



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

NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, January 16, 2018

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

AGENDA

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

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL – Members: Duarte, Halket, Howard, Misheloff, Vonheeder-Leopold
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

5. PUBLIC COMMENT (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. REPORTS

- 6.A. Reports by General Manager and Staff

- Event Calendar
- Correspondence to and from the Board

- 6.B. Joint Powers Authority and Committee Reports

- 6.C. Agenda Management (consider order of items)

7. APPROVAL OF MINUTES

- 7.A. Regular Meeting Minutes of December 5, 2017

Recommended Action: Approve by Motion

8. CONSENT CALENDAR

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.

- 8.A. Accept the Following Regular and Recurring Reports: Warrant List and District Financial Statements
Recommended Action: Accept by Motion
- 8.B. Approve Board Committees and Joint Powers Authority Assignments for Calendar Year 2018
Recommended Action: Approve by Motion
- 8.C. Approve Nomination of District Director Edward R. Duarte for Vice President to the Contra Costa Special Districts Association (CCSDA) and Designation of Voting Representative, and Confirm Voting Criteria to Be Followed for CCSDA Officer Election
Recommended Action: Approve by Resolution and Approve by Motion
- 8.D. Approve Increase to the Local Wastewater Replacement Fund Capital Improvement Program Budget for Fiscal Year Ending 2018
Recommended Action: Approve by Resolution
- 8.E. Approve Agreement for the Allocation of State and Federal Funding by and among the DSRSD-EBMUD Recycled Water Authority; the Dublin San Ramon Services District; the East Bay Municipal Utility District; and the City of Pleasanton
Recommended Action: Approve by Resolution

9. BOARD BUSINESS

- 9.A. Receive Presentation on the Other Post-Employment Benefit (OPEB) Biennial Valuation for Investment and Funding Options, and Provide Direction for Investment Strategies
Recommended Action: Receive Presentation and Provide Direction
- 9.B. Authorize Execution of Amendment No. 2 to the Individual Agreement for Personal Services between Daniel B. McIntyre and the Dublin San Ramon Services District
Recommended Action: Approve by Resolution
- 9.C. Adopt Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5, Requirement for a Public Available Pay Schedule and Rescind Resolution No. 66-17
Recommended Action: Adopt by Resolution
- 9.D. Approve Health Insurance Contribution for the General Manager
Recommended Action: Approve by Resolution
- 9.E. Receive Annual Briefing Related to District Governance (Brown Act, Public Records Act, and Conflict of Interest)
Recommended Action: Receive Presentation and Discuss

10. BOARD MEMBER ITEMS

- Submittal of Written Reports from Travel and Training Attended by Directors
- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

11. CLOSED SESSION

11.A. Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6

Agency Designated Representatives: Richard Halket, Board Director

Carl P. A. Nelson, General Counsel

Unrepresented Employee: General Manager

Additional Attendee: Michelle Gallardo, Human Resources and Risk Supervisor

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**

Item 7.A.

December 5, 2017

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

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

District staff present: Dan McIntyre, General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Judy Zavadil, Engineering Services Manager; Jeff Carson, Operations Manager; Carl P.A. Nelson, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary. General Counsel Nelson entered the meeting at 6:11 p.m.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES - None

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:01 p.m. No public comment was received.

6. REPORTS

A. Reports by General Manager and Staff

- Event Calendar – General Manager McIntyre reported on the following:
 - The December 19 Board meeting will likely be cancelled due to a lack of items.
 - Today is Operations Manager Jeff Carson's one year anniversary at the District.

Operations Manager Carson reported that a contractor drilled into a water main near Dougherty Road without first requesting underground service alert markings. Prior markings had washed away from rains. Staff quickly repaired the damage, causing little impact to traffic. The District will seek compensation for the repair effort.

- Correspondence to and from the Board on an Item not on the Agenda

Date	Format	From	To	Subject	Response
11/29/17	Card	EBMUD Director Frank Mellon	Board of Directors	Holiday Greetings	N/A

B. Joint Powers Authority and Committee Reports - None

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

7. APPROVAL OF MINUTES – Regular Meeting of November 21, 2017

Director Misheloff MOVED for the approval of the November 21, 2017 minutes. Vice President Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

8. CONSENT CALENDAR

President Halket requested that Item 8.A be removed for discussion. Vice President Vonheeder-Leopold requested that Item 8.B be removed for discussion. The Board agreed to remove Items 8.A. and 8.B. for discussion. The Board took Consent Calendar Item 8.C and passed this Item first.

Director Howard MOVED for approval of Item 8.C on the Consent Calendar. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

A. REMOVED - Approve Increase to the Construction Change Order Contingency for the DERWA Recycled Water Treatment Facilities – Phase 2 Project (CIP 16-R014) – Approved – Resolution No. 63-17

President Halket inquired if a CIP budget adjustment would be forthcoming to reallocate funding to increase this project's budget. Engineering Services Manager Zavadil confirmed that was correct. The Board and staff also discussed strategies to best leverage DSRSD's base contract for projects such as this.

Vice President Vonheeder-Leopold MOVED to adopt Resolution No. 63-17 to Approve an Increase to the Construction Change Order Contingency for the DERWA Recycled Water Treatment Facilities – Phase 2 Project (CIP 16-R014). Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

B. REMOVED - Approve Planning Services Agreement with Shea Properties Management Company Inc. for the AT Dublin Project – Approved – Resolution No. 64-17

Vice President Vonheeder-Leopold inquired about this agreement being presented to the Board ahead of City of Dublin's approval of the project. Ms. Zavadil explained the City has asked the District to move forward with the services agreement in order to meet the 90-day turn-around time that will ensue upon project approval. She also explained the project name is "AT Dublin," AT is not an acronym.

Director Misheloff MOVED to adopt Resolution No. 64-17 to Approve a Planning Services Agreement with Shea Properties Management Company Inc. for the AT Dublin Project. Vice President Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

C. Approve Director Attendance and Reimbursements for 2018 Meetings, Conferences, and Travel Expenses – Approved

9. BOARD BUSINESS

A. Approve Refinancing of the 2011 Water Revenue Refunding Bonds and Authorize Issuance of the 2017 Water Revenue Refunding Bonds

Administrative Services Manager Atwood reviewed the item for the Board, explaining the recommendation to refinance 2011 bonds and issue 2017 bonds as a transaction

similar to refinancing a home mortgage. She introduced Mr. Robert Porr from Fieldman Rolapp & Associates, municipal financial advisor, Ms. Anna Van Degna from Stifel, Nicolaus & Company, Inc., underwriter, and Mr. Chris Lynch from Jones Hall, bond counsel. They collectively gave a presentation to further describe the proposed transaction and answered questions from the Board regarding aspects such as current market conditions and rates, expected savings (\$6 million plus due to the District's improved credit rating to AA+), escrow, sale, and issuance information, timelines, and processing, potential congressional impacts, and the related agreements and documents to execute upon approval. The Board thanked them for their presentation.

Vice President Vonheeder-Leopold MOVED to adopt Resolution No. 65-17, Approving the Refinancing of the District's 2011 Water Revenue Refunding Bonds, Authorizing Delivery and Sale of 2017 Water Revenue Refunding Bonds, Approving an Indenture of Trust, Official Statement and Other Related Documents, and Authorizing Other Related Actions. Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

B. Receive Report on the Dougherty Valley Assessment District Financial Position

Administrative Services Manager Atwood reviewed the item for the Board. She explained staff's concern regarding escalating assessment costs, and that a new approach to ensure future cost coverage be considered by the Board.

The Board and staff discussed the history and current status of the pass-through assessment DSRSD levies via property taxes on behalf of the Department of Water Resources (DWR) and Zone 7 Water Agency (Zone 7) to the Dougherty Valley (DV) customers in San Ramon. The cost has increased by 84% in the last five years, despite a credit from the State, and is expected to continue to escalate necessitating an increase in the assessment charged by DSRSD. This year, DSRSD assessed DV residents \$1.7 million but was charged \$2.2 million by Zone 7. They discussed possible vehicles to increase the assessment payable by DV residents such as the Proposition 218 process to increase the property tax charge, or to roll increases into the 2018 rate study as a surcharge. The increased cost was caused by two factors: DWR changed its accounting practice some years ago, causing escalation in annual charges billed to Zone 7 for transportation (\$300,000 increased to 2.2 million), and the inability to charge DV customers based on rising property values as is done for Alameda County customers. Historically, District staff forecasted for liberal increases, but the enormous escalations that took place were unforeseeable. Other factors such as the California WaterFix and Oroville spillway repairs could impact future DWR charges as well. Staff will present possible courses of action for the Board to consider at a future meeting, as well as provide the detailed DV Standby Assessment fund worksheet for reference. The Board

requested to look at different funding options over time, and thanked staff for the report. No action was taken by the Board.

C. Receive Report on the Water Rate Increases Effective January 2018

Administrative Services Manager Atwood reviewed the item for the Board. She explained this is the last year the District can implement automatic rates increases per the 2013 Water Rate study. A new water rate study will be done in 2018.

The Board and staff discussed facets of the upcoming rate study including possible impacts to the tiered rate structure as a result of the court decision against San Juan Capistrano that its tiered water rate structure violates state law. The Board also recalled that during the drought, the concept of implementing consistent tier one rates was suggested in an attempt to prevent penalizing ratepayers staying within tier one during a drought. The Board thanked staff for the report. No action was taken by the Board.

D. 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. 58-17

President Halket made the following verbal report: The Legislature has added a provision to the Brown Act that requires that prior to taking final action on a salary schedule that includes a local agency executive, which as defined includes the District's three Senior Managers, "[t]he legislative body shall orally report a summary of [the] recommendation for ... final action on ... salary schedules... of a local agency executive." The salary schedule that is before the Board in Item 9.D. includes the increases in the respective salaries of, and changes in the benefits for, the three Senior Managers as contained in their respective Personal Services Agreements, which the Board approved, following an oral report, on November 7, 2017.

Vice President Vonheeder-Leopold MOVED to adopt Resolution No. 66-17, Adopting a Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5, and Rescinding Resolution No. 58-17. Director Howard SECONDED the MOTION, which CARRIED with FIVE AYES.

E. Selection of President and Vice President of the Board of Directors for 2018

President Halket opened the floor for nominations for the 2018 Board of Directors President and Vice President.

Director Howard MOVED to NOMINATE and ELECT Vice President Vonheeder-Leopold as the 2018 Board President. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

Director Halket MOVED to NOMINATE and ELECT Director Misheloff as the 2018 Board Vice President. Director Howard SECONDED the MOTION, which CARRIED with FIVE AYES.

Director Halket passed the gavel to President Vonheeder-Leopold who then presided over the remainder of the meeting.

President Vonheeder-Leopold commented that as President she will propose to keep the current Committee/JPA structure and assignments in place for 2018, as they have been working well, but invited Boardmembers to contact her if they wished to change assignments so she can prepare accordingly.

She then thanked outgoing President Halket, on behalf of the Board and staff, for his service and presented him with an engraved plaque of appreciation for his fortitude and unwavering service as the District's 2017 Board President.

10. BOARDMEMBER ITEMS - None

11. CLOSED SESSION

At 7:02 p.m. the Board went into Closed Session.

- A. Conference with Legal Counsel – Anticipated Litigation
Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Government Code Section 54956.9: One Potential Case

- B. Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6
Agency Designated Representatives: Richard Halket, Board President
Carl P.A. Nelson, General Counsel
Unrepresented Employee: General Manager
Additional Attendee: Michelle Gallardo, Human Resources and Risk Supervisor

12. REPORT FROM CLOSED SESSION

At 7:37 p.m. the Board came out of Closed Session. President Vonheeder-Leopold announced that there was no reportable action.

13. ADJOURNMENT

President Vonheeder-Leopold adjourned the meeting at 7:38 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor



TITLE: Accept the Following Regular and Recurring Reports: Warrant List and District Financial Statements

RECOMMENDATION:

Staff recommends the Board of Directors accept, by Motion, the attached regular and recurring reports.

SUMMARY:

To maximize openness and transparency, 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.

Reports presented this month for acceptance are noted below and are submitted as attachments to Attachment 1:

Ref item A: Warrant List

Ref item B: District Financial Statements

Originating Department: Administrative Services	Contact: K. Vaden	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Summary of Regular and Recurring Reports	

SUMMARY OF REGULAR AND RECURRING REPORTS

Ref.	Description	Frequency	Authority	Last Acceptance	Acceptance at this Meeting?	Next Acceptance
A	Warrant List	Monthly	Board Direction	Nov 2017	Yes	Feb 2018
B	District Financial Statements ¹	Quarterly	Board Direction	Nov 2017	Yes	Apr 2018
C	Low Income Assistance Program Report	Annually – Fiscal Year	Resolution 41-10	July 2017		July 2018
D	Strategic Work Plan Accomplishments Report	Annually – Fiscal Year	Resolution 24-17	July 2017		July 2018
E	Outstanding Receivables Report	Annually – Fiscal Year	District Code 1.50.050	July 2017		July 2018
F	Employee and Director Reimbursements greater than \$100 ²	Annually – Fiscal Year	CA Government Code 53065.5	July 2017		July 2018
G	Utility Billing Adjustments ³	Annually – Fiscal Year	Utility Billing Adjustment Policy	August 2017		August 2018
H	Annual Rate Stabilization Fund Transfer Calculation	Annually – After Audit	Financial Reserves Policy	Nov 2018		Dec 2019
I	“No Net Change” Operating Budget Adjustments	As they occur but not more frequently than monthly	Board Direction Budget Accountability Policy (See table below)	Nov 2017		Before end of month after occurrence
J	Capital Outlay Budget Adjustments			May 2016		
K	Capital Project Budget Adjustments			Oct 2014		
L	Unexpected Asset Replacements			Mar 2017		

For the fiscal year ending 2018, the totals for these reports are as follows:

Category	YTD	This Meeting	Total
Capital Outlay Budget Adjustments	\$0	\$0	\$0
Capital Project Budget Adjustments	\$0	\$0	\$0
Unexpected Asset Replacements	\$0	\$0	\$0

¹ Financial statement reporting changed from monthly to quarterly reporting.

² Reimbursements also reported monthly in the Warrant List (Item B). Presented to Board as separate agenda item.

