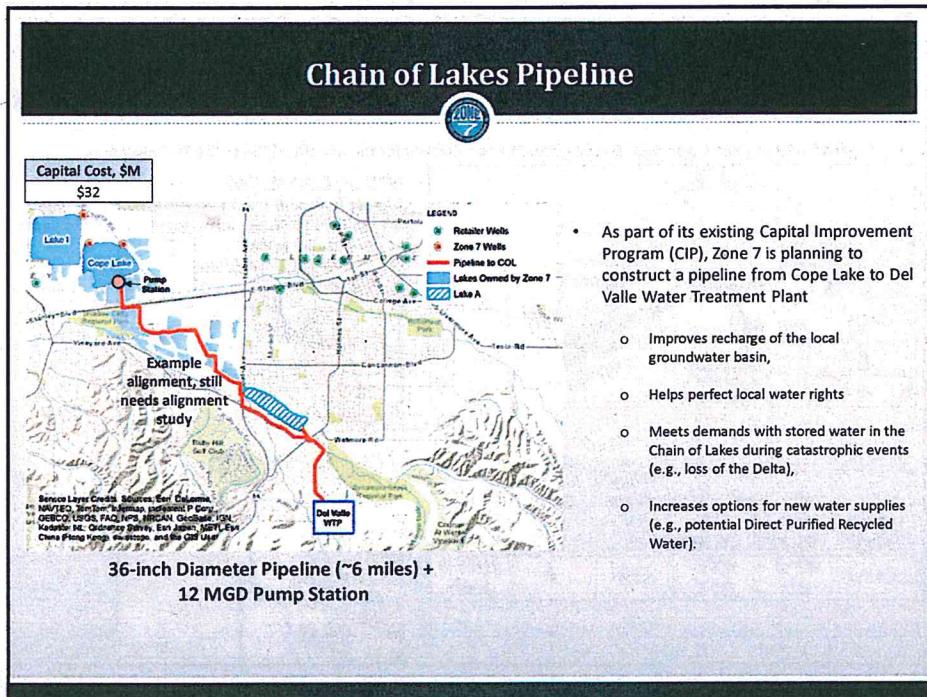
DESAL 1-D: (5,600 AF/YEAR)
5,600 AF (5 MGD) of Zone 7's Desalinated Water delivered to CCWD in exchange for 5,600 AF (5 MGD) of CCWD's water

Capital Cost, \$M	O&M Cost, \$M/year	Amortized Cost, \$M/year	Average Annual Yield, AFA	Average Annual Yield, MGD	Total Unit Cost, \$/AF
\$72 to 94	\$3.7 to \$5.7	\$8.4 to \$10.4	5,600	5	\$1,500 to \$1,860

Potential Risk Reduction Facilities

- Chain of Lakes Pipeline
- Reliability Intertie
- Well Master Plan Wells
- Los Vaqueros Emergency/Drought Storage

These facilities and projects do not change water supply, but help provide flexibility and leverage existing and/or planned water supplies to improve reliability in certain scenarios.



Reliability Intertie

ZONE 7

Capital Cost, \$M
\$24



24-inch Diameter Pipeline (~7 miles)¹

- As part of its existing Capital Improvement Program (CIP), Zone 7 is planning to construct a reliability intertie with another major water agency (e.g., EBMUD or SFPUC)
- May reduce the risk of water shortages if:
 - SWP Table A allocations are less than 10%,
 - There is a loss of the SBA, or
 - A catastrophic event in the Delta (earthquake or poor water quality due to drought), unless these also impact CCWD and/or EBMUD

Assuming connecting agency can deliver water under these conditions.

Well Master Plan Wells

ZONE 7

Cost, \$M
\$53.7



- As part of its existing Capital Improvement Program (CIP), Zone 7 is planning to construct three more wellfields:
 - Busch Valley
 - Chain of Lakes 3 and 4
 - Bernal
- Provides access to additional groundwater supply, increasing maximum recovery from 28 TAF to 34.4 TAF if basin is about 80% full.