³ Per the policy a report will be presented to the Board if total credits in preceding fiscal year exceeded \$25,000

apCkHistDesc

Printed on: 01/03/2018 10:00AM

Check History Description Listing

Dublin San Ramon Services District

Page: 1

From: 11/14/2017 To: 12/31/2017

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
11/14/2017	32094691	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	130,117.37	130,117.37
11/14/2017	576964160	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	27,915.66	27,915.66
11/16/2017	94849	00710 AAI TERMITE & PEST CONTROL	OCT 2017: DO MONTHLY PEST CONTROL 10/24/17: DO PEST CONTROL RODENT SERVICE	147.00 68.00	215.00
11/16/2017	94850	00031 ALLIED FLUID PRODUCTS CORP	MECHANICAL SEALS FOR EALS PUMPS1 & 3 CUP SEAT FOR EALS PUMP #1	1,668.34 238.17	1,906.51
11/16/2017	94851	01013 BARRETT BUSINESS SERVICES	D. TOSTADO: W/E 10/22/17 C. HENDRIX: W/E 10/22/17 A. HARTRICK: W/E 10/29/17 D. TOSTADO: W/E 10/29/17 C. HENDRIX: W/E 10/29/17 D. TOSTADO: W/E 10/15/17 A. HARTRICK: W/E 10/22/17 N. POON: WE 10/22/17 N. POON: WE 10/29/17 J. HAYES: WE 10/29/17	1,024.00 1,024.00 1,024.00 1,024.00 1,024.00 1,024.00 819.20 413.44 413.44 281.91	8,071.99
11/16/2017	94852	07915 JEFF CARSON	CARSON REIMB MILEAGE FOR OCTOBER 2017	84.03	84.03
11/16/2017	94853	00228 STEVE DELIGHT	DELIGHT REIMB EXP AT CA BIO SYMPOSIUM 20	28.99	28.99
11/16/2017	94854	04691 INC. EQUIFAX INFORMATION SVI	EQUIFAX	539.78	539.78
11/16/2017	94855	00937 GRAINGER, INC.	PPE: FULL FACE RESPIRATORS - FOD STAFF PPE: FALL PROTECTION HARNESS & LANYARD	1,636.89 497.17	2,134.06
11/16/2017	94856	00937 GRAINGER, INC.	SUPPLIES FOR FACILITIES: BAND SAW BLADES	135.94	135.94
11/16/2017	94857	01273 SIMONE GRASHUIS	GRASHIUS REIMB EXP AT OSHA ERGONOMICS CO	14.31	14.31
11/16/2017	94858	04424 GRAYBAR ELECTRIC COMPANY	16-P023: LED LIGHTS FOR STREET LIGHTINGS	689.14	

Check History Description Listing

Dublin San Ramon Services District

From: 11/14/2017 To: 12/31/2017

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			(3QTY) FUSE FOR FLUE MEGGER METERS	57.46	
			(10QTY) MINI BLADE FUSE FOR SHOP SUPPLIE	6.59	753.19
11/16/2017	94859	00386 HDR ENGINEERING INC.	REGIONAL RATE STUDY 07/02/17 - 08/05/17	868.78	868.78
11/16/2017	94860	03543 LINO LANTIN	LANTIN RIEMB EXP AT 2017 NORTHERN SAFETY	5.00	5.00
11/16/2017	94861	03643 GEMMA LATHI	LATHI REIMB EXP AT OPERATORS QUARTERLY M	193.48	193.48
11/16/2017	94862	03818 ROGER LI	LI REIMB EXP FOR LAB WALLS - PHOTOS	294.91	294.91
11/16/2017	94863	01171 MCGUIRE & HESTER	FOD EMERGENCY WATER SERVICE REPAIRS SEPT	246,398.75	246,398.75
11/16/2017	94864	07745 ROBYN MUTOBE	MUTOBE REIMB EXP FOR DISTRICT VEHICLE	48.98	48.98
11/16/2017	94865	00608 OFFICE TEAM	S MONTAGUE: W/E 11/10/17	926.40	926.40
11/16/2017	94866	01293 PK SAFETY SUPPLY	GAS DETECTION MONITOR EQUIPMENT	10,969.62	10,969.62
11/16/2017	94867	01403 PRAXAIR DISTRIBUTION INC 186	LIQUID ARGON	479.12	
			CYLINDER RENTAL	74.09	553.21
11/16/2017	94868	00843 THE COVELLO GROUP INC	16-S021 PROFESSIONAL SERVICES 10/1/17 -	83,581.46	
			16-S019 PROFESSIONAL SERVICES 10/1/17-10	257.00	83,838.46
11/16/2017	94869	07392 SINZEE TRAN	TRAN REIMB EXP AT 2017 NORTHERN SAFETY D	20.65	20.65
11/16/2017	94870	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE FOR WWTP OPERATIONS	2,417.95	
			SODIUM HYPOCHLORITE FOR WWTP OPERATIONS	2,366.50	
			SODIUM HYPOCHLORITE FOR RES 1A MINI BUL	385.18	5,169.63
11/16/2017	94871	04694 VULCAN MATERIALS CO	RECYCLED BASE ROCK FOR FOD REPAIRS 10/27	554.04	554.04
11/16/2017	94872	01719 A & M PRINTING, INC.	PRINTING: BILL INSERT - AQUAHAWK - FOG	1,454.61	1,454.61
11/16/2017	94873	00007 AA FIRE SYSTEMS, INC.	WWTP BLDG S & BLDG T WET SPRINKLER TESTI	650.00	
			DISTRICT OFFICE WET SPRINKLER TESTING	625.00	
			COMMERCE CIRCLE WET SPRINKLER TESTING	625.00	
			BLDG A WET SPRINKLER TESTING & INSPECTIO	525.00	

Check History Description Listing

Dublin San Ramon Services District

From: 11/14/2017 To: 12/31/2017

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			DERWA FACILITY WET SPRINKLER TESTING	425.00	2,850.00
11/16/2017	94874	07554 AIRGAS USA, LLC	NOV 2017: CYLINDER RENTAL - ACETYLENE, A	64.21	
			WELDING SUPPLIES FOR SHOP: (10QTY) TIP C	17.81	82.02
11/16/2017	94875	02120 ALAMEDA COUNTY CLERK	15-W017 NOTICE OF EXEMPTION	50.00	50.00
11/16/2017	94876	01076 ALSO INC	TOWEL SERVICE: OCT '17	537.73	
			TOWEL SERVICE: OCT '17	528.59	1,066.32
11/16/2017	94877	01076 ALSO INC	TOWEL SERVICE DO OCT '17	87.98	87.98
11/16/2017	94878	02158 AMADOR VALLEY INDUSTRIES	DO GARBAGE SVC FOR OCTOBER 2017	363.06	363.06
11/16/2017	94879	06552 BILLING SOLUTIONS INC. AMERI	AQUAHAWK 12/1/17- 1/1/18	2,083.00	2,083.00
11/16/2017	94880	06349 ARCSINE ENGINEERING	16-A005 FOD ELECTRICAL/HVAC 9/1/17 -9/30	8,760.78	8,760.78
11/16/2017	94881	00058 ARROWHEAD MOUNTAIN SPRIN	OPS BOTTLED WATER OCT '17	119.53	119.53
11/16/2017	94882	00058 ARROWHEAD MOUNTAIN SPRIN	LAWWMA BOTTLED WATER NOV '18	8.73	8.73
11/16/2017	94883	01568 ASBURY ENVIRONMENTAL SVCS	10/19/17: USED OIL PICK-UP	120.00	120.00
11/16/2017	94884	06211 ASSOCIATED SERVICES CO.	OPS DEPT HOT BEVERAGE SERVICE: REQUESTED	192.95	
			OPS DEPT HOT BEVERAGE SERVICE: NOV '17	77.95	270.90
11/16/2017	94885	03813 AT&T CONFERENCING	TELE CONFERNCE SERVICE 10/1/17 -10/25/17	34.79	34.79
11/16/2017	94886	04536 BICKMORE	OPEB ACTUARIAL ANALYSIS	3,385.00	3,385.00
11/16/2017	94887	00089 BLUE SKY ENVIRONMENTAL, INC	COMPLIANCE EMISSIONS TESTING - COGEN S-1	2,650.00	2,650.00
11/16/2017	94888	02026 C.H.BULL CO.	REPLT HEAT EXCHANGER FOR CO-GEN (1101LHE	17,605.24	17,605.24
11/16/2017	94889	07896 CAL ATLANTIC HOMES	RTND MTR# 62216619	847.56	847.56
11/16/2017	94890	07138 CALIFORNIA WATER TECHNOLO	FERROUS CHLORIDE AT \$578 PER DRY TON	4,123.80	4,123.80
11/16/2017	94891	00105 CAL-STEAM	DERWA: FITTINGS & PIPE FOR HYPO SUMP PUM	62.10	
			DERWA: CPVC FITTING FOR HYPO SUMP PUMP	13.34	75.44

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Date	Check #	Vendor	Description	Amount Paid	Check Total
11/16/2017	94892	01167 CITY OF DUBLIN	REPAIR WATER LINE SERVICE LEAK @ 11462 M ENCROACHMENT PERMIT 7888 IRONWOOD DR - 1	568.00 284.00	852.00
11/16/2017	94893	04820 COASTAL IGNITION & CONTROL	(32QTY) SPARK PLUG FOR CO-GEN ENGINES	700.71	700.71
11/16/2017	94894	03995 CORELOGIC SOLUTIONS, LLC	METROSCAN ANNUAL DEPOSIT SEPT 2017 - AU	3,894.96	3,894.96
11/16/2017	94895	01633 CPS HUMAN RESOURCE SVCS	ANALYST I/II RECRUITMENT TEST MATERIALS CREDIT MEMO - ENTRY ANALYST TEST MATERIALS	1,116.50 -105.00	1,011.50
11/16/2017	94896	00237 DERWA	DERWA - DSRSD SHARE AOCT 2017	580,834.95	580,834.95
11/16/2017	94897	00277 EBMUD	LAWWMA LEWELLING WTR & SWR NOV '17	159.29	159.29
11/16/2017	94898	00280 ECOWATER SYSTEMS	OPS SOFTENER EXCHANGE TANK SERVICE: NOV RO TANKS (QTY 2): NOV '17	211.20 19.00	230.20
11/16/2017	94899	02656 FASTENAL COMPANY	PPE: BLDG A VENDING MACHINE RESTOCK PPE: COMMERCE CIRCLE VENDING MACHINE RE PPE: COMMERCE CIRCLE VENDING MACHINE RE PPE: BLDG A VENDING MACHINE RESTOCK PPE: COMMERCE CIRCLE VENDING MACHINE RE PPE: BLDG S VENDING MACHINE RESTOCK PPE: BLDG A VENDING MACHINE RESTOCK PPE: COMMERCE CIRCLE VENDING MACHINE RE PPE: BLDG S VENDING MACHINE RESTOCK	493.14 493.14 246.53 229.43 164.81 152.20 121.10 109.14 29.73 24.95 21.26 5.99	2,091.42
11/16/2017	94900	07137 GOODYEAR COMMERCIAL TIRE	SERVICE CALL: TIRES & WHEEL REPLACEMENT (2QTY) 11R22.5 G182 TIRES FOR UNIT #109 ROAD SERVICE FOR UNIT #110	1,422.86 936.47 112.86	2,472.19
11/16/2017	94901	03529 GRAHAM CONTRACTORS INC	REFUND FOR METER #65492095	311.32	311.32

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11/16/2017	94902	00368 HACH COMPANY	CHEMKEY FOR FOD	122.71	122.71
11/16/2017	94903	00368 HACH COMPANY	LAB SUPPLIES AND CHEMICALS	66.39	66.39
11/16/2017	94904	03142 HI-LINE	AUTO PARTS FOR FLEET STOCK	318.36	318.36
11/16/2017	94905	07207 HILL BROTHERS CHEMICAL CO	100 UNITS AQUA AMMONIA 19% - 10-26-17 82	445.07	445.07
11/16/2017	94906	06732 HIRERIGHT, INC.	EMPLOYMENT BACKGROUND SCREENING SERVICES	8.66	8.66
11/16/2017	94907	07017 HYDROSCIENCE ENGINEERS, IN	T.O. NO. 1 CLEAN WATER PROGRAM ADMIN SER	22,711.45	22,711.45
11/16/2017	94908	07523 ID ARCHITECTURE	16-A005 TO NO. 1 ARCHITECTURAL DESIGN SE	243.08	243.08
11/16/2017	94909	00417 IDEXX DISTRIBUTION, INC	LAB CHEMICALS AND SUPPLIES	722.12	722.12
11/16/2017	94910	07086 INDUSTRIAL SERVICE	CO-GEN CATALYST CLEANING: S/N 310894 & 3	740.00	740.00
11/16/2017	94911	00578 INNOVYZE, INC.	FLOATING LICENSES FOR INFOMASTER/INFOWAT	11,050.00	11,050.00
11/16/2017	94912	01225 KAESER COMPRESSORS, INC	AUTO DRAIN REBUILD KITS FOR DERWA, LAVWM	870.57	870.57
11/16/2017	94913	00468 KAMAN INDUSTRIAL TECHNOLO	(2QTY) FLANGE BEARING FOR FRONT GATE	46.04	46.04
11/16/2017	94914	06166 KBA	COPIER FOD/ENGR/MAINT 10/1/17 - 10/31/20	295.88	295.88
11/16/2017	94915	02353 KELLY-MOORE PAINT CO., INC.	PAINT FOR HR OFFICE	12.85	12.85
11/16/2017	94916	07193 LAI & ASSOCIATES	FIELD DENSITY TESTING 10-14-17 BOLLINGER	1,011.30	
			FIELD DENSITY TESTING 10/28/17 7888 IRON	656.70	
			FIELD DENSITY TESTING 6 H ST @ CAMP PARK	650.50	
			FIELD DENSITY TESTING 10/7/17 7486 BRIGH	587.14	2,905.64
11/16/2017	94917	05406 MAAS BROTHERS POWDER CO/	EQUIPMENT POWDER COATING	650.00	650.00
11/16/2017	94918	07614 MAHLER CONSULTING SERVICE	INSPECTION SUPPORT OCTOBER 16 - 31	26,040.00	
			PROFESSIONAL SERVICES OCT 1- 15	16,425.00	42,465.00
11/16/2017	94919	07264 MANPOWERGROUP US INC.	M. SCULL: WE 10/22/17	737.86	
			M. SCULL: WE 10/29/17	714.51	

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			M. ZAKLAN: WE 10/29/17	415.72	
			M. ZAKLAN: WE 10/22/17	404.78	2,272.87
11/16/2017	94920	02166 MAZE & ASSOCIATES	ITS MASTER PLAN REVIEW SEPTEMBER/OCTOBE	1,600.00	1,600.00
11/16/2017	94921	00536 MC MASTER-CARR SUPPLY CO.	SS FITTINGS FOR PUMP STATIONS COOLING WA	307.98	307.98
11/16/2017	94922	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 10/22/17	1,574.50	
			A. MCCAFFERY: WE 10/29/17	1,340.00	2,914.50
11/16/2017	94923	07812 MOHAWK GROUP	16-P031 LAB CARPET	91,967.51	91,967.51
11/16/2017	94924	04231 MSC INDUSTRIAL SUPPLY CO	PPE: RESPIRATORS & SAFETY GLOVES	1,028.48	
			REPLT BROKEN/MISSING TOOLS	979.42	
			SHOP SUPPLIES; SOCKET SET, 120V LED LAMP	98.26	2,106.16
11/16/2017	94925	04796 NAPA AUTO PARTS	FILTERS FOR FLEET STOCK	274.98	
			SUPPORT FOR UNIT #109	56.72	
			CABIN AIR FILTERS & AIR FILTERS FOR UNIT	48.29	
			PARTS FOR UNIT #607T	25.68	
			CAB AIR FILTER FOR UNIT #109	12.67	
			GROMMETS FOR UNIT #112	1.73	420.07
11/16/2017	94926	02109 ONE HOUR DELIVERY SERVICE,	17-A007 PAYMENT TO ALAMEDA COUNTY CLERK'	116.77	116.77
11/16/2017	94927	05364 ON-SITE HEALTH & SAFETY	RESPIRATOR FIT-TESTING	210.00	210.00
11/16/2017	94928	00620 P G & E	WWTP ELECTRICITY - OCT 2017	41,569.16	
			MISC PUMP STNS; DUB LIFT STN; COMM CIR E	28,062.51	
			PUMP STATION R200B ELEC - 10/5 - 11/2	4,433.00	
			FSLAERATORS; LAB HVAC; FLEET - 10/17	1,995.15	
			LAWWMA PIPELINE & LIVERMORE LINE NOV '17	452.18	76,512.00
11/16/2017	94929	07334 PATTERSON ENTERPRISES	FIRST AID & CPR TRAINING	595.00	595.00
11/16/2017	94930	00663 PLEASANTON GARBAGE SVC IN	TRANSPORT OF SOLIDS/GRIT SCREENINGS: OCT	5,036.63	

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			GARBAGE SERVICE FOD OCTOBER	480.43	5,517.06
11/16/2017	94931	01195 POWERSTRIDE BATTERY CO., IN	(12QTY) NOCO E404 BATTERY FOR SHOP	62.67	62.67
11/16/2017	94932	07727 PURE HEALTH SOLUTIONS, INC.	WWTP: OPS WATER FILTRATION SERVICE OCT '	131.10	131.10
11/16/2017	94933	00680 QUENVOLD'S SAFETY SHOEMO	I SAFETY SHOES - MARK JOHNSON	120.18	120.18
11/16/2017	94934	04105 R&B COMPANY	PARTS FOR REPAIRS FOD	2,441.84	
			SUPPLIES FOR REPAIRS FOD	1,351.27	
			FREIGHT CHARGES NOT BILLED ON ORIGINAL I	140.05	3,933.16
11/16/2017	94935	02316 RECORDS CONTROL SERVICES	RCS - RECORDS INVENTORY SWITCH ROOM - LI	4,329.20	4,329.20
11/16/2017	94936	07707 RICE LAKE WEIGHING SYSTEMS	CALIBRATION SERVICES	250.00	
			CREDIT - THERMOMETER RETURNED	-100.88	149.12
11/16/2017	94937	06345 RON DUPRATT FORD	SEAL & FILTER ASSY FOR UNIT #20	31.12	31.12
11/16/2017	94938	05363 RSD	MATLS/PARTS FOR DO SERVER ROOM HVAC SPLI	1,876.82	1,876.82
11/16/2017	94939	05841 SABAH INTERNATIONAL, INC.	WWTP BLDG A FACILITY FIRE ALARM SYSTEM A	1,260.00	
			DERWA FACILITY FIRE ALARM SYSTEM ANNUAL	315.00	1,575.00
11/16/2017	94940	04698 SAMPLE TRAPS, LLC	32 OZ. POLY BOTTLE	117.99	117.99
11/16/2017	94941	00751 SCBA SAFETY CHECK, INC.	RESPIRATOR FIT-TESTING FOR 13 EE	325.00	325.00
11/16/2017	94942	02698 SHAMROCK OFFICE SOLUTIONS	OVERAGE USAGE COLOR COPIES 10/6/17 -11/5	358.12	358.12
11/16/2017	94943	02350 SIMPLEX GRINNELL	CC FIRE ALARM CONTROL PANEL MONITORING -	37.08	37.08
11/16/2017	94944	00804 STATE WATER RESOURCES CO	RENEW APPLICATION: J. CARSON GRADE V WWT	340.00	340.00
11/16/2017	94945	07981 SUBSITE LLC	REPAIR PROBE CAMERA S&H	667.38	
			REPAIR MIGHTY MINI TRACTOR & S&H	471.98	1,139.36
11/16/2017	94946	00829 T & T VALVE & INSTRUMENTS IN	DERWA: REPLT CHECK VALVE FOR PS R300B PU	420.70	420.70
11/16/2017	94947	05433 TAYLOR MORRISON	MTR RTN #65495595	529.32	529.32

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11/16/2017	94948	06208 TEMPRESCO, INC.	REPLT ASCO SOLENOID VALVES FOR PS30	1,602.62	
			REPLT ASCO SOLENOID VALVES FOR PS30 (PAR	154.04	1,756.66
11/16/2017	94949	00861 THYSSEN KRUPP ELEVATOR CO	COMMERCE CIRCLE ELEVATOR SERVICE	1,009.88	1,009.88
11/16/2017	94950	06650 TOKAY SOFTWARE	TOKAY SOFTWARE SUPPORT	1,250.00	1,250.00
11/16/2017	94951	00696 TRAVERSO'S WORK SHOE HQ	TRAVERO'S WORK SHOES - SIMMONS	200.00	
			J. HENDRYX SAFETY SHOES	157.31	357.31
11/16/2017	94952	01470 TRI-VALLEY HOSE	HYDRAULIC PARTS FOR UNIT #514E GENI LIFT	74.51	74.51
11/16/2017	94953	01806 U.S. BANK	COPIER LEASE MAINT/ENGIN/FOD - NOV 2017	547.34	547.34
11/16/2017	94954	07140 USA FLEET SOLUTIONS	NOV 2017: FLEET GPS TRACKING SYSTEM	1,733.75	1,733.75
11/16/2017	94955	07290 V. W. HOUSEN & ASSOCIATES, IN	15-W017 DESIGN SERVICES 9/1/17 - 10/31/1	13,678.07	13,678.07
11/16/2017	94956	06004 VANGUARD CLEANING SYSTEM	NOV 2017: WWTP - JANITORIAL SERVICES	3,045.00	
			NOV 2017: DO - JANITORIAL SERVICES	2,675.00	
			NOV 2017: FOD - JANITORIAL SERVICES	1,895.00	7,615.00
11/16/2017	94957	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT: OCT '17	525.58	525.58
11/16/2017	94958	00924 VERIZON WIRELESS	CELL PHN SVC AND EQUIPMENT CHARGES 10/4/	3,733.42	3,733.42
11/16/2017	94959	04112 CONSULTING VINNEDGE ENVIR	16-R014 TASK ORDER NO. 5- 8/1/17 - 8/31/	625.00	625.00
11/16/2017	94960	00933 VWR INTERNATIONAL, INC.	LAB CHEMICALS AND SUPPLIES	1,025.03	
			LAB CHEMICALS AND SUPPLIES	83.03	
			NITRIC ACID	58.44	
			LAB CHEMICALS AND SUPPLIES	26.18	1,192.68
11/16/2017	94961	04061 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	766.67	
			JANITORIAL SUPPLIES: SIDE PRESS WRINGER	87.36	854.03
11/16/2017	94962	00957 WEST YOST & ASSOCIATES	PROFESSIONAL SERVICES 9/9/17 - 10/6/17	19,432.50	
			16-R018 PROFESSIONAL SERVICES 9/9/17 - 10	18,020.50	

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			LAWWMA: WBA ENGINEERING SERVICES THRU OC PROFESSIONAL SERVICES 9/9/17 - 10-6-2017	2,857.50 2,798.42	43,108.92
11/16/2017	94963	00957 WEST YOST & ASSOCIATES	17-P004 PROFESSIONAL SERVICES 9/9/17 - 1	19,198.26	19,198.26
11/16/2017	94964	00987 ZONE 7 WATER AGENCY	OCTOBER 2017 CONNECTION FEES	3,208,344.30	3,208,344.30
11/21/2017	11212017	03718 HR SIMPLIFIED	IRS 125 2017 DCA/POS	492.42	492.42
11/27/2017	8091	05511 CALIFORNIA STATE	CHILD SUPPORT GARNISHMENT: PAYMENT	690.46	690.46
11/27/2017	607112717	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	46,937.47	46,937.47
11/27/2017	1000968244	00494 PERS	RETIREMENT: PAYMENT	93,714.01	93,714.01
11/28/2017	41919893	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	126,569.44	126,569.44
11/28/2017	152288832	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	30,408.00	30,408.00
11/29/2017	5104594	00591 NEOPOST USA INC.	POSTAGE ADVANCE 11/29/17	1,000.00	1,000.00
11/29/2017	11292017	03718 HR SIMPLIFIED	IRS 125 2017 POS	181.90	181.90
11/30/2017	94965	03460 ACCO ENGINEERED SYSTEMS II	HVAC EVAPORATOR COIL REPLACEMENT FOR DO DO HVAC REPAIR - SC #1828969 09/06&20/17	3,136.00 656.50	3,792.50
11/30/2017	94966	04074 MAURICE ATENDIDO	ATENDIDO COMPUTER LOAN	1,479.86	1,479.86
11/30/2017	94967	07832 CAROL ATWOOD	ATWOOD REIMB EXP FOR CELL PHONE PURCHASE	342.51	342.51
11/30/2017	94968	01013 BARRETT BUSINESS SERVICES	A. HARTRICK: W/E 11/5/17 C. HENDRIX: W/E 11/5/17 D. TOSTADO: W/E 11/5/17 N. POON: WE 11/05/17 J. HAYES: WE 11/5/17	819.20 819.20 819.20 424.32 352.38	3,234.30
11/30/2017	94969	00085 RHODORA BIAGTAN	BIAGTAN REIMB MILEAGE EXP FOR NOV. 2017	46.97	46.97
11/30/2017	94970	00103 C. OVERAA & CO.	16-R014 PP9 OCT 1 - OCT 31	1,045,565.29	1,045,565.29
11/30/2017	94971	03614 CAROLLO ENGINEERS INC.	16-A002 TO NO. 0C-10 10/1/17 - 10/31/17	55,615.68	

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			16-R014 TO NO. 1 10/1/2017 - 10/31/2017	34,725.50	
			16-S021 TO OC-20 10/1/17 - 10/31/17	5,624.00	
			12-P003 TO NO. OC-11 10/1/17 - 10/31/17	2,376.00	
			16-S034 16-S034 TO OC-2 10/1/17 - 10/31/	1,267.00	99,608.18
11/30/2017	94972	07701 VIVIAN CHIU	CHIU REIMB EXP AT HYLAND ONBASE CONFEREN	176.62	176.62
11/30/2017	94973	03572 BONIFACIO DUENAS	DUENAS REIMB EXP AT EXCEL WORKSHOP 11/2-	117.22	117.22
11/30/2017	94974	03146 MICHELLE GALLARDO	GALLARDO COMPUTER LOAN	875.99	875.99
11/30/2017	94975	04424 GRAYBAR ELECTRIC COMPANY	ELE PARTS FOR DERWA SUMP PUMP PROJECT; W ELE MATLS/SUPPLIES FOR SHOP STOCK TEMPORARY WIRE MARKER TAGS SS WEDGE ANCHOR FOR LIGHT INSTALLATION I LEVER NUTS FOR PS 20B LED WALL-PACKS; PA LIMIT SWITCH FOR EALS ELEVATOR DERWA: CAST IRON FEED BOX FOR SUMP PUMP	1,298.75 1,192.44 305.70 275.68 265.72 183.87 81.28	3,603.44
11/30/2017	94976	00362 GSE CONSTRUCTION CO., INC.	07-3203 PP 2 SEPT 1 - SEPT 30 07-3203 PP 3 OCT 1 - OCT 31	408,470.00 123,470.00	531,940.00
11/30/2017	94977	05434 GEOFF HOWARD	HOWARD REIMB EXP FOR CUSTOMER SERVICE SU	45.76	45.76
11/30/2017	94978	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SERVICES 10/	441.80	441.80
11/30/2017	94979	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,716.23	4,716.23
11/30/2017	94980	03976 JMB CONSTRUCTION, INC	16-A002 PP 2 OCT 1 - OCT 31	166,981.50	166,981.50
11/30/2017	94981	00608 OFFICE TEAM	S MONTAGUE: W/E 11/17/17 S MONTAGUE: W/E 11/24/17	694.80 636.90	1,331.70
11/30/2017	94982	04553 PACHECO BROTHERS GARDENI	JUL 2017: MONTHLY LANDSCAPE MAINTENANCE AUG 2017: MONTHLY LANDSCAPE MAINTENANCE SEP 2017: MONTHLY LANDSCAPE MAINTENANCE	3,860.00 3,860.00 3,860.00	

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			OCT 2017: MONTHLY LANDSCAPE MAINTENANCE	3,860.00	
			NOV 2017: MONTHLY LANDSCAPE MAINTENANCE	3,860.00	19,300.00
11/30/2017	94983	00642 JONATHAN PENAFLOR	PENAFLOR REIMB EXP AT ONBASE HYLAND CONF	167.54	167.54
11/30/2017	94984	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	111.23	111.23
11/30/2017	94985	02470 SHRED-IT USA LLC	SHREDDING SERVICE - NOVEMBER 2017 INVOIC	106.47	106.47
11/30/2017	94986	00762 TESTAMERICA LABORATORIES I	LAB ANALYSES	234.50	
			LAB ANALYSES	26.50	
			LAB ANALYSES	26.50	287.50
11/30/2017	94987	05905 CAMNGA THACH-DALLABETTA	THACH REIMB EXP AT CWEA DINNER MEETING 1	40.00	40.00
11/30/2017	94988	01125 KAREN VADEN	VADEN REIMB EXP FOR S&P PRESENTATION MEE	14.49	14.49
11/30/2017	94989	04694 VULCAN MATERIALS CO	1 LOAD OF 3/4IN CL 2 RECYCLED BASE 11/1/	272.31	272.31
11/30/2017	94990	03622 JUDY ZAVADIL	ZAVADIL REIMB EXP AT BIOSOLIDS SYSMPOSIU	111.88	111.88
11/30/2017	94991	01738 3T EQUIPMENT COMPANY INC.	O-RINGS FOR CAMELS	992.49	992.49
11/30/2017	94992	07554 AIRGAS USA, LLC	GLOVES FOR WELDING	32.56	32.56
11/30/2017	94993	08337 ASPHALT MAINTENANCE SYSTE	STRIPING JOB ON TUSCANY DR WATER BREAK	650.00	650.00
11/30/2017	94994	00622 AT&T	C3 - TELE SVCS AND USAGE THRU 10/31/2017	13,014.90	
			C3 - TELE SVCS AND USAGE THRU 11/12/17	604.77	
			C3 - T1 WWTP TO PS300 DV THRU 10/31/17	540.96	
			C3 - CC DO T1 X 2 THRU 11/12/17	328.48	
			C3 - T1 WWTP TO PS300 DV THRU 11/12/17	241.18	14,730.29
11/30/2017	94995	00622 AT&T	LAVWMA PS PHONE & DSL NOV '17	351.01	351.01
11/30/2017	94996	00091 BOLD, POLISNER, MADDOW, NEI	MONTHLY LEGAL SERVICES - 10/2017	10,360.70	10,360.70
11/30/2017	94997	00092 BORGES & MAHONEY CO	LAVWMA: REPLT MOTOR FOR PS CHLORINE ANAL	334.64	334.64
11/30/2017	94998	02217 BSK ASSOCIATES INC.	LAB ANALYSES	250.00	