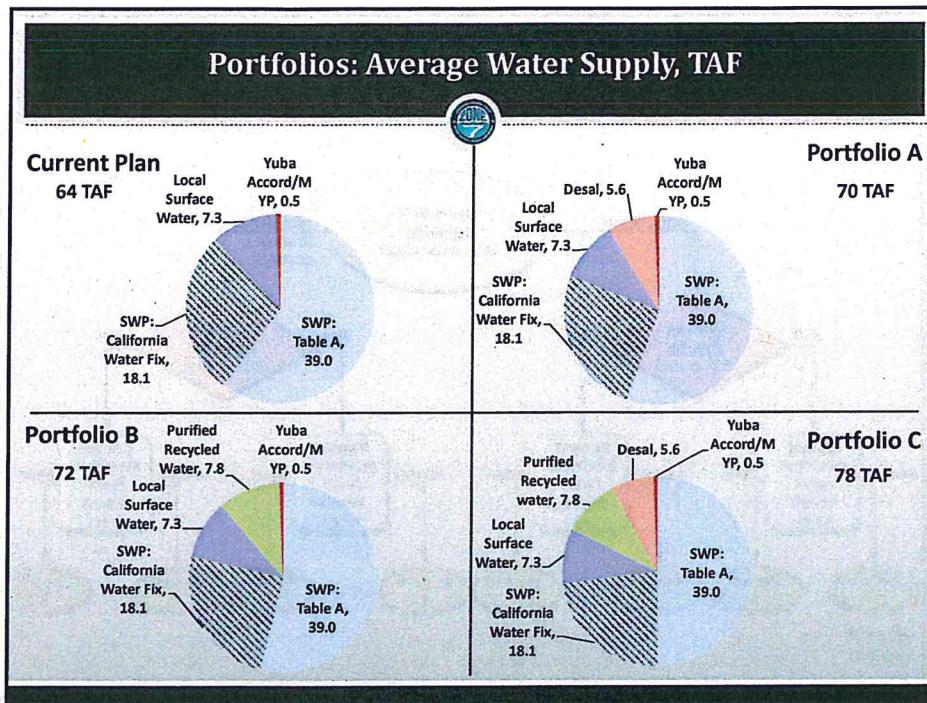
Los Vaqueros Emergency/Drought Storage



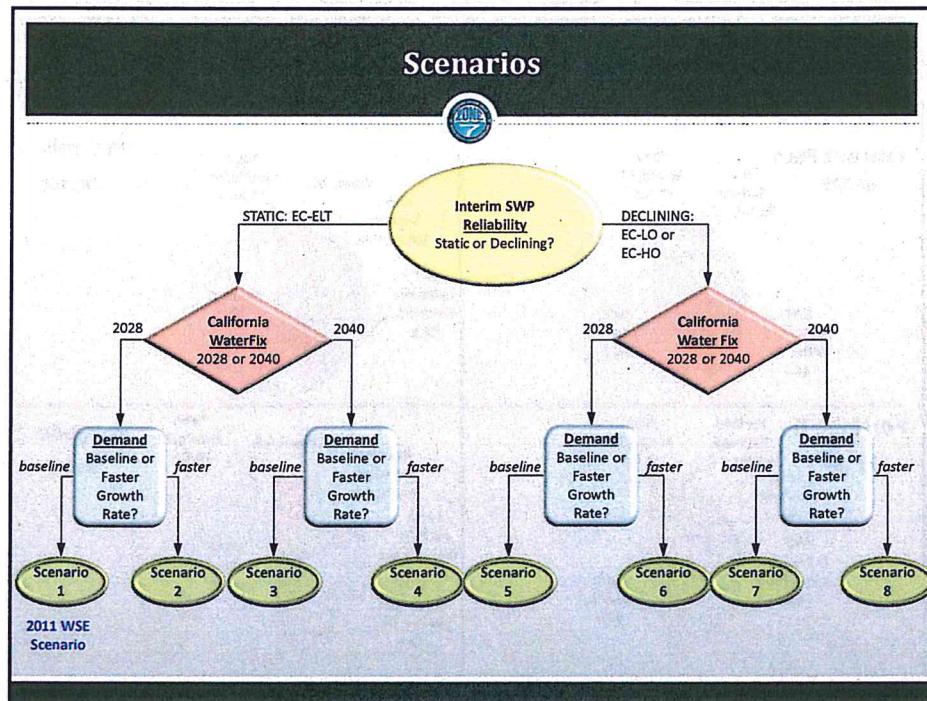
Cost, \$M
\$3.5

- Zone 7 could store a portion of SWP water, typically sent to Cawelo or Semitropic, in Los Vaqueros Reservoir, which is owned and operated by CCWD. (via exchanges)
- Water supply could be requested through an exchange along the SBA when neither Cawelo nor Semitropic would be available, or by having the water wheeled through both CCWD and EBMUD's systems using a future Reliability Intertie between Zone 7 and EBMUD.
- Assuming EBMUD or CCWD can deliver water under these conditions.
- Zone 7 is currently piloting the program in partnership with ACWD and CCWD.
- Costs could increase if Los Vaqueros Reservoir expansion is required for this project.

Portfolios Used to Evaluate Zone 7's Water System



More Conservative and
Expanded Analysis



Core Metrics

Mission Statement:
Zone 7 Water Agency is committed to providing a **reliable supply** of high quality water and an effective flood control system to the Livermore-Amador Valley. In fulfilling our present and future commitments to the community, we will develop and manage the water resources in a **fiscally responsible**, innovative, proactive, and environmentally sensitive way.

New metric for this update

Metric	Description	Relation to Zone 7's Core Mission
Rare Large Shortages	Largest percent of unmet demand during major events (e.g., drought or loss of SBA)	The estimated magnitude of the rarest and largest shortages indicates how well a portfolio can reliably meet demands during extreme situations
Average Groundwater Storage	Average percent full over all hydrologic conditions	The amount of available groundwater storage helps gauge the success of a portfolio to help manage the local groundwater basin
Costs	Estimated total amortized dollars	Costs help identify the most fiscally prudent portfolios
Average Reliability	Average percent of demand met overall hydrologic conditions	The frequency Zone 7's system experiences no shortages indicates the benefits to reliability provided by a portfolio
Minimum Water Supply	Smallest per capita demand met during major events (e.g., drought or loss of SBA)	The estimated minimum supply indicates how well a portfolio can reliably meet demands during extreme situations