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			LAB ANALYSES	160.00	410.00
11/30/2017	94999	07825 C & R TRUCKING INC.	TRUCKING REPAIR MATERIAL FROM QUARRY TO	3,887.38	3,887.38
11/30/2017	95000	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
11/30/2017	95001	00105 CAL-STEAM	DERWA: BRS BUSH FOR MF AIR INLINE FILTER	56.72	56.72
11/30/2017	95002	00118 CALTEST ANALYTICAL LAB	LAB ANALYSES	184.30	184.30
11/30/2017	95003	00130 CASA	CASA - 2018 MEMBERSHIP RENEWAL	16,068.00	16,068.00
11/30/2017	95004	00212 CUMMINS PACIFIC LLC.	PARTS FOR PS 4B GENERATOR	1,792.42	
			PARTS FOR TRUCK #109	3.94	
			REFUND: PREMIUM ORDER CHARGE ON INV 027-	-140.00	1,656.36
11/30/2017	95005	01156 CWEA	MEMBERSHIP & LAB ANALYST II RENEWAL: C.	270.00	
			KHAW - RENEW LAB ANALYST GRADE 2 CERTIFI	90.00	360.00
11/30/2017	95006	00307 FAIRWAY EQUIPMENT & SUPPLY	SPARE SUMP PUMP FOR EALS	717.23	
			PRESSURE RELIEF VALVE FOR HEAT LOOP; GAS	458.32	
			STEEL CHANNEL FOR FUEL SKID GUARD	253.96	1,429.51
11/30/2017	95007	00368 HACH COMPANY	80 PAKS FLUORIDE FOD	3,497.98	
			5 PACKS CHEMKEY, NITRITE - FOD	193.10	3,691.08
11/30/2017	95008	00382 HAVE AIR WILL TRAVEL, INC.	NEW TIRES INSTALLED ON TRUCK #109	160.00	160.00
11/30/2017	95009	07848 LLP JARVIS, FAY, DOPORTO & GI	GENERAL COUNSEL SVCS - OCTOBER 2017	4,682.50	4,682.50
11/30/2017	95010	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 11/05/17	415.72	
			M. SCULL: WE 11/05/17	149.44	565.16
11/30/2017	95011	00536 MC MASTER-CARR SUPPLY CO.	PIPE NIPPLES FOR 3W STRAINERS REPIPING	23.19	23.19
11/30/2017	95012	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 11/05/17	1,072.00	1,072.00
11/30/2017	95013	07812 MOHAWK GROUP	16-P031 LAB CARPET	1,038.40	1,038.40
11/30/2017	95014	04231 MSC INDUSTRIAL SUPPLY CO	WELDING SUPPLIES; METAL HOSE ASSEMBLIES	354.12	354.12

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11/30/2017	95015	04796 NAPA AUTO PARTS	GASKET MAKERS & SEALERS FOR UNIT #109 (6QTY) DIESEL EXHAUST FLUID FOR FLEET ST (2QTY) SPRAYER FOR SHOP	74.44 71.97 9.07	155.48
11/30/2017	95016	06596 NATIONAL PLANT SERVICES, INC	PROVIDED BUCKETING SERVICESD ON 10/19/17 PERFORMED PVC PIPE INSPECTION ON 10/24/1	15,529.92 2,070.00	17,599.92
11/30/2017	95017	02109 ONE HOUR DELIVERY SERVICE,	ONE HOUR DELIVERY - BOD MAIL DELIVERY 11	97.00	97.00
11/30/2017	95018	00620 P G & E	LAWWMA PS FEEDER A NOV '17 MISC PUMP STNS, RESERVOIRS, TO'S ELEC - LAWWMA PS FEEDER B NOV '17 RESERVOIR 3A ELECTRICITY - OCT 17 RESERVOIR R200 DERWA TANK 2 ELEC - NOV 2	67,075.25 41,034.17 31,549.53 48.72 31.77	139,739.44
11/30/2017	95019	04211 PLATT ELECTRIC SUPPLY	TOOL: MILLIOHM METER	819.33	819.33
11/30/2017	95020	08283 QUINZON, PASSEY & ASSOCIATE	LAWWMA: REBUILD KITS FOR 2003-01 STATION	3,018.78	3,018.78
11/30/2017	95021	04105 R&B COMPANY	DERWA: SADDLE CLAMP FOR MF SAMPLE LINE	744.14	744.14
11/30/2017	95022	02466 RICOH AMERICAS CORP	COPIER LEASES DO MAILROOM DEC 2017 COPIER LEASES WWTP MAIL RM DEC. 2017 COPIER LEASES HR/FIN DEC. 2017	697.68 415.29 388.35	1,501.32
11/30/2017	95023	07805 SENSUS USA INC.	ANTENNA LIDS FOR METERS ORDERED BY	2,029.55	2,029.55
11/30/2017	95024	02698 SHAMROCK OFFICE SOLUTIONS	FREIGHT FOR CUSTOMER SERVICE'S TONER	10.87	10.87
11/30/2017	95025	02654 STAINLESS DISTRIBUTORS	DERWA: NEEDLE VALVE & TUBING FOR PS R300	408.19	408.19
11/30/2017	95026	00804 STATE WATER RESOURCES CON	DUAL RENEWAL APPLICATION: J. CARSON	110.00	110.00
11/30/2017	95027	07981 SUBSITE LLC	SHIPPING CHARGES FOR LOANER CAMERA & EQU	15.68	15.68
11/30/2017	95028	00862 TIFCO INDUSTRIES	DRILL BITS & GRINDING DISC ASSORTMENT FO STORAGE BINS FOR FACILITIES SUPPLIES	680.80 178.63	859.43

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Date	Check #	Vendor	Description	Amount Paid	Check Total
11/30/2017	95029	05824 TJC AND ASSOCIATES, INC.	17-A007 PROFESSIONAL FEES	2,244.36	2,244.36
11/30/2017	95030	06650 TOKAY SOFTWARE	TOKAY WEB TEST REPORT OCTOBER 2017	192.00	192.00
11/30/2017	95031	01222 UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
11/30/2017	95032	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	217.40	217.40
11/30/2017	95033	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT: NOV '17	1,047.91	
			FUEL SKID SULFATREAT MEDIA DISPOSAL ON 1	725.99	1,773.90
11/30/2017	95034	00933 VWR INTERNATIONAL, INC.	LAB CHEMICALS AND SUPPLIES	16.20	
			CONDUCTIVITY STD 1412	12.42	
			KIMWIPES	98.83	
			KCL CONDUCTIVITY STD	23.00	150.45
11/30/2017	95035	07917 WATERISAC	WATER ISAC - 2018 DUES	2,999.00	2,999.00
11/30/2017	95036	00957 WEST YOST & ASSOCIATES	14-P004 TO NO. 2 PRO SVCS 9/9/17 - 10/6/	34,985.00	34,985.00
11/30/2017	95037	00987 ZONE 7 WATER AGENCY	OCTOBER TREATED WATER	1,346,110.74	1,346,110.74
12/01/2017	608120117	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	40.00	40.00
12/04/2017	4595452	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	303.96	303.96
12/04/2017	12042017	03718 HR SIMPLIFIED	IRS 125 2017 DCA/FSA/POS	768.77	768.77
12/04/2017	590882880	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	40.00	40.00
12/07/2017	95038	00710 AAI TERMITE & PEST CONTROL	NOV 2017: DO MONTHLY PEST CONTROL	147.00	
			LAWWMA: TERMITE & PEST CONTROL NOV '17	74.00	
			11/14/17: DO PEST CONTROL RODENT SERVICE	68.00	289.00
12/07/2017	95039	07499 MAYETTE BAILEY	BAILEY REIMB EXP AT INVESTMENT WORKSHOP	47.74	47.74
12/07/2017	95040	01013 BARRETT BUSINESS SERVICES	D. TOSTADO: W/E 11/12/17	1,024.00	
			A. HARTRICK: W/E 11/12/17	1,024.00	
			C. HENDRIX: W/E 11/12/17	1,024.00	

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			N. POON: WE 11/12/17	413.44	3,485.44
12/07/2017	95041	04540 CALCHEM ENTERPRISES	DERWA: CC 2700 POLYALUMINUM CHLORIDE DEL	4,629.16	4,629.16
12/07/2017	95042	03614 CAROLLO ENGINEERS INC.	16-S019 TO OC-4 DAVONA-BERWICK 10/1/17 -	2,416.50	2,416.50
12/07/2017	95043	00216 DAIOHS U.S.A. INC.	FY2018 HOT BEVERAGE SERVICE DO - DEC 201	234.86	234.86
12/07/2017	95044	00937 GRAINGER, INC.	SPRAY PAINTS FOR STOCK	289.87	
			TRASH CAN FREE-STANDING 32 GAL.	139.85	
			U-BOLTS FOR WWTP FENCE REPAIR	47.92	
			TOOLS: DRILL BITS AND RE-TAP FOR RUSTED/	41.27	
			(2QTY) FILTER CARTRIDGE FOR ELE SHOP SHO	36.20	555.11
12/07/2017	95045	04424 GRAYBAR ELECTRIC COMPANY	DERWA: COVER FOR HYPO SUMP PUMP SWITCH	1,024.17	
			(6QTY) JUNCTION BOX FOR LED LIGHTS @ BAR	513.04	
			DERWA: SWITCH COVER FOR NEW SUMP PUMP @	124.15	
			REPLT FUSES FOR 52-M SWITCHGEAR	59.34	
			DERWA: EXTENSION BOX FOR NEW AUTO-DRAIN	44.09	1,764.79
12/07/2017	95046	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SERVICES 11/	5,144.66	5,144.66
12/07/2017	95047	08121 INSITUFORM TECHNOLOGIES, L	16-S021 PP 4 SEPT 1 - SEPT 30	434,910.00	434,910.00
12/07/2017	95048	00491 ERIK KUEFNER	KUEFNER CWEA ECI 3 CERTIFICATE RENEWAL	275.00	275.00
12/07/2017	95049	04594 MCCAMPBELL ANALYTICAL INC	WELLS - GROUNDWATER MONITORING	907.20	907.20
12/07/2017	95050	07109 DANIEL MCINTYRE	MCINTYRE REIMB EXP AT 2017 ACWA CONFEREN	259.17	
			MCINTYRE REIMB MILEAGE FOR NOV. 2017	80.74	339.91
12/07/2017	95051	00608 OFFICE TEAM	S MONTAGUE: W/E 12/01/17	887.80	887.80
12/07/2017	95052	04553 PACHECO BROTHERS GARDENI	TREE TRIMMING AND REMOVAL FOR RES 1A	3,200.00	
			DO IRRIGATION SYSTEM REPAIR	571.00	
			FOF IRRIGATION SYSTEM REPAIR	523.00	
			LAWWMA PS IRRIGATION SYSTEM REPAIR	504.00	

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			JUL 2017: DERWA MONTHLY LANDSCAPE MAINTENANCE	75.00	
			AUG 2017: DERWA MONTHLY LANDSCAPE MAINTENANCE	75.00	
			SEP 2017: DERWA MONTHLY LANDSCAPE MAINTENANCE	75.00	
			OCT 2017: DERWA MONTHLY LANDSCAPE MAINTENANCE	75.00	
			NOV 2017: DERWA MONTHLY LANDSCAPE MAINTENANCE	75.00	5,173.00
12/07/2017	95053	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	111.23	111.23
12/07/2017	95054	00805 SUE STEPHENSON	STEPHENSON REIMB EXP AT ACWA 2017 FALL C	43.80	43.80
12/07/2017	95055	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE FOR WWTP OPERATIONS	2,367.52	
			SODIUM HYPOCHLORITE FOR WWTP OPERATIONS	2,366.50	
			SODIUM HYPOCHLORITE FOR WWTP OPERATIONS	2,365.46	
			SODIUM HYPOCHLORITE FOR DERWA RW OPERATIONS	2,355.47	9,454.95
12/07/2017	95056	05127 VISION SERVICE PLAN - CA (VSP)	DECEMBER 2017 - VISION	2,598.24	2,598.24
12/07/2017	95057	04694 VULCAN MATERIALS CO	2 LOADS OF ROCK BASE FOR FOD REPAIRS 11-	580.94	580.94
12/07/2017	95058	03622 JUDY ZAVADIL	ZAVADIL REIMB EXP AT RWQCB MEETING 11/29	29.32	29.32
12/07/2017	95059	00019 A-1 ENTERPRISES	LAWWMA: WEEKLY STREET SWEEPING OCT '17	220.00	220.00
12/07/2017	95060	00026 ALCO IRON & METAL	DERWA: EXPANDED METAL FOR MF AIR COMPRES	49.27	49.27
12/07/2017	95061	06349 ARCSINE ENGINEERING	16-R014 TO NO. OC-4 10/1/2017 - 10/31/20	6,284.50	
			17-A007 TO NO. 2 10/1/17 - 10/31/17	3,852.81	10,137.31
12/07/2017	95062	06349 ARCSINE ENGINEERING	16-A005 POWER DISTRIBUTION SYSTEM 10/1/1	3,827.63	
			16-A002 TO NO. OC-3 - 10/1/17 - 10/31/17	1,175.00	5,002.63
12/07/2017	95063	00058 ARROWHEAD MOUNTAIN SPRINGS	FOD BOTTLED WATER OCT '17	179.20	179.20
12/07/2017	95064	08328 EDDY BALILEA	REFUND FOR 7583 BRIGADOON WAY	73.43	73.43
12/07/2017	95065	01676 BANK OF AMERICA	BANK CHARGES - OCT 2017	737.81	737.81
12/07/2017	95066	02217 BSK ASSOCIATES INC.	LAB ANALYSES	1,000.00	
			LAB ANALYSES	250.00	1,250.00

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12/07/2017	95067	02026 C.H.BULL CO.	REPLT HEAT EXCHANGERS FOR CO-GEN (1001JW	14,669.73	14,669.73
12/07/2017	95068	07138 CALIFORNIA WATER TECHNOLO	FERROUS CHLORIDE AT \$578 PER DRY TON	4,351.39	4,351.39
12/07/2017	95069	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
12/07/2017	95070	00105 CAL-STEAM	PIPE WRAP FOR 3WATER LINE	55.72	55.72
12/07/2017	95071	04403 DIANA CHIEN-LEVALLEY	REFUND FOR 9631 CAMASSIA WAY	46.79	46.79
12/07/2017	95072	01167 CITY OF DUBLIN	EMERGENCY REPAIR 6838 EDEN ST 11/8/17	568.00	
			EMERGENCY WATER REPAIR 5696 W. COG HILL	568.00	1,136.00
12/07/2017	95073	00157 CITY OF PLEASANTON	WWTP: POTABLE WATER NOV '17	370.96	
			FOD: POTABLE WATER (39 UNITS USED)	335.48	
			FOD: POTABLE WATER - IRRIGATION NOV '17	215.54	
			DERWA: POTABLE WATER NOV '17	173.37	
			LAWWMA: POTABLE WATER NOV '17	140.75	1,236.10
12/07/2017	95074	02639 CITY OF SAN RAMON	ENCROACHMENT PERMIT 2133 DONOVN WAY SR 1	360.00	360.00
12/07/2017	95075	07657 CROWN TROPHY PLEASANTON	CROWN TROPHY PLEASANTON - RETIREMENT PLA	115.38	115.38
12/07/2017	95076	00206 CSDA	CSDA MEMBERSHIP RENEWAL	6,842.00	6,842.00
12/07/2017	95077	00229 DELL MARKETING LP	QTY (2) DELL POWEREDGE R730XD FOR SCADA	24,813.02	24,813.02
12/07/2017	95078	00237 DERWA	DERWA - DSRSD SHARE NOV 2017 BALANCE	1,342,251.77	
			DERWA - DSRSD SHARE NOV 2017	600,313.91	1,942,565.68
12/07/2017	95079	00241 DGS OFS SVC REVOLVING FUNI	NATURAL GAS SERVICE @ THE WWTP - 10/2017	31,228.71	31,228.71
12/07/2017	95080	00280 ECOWATER SYSTEMS	OPS SOFTENER EXCHANGE TANK SERVICE: NOV	217.20	
			RO TANKS (QTY 2) DEC '17	21.00	238.20
12/07/2017	95081	00307 FAIRWAY EQUIPMENT & SUPPLY	PLUMBING PARTS FOR 3WATER LINE REPAIR	393.06	393.06
12/07/2017	95082	02656 FASTENAL COMPANY	PPE: BUILDING A VENDING MACHINE RESTOCK	321.45	
			PPE: COMMERCE CIRCLE VENDING MACHINE RES	179.07	

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			PPE: BUILDING A VENDING MACHINE RESTOCK	124.89	
			PPE: RESPIRATOR CARTRIDGES FOR D. HIGAR	75.94	701.35
12/07/2017	95083	00314 FEDEX	WWTP: OVERNIGHT DELIVERY CHARGES NOV '17	39.25	
			WWTP: OVERNIGHT DELIVERY CHARGES NOV '17	23.49	
			WWTP: OVERNIGHT DELIVERY CHARGES NOV '17	15.42	78.16
12/07/2017	95084	00352 GOLDEN STATE FLOW MEASURE	300 SENSUS 1 INCH (10 3/4 INCH LL0 6'	59,280.14	59,280.14
12/07/2017	95085	08366 PAUL GOODMAN	REFUND 8451 BEVERLY LN	385.33	385.33
12/07/2017	95086	07137 GOODYEAR COMMERCIAL TIRE	TIRES FOR TRUCK #8	307.31	307.31
12/07/2017	95087	00368 HACH COMPANY	PPA INSTRUMENT, NITRIFICATION KIT	4,906.42	4,906.42
12/07/2017	95088	00368 HACH COMPANY	CHEMICAL PACKETS - FOD	651.95	651.95
12/07/2017	95089	03149 HDS WHITE CAP CONST SUPPLY	MISC SUPPLIES - FOD	143.71	
			MISC SUPPLIES - FOD	137.78	281.49
12/07/2017	95090	08334 MICHAEL HICKEY	REFUND FOR 2000 MORNINGTON LN	27.30	27.30
12/07/2017	95091	07844 ICE SAFETY SOLUTIONS INC.	FIRST AID & CPR TRAINING 10/25/17	850.00	850.00
12/07/2017	95092	08332 LIJIE JIANG	REFUND FOR 4501 PIETRO PL	119.11	119.11
12/07/2017	95093	05882 KB HOMES	REFUND FOR METER#1551415	281.78	281.78
12/07/2017	95094	00486 KOFFLER ELECTRIC/MECH	MOTOR OVERHAUL FOR 3WATER PUMP #3	4,080.65	
			LAWWMA: ACTUATOR MOTOR REPAIR FOR SEC EF	692.31	4,772.96
12/07/2017	95095	08333 KALYAN KUPPA	REFUND FOR 2511 SOREN WAY	48.88	48.88
12/07/2017	95096	08331 CHRYSTIE LEWIS	REFUND FOR 3162 ARAN WAY	67.08	67.08
12/07/2017	95097	07614 MAHLER CONSULTING SERVICE	2017-2018 DEVELOPMENT PROJECT INSPECTION	23,580.00	23,580.00
12/07/2017	95098	08269 INC. MANAGEMENT EDUCATION	MANAGEMENT TRAINING COURSE ON 11/7/17	3,137.82	3,137.82
12/07/2017	95099	07264 MANPOWERGROUP US INC.	M. SCULL: WE 11/12/17	719.18	
			M. ZAKLAN: WE 11/12/17	415.72	1,134.90

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12/07/2017	95100	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 11/12/17	1,541.00	1,541.00
12/07/2017	95101	04231 MSC INDUSTRIAL SUPPLY CO	TAILPIPE CUTOFF TOOL; SLEEVE FOR PRIMARY PPE: WWTP - WATER COOLERS, EARPLUGS	537.58 243.94	781.52
12/07/2017	95102	04796 NAPA AUTO PARTS	FLEET STOCK	107.96	107.96
12/07/2017	95103	03535 ORO LOMA SANITARY DISTRICT	17/18 PERMIT FEE FOR SWDP NO. SDP-235 EX	857.09	857.09
12/07/2017	95104	00620 P G & E	PUMP STATION R200A ELEC - NOV 17 DEPARTING LOAD NON-BYPASSABLE CHARGES RESERVOIR R100 ELEC 10/30 - 11/28 ALAMO TRUNK SEWER ELEC - NOV 2017 JOHNSON DRIVE STREETSCAPE ELEC - NOV 201	1,717.87 687.41 34.71 12.73 12.70	2,465.42
12/07/2017	95105	08329 ANDREW POHLSON	REFUND FOR 2352 CARBONDALE WAY	75.63	75.63
12/07/2017	95106	05543 ADMINISTRATORS (PBIA) PREFE	DECEMBER 2017 - DENTAL	22,239.20	22,239.20
12/07/2017	95107	05475 PRESIDIO SYSTEMS, INC.	CCTV PROFESSIONAL SERVICES 11-15-17	1,888.00	1,888.00
12/07/2017	95108	08327 NANDA PRICE	REFUND FOR 7515 ROLLING HILLS CIR	65.64	65.64
12/07/2017	95109	07229 PULTE	REFUND FOR 4261 TROLAN LN REFUND FOR 5609 MELODIA CIR BLDG 9/FL REFUND FOR 6882 ALAMILLA DR	528.34 59.73 39.54	627.61
12/07/2017	95110	04105 R&B COMPANY	MISC PARTS FOR REPAIRS	1,481.24	1,481.24
12/07/2017	95111	08297 ROEM BUILDERS INC	MTR# 65615499 RETURNED	1,870.91	1,870.91
12/07/2017	95112	06866 ROUNDSTONE SOLUTIONS	NEXSAN ASSUREON RENEWAL 12/3/17 - 12/2/2	7,970.00	7,970.00
12/07/2017	95113	06348 SELECT CERT IRRIGATION ASSC	OLSON - IRRIGATION ASSOCIATION CERTIFICA	100.00	100.00
12/07/2017	95114	02654 STAINLESS DISTRIBUTORS	DERWA: PLUMBING PARTS FOR MF STRAINERS	124.94	124.94
12/07/2017	95115	01202 TELEDYNE ISCO	PORTABLE SAMPLER #3710 W/RECHARGEABLE BA BOTTLES AND ACCESS KIT FOR PORTABLE SAMP	3,789.20 136.56	

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			CREDIT TO INV# SO20210195 & PO# 01009133	-138.75	3,787.01
12/07/2017	95116	00848 THE LIGHTHOUSE	STOCK FLEET WIPER BLADES	362.92	
			WIPER BLADES FLEET STOCK	124.50	487.42
12/07/2017	95117	01222 UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
12/07/2017	95118	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	217.40	217.40
12/07/2017	95119	00912 VALLEY CARE HEALTH SYSTEM	PRE-EMPLOYMENT PHYSICAL/DRUG SCREEN	153.00	
			DOT PHYSICAL - B. SMITH	85.00	
			DOT PHYSICAL - J. CHAVEZ	85.00	
			HEP B VACCINE - E. GUTIERREZ	76.00	399.00
12/07/2017	95120	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT: NOV '17	961.67	961.67
12/07/2017	95121	04061 WAXIE SANITARY SUPPLY	CONCRETE FLOOR CLEANER FOR FLEET & SHOP	168.50	168.50
12/07/2017	95122	00957 WEST YOST & ASSOCIATES	16-S001 - T.O. NO. 2 OCT 7 - NOV 3	24,954.50	
			16-R014 - TO NO. OC-10 7/1/17 - 11/3/17	8,062.50	
			T.O. NO. 3 OCT 7 - NOV 3	4,819.50	
			16-W009 - T.O. NO. OC-9 10/7/17 TO 11/3/	1,014.50	
			16-S001: TO NO. 2 OCT 7 - NOV 3	918.00	39,769.00
12/07/2017	95123	08330 WENGSHENG WONG	REFUND FOR 3162 MAGUIRE WAY	41.52	41.52
12/07/2017	95124	03536 U S BANK/ CORP PMT SYSTEMS	REPLT ELECTRODE FOR FLUORIDE ANALYZER @	593.80	
			PENAFLOR HOTEL STAY FOR ONBASE TRAINING	587.16	
			HOTEL DURING ONBASE TECHQUEST	587.16	
			QTY (1) LG 55" TV FOR ENGINEERING CONF R	586.01	
			HOTEL STAY FOR AOMAR BAHLOUL	559.35	
			RBROOKS: LODGING RE: INDL CTRL SYS CYBER	559.35	
			STEPHENSON - CASA 2018 WINTER CONFERENCE	550.00	
			HOTEL DURING CSDA BOARD SECRETARY/CLERK	509.86	
			MISC SUPPLIES: PRINTER CARTRIDGES, CREAM	507.76	

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			OFFICE SUPPLIES	461.01	
			MAXTOOL	425.96	
			EB TRAINING SERIES FOR DIANE & CONNIE -	423.98	
			TUBE WITH CHECK VALVE FOR TURNOUT 2 FLUO	412.64	
			1 UCC (STANDARD) SSL CERT -3 YR	404.97	
			ONLINE JOB POSTING (CONSTRUCTION INSPECT	395.00	
			ONLINE JOB POSTING (ENGINEERING TECHNICI	395.00	
			QTY (4) 8GB RAM UPGRADE FOR CS AND ACCTG	388.89	
			4" PLUG VALVE & PARTS FOR DAFT BOTTON PU	338.82	
			SIMMERSON - OSHA PRINCIPALS OF ERGONOMIC	326.91	
			GRASHUIS - OSHA PRINCIPALS OF ERGONOMICS	326.91	
			HOTEL-CSDA ANNUAL BOARD SEC. CONFERENCE-	326.08	
			KNOX PADLOCKS FOR RES 30A GATES	324.47	
			MATERIAL FOR FOD	318.03	
			CALENDARS FOR 2018	312.10	
			JOINT MAINT RECOGNITION LUNCH AND MEETIN	308.61	
			OFFICE SUPPLIES: WHITE BOARDS, PLANNER,	296.44	
			DERWA: CPVC QUILL FOR MF SAMPLE PUMP SUC	287.79	
			ONLINE JOB POSTING - MAINTENANCE WORKER	285.00	
			SPARE BATTERY & CHARGER FOR FLIR THERMAL	283.80	
			STEPHENSON - CASA 2018 WINTER CONFERENCE	261.40	
			MONITOR FOR FOD SCADA VIEW NODE	237.00	
			GALLARDO - CSRMA TRNG & MEETING 01/24/18	234.95	
			OFFICE SUPPLIES: CALENDARS PENS, ETC.	231.02	
			AIRFARE - LEAGUE CA CITIES NEW LAW & ELE	227.96	
			SHOP TOOLS AND SUPPLIES	224.20	
			MISC SUPPLIES FOR FOD	213.08	
			HILTON PALM SPRINGS DEPOSIT CASA WINTER	209.31	
			STEPHENSON - CASA 2018 WINTER CONFERENCE	209.31	

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			AWARD STATUETTE - ANNUAL REPORT 2017	209.00	
			SUPPLIES FOR FOD: CLEANING & TASK WIPES	183.00	
			BSMITH: MEMBERSHIP RENEWAL, EXP 12/31/17	180.00	
			R. ROBLES CWEA RENEWAL	180.00	
			ONLINE JOB POSTING - ENGINEERING TECHNIC	175.00	
			ONLINE JOB POSTING - CONSTRUCTION INSPEC	175.00	
			RECORDKEEPING RULE SEMINAR - L. BARTON	175.00	
			REPLT ELECTRODE FOR FLUORIDE ANALYZER @	172.54	
			PPE: RAINGEAR	166.66	
			OFFICE & BREAKROOM SUPPLIES	161.95	
			PAINTING SUPPLIES	156.75	
			09-6101 LUNCH FOR SCADA TRAINGING 11/14/	155.80	
			HR TRAINING LUNCH 11-7-2017	152.83	
			PPE: SANITIZING WIPES FOR FOD STAFF	151.12	
			SANITIZING WIPES FOR FOD STAFF	150.77	
			FUEL FOR TRUCK #110 FOD	150.00	
			FUEL FOR FOD	150.00	
			LUNCH FOR SCADA TRAINING 11-17-17	140.94	
			ONLINE TRAINING: EXCEL PIVOT TABLES	139.00	
			NAME TAGS FOR BLDG S OFFICES	137.07	
			PARTS FOR FOD SUPPLIES	137.00	
			FUEL FOR TRUCK #109 FOD	135.29	
			09-6101 SCADA TRAINING LUNCHES FOR 11-15	129.08	
			SUPERVISOR'S PLANNING / TEAMBUILDING MEE	128.85	
			FUEL FOR TRUCK #110 FOD	125.00	
			FUEL FOR TRUCK #110 FOD	125.00	
			QTY (1) REPLACEMENT LAPTOP BATTERY FOR F	122.36	
			M68 WATER QUALITY IN DISTRIBUTIONS SYSTE	117.50	
			09-6101 LUNCH FOR SCADA TRAINING 11-16-1	115.51	

Check History Description Listing

Dublin San Ramon Services District

From: 11/14/2017 To: 12/31/2017

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			GALLARDO - CSRMA TRNG & MTG 1/24/18 AIRF	113.98	
			WOOD FOR WATER FILTER PLATFORM	113.87	
			FUEL FOR TRUCK #109 FOD	110.01	
			FUEL FOR TRUCK #110	110.00	
			MS SURFACE PEN BLACK FOD	109.24	
			GIRDER & PANEL HYDRODYNAMIC CONSTRUCTION	106.94	
			POSTAGE - DAILY MAIL FOR 11/14/17 AND 2	103.98	
			#413G FILTERS - FLEET	103.60	
			FUEL FOR TRUCK FOD	100.00	
			FUEL FOR TRUCK #110 - FOD	100.00	
			ACCESS 2013 TRAINING - ONLINE COURSE	99.95	
			QTY (1) MICROSOFT SURFACE TYPE COVER FOR	99.41	
			UTILITY PUMP - FOD	98.31	
			STAPLES SUPPLIES - ACCOUNTING AND PID	97.23	
			OFFICEWORLD - 2018 CALENDARS FOR EXEC	96.55	
			OFFICE SUPPLIES: CALENDARS, FOLDERS, TAB	96.35	
			TSTODDARD: EI-3 CERTIFICATE RENEWAL, EXP	95.00	
			FUEL FOR OPERATIONS TRUCK #105	94.00	
			OFFICE SUPPLIES FOR DO	92.11	
			CHEMICAL FOR FOD SEWER WORK	90.99	
			ONLINE TRAINING CONTROL CIRCUITS 1-ELECT	89.00	
			POSTAGE -DAILY MAIL FOR 11/7/17 DUE TO	88.35	
			FUEL FOR FLEET TRUCK #55	85.00	
			FUEL FOR OPS TRUCK #111	84.00	
			QTY (1) MICROSOFT SURFACE AC ADAPTER FOR	80.83	
			AWWA S. ROBERSON RENEWAL CROSS CONNECTIO	80.00	
			EXAM FROM ICC - LEVI FULLER	80.00	
			LUNCH FOR ENGIN ANALYST INTERVIEWS 11-8-	79.13	
			(24.464G) REG UNL GAS ROR UNIT #76	78.26	