Lower Priority Metrics

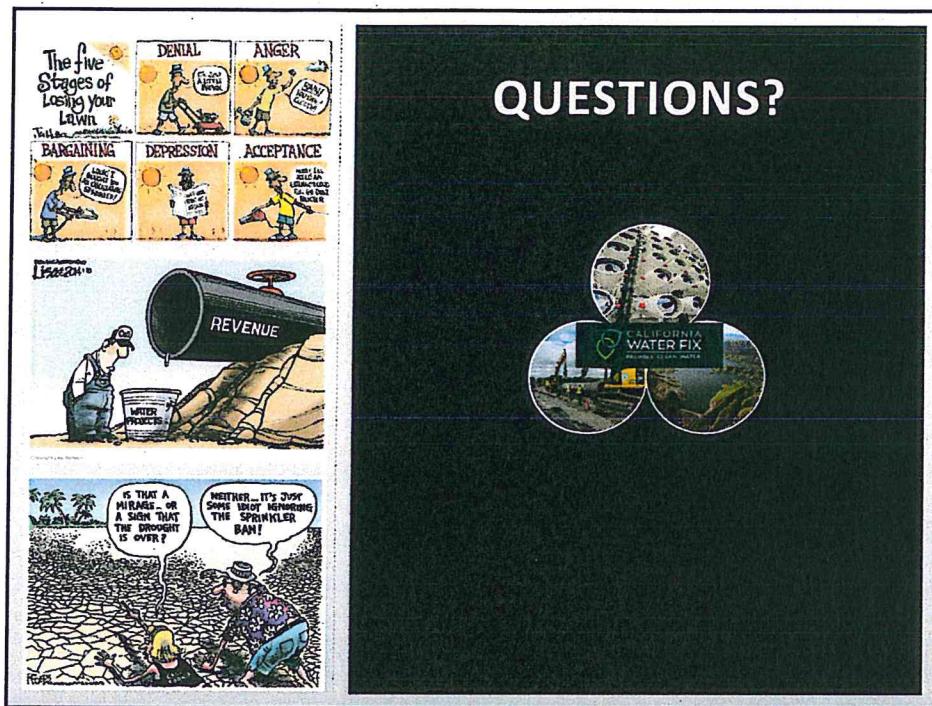
Metric	Description
Diversification	Percentage of non-State Water Project water supplies within a water supply portfolio
Local Control	Largest percentage of total long-term average water supply under local control. For this update, local control was defined as within the San Francisco Bay Area
Energy Use	Estimated long-term average energy use in Megawatt-Hours per year

Findings

Metric		Comparative Target	Portfolio			
			Current Plan	A	B	C
CORE	Average Reliability (most of the time)	≥ 97.9% of Demand	98%	99.3%	99.5%	99.8%
	Rare Large Shortages (1% of the time)	≤ 61% of Demand	65%	50%	46%	32%
	Rare Minimum Supply (1% of the time)	≥ 55 GPCD	39	65	72	96
	Average Groundwater % Full	≥ 80% Full	75%	80%	85%	89%
	Costs	Amortized, \$ M/year	\$14	\$23	\$29	\$37
Lower Priority	Local Control, % locally controlled		11%	18%	21%	26%
	Diversification, % diversified		12%	19%	21%	27%
	Energy Use, MWH/year		81,370	98,170	102,349	119,149

• Portfolios A through C have a higher benefit in all categories except cost
 • The additional unit cost of Portfolios A through C is 51% to 113% higher than the Current Plan
 A significant investment would be required to implement Portfolios A to C.

Summary of Findings: Average Across all Scenarios						
Key Information for 2015 Urban Water Management Plan:						
<ul style="list-style-type: none"> Incorporates lessons learned from the current drought Provides updated water demand projections Planning horizon extends to 2040, beyond the UWMP planning horizon of 2035 Potential water supply and facility options exist that can help meet projected shortages <ul style="list-style-type: none"> California WaterFix: restored long-term average yield from 48.5% to 71% (18,100 AF) Bay Area Regional Desalination: 5,600 AF Purified Recycled Water: 7,800 AF (detailed feasibility study required) New water supply and facility options may provide from 13,400 AF to 31,500 AF, and be available in six to eight years 						





Policy

Policy No.: P300-15-1	Type of Policy: Operations
Policy Title: Water Supply, Storage, Conveyance, Quality and Conservation	
Policy Description:	Provides guidance for addressing the current water supply challenges
Approval Date: 10/20/2015	Last Review Date: 2015
Approval Resolution No.: 89-15	Next Review Date: 2019
Rescinded Resolution No.: 57-06	Rescinded Resolution Date: 11/21/2006

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

1. To meet continuously the water demands of existing customers and the needs of new development planned by the Cities of Dublin and San Ramon.
2. To maintain a safe, secure, and reliable water supply and water storage system so that the water supplied continuously meets full customer demands in no less than 85% of calendar years, and that 75% of water supplied continuously meets demands in no less than 99% of calendar years.
3. To diversify the sources of water supply so that no less than 60% of total demand (potable and recycled) is satisfied by local and regional water supplies, and that no more than 40% of total water supply (potable and recycled) comes from any one physical source.
4. To take measures to meet continuously the recycled water demands of DERWA 100% of time, which may include acquiring additional wastewater effluent supplies and/or off-season wastewater effluent storage.
5. Given the uncertainty of consistent water deliveries from the State Water Project, explore in partnership with other Tri-Valley agencies the development of an expanded or additional local water facility to supplement the groundwater basin when flows from the State Water Project are jeopardized.
6. To diversify the transmission system so that there are at least two independent conveyance systems for each water supply source to serve DSRSD's customers, and each conveyance system in concert with local storage facilities has the capacity to convey 70% of maximum day demands for extended periods of time.