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Dublin San Ramon Services District

From: 11/14/2017 To: 12/31/2017

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			GENERAL SUPPLIES - FOD	77.14	
			LOWES	75.03	
			REPLT PISTON ASSY FOR FOD TOILET REPAIR	73.52	
			3 XL PIZZAS FOR WWTP ANNUAL NEIGHBORHOOD	72.69	
			09-6101 SCADA TRAINING SNACKS	72.47	
			FIRST AID & CPR TRAINING - T. MILLISON 1	69.00	
			MECHANIC I/II APPRAISAL BOARD EXPENSE	67.77	
			FUEL FOR TRUCK #119 - FOD	66.15	
			FUEL FOR TRUCK #119 FOD	64.05	
			FUEL FOR TRUCK #119 - FOD	62.41	
			CHAIN SAW CHAIN SHARPENERS	61.64	
			LAUNDRY SERVICE - TABLE CLOTHES	60.00	
			MISC SUPPLIES FOR FOD	57.83	
			FUEL FOR TRUCK #119 FOD	56.87	
			FUEL FOR TRUCK #119 FOD	56.30	
			WINDEX & ZEP PRO	55.63	
			LATCH TOTES FOD	55.26	
			09-6101 SNACKS FOR SCADA TRAINING 11/13/	54.95	
			STAPLES BUSINESS SUPPLIES	54.92	
			MEASURING WHEEL AND TOOL HOLDERS FOR MAN	54.25	
			DERWA: PUSH ELBOW, MPT ADPTR, PRESSURE G	53.90	
			TUBING CUTTER FOR BLOWER CONDUITS	52.75	
			WWTP SAFETY SIGNAGE	51.62	
			FIRST-CLASS STAMPS AND POSTAGE TO MAIL L	50.89	
			CALENDARS	46.94	
			STOP SIGN STENCIL	46.32	
			BUSINESS LUNCH ATWOOD & CARSON	43.05	
			CALENDARS	41.78	
			GASOLINE - DISTRICT POOL VEHICLE	38.22	

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From: 11/14/2017 To: 12/31/2017

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			RADIOACTIVE SHIPPING LABELS	36.02	
			ATWOOD SUBSCRIPTION NOV 2017	34.89	
			SNACKS FOR MOU SIGNINGS & FULL MANAGEMEN	34.85	
			GASOLINE - DISTRICT POOL VEHICLE	32.25	
			CALENDARS	32.17	
			COFFEE -BOND REFUNDING MEETING PREP	31.90	
			CHAINSAW SHARPENER	31.80	
			(9.891G) REG UNL GAS FOR UNIT #108	31.64	
			PERMANENT MARKERS FOR SHOP	30.93	
			(9.456G) REG UNL GAS FOR UNIT #79	30.25	
			PRO SUBSCRIPTION (NOVEMBER 2017)	29.00	
			QTY (1) OTTERBOX DEFENDER CASE FOR HATTR	28.82	
			ATTENDANT FEE FOR WATEREUSE MTNG OF 12/0	28.00	
			REPLT CUTTING WHEELS FOR TUBING CUTTERS	26.18	
			DERWA: POWER CORD AND DUSTER FOR MF BLDG	25.11	
			HALLOWEEN POTLUCK	24.75	
			AARON BROTHERS - FRAMES FOR PROCLAMATION	22.94	
			(7.077G) REG UNL GAS FOR UNIT #114	22.64	
			MECHANIC I/II RECRUITMENT APPRAISAL BOAR	21.73	
			SIMMERSON - OSHA PRINCIPALS OF ERGONOMIC	21.01	
			SHUTTLE TO LEAGUE CA CITIES NEW LAW & EL	20.90	
			SHUTTLE TO AIRPORT-LEAGUE CA CITIES NEW	20.90	
			MISC SUPPLIES FOR FOD	20.36	
			PARKING: BAYWORKS TRAINING BUFFET - OAKL	20.00	
			USPS - DAILY POSTAGE 11/7/2017 - POSTAGE	19.60	
			GRASHUIS - OSHA PRINCIPALS OF ERGONOMICS	18.85	
			LAWWMA: O-RINGS FOR ARVS	18.81	
			DIV 56 SFTY MTG/TEAM BUILDING	18.46	
			EX-LENGTH DRILL BIT FOR MF SAMPLE PUMP	17.47	

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From: 11/14/2017 To: 12/31/2017

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			ANTI RUST PAINT FOR RES 3B	17.43	
			TOOL FOR TRUCK #116: TUBE CUTTER	17.19	
			PARKING FEE - MTG WITH SECURITY VENDOR	16.00	
			SIMPLE GREEN SPRAY CLEANER FOR STOCK	15.67	
			GRAVEL FOR RES 10B REPAIR	14.55	
			GRAVEL FOR RES 10B REPAIR	14.55	
			VIDEO LIGHTING REPAIR	13.00	
			STEPHENSON - ACWA BOARD MTG 11/17/17 - P	12.49	
			FIRST-CLASS STAMPS TO MAIL 25 LETTER ENV	12.25	
			SIMMERSOHN: OSHA PRINCIPALS OF ERGONOMICS	12.20	
			GALLARDO - CSRMA MEETING 11/8/17 TRANSPO	12.00	
			SHOP TOWEL ROLLS - FOD	11.97	
			BART TICKET FOR SAN LEANDRO STATION TO S	10.00	
			09-6101 ROUND TABLE DELIVERY TIP FOR SCA	10.00	
			GRASHUIS: OSHA PRINCIPALS OF ERGONOMICS	9.62	
			GUTTER FOR BLDG K	8.93	
			STICKERS FOR EMERGENCY LIGHTS PM	8.73	
			GRASHUIS: OSHA PRINCIPALS OF ERGONOMICS	8.61	
			STRATEGIC PLAN POSTER FOR BOARDROOM	7.57	
			DERWA: HOSE ADAPTER FOR MF STRAINER	6.33	
			CAMERA FLASH BATTERIES	5.83	
			POSTAGE -DAILY MAIL FOR 11/7/17 DUE TO	5.39	
			POSTAGE -DAILY MAIL FOR 11/8/17 DUE TO	5.33	
			NETWORK SOLUTION PREMIUM DNS	4.99	
			MICROPHONE BATTERY	4.91	
			SIMMERSOHN: OSHA PRINCIPALS OF ERGONOMICS	3.77	
			SAND FOR FACILITIES EQUIPMENT	3.66	
			HOBBY LOBBY - PICTURE MATT FOR FRAMED PR	2.61	
			RETURN: CAR CHARGER	-10.83	

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From: 11/14/2017 To: 12/31/2017

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			CREDIT - STEPHENSON ACWA 2017 FALL CONFE	-139.80	23,875.73
12/08/2017	1000968249	01111 CALPERS	DECEMBER 2017 - ER CODE 0740 (PERS)	185,323.89	185,323.89
12/08/2017	1000968254	01111 CALPERS	DECEMBER 2017 - ER CODE 7316 (NON-PERS)	2,165.90	2,165.90
12/11/2017	8092	05511 CALIFORNIA STATE	CHILD SUPPORT GARNISHMENT: PAYMENT	690.46	690.46
12/11/2017	12112017	03718 HR SIMPLIFIED	IRS 125 2017 POS	305.53	305.53
12/11/2017	607121117	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	47,006.47	47,006.47
12/11/2017	1000975810	00494 PERS	RETIREMENT: PAYMENT	93,538.77	93,538.77
12/12/2017	20205680	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	120,078.26	120,078.26
12/12/2017	2107664448	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	28,186.18	28,186.18
12/14/2017	95125	01013 BARRETT BUSINESS SERVICES	D. TOSTADO: W/E 11/19/17	1,024.00	
			A. HARTRICK: W/E 11/19/17	819.20	
			C. HENDRIX: W/E 11/19/17	819.20	2,662.40
12/14/2017	95126	01013 BARRETT BUSINESS SERVICES	N. POON: WE 11/19/17	478.72	478.72
12/14/2017	95127	07954 BENEFIT COORDINATORS CORP	12/17 - EE LIFE & DISABILITY INSURANCE P	10,778.25	10,778.25
12/14/2017	95128	00937 GRAINGER, INC.	DERWA: BOTTOM TAP FOR BAND SCREEN MOTOR	10.46	10.46
12/14/2017	95129	04424 GRAYBAR ELECTRIC COMPANY	REPLT FUSES FOR 52-M 21KW SWITCHGEAR 48V	238.78	
			DERWA: EXTENSION BOX FOR KAESER AUTO DRA	117.72	
			KELLUMS GRIP FOR LIFT STATION CABLE SUPP	85.29	441.79
12/14/2017	95130	01242 INFO SEND, INC	MAILING - BILL INSERT WASHER REBATE/4 WA	157.40	157.40
12/14/2017	95131	00608 OFFICE TEAM	S MONTAGUE: W/E 12/08/17	810.60	810.60
12/14/2017	95132	04553 PACHECO BROTHERS GARDENI	IRON HORSE TRAIL MANHOLE COVER CLEARANCE	360.00	360.00
12/14/2017	95133	01403 PRAXAIR DISTRIBUTION INC	186 CYLINDER RENTAL	74.09	74.09
12/14/2017	95134	00843 THE COVELLO GROUP INC	16-R014 TO NO. 1 10/1/17 - 10/31/17	48,065.03	

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From: 11/14/2017 To: 12/31/2017

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			07-3203 TO NO. OC-9 OCT 1 - OCT 31	24,430.00	72,495.03
12/14/2017	95135	01738 3T EQUIPMENT COMPANY INC.	SEAL FOR TRUCK #109	431.02	431.02
12/14/2017	95136	00019 A-1 ENTERPRISES	WWTP: BI-MONTHLY STREET SWEEPING OCT '17	170.00	170.00
12/14/2017	95137	07554 AIRGAS USA, LLC	NOZZLE ASSY FOR SHOP WELDING MACHINE	13.53	13.53
12/14/2017	95138	05400 ALANIZ CONSTRUCTION INC	MTR# 65583842 RTN	1,786.99	1,786.99
12/14/2017	95139	03035 ALPHA ANALYTICAL LABS INC	SAMPLE ANALYSES	406.00	406.00
12/14/2017	95140	01076 ALSCO INC	TOWEL SERVICE WWTP NOV '17	418.68	
			TOWEL SERVICE FOD NOV '17	418.40	
			TOWEL SERVICE DO NOV '17	131.16	968.24
12/14/2017	95141	01954 ANDERSON'S UNIFORMS	J. KILLIPS: UNIFORM ITEMS	106.77	
			E. GUTIERREZ: UNIFORM ITEMS	89.31	
			BLOHMAN: REFLECTIVE ORANGE JACKET	70.19	266.27
12/14/2017	95142	00058 ARROWHEAD MOUNTAIN SPRING	LAB BOTTLED WATER 10/27-11/26	51.99	51.99
12/14/2017	95143	01568 ASBURY ENVIRONMENTAL SVCS	COGEN/FLEET USED OIL PICK-UP	559.25	559.25
12/14/2017	95144	06211 ASSOCIATED SERVICES CO.	OPS DEPT HOT BEVERAGE SERVICE DEC '17	77.95	77.95
12/14/2017	95145	00622 AT&T	MANAGED INTERNET SERVICES 11/1 - 11/30	2,169.15	
			AT&T VIOP SERVICE 11/1 - 11/30	731.62	
			AT&T VIOP SERVICE 11/1 - 11/30	97.89	2,998.66
12/14/2017	95146	01697 B & C TRUCK PARTS, INC	SWITCHES FOR VEHICLE #107	1.25	1.25
12/14/2017	95147	05404 CALIFORNIA FIRST AID & SAFETY	WWTP: FIRST AID KITS RESTOCK	187.20	
			DISTRICT OFFICE : FIRST AID KITS RESTOCK	141.26	328.46
12/14/2017	95148	00105 CAL-STEAM	2 1X3/4 GALV MI BUSH	6.64	6.64
12/14/2017	95149	02656 FASTENAL COMPANY	PPE: BUILDING A VENDING MACHINE RESTOCK	12.48	12.48
12/14/2017	95150	03800 FREEDLUN HYDROSEEDING	MTR# 65495584 RTN	1,593.36	1,593.36

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Date	Check #	Vendor	Description	Amount Paid	Check Total
12/14/2017	95151	07996 CLA-VAL GRISWOLD INDUSTRIE	PARTS TO REPAIR PRV'S	435.00	435.00
12/14/2017	95152	03149 HDS WHITE CAP CONST SUPPLY	DERWA: SEALANT FOR AIR GAP	30.11	30.11
12/14/2017	95153	07367 HIGHTAIL	HIGHTAIL 12 MONTH SUBSCRIPTION 11/18/17	1,600.02	1,600.02
12/14/2017	95154	04747 HOSE AND FITTINGS	DERWA: HOSE & FITTINGS FOR MF STRAINER	346.00	346.00
12/14/2017	95155	06074 INSIGHT PUBLIC SECTOR	MICROSOFT ENTERPRISE ENROLLMENT NUMBER 7	57,979.90	57,979.90
12/14/2017	95156	05709 LESCURE COMPANY, INC.	PROVIDE LABOR & MATLS TO REMOVE AND REPL	3,100.00	3,100.00
12/14/2017	95157	00505 LESLIE'S POOL SUPPLIES	TLPL 12X24 ALUM PRO	90.99	90.99
12/14/2017	95158	03127 LUHDORFF & SCALMANINI	DLD - REVIEW WATER QUALITY DATA/TRENDS	2,472.50	
			DLD - MONITORING AND TRANSDUCER DOWNLOAD	605.00	
			COMMERCE CIRCLE - GROUNDWATER MONITORING	24.50	3,102.00
12/14/2017	95159	07264 MANPOWERGROUP US INC.	M. SCULL: WE 11/19/17	448.32	
			M. ZAKLAN: WE 11/19/17	317.26	765.58
12/14/2017	95160	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 11/19/17	1,390.25	1,390.25
12/14/2017	95161	04231 MSC INDUSTRIAL SUPPLY CO	TEFLON HOSE FOR 3WATER SEAL WATER LINES	175.28	175.28
12/14/2017	95162	04796 NAPA AUTO PARTS	501E BATTERY	130.72	
			AIR FILTER 406G	43.65	
			SHOP AIR COMPRESSOR	13.37	187.74
12/14/2017	95163	00591 NEOPOST USA INC.	POSTAGE QUARTERLY FEE	260.81	260.81
12/14/2017	95164	02109 ONE HOUR DELIVERY SERVICE,	ONE HOUR DELIVERY: 16-W017 & BOARD PACKE	236.77	236.77
12/14/2017	95165	00620 P G & E	WWTP ELECTRICITY - NOV 2017	19,882.56	
			DISTRICT OFFICE ELECTRICITY - 11/2017	3,514.33	
			PUMP STATION R200B ELEC - DEC 2017	1,295.36	
			DISTRICT OFFICE GAS SERVICE - 11/2017	714.69	
			DO UTILITY BUILDING ELEC - 11/2017	94.71	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			DO UTILITY BUILDING GAS SVC - 11/2017	18.93	25,520.58
12/14/2017	95166	00663 PLEASANTON GARBAGE SVC IN	NOVEMBER BILLING FOR FOD GARBAGE	480.43	480.43
12/14/2017	95167	01195 POWERSTRIDE BATTERY CO., IN	512E BATTERY & STOCK 514E GEN LIFT BATTERY BATTERY 406G	370.50 80.02 74.97	525.49
12/14/2017	95168	07727 PURE HEALTH SOLUTIONS, INC.	WWTP: OPS WATER FILTRATION SERVICE NOV '	131.10	131.10
12/14/2017	95169	04105 R&B COMPANY	FILLER FLANGE FOR RES 4B VALVE	452.21	452.21
12/14/2017	95170	02316 RECORDS CONTROL SERVICES	RCS - RECORDS INVENTORY, SWITCHROOM/LIBR RCS- RECORDS INVENTOR SERVICES, FLEET	4,262.86 1,750.00	6,012.86
12/14/2017	95171	08368 SCI GRAPHICS	SCI GRAPHICS - EQUIP REPAIR	170.00	170.00
12/14/2017	95172	02698 SHAMROCK OFFICE SOLUTIONS	OVERAGE USAGE COLOR COPIES 11/06/17 - 12 FREIGHT FOR CUSTOMER SERVICE'S TONER	312.04 10.87	322.91
12/14/2017	95173	07720 SWAN ENGINEERING INC	MTR# 1576584 RTN	2,602.01	2,602.01
12/14/2017	95174	06650 TOKAY SOFTWARE	TOKAY WEB TEST ENTRIES SEPT 2017	630.00	630.00
12/14/2017	95175	00957 WEST YOST & ASSOCIATES	17-P004 TO NO. 1 10/7/17 - 11/3/17	143,374.94	143,374.94
12/14/2017	95176	00957 WEST YOST & ASSOCIATES	16-R018 TO NO. OC-7 OCT 7 - NOV 3 16-R014 TASK ORDER NO. 5 JULY 1 - NOV 3 LAWWMA ENG SERVICES - PUMP PURCHASE 16-R018 TO NO. OC-6 OCT 7 - NOV 3	5,503.00 4,098.96 2,765.00 535.50	12,902.46
12/14/2017	95177	08372 WOODLAND-DAVIS CLEAN WATE	REFUND DUPLICATE PAYMENT FY17/18 BACC BI	720.00	720.00
12/14/2017	95178	00987 ZONE 7 WATER AGENCY	NOVEMBER 2017 CONNECTION FEES	2,464,801.30	2,464,801.30
12/21/2017	95179	00710 AAI TERMITE & PEST CONTROL	LAWWMA: TERMITE & PEST CONTROL DEC '17	74.00	74.00
12/21/2017	95180	00031 ALLIED FLUID PRODUCTS CORP	SPARE EXPANSION JOINTS FOR PS200A	2,655.97	2,655.97
12/21/2017	95181	07832 CAROL ATWOOD	ATWOOD REIMB EXP AT 2017 CALPERLA TRAINI	78.11	78.11

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From: 11/14/2017 To: 12/31/2017

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Date	Check #	Vendor	Description	Amount Paid	Check Total
12/21/2017	95182	01013 BARRETT BUSINESS SERVICES	C. HENDRIX: W/E 12/3/17 A. HARTRICK: W/E 12/3/17 D. TOSTADO: W/E 11/26/17 D. TOSTADO: W/E 12/3/17 A. HARTRICK: W/E 11/26/17 C. HENDRIX: W/E 11/26/17 N. POON: WE 12/03/17	1,024.00 819.20 691.20 627.20 614.40 518.40 413.44	4,707.84
12/21/2017	95183	01013 BARRETT BUSINESS SERVICES	N. POON: WE 11/26/17	130.56	130.56
12/21/2017	95184	00103 C. OVERAA & CO.	16-R014 PP 10 NOV 1 - NOV 30	852,469.51	852,469.51
12/21/2017	95185	03614 CAROLLO ENGINEERS INC.	07-3203 TO NO. 2 NOV 1 - NOV 30 16-R014 TO NO. 1NOV 1 - NOV 30 16-A002 TO NO. 0C-10 NOV 1 - NOV 30 16-S021 TO OC-20 NOV 1 - NOV 30 16-S034 TO OC-2 NOV 1 - NOV 30	36,884.50 20,904.00 18,039.02 3,509.00 412.00	79,748.52
12/21/2017	95186	07915 JEFF CARSON	CARSON REIMB EXP AT 2017 CALPERLA TRAINI	86.45	86.45
12/21/2017	95187	04691 INC. EQUIFAX INFORMATION SVI	EQUIFAX FOR RED FLAGS	362.54	362.54
12/21/2017	95188	00335 LEVI FULLER	FULLER CERT REIMB WWTP GRADE V	110.00	110.00
12/21/2017	95189	03146 MICHELLE GALLARDO	GALLARDO REIMB EXP AT 2017 CALPERLA TRAI	105.93	105.93
12/21/2017	95190	05828 ANNA GARCIA	GARCIA CERT REIMB WATER DISTRIBUTION D2	110.00	110.00
12/21/2017	95191	00937 GRAINGER, INC.	PPE: FALL PROTECTION EQUIPMENT FOR DIV PPE: FALL PROTECTION SRL DEVICE	843.52 251.35	1,094.87
12/21/2017	95192	00937 GRAINGER, INC.	LOCK OUT/TAG OUT LOCK SETS DERWA: (2QTY) FLANGE BEARINGS FOR BAND S TOOLS FOR UNIT #79: FAUCET WRENCH, DIGIT TOOLS: SMALL & LARGE BALL PEIN HAMMER	126.07 122.75 66.78 41.81	357.41

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Date	Check #	Vendor	Description	Amount Paid	Check Total
12/21/2017	95193	04424 GRAYBAR ELECTRIC COMPANY	LAMPS FOR FOF COVERS FOR JBOXES @ BAR SCREEN LIGHTS SPLICE BOOTS FOR 3WATER PUMP MOTOR #2; C	592.90 296.09 87.73	976.72
12/21/2017	95194	00362 GSE CONSTRUCTION CO., INC.	07-3203 PP 4 NOV 1 - NOV 30	361,207.50	361,207.50
12/21/2017	95195	08121 INSITUFORM TECHNOLOGIES, L	REFUND FOR METER #63832493	1,000.00	1,000.00
12/21/2017	95196	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,833.48	4,833.48
12/21/2017	95197	07743 SAMANTHA KOEHLER	KOEHLER REIMB EXP AT 2017 CALPERLA TRAIN	105.93	105.93
12/21/2017	95198	00501 LAVWMA	LAVWMA FY2018 DEBT AND O&M	2,541,950.23	2,541,950.23
12/21/2017	95199	04594 MCCAMPBELL ANALYTICAL INC	WELLS - GROUNDWATER MONITORING EDF GEOTRACKER REPORT EDF GEOTRACKER REPORT	378.00 28.00 28.00	434.00
12/21/2017	95200	01171 MCGUIRE & HESTER	REPLACE ELECTRICAL VAULT LID & REPAIR CA	5,160.00	5,160.00
12/21/2017	95201	07109 DANIEL MCINTYRE	MCINTYRE REIMB EXP AT 2017 CALPERLA TRAI	105.93	105.93
12/21/2017	95202	00608 OFFICE TEAM	S MONTAGUE: W/E 12/15/17	617.60	617.60
12/21/2017	95203	08373 ALEXANDER ORTEGA	ORTEGA CERT REIMB WATER DISTRIBUTION OPE	100.00	100.00
12/21/2017	95204	04553 PACHECO BROTHERS GARDENI	DEC 2017: MONTHLY LANDSCAPE MAINTENANCE DEC 2017: DERWA - MONTHLY LANDSCAPE MAIN	3,860.00 75.00	3,935.00
12/21/2017	95205	01403 PRAXAIR DISTRIBUTION INC 186	LIQUID ARGON	649.92	649.92
12/21/2017	95206	01389 SCOTT ROBERSON	ROBERSON CERT REIMB DRINKING WATER OPERA	110.00	110.00
12/21/2017	95207	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	111.23	111.23
12/21/2017	95208	02470 SHRED-IT USA LLC	SHREDDING SERVICE - DECEMBER 2017 INVOIC	106.47	106.47
12/21/2017	95209	00762 TESTAMERICA LABORATORIES I	LAB ANALYSES LAB ANALYSES LAB ANALYSES	106.50 81.50 26.50	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			LAB ANALYSES	26.50	241.00
12/21/2017	95210	00843 THE COVELLO GROUP INC	16-R014 TO NO. 1 NOV 1 - NOV 30	60,906.14	
			16-S021 TO NO. OC-8 NOV 1 - NOV 30	35,396.69	
			07-3203 TO NO. OC-9 NOV 1 - NOV 30	18,320.00	
			16-S019 TO NO. 7 NOV 1 - NOV 30	735.00	115,357.83
12/21/2017	95211	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE FOR WWTP OPERATIONS	2,467.88	
			SODIUM HYPOCHLORITE FOR WWTP OPERATIONS	2,367.01	
			SODIUM HYPOCHLORITE FOR WWTP OPERATIONS	2,365.46	
			SODIUM HYPOCHLORITE FOR WWTP OPERATIONS	386.30	7,586.65
12/21/2017	95212	06643 WEIR TECHNICAL SERVICES	MANAGEMENT SERVICES - OCTOBER 2017	9,842.44	
			MANAGEMENT SERVICES - NOVEMBER 2017	7,487.57	17,330.01
12/21/2017	95213	03622 JUDY ZAVADIL	ZAVADIL REIMB EXP AT 2017 CALPERLA TRAIN	105.93	105.93
12/21/2017	95214	01719 A & M PRINTING, INC.	DOOR HANGER	768.95	768.95
12/21/2017	95215	00021 AAF INTERNATIONAL	AIR FILTERS	534.11	534.11
12/21/2017	95216	01180 ADS REPROGRAPHICS, INC.	36X150' AND 42X150' COATED COLOR BOND 4	369.54	369.54
12/21/2017	95217	07554 AIRGAS USA, LLC	DEC 2017: CYLINDER RENTAL - ACETYLENE, A	62.14	62.14
12/21/2017	95218	03035 ALPHA ANALYTICAL LABS INC	SAMPLE ANALYSES	712.00	
			SAMPLE ANALYSES	609.00	
			SAMPLE ANALYSES	609.00	1,930.00
12/21/2017	95219	02158 AMADOR VALLEY INDUSTRIES	DO GARBAGE SVC FOR NOVEMBER 2017	363.06	363.06
12/21/2017	95220	06552 BILLING SOLUTIONS INC. AMERI	AMCOBI-PORTAL	2,421.00	2,421.00
12/21/2017	95221	08166 AMERICAN PAVEMENT SYSTEMS	REFUND FOR METER#65495587	89.79	89.79
12/21/2017	95222	08354 ARUMUGAM APPADURAI	REFUND FOR 1361 HALIFAX WAY	172.71	172.71
12/21/2017	95223	00058 ARROWHEAD MOUNTAIN SPRINGS	OPS BOTTLED WATER NOV '17	105.52	105.52

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12/21/2017	95224	03813 AT&T CONFERENCING	16-A002 TELECONFERENCE SVCS NOV 8 - 28	25.32	25.32
12/21/2017	95225	08353 ASHOK BHASKAR	REFUND FOR 1071 CHANCERY WAY	80.00	80.00
12/21/2017	95226	00091 BOLD, POLISNER, MADDOW, NEI	MONTHLY LEGAL SERVICES - 11/2017	11,885.70	11,885.70
12/21/2017	95227	02848 BROOKFIELD HOMES	REFUND FOR 2367 CARBONDALE WAY	8.59	8.59
12/21/2017	95228	08188 BUCKLES-SMITH ELECTRIC CO	09-6101 ROCKWELL AUTOMATION TRAINING QUO	25,088.00	25,088.00
12/21/2017	95229	07825 C & R TRUCKING INC.	TRUCKING & DUMPING 11/1 & 11/15 TO FOD F	3,127.68	3,127.68
12/21/2017	95230	05404 CALIFORNIA FIRST AID & SAFET	DERWA FACILITIES: FIRST AID KIT RESTOCK	39.55	39.55
12/21/2017	95231	07138 CALIFORNIA WATER TECHNOLO	FERROUS CHLORIDE AT \$578 PER DRY TON	4,167.70	4,167.70
12/21/2017	95232	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
12/21/2017	95233	00136 CDW GOVERNMENT INC.	CISCO CATALYST 9300 SWITCHES W/SMARTNE	13,060.66	13,060.66
12/21/2017	95234	08345 SHARON CHEN	REFUND FOR 7009 ATLAS PEAK DR	139.24	139.24
12/21/2017	95235	01167 CITY OF DUBLIN	16-S021 DEPOSIT FOR PLAN REVIEWS FCNDV01	10,000.00	10,000.00
12/21/2017	95236	01167 CITY OF DUBLIN	ENCROACHMENT PERMIT 7228 STAGECOACH RD.,	568.00	568.00
12/21/2017	95237	08377 CITY OF HAYWARD	2018 ALCO SCIENCE & ENGINEERING FAIR SPO	300.00	300.00
12/21/2017	95238	05082 CODE PUBLISHING INC.	CODE PUBLISHING - EDITORIAL SUPPLEMENT U	393.55	393.55
12/21/2017	95239	07919 COMTEL SYSTEMS TECHNOLOG	DIV 54: SECURITY VIRTUAL SERVER SETUP -	1,387.50	1,387.50
12/21/2017	95240	00014 COUNTY OF ALAMEDA	FY 2017 FUELING - FOD/INSP/CFRS - OCT. 2	2,849.71	2,849.71
12/21/2017	95241	01156 CWEA	LAB ANALYST GRADE 2 CERTIFICATION: DAVID	90.00	90.00
12/21/2017	95242	08351 LILLIANA DAVIS BEEMAN	REFUND FOR 4988 IVYLEAF SPRINGS RD	85.31	85.31
12/21/2017	95243	05126 DKF SOLUTIONS GROUP, LLC	ONLINE NEW HIRE TRAINING COURSE	3,900.00	3,900.00
12/21/2017	95244	08286 DRYCO CONSTRUCTION, INC.	MTR# 65495582 RTND	1,715.02	1,715.02
12/21/2017	95245	08374 DUBLIN SENIOR CENTER	REFUND RECEIPT #: 07150-DUPLICATE PAYMEN	135.00	135.00