Policy No.: P300-15-1**Policy Title:** Water Supply, Storage, Conveyance, Quality and Conservation

7. To actively promote water conservation for commercial and residential customers, with a long-term goal of a permanent system-wide average annual residential potable use of no more than 70-gallons per capita per day.
8. To enhance the quality of the District's water supply.
9. With the exception of brine produced from recycling production, to discharge no treated wastewater to the Bay.
10. To seek grant opportunities and project partners so that the costs to District customers for implementing these policy objectives are acceptable.
11. To ensure that the ultimate beneficiaries of the water supply equitably participate in the funding of the costs associated with the acquisition and delivery of the water supply into the District service area.
12. These policy objectives can best be met through collaboration with the other Tri-Valley water agencies and cities, and regional water agencies.



Dublin San Ramon Services District

Summary & Recommendation

Agenda Item 9G

Reference	Type of Action	Board Meeting of			
General Manager	Approve Nomination	January 18, 2016			
Subject					
Approve Nomination of District Director Edward R. Duarte as the Member-at-Large to the Contra Costa Special Districts Association (CCSDA), Authorize Director Edward R. Duarte as the CCSDA Voting Delegate and Confirm Voting Criteria to be Followed for CCSDA Officer Election					
<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input type="checkbox"/> Presentation	<input checked="" type="checkbox"/> Staff	J. Archer	<input type="checkbox"/> Board Member

Recommendation:

The General Manager recommends the Board of Directors approve, by Resolution, nomination of Director Edward R. Duarte for the officer position of Member-at-Large to the Contra Costa Special Districts Association (CCSDA) and, by Motion, 1) authorize and direct the General Manager and/or Board President, as the case may be, to file and transmit the necessary notices and paperwork related to the nomination, and 2) confirm Director Edward R. Duarte as the District's authorized voting delegate to cast the District's votes at the CCSDA annual meeting and election in accordance with suggested voting criteria.

Summary:

The CCSDA Nominations Committee is calling for nominations for President, Vice-President and Member-at-Large (Attachment 1). Each independent enterprise special district in Contra Costa County is entitled to nominate its Boardmembers. Officers of the CCSDA are elected and installed at the Annual Meeting, which will take place January 25, 2016. The incumbents, President Bette Boatman (Contra Costa Water District), Vice-President Stan Caldwell (Mt. View Sanitary District) and Member-at-Large Mike McGill (Central Contra Costa Sanitary District), have expressed interest in re-election.

District Boardmember Edward R. Duarte has expressed interest in being nominated for Member-at-Large, and staff notified the Nominations Committee on January 11, 2016. Such nomination must be supported by a motion or resolution of the District's Board of Directors.

The District's "Casting District Ballots" policy (Attachment 2) states that "Highly Relevant matters shall be placed on the Board Business portion of the agenda for a determination of the District's position." It also states that...the General Manager is authorized and directed to cast the District's vote in accordance with that decision unless the by-laws of that organization require a person other than the General Manager to cast the vote, in which case by this policy the person so required by the organization is authorized and directed to do so. However, due to CCSDA the CCSDA Bylaws, nominations from the floor will also be accepted, therefore, it is unknown who the final candidates will be.

Staff recommends the Board confirm Director Duarte, in addition to casting the District's vote for Director Duarte for Member-at-Large, cast the District's vote for President and Vice President in accordance with the suggested criteria (as previously used by the Board) listed below:

- The candidate's agency having a similar mission to that of the District;
- The geographic proximity of the candidate's agency to the District;
- Existing direct and indirect working relationships with the candidate's agency;
- The candidate's knowledge of District issues; and
- Views and actions of the candidate towards issues affecting the District.

Committee Review			Legal Review	Staff Review		
COMMITTEE	DATE	RECOMMENDATION		ORIGINATOR	DEPARTMENT	REVIEWED BY
--	--	--	Not Required	J. Archer	Executive	
ATTACHMENTS <input type="checkbox"/> None						
<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost T.B.D.	<input checked="" type="checkbox"/> Funding Source A. 900 B.		Attachments to S&R 1. CCSDA Call for Nominations Email 11/10/15 2. Casting District Ballots Policy 3.			

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT NOMINATING DUBLIN SAN RAMON SERVICES DISTRICT DIRECTOR EDWARD R. DUARTE AS MEMBER-AT-LARGE TO THE CONTRA COSTA SPECIAL DISTRICTS ASSOCIATION (CCSDA)

WHEREAS, Edward R. Duarte is a member of the Board of Directors of Dublin San Ramon Services District, an independent special enterprise district in Alameda and Contra Costa Counties; and

WHEREAS, Edward R. Duarte meets the eligibility criteria for nomination and selection to the Contra Costa Special Districts Association as specified in Section 5.3 of the Chapter Bylaws and has expressed interest in having his name placed into nomination for the Member-at-Large officer seat.

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 as follows:

That it hereby nominates District Director Edward R. Duarte for the Member-at-Large to the CCSDA.

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 18th day of January 2016, and passed by the following vote:

AYES:

NOES:

ABSENT:

D. L. (Pat) Howard, President

ATTEST: _____
Nicole Genzale, District Secretary

Nicole Genzale

From: Kate Sibley <Kate.Sibley@lafco.cccounty.us>
Sent: Tuesday, November 10, 2015 3:53 PM
Subject: Contra Costa Special Districts Association - Call for Officer Nominations and Designation of District Voting Delegates

Importance: High

Please see the email below from Lou Ann Texeira.

Kate
Kate Sibley, Executive Assistant
Contra Costa LAFCO

Greetings,

The purpose of this notice is to provide information regarding the call for Contra Costa Special Districts Association (CCSDA) officer nominations and designation of your district's voting delegate. ***Please provide a copy of this announcement to each member of your Board of Directors.***

The CCSDA meets quarterly, and holds its Annual Meeting in January each year. The next Annual Meeting will be held on January 25, 2016.

Call for Nominations - Officers of the Association are elected and installed at the Annual meeting. At this time, the Nominations Committee is calling for nominations for the CCSDA Officers – President, Vice-President and Member-At-Large. The duties of each office are described in the CCSDA Bylaws (attached).

The term of office is two years, and any officer may be re-elected. The incumbents – Bette Boatman (President), Stan Caldwell (Vice-President), and Mike McGill (Member-At-Large) have expressed interest in re-election.

Pursuant to CCSDA's Bylaws, candidates must

- be a representative of a member district
- represent a district that is in good standing (current on Association dues)
- provide a motion or resolution supporting your nomination from your district prior to or at the meeting in January

If you are interested in serving as an officer, please notify a member of the Nominating Committee by January 15, 2016. You will also need to provide a motion or resolution from your district board prior to at the annual meeting on January 25, 2016.

The Nominating Committee members are:

Alfred Granzella AGranz626@aol.com

Lou Ann Texeira LouAnn.Texeira@lafco.cccounty.us

Mike Yeraka Mikegm1@aol.com

Nominations will also be accepted from the floor at the Annual Meeting on January 25, 2016. Candidates nominated from the floor must also provide a motion or resolution from their district supporting the nomination.

Designation of Voting Delegate and Alternate – Each regular district member shall be entitled to one (1) vote on all matters before the Chapter membership. The governing body of each regular member district shall designate, in writing, to the Chapter Secretary (Suzette Crayton - SCrayton@centsralsan.org), one representative who shall exercise the district's right to vote, and one alternate who shall have the right to vote in the absence of the assigned voting representative. Please provide the names of your voting delegate and alternate to Suzette by January 15, 2016.

Please note that any member district that has not paid its annual dues shall not be in good standing and shall not be entitled to vote on matters before the Chapter.

Feel free to contact any member of the Nominating Committee if you have questions.

Lou Ann Texeira

Executive Officer
Contra Costa LAFCO
651 Pine St, 6th Fl
Martinez, CA 94553
925-335-1094

Chapter Bylaws

For The

Contra Costa Special Districts Association

A Chapter of the
California Special Districts Association

Table of Contents

ARTICLE 1	NAME, PURPOSE AND OBJECTIVES
Section 1.1	Name
Section 1.2	Purpose
Section 1.3	Objectives
Section 1.4	Administrative Office
ARTICLE 2	MEMBERSHIP and ANNUAL DUES
Section 2.1	Types of Membership
Section 2.2	Qualifications for Membership
Section 2.3	Application for Membership
Section 2.4	Loss of Membership
Section 2.5	Annual Dues
Section 2.6	Meetings of Membership
Section 2.7	Rules Governing Membership Meetings
ARTICLE 3	VOTING RIGHTS
Section 3.1	Quorum of Membership
Section 3.2	District Member Voting Rights
Section 3.3	District Members In Good Standing
Section 3.4	Written Ballots
ARTICLE 4	CHAPTER FINANCES
Section 4.1	Budget
Section 4.2	Additional Funds
Section 4.3	Annual Audit
ARTICLE 5	CHAPTER ADMINISTRATION
Section 5.1	Officers and Executive Committee
Section 5.2	Term of Office
Section 5.3	Qualification for Office
Section 5.4	Nomination and Election of Officers
Section 5.5	Vacancies of Elected Officers
Section 5.6	Removal of Officers

ARTICLE 6	DUTIES OF CHAPTER OFFICERS
Section 6.1	Duties of the President
Section 6.2	Duties of the Vice-President
Section 6.3	Duties of the Member-at-Large
Section 6.4	Duties of the Appointed Secretary
Section 6.5	Duties of the Appointed Treasurer
ARTICLE 7	CHAPTER COMMITTEES
Section 7.1	Executive Committee
ARTICLE 8	AFFILIATIONS
Section 8.1	Membership with State Office of CSDA
ARTICLE 9	AMENDMENTS TO CHAPTER BY-LAWS
Section 9.1	Notification of Change
Section 9.2	Voting Requirements

Attached:

Certificate by Contra Costa Chapter Appointed Secretary acknowledging approval of amended Bylaws.

Approved: _____
Amended: _____
Amended: _____

ARTICLE 1: NAME, PURPOSE and OBJECTIVES

Section 1.1 Name

- A. The name of this Chapter shall be the Contra Costa Special Districts Association.
- B. This Chapter is a member of the State office of the California Special Districts Association (CSDA) and hereinafter is referred to as the "Contra Costa Chapter" (Chapter).

Section 1.2 Purpose

- A. It is the purpose of this Chapter to propose and advocate constructive means for the improvement and functioning of Independent Special Districts within the County of Contra Costa and to assist such Independent Special Districts and their governing bodies to provide an effective and efficient government that will result in benefits to the public.
- B. It is also the purpose of this Chapter to cooperate with and support CSDA in fulfilling its mission as set forth in the CSDA mission statement.

Section 1.3 Objectives

The objectives of the Contra Costa Chapter shall be:

- A. To provide a local forum for member districts to discuss and consider issues of importance to special districts.
- B. To establish a communication network among member districts, other Chapters and other local governmental agencies.
- C. To carry out workshops, educational seminars and programs of mutual interest and benefit to member districts.
- D. To make recommendations to the Board of Directors of the California Special Districts Association.
- E. To inform the public about the purpose and benefits of local special district government.

Section 1.4 Administrative Office

- A. The administrative office for the Chapter is to be determined by the Chapter Executive Committee.
- B. The Chapter Executive Committee is granted full power and authority to change the administrative office from one location to another within Contra Costa County and such change shall not require an amendment of these bylaws.

ARTICLE 2: MEMBERSHIP and ANNUAL DUES

Section 2.1 Types of Membership

- A. Two types of memberships are available in the Chapter.
- B. The two types of membership are:
 - (1) Regular District Memberships
 - (2) Associate Memberships

Section 2.2 Qualifications for Membership

- A. Regular District Members:
 - (1) Any independent special district whose boundaries, in whole or in part, are within the County of Contra Costa may become a regular district member of the Chapter upon application and payment of annual Chapter dues.
 - (2) Independent special districts are as defined in California Government Code Section 56044, and as such this section may be amended or superceded.
 - (3) A regular district member may attend, participate, vote, and shall be eligible to hold office in the Chapter.
- B. Associate Members:
 - (1) Any dependent special district whose boundaries, in whole or in part, are within the County of Contra Costa may become an associate member upon application and payment of Chapter dues.

(2) In addition, any person or organization that has evidenced interest in the purposes and goals of the Chapter, but is not a special district as defined above, may also become an associate member upon approval of membership and payment of Chapter dues.

(3) Associate members shall not have the right to vote, nor shall they serve as officers or members of the Chapter Executive Committee. Associate members may attend and participate in meetings and activities of the Chapter.

Section 2.3 Application for Membership

- A. Application for membership in the Contra Costa Chapter shall be by letter stating type of membership requested; name, address, telephone number, email or fax of the applicant; and, the name of the individual who will serve as representative and alternate for the applicant.
- B. Application must include payment of annual dues.

Section 2.4 Loss of Membership

- A. Any member district owing payment of dues for a period of four (4) months after due date shall be notified in writing by the Treasurer of delinquent dues. If such dues continue to be unpaid for an additional thirty (30) days, the member district shall automatically cease to be a member of the Chapter.
- B. Member districts may withdraw membership from the Chapter at any time. A written request should be sent to the Administrative Office. No refund of dues will be made.

Section 2.5 Annual Dues

- A. All member districts shall pay annual dues.
- B. Annual dues shall be established following a recommendation from the Executive Committee at any regular meeting by a majority vote of a quorum of eligible member districts present and shall become effective July 1st of the following year.

C. The annual dues shall be due and payable on or before the first day of July of each calendar year and shall be delinquent October of each calendar year. Unpaid dues can result in loss of Chapter membership, as provided by Section 2.4 A. Membership dues for new members shall be pro-rated for the initial year only.

Section 2.6 Meetings of Membership

A. The member districts shall meet on an established basis at a time and place to be determined by the membership or the Chapter President.

B. Quarterly Meetings

(1) The Chapter meetings shall be held quarterly on the third Monday of January, April, July and October at a place which has been designated by the member districts or the Chair.

(2) Written notice of general membership meetings shall be mailed, faxed or emailed to each member district no less than thirty (30) days prior to the meeting. The agenda shall provide the time, place and items to be discussed or voted upon.

C. Annual Meeting

(1) The annual meeting of the Chapter shall be held in January of each year at such place determined by the district members for the purpose of electing Officers.

(2) Written notice of the annual meetings shall be mailed, faxed or emailed to each member no less than thirty (30) days prior to the date of the meeting. The agenda shall provide the time, place and items to be discussed or voted upon.

D. Special Meetings

Special meetings of the Chapter may be called at any time by the President upon request of six (6) Chapter members. Written notice of a special meeting, providing the time, place and agenda, shall be mailed, faxed or emailed to each member of the Chapter at least twenty (20) days before the time set for the meeting.

Section 2.7 Rules Governing Membership Meetings

A. Rules of Order

Roberts Rules of Order shall govern the Chapter meetings.

B. Agenda Items

(1) Any active member of the Chapter may request to place an item on the agenda for future meetings. The item should be submitted in writing to the President at least two weeks prior to the meeting.

(2) Emergency items may be added to the agenda as needed.

C. Insurance Liability

Representatives of each member district shall be covered by their agency's liability insurance while attending Chapter meeting and activities. There shall be no liability assumed by the district hosting any meetings and activities.

ARTICLE 3: VOTING RIGHTS

Section 3.1 Quorum of Membership

- A. A quorum for all meetings of the membership shall consist of fifty (50) percent plus one (1) of the Chapter's regular membership who are in good standing present at any meeting where a notice and agenda have been mailed, faxed or emailed not less than twenty (20) days in advance of the meeting date to all members.
- B. If less than a quorum of the membership is present, a two-thirds (2/3) vote of member districts in attendance is necessary to carry a motion.

Section 3.2 District Member Voting Rights

A. One Vote Per Member District

Each regular member district shall be entitled to one (1) vote on all matters brought before the Chapter membership.

B. Official Voting Representative

(1) The governing body of each regular member district shall designate, in writing, to the Chapter Secretary, one representative who shall exercise the district's right to vote, and one alternate who shall

have the right to vote in the absence of the assigned voting representative.

(2) The vote of the member district shall be cast by the designated representative of the district or the alternate member of the district.

(3) If several members of a special district are in attendance, and no designated voting representative has been selected, they shall select one representative which may include a member of a Board of Directors or an administrator from that member district for voting purposes.

Section 3.3 District Members in Good Standing

- A. Member districts that have paid their annual dues shall be entitled to vote as a chapter member in good standing.
- B. Any member district that has not paid their annual dues shall not be in good standing and shall not be entitled to vote on matters before the Chapter.

Section 3.4 Written Ballots

- A. The Chapter Executive Committee may, in its discretion, authorize a vote upon any item to be taken by written ballot.
- B. A ballot must be mailed to each regular member thirty (30) days in advance of the voting deadline.
- C. Said ballot must specify the item, the time and the date when such written ballot must be returned to the President of the Chapter or a member designated by the President.

ARTICLE 4: CHAPTER FINANCES

Section 4.1 Budget

The Executive Committee shall determine and recommend an annual budget based upon the annual dues.

Section 4.2 Additional Funds

- A. Any additional funds required by the Chapter in the conduct of its business shall be raised on a vote by a majority of a quorum of regular member districts at a properly noticed meeting.
- B. No assessments shall be levied on members, and no members shall be subject to or liable for the payment of any assessment or levy other than the payment of regular dues.

Section 4.3 Annual Audit

- A. An audit shall be performed of receipts and disbursements from the previous year showing the opening and closing balances shall be prepared by an Audit Committee approved from the membership.
- B. Copies of the audit shall be available to all Chapter members and filed with the Secretary of the Chapter.

ARTICLE 5: CHAPTER ADMINISTRATION

Section 5.1 Officers and Executive Committee

- A. The officers of the Chapter shall be an elected President, an elected Vice-President, and an elected Member-At-Large.
- B. The President will appoint the treasurer and the secretary with approval of the membership.
- C. The President may appoint additional officers and committees as may be necessary to carry out the business of the Chapter.

Section 5.2 Term of Office

- A. Each officer shall serve for a term of two (2) years.
- B. Any officer may be re-elected to succeed himself/herself.
- C. Each officer can hold only one office at a time but may rotate from office to office if elected by the membership.

- D. Each officer shall hold his office until he resigns, is disqualified to serve or until his successor shall be elected or appointed.

Section 5.3 Qualification for Elected Offices

- A. Each officer shall, at the time of elections, and throughout the term of his/her office, must be a representative of a member district.
- B. Each officer must represent a special district deemed to be in good standing.
- C. No member district shall have more than one representative from the district serve as an officer of the Chapter at the same time.

Section 5.4 Nomination and Election of Officers

- A. The President shall select the Nominating Committee at the October meeting.
- B. The Nominating Committee shall present their nominations at the Annual Meeting in January. The Nominating Committee shall also accept nominations from the floor at this time.
- C. At the January Annual Membership Meeting, any member district through its designated representative may nominate a qualified member from the floor for an office to be filled at the election.
- D. If a candidate is nominated from the floor, the individual shall be eligible to take office only after filing with the Chapter Nominating Committee a copy of a motion or resolution adopted by the member district Board of Directors supporting such a nomination.
- E. After closing nominations from the floor, the Nominating Committee will conduct the election. The candidates receiving votes of a majority of a quorum of regular member districts shall be considered elected and may be installed at the Annual Meeting.

Section 5.5 Vacancies of Elected Officers

- A. In the event that any officer at the time of taking office, or during the term of office, is no longer qualified to serve as an officer of the

Chapter, the office shall become vacant and said vacancy shall be filled in a manner provided in Section 5.4.

- B. If a vacancy occurs in the office of President, the Vice President shall assume all presidential duties.
- C. The assumption of the office of President by the Vice President shall constitute a vacancy in the office of the Vice President. The new vacancy shall in turn be filled by a nomination and vote of the membership present at the next regular Chapter meeting.
- D. The Vice President moving into the office of President or elected to complete an unexpired term of Vice President may be re-elected by the membership to a subsequent full term.

Section 5.6 Removal of Officers

An officer of the Chapter may be removed, with or without cause, at any meeting of the general membership by the affirmative vote of a majority of a quorum of the regular member districts.

ARTICLE 6: DUTIES OF CHAPTER OFFICERS

Section 6.1 Duties of the President

- A. The President shall preside at all Chapter and Executive Committee meetings.
- B. The President shall provide a meeting agenda to the Appointed Secretary or their designee for circulation to the membership and shall perform any other duties that may be required of the office.
- C. The President shall have the power to appoint any committees as deemed advisable or authorized by a vote of the Executive Committee or the membership.
- D. The President shall be an ex-officio member of all Chapter committees except the Nominating Committee.

- E. The President or the President's designee shall be the official spokesperson for the Chapter and the official Chapter representative to all California Special Districts Association meetings.

Section 6.2 Duties of the Vice President

- A. The Vice President shall perform all the duties of President in the absence of the President.
- B. It shall be the Vice President's responsibility to assist the President in every way possible to further the goals of the Chapter.
- C. The Vice President may be elevated to the office of President at the end of their term and shall also be an ex-officio member of all Chapter Committees except the Nominating Committee.

Section 6.3 Duties of the Member-At-Large

- A. It shall be the Member-At-Large's responsibility to assist the President and Vice President in every way possible to further the goals of the Chapter.
- B. The Member-At-Large will serve on the Executive Committee.
- C. The Member-At-Large will complete responsibilities as assigned to him/her by the Executive Committee.

Section 6.4 Duties of the Appointed Secretary

- A. An appointed Secretary is the support staff from a member district.
- B. The appointed secretary shall keep or caused to be kept at the principal office of the Chapter a complete record of all membership and Chapter activities.

Section 6.5 Duties of the Appointed Treasurer

- A. An appointed Treasurer shall collect and keep an accurate accounting of all Chapter funds and financial transactions.
- B. The Treasurer shall disburse funds as directed by the Executive Committee. The Treasurer will prepare a financial report for every Chapter meeting.

- C. Two (2) approvals shall be required from any member of the Executive Committee to disburse Chapter funds.
- D. It shall be the responsibility of the Treasurer to obtain and maintain the authorized signatories cards required on the Chapter bank accounts whenever there is a change in Chapter officers.
- E. Prior to leaving office, all financial records and a complete statement of receipts and disbursements shall be submitted to the President.

ARTICLE 7: CHAPTER COMMITTEES

Section 7.1 Executive Committee

- A. The Executive Committee shall consist of the President, Vice President and Member-At-Large.
- B. It is the purpose of the Executive Committee to meet and provide leadership to the Chapter.
- C. The Executive Committee will give reports to the Chapter membership on a regular basis.

ARTICLE 8: AFFILIATIONS

Section 8.1 State Office of California Special Districts Association

- A. The Contra Costa Special Districts Association shall be a separate Chapter in Contra Costa County in support of the purposes and in cooperation with the activities of the State office of the California Special Districts Association.
- B. The Chapter will encourage each of its member districts to become a member of the California Special Districts Association.



POLICY

Dublin San Ramon Services District

Policy No.:	P100-14-5		Type of Policy:	Board Business
Policy Title:	Casting District Ballots			
Policy Description:	Election of officers and other matters in organizations of which the District is a member			
Approval Date:	Aug 19, 2014	Last Review Date:	2014	
Approval Resolution No.:	47-14	Next Review Date:	2018	
Rescinded Resolution No.:	19-06	Rescinded Resolution Date:	May 16, 2006	

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

That the District actively participate in the governance of those organizations in which the District is a member (including but not limited to ACWA, CASA, Alameda County Special District Association, CSDA, East Bay Alliance for Development, etc.), doing so in a manner that protects and furthers the interests of the District and its ratepayers, and further that this is done in a way that provides appropriate opportunity for public debate of matters of substance related to the governance of those organizations while at the same time streamlining the administration of this effort.

Accordingly, when organizations in which the District is a member solicit the District's vote, the matter shall be processed as follows:

For matters that are **Non-Substantial**¹ the General Manager shall make a tentative decision as how to cast the District's vote. The General Manager shall inform the Board of his intentions on the matter. If any Boardmember objects to the General Manager's tentative decision, they shall inform the General Manager of their objection and their reasons for doing so within 72 hours of being informed by the General Manager. If no Boardmember so objects, the General Manager's tentative decision shall be considered the position of the District on the matter. If at least two Boardmembers so object, the matter shall be considered "Substantial" and be processed as described below.

¹ Non-substantial matters are those items dealing with the routine running of the business of an organization. They include, but are not limited to matters such as changes to by-laws (excepting those changes to by-laws involving general eligibility for membership), 10% or less increase in dues, and uncontested elections (i.e. number of candidates equals the number of seats in the election).

Substantial² matters shall be placed on the Consent Calendar of the Board with the General Manager's recommendation. If the timing of the election is such that Board consideration provides insufficient time for action at the next regularly scheduled Board meeting, then the General Manager shall notify the Board of Directors of his tentative decision so as to provide time for a Boardmember to object if they so desire. If any Boardmember objects to the General Manager's tentative decision, that Boardmember shall raise their objection and their reasons for doing so before the end of the ensuing business day of so being informed by the General Manager. If not more than two Boardmembers so object, the General Manager's tentative decision shall be considered the position of the District on the matter. If at least two Boardmembers object, a Special Board meeting shall be scheduled, if possible, for Board consideration.

Highly Relevant³ matters shall be placed on the Board Business portion of the agenda for a determination of the District's position.

Authorization and Direction In all cases (non-substantial, substantial and highly relevant), once a decision is made in accordance with this policy, the General Manager is authorized and directed to cast the District's vote in accordance with that decision unless the by-laws of that organization require a person other than the General Manager to cast the vote, in which case by this policy the person so required by the organization is authorized and directed to do so.

General If the timing of the election in any organization is such that the process outlined herein cannot be followed because regular or special Board meetings cannot be scheduled in a timely manner, the General Manager is authorized and directed to cast the District's vote in a manner which the General Manager believes is in the District's best interest. In those cases, the General Manager shall report his action to the Board of Directors at the next Board meeting.

² Substantial matters include but are not limited to changes to the governance structure of the organization (i.e., changes in the number of governing Board seats or the make-up of the governing Board) or changes in by-laws affecting membership in general, dues increases greater than 10%, contested elections (i.e., the number of candidates exceeds the number of available seats) and any non-substantial matter on which at least two Boardmembers duly raise an objection to the General Manager's tentative decision.

³ Highly Relevant matters include any membership matter that would terminate the District's membership, any contested election for which a member of the District's Board of Directors is a candidate.