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12/21/2017	95246	00405 ECS HOUSE INDUSTRIES INC	(3QTY) 5HP FLOATING BRUSH AERATORS FOR F	45,038.50	45,038.50
12/21/2017	95247	05839 EUROFINS EATON ANALYTICAL I	SILICA LOW LEVEL FOR BARNSTEAD WATER	50.00	50.00
12/21/2017	95248	08029 ATTN: TREASURY MANAGEMENT	16-R014 PP OCT 1 - OCT 31	55,031.33	
			16-R014 PP 10 NOV 1 - NOV 30	44,868.40	99,899.73
12/21/2017	95249	02656 FASTENAL COMPANY	PPE: BUILDING S PPE VENDING MACHINE RES	411.22	411.22
12/21/2017	95250	02656 FASTENAL COMPANY	PPE: COMMERCE CIRCLE PPE VENDING MACHIN	54.57	
			SCREWS FOR GENERAL SUPPLY	13.11	
			PPE: BUILDING A VENDING MACHINE RESTOCK	1.96	69.64
12/21/2017	95251	00314 FEDEX	WWTP: OVERNIGHT DELIVERY CHARGES DEC '17	172.99	
			DO OVERNIGHT SHIPPING CHARGES FOR IT	49.69	
			WWTP: OVERNIGHT DELIVERY CHARGES DEC '17	39.14	261.82
12/21/2017	95252	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	550.81	550.81
12/21/2017	95253	00352 GOLDEN STATE FLOW MEASURE	GSFM - ENDPOINTS FOR AMI	42,771.38	
			GSFM - COMMAND LINK REPAIR	591.83	43,363.21
12/21/2017	95254	07137 GOODYEAR COMMERCIAL TIRE	TIRES FOR VEHICLE #18	520.73	520.73
12/21/2017	95255	06759 GRATIA REALTY	REFUND FOR 4332 GARDENIA ST	234.65	234.65
12/21/2017	95256	07996 CLA-VAL GRISWOLD INDUSTRIE	PARTS TO REPAIR PRV'S	654.18	654.18
12/21/2017	95257	08355 CLARENCE HAMMOND	REFUND FOR 5078 HOLBORN WAY	74.30	74.30
12/21/2017	95258	08344 ETIENNE HANDMAN	REFUND FOR 11532 BAY LAUREL ST	344.83	344.83
12/21/2017	95259	03149 HDS WHITE CAP CONST SUPPLY	HARD HAT	30.58	
			DRILL BITS FOR FRESH WATER HOT TAP KIT	14.38	44.96
12/21/2017	95260	07652 HUNT & SONS, INC.	UNLEADED GAS 87 OCTANE	1,692.70	1,692.70
12/21/2017	95261	07017 HYDROSCIENCE ENGINEERS, IN	T.O. NO. 1 CLEAN WATER PROGRAM ADMIN SER	1,015.87	1,015.87
12/21/2017	95262	07523 ID ARCHITECTURE	16-A004 TO NO. 3 ARCHITECTURAL DESIGN SE	6,169.63	6,169.63

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12/21/2017	95263	04383 IHOP 1718	REFUND RECEIPT #: 08127-DUPLICATE PAYMEN	120.00	120.00
12/21/2017	95264	07086 INDUSTRIAL SERVICE	CO-GEN CATALYST CLEANING: S/N 234907 &	740.00	740.00
12/21/2017	95265	07481 J.N. ABBOTT DISTRIBUTOR, INC.	CO-GEN OIL: (420QTY) D-A BLUE FLAME HB5	4,349.90	4,349.90
12/21/2017	95266	07848 LLP JARVIS, FAY, DOPORTO & GI	GENERAL COUNSEL SVCS - NOVEMBER 2017	6,768.50	6,768.50
12/21/2017	95267	01225 KAESER COMPRESSORS, INC	DERWA: REPLT PARTS FOR SAND FILTER WIPER SCREW PLUG FOR OMEGA BLOWER (PRIMARIES)	1,893.85 66.07	1,959.92
12/21/2017	95268	06166 KBA	COPIER FOD/ENGR/MAINT 11/1/17 - 11/30/17	194.65	194.65
12/21/2017	95269	00486 KOFFLER ELECTRIC/MECH	MOTOR REPAIR FOR BLOWER #1	6,052.38	6,052.38
12/21/2017	95270	07193 LAI & ASSOCIATES	FIELD DENSITY TESTING: 5696 WEST COG HIL FIELD DENSITY TESTING: 6836 EDEN ST. 11/ FIELD DENSITY TESTING: 11/11/17 11462 MA	1,272.66 1,141.86 1,076.58	3,491.10
12/21/2017	95271	00509 LIEBERT CASSIDY WHITMORE	GENERAL LEGAL FEES (10/17)	5,570.00	5,570.00
12/21/2017	95272	03127 LUHDORFF & SCALMANINI	DLD - ANALYSIS	550.00	550.00
12/21/2017	95273	07614 MAHLER CONSULTING SERVICE	2017-2018 DEVELOPMENTNOV 16TH -30TH	8,760.00	8,760.00
12/21/2017	95274	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 12/03/17 M. ZAKLAN: WE 11/26/17 M. SCULL: WE 11/26/17	393.84 339.14 149.44	882.42
12/21/2017	95275	05368 JOHN MARCHAND	REGULAR BOARD MTG ATTENDANCE - 11/15/17	50.00	50.00
12/21/2017	95276	00536 MC MASTER-CARR SUPPLY CO.	EALS: VALVE CHAIN LINKS	14.36	14.36
12/21/2017	95277	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 11/26/17 A. MCCAFFERY: WE 12/03/17	1,407.00 1,356.75	2,763.75
12/21/2017	95278	00547 MIELE, INC	LAB DISHWASHER REPAIR	856.11	856.11
12/21/2017	95279	04231 MSC INDUSTRIAL SUPPLY CO	TOOLS, EQUIPMENT AND CHEMICALS FOR SHOP SHELF FOR GAS MONITOR EQUIPMENT @ BLDG S	836.49 726.36	

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			BAND SAW BLADE FOR SHOP	638.41	
			SHOP SUPPLIES & 50PC 12AC V/S W/CASE COR	302.61	
			SMOKING AREA SIGNS & RECEPTACLES	155.72	
			LAWWMA: PARTS/SUPPLIES FOR DECHLOR SAMPL	88.79	2,748.38
12/21/2017	95280	07678 MYERS TIRE SUPPLY	STOCK FOR WHEEL WEIGHTS AND TIRE PATCHES	1,046.93	1,046.93
12/21/2017	95281	04796 NAPA AUTO PARTS	NEW CREEPER FOR FLEET	278.58	
			(6QTY) AIR FILTER	43.07	
			V.P. GAS FOR SMALL 4 STROKE ENGINE	28.67	
			RETURN: (6QTY) AIR FILTER FROM ORIGINAL	-43.07	307.25
12/21/2017	95282	00591 NEOPOST USA INC.	NEW POSTAGE MACHINE - EQUIPMENT	7,341.60	7,341.60
12/21/2017	95283	08342 ALLEN OLSON	REFUND FOR 8498 LONGFORD WAY	696.77	696.77
12/21/2017	95284	07100 ARNE OLSON	REGULAR BOARD MTG ATTENDANCE - 11/15/17	50.00	50.00
12/21/2017	95285	00620 P G & E	MISC PUMP STNS; DUB LIFT STN; COMM CIR E	17,122.44	
			FSL AERATORS; LAB HVAC; FLEET - NOV 2017	1,937.78	
			LAWWMA PIPELINE & LIVERMORE LINE DEC '17	497.18	
			RESERVOIR 3A ELECTRICITY - NOV 17	45.75	19,603.15
12/21/2017	95286	05439 PACIFIC COAST CHEMICALS	LAWWMA: CALCIUM THIOSULFATE CHEMCIAL DEL	13,384.49	13,384.49
12/21/2017	95287	02095 PG&E	16-A002 PG&E AT 6715-A DUBLIN BLVD	6,251.74	6,251.74
12/21/2017	95288	04211 PLATT ELECTRIC SUPPLY	CONTACTS FOR RUN METER ON STARTING AIR C	175.93	
			POWER TRANSFORMER FOR NEW 3WATER BALL VA	41.81	
			(2QTY) BALLAST FOR SINGLE T5 FIXTURES BE	34.63	252.37
12/21/2017	95289	00663 PLEASANTON GARBAGE SVC IN	TRANSPORT OF SOLIDS/GRIT SCREENINGS: NOV	6,224.39	6,224.39
12/21/2017	95290	08349 PLEASANTON PROPERTY MANA	REFUND FOR 5762 AMBERGLEN CT	49.37	49.37
12/21/2017	95291	08348 PMI EAST BAY	REFUND FOR 4730 WESTWOOD CT	156.44	156.44
12/21/2017	95292	01195 POWERSTRIDE BATTERY CO., IN	BATTERIES VEHICLE #112	159.68	159.68

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12/21/2017	95293	07412 PURETEC INDUSTRIAL WATER	DI RENTAL QUARTERLY	126.00	126.00
12/21/2017	95294	04105 R&B COMPANY	MISC PARTS FOR REPAIRS AT TURNOUT #1	492.40	492.40
12/21/2017	95295	02316 RECORDS CONTROL SERVICES	RCS - RECORDS INVENTORY SERVICES, ENGINE	4,722.72	4,722.72
12/21/2017	95296	04301 RESOURCE TRENDS, INC.	BRANDING MEETINGS WITH SR. STAFF 11/15 &	3,855.00	3,855.00
12/21/2017	95297	02466 RICOH AMERICAS CORP	COPIER LEASES WWTP/DO ACCOUNTING/DO MAIL	1,174.10	1,174.10
12/21/2017	95298	08343 DAN SCANNELL	REFUND FOR 8774 BANDON DR	148.56	148.56
12/21/2017	95299	04044 SCOTT VALLEY BANK	07-3203 PP 2-4 ESCROW 13501033	47,012.50	47,012.50
12/21/2017	95300	08350 SAMIR SHAH	REFUND FOR 5191 GRANBY CT	222.74	222.74
12/21/2017	95301	02698 SHAMROCK OFFICE SOLUTIONS	OVERAGE USAGE COLOR COPIES 11/06/17 - 12	440.22	
			CREDIT FROM INV 313172	-312.04	128.18
12/21/2017	95302	06861 SIGNA MECHANICAL	(2QTY) REPL PUMPS FOR EAST DUBLIN LIFT	13,582.76	13,582.76
12/21/2017	95303	08352 SUKHJIT SINGH	REFUND FOR 2153 WATERMILL RD	25.88	25.88
12/21/2017	95304	03618 SKILLSOFT	IT PRO REFERENCEWARE 11/5/17 - 11/4/18	629.92	629.92
12/21/2017	95305	08346 MISTI SMITH	REFUND FOR 5601 AVELLINA DR	127.17	127.17
12/21/2017	95306	08117 SOLVAY FLUORIDES, LLC	HYDROFLUORISILICIC ACID 24% - TURNOUT 5	10,244.00	10,244.00
12/21/2017	95307	00797 STANDARD AND POOR'S	2017 WATER REVENUE REFUNDING BONDS	25,000.00	25,000.00
12/21/2017	95308	00804 STATE WATER RESOURCES CON	ANNUAL NPDES PERMIT FEES FOR FLOW & PRET	85,711.00	
			ANNUAL NPDES PERMIT FEES FOR COMMUNITY D	2,062.00	87,773.00
12/21/2017	95309	00804 STATE WATER RESOURCES CON	ANNUAL RECYCLED WATER FEES FOR FY2016/17	3,373.40	3,373.40
12/21/2017	95310	00804 STATE WATER RESOURCES CON	DL-DRINKING WATER DISTRIBUTION OPERATOR	105.00	105.00
12/21/2017	95311	00810 STUDIO BLUE REPROGRAPHICS	15-W017 CONTRACT DOCS	294.98	294.98
12/21/2017	95312	00825 SWRCB	FY 18 PERMIT (FAC ID 2 019129001)	20,000.00	20,000.00
12/21/2017	95313	00829 T & T VALVE & INSTRUMENTS INC	DERWA: SPARE CHECK VALVE FOR PS R300B	400.88	400.88

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12/21/2017	95314	05433 TAYLOR MORRISON	REFUN DFOR METER#65495595	281.78	281.78
12/21/2017	95315	01202 TELEDYNE ISCO	SAMPLER PRODUCTS-EC	138.75	138.75
12/21/2017	95316	07142 TERRY'S TREE SERVICE, INC.	09-6101 TREE CUTTING	1,600.00	1,600.00
12/21/2017	95317	05781 THERMO ELECTRON NORTH AM	SAMPLE CONE, SKIMMER CONE	1,029.20	1,029.20
12/21/2017	95318	08376 BONITA THRONE	REFUND 8629 BANDON DR	5,178.69	5,178.69
12/21/2017	95319	06650 TOKAY SOFTWARE	TOKAY WEB TEST ENTRIES NOV 2017	347.00	347.00
12/21/2017	95320	08360 TRUE BLUE AUTOMATION SERVI	ROBICON VFD GATE DRIVER BOARD REPAIR	500.00	500.00
12/21/2017	95321	02845 TYLER TECHNOLOGIES	EDEN SUPPORT - 2018 (MISC MODULES)	62,463.78	62,463.78
12/21/2017	95322	01806 U.S. BANK	COPIER LEASE MAINT/ENGIN/FOD - DEC 2017	547.34	
			COPIER LEASE MAINT/ENGIN/FOD - DEC 2017	-74.03	473.31
12/21/2017	95323	01222 UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
12/21/2017	95324	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	217.00	217.00
12/21/2017	95325	07140 USA FLEET SOLUTIONS	DEC 2017: FLEET GPS TRACKING SYSTEM	1,733.75	1,733.75
12/21/2017	95326	00912 VALLEY CARE HEALTH SYSTEM	PRE-EMPLOYMENT DOT/PHYSICAL/DRUG SCREEN	238.00	
			PRE-EMPLOYMENT PHYSICAL/DRUG SCREEN -	153.00	
			PRE-EMPLOYMENT PHYSICAL/DRUG SCREEN - AT	98.00	
			DOT PHYSICAL - R. BAKER	85.00	574.00
12/21/2017	95327	06004 VANGUARD CLEANING SYSTEM	DEC 2017: WWTP - JANITORIAL SERVICES	3,045.00	
			DEC 2017: DO - JANITORIAL SERVICES	2,675.00	
			DEC 2017: FOD - JANITORIAL SERVICES	1,895.00	7,615.00
12/21/2017	95328	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT: DEC '17	659.55	659.55
12/21/2017	95329	00924 VERIZON WIRELESS	CELL PHN SVC AND EQUIPMENT CHARGES 11/4	3,956.74	3,956.74
12/21/2017	95330	00933 VWR INTERNATIONAL, INC.	LAB CHEMICALS AND SUPPLIES	33.70	33.70

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12/21/2017	95331	04061 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	470.89	470.89
12/21/2017	95332	00957 WEST YOST & ASSOCIATES	TO NO. 6 PROF SVCS OCT 7 - NOV 3	1,052.00	1,052.00
12/21/2017	95333	07021 BOB WOERNER	REGULAR BOARD MTG ATTENDANCE - 11/15/17	50.00	50.00
12/21/2017	95334	03508 XYLEM WATER SOLUTIONS USA	DERWA: UV ECORAY LAMPS	44,264.32	44,264.32
12/21/2017	95335	08347 YIZHAO GROUP USA LLC	REFUND FOR 3956 JORDAN RANCH DR	146.46	146.46
12/21/2017	95336	00987 ZONE 7 WATER AGENCY	TREATED WATER SERVICE 11/1/17 TO 11/30/1 TO NO. 005 - TRI-VALLEY POTABLE REUSE FS	1,062,300.54 24,977.92	1,087,278.46
12/22/2017	8093	05511 CALIFORNIA STATE	CHILD SUPPORT GARNISHMENT: PAYMENT	690.46	690.46
12/22/2017	607122217	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	40,572.25	40,572.25
12/22/2017	1000983908	00494 PERS	RETIREMENT: PAYMENT	93,148.27	93,148.27
12/26/2017	32836865	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	27,632.37	27,632.37
12/26/2017	899714624	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	114,446.17	114,446.17

515 checks in this report

Total Checks: 20,699,290.91

Karen
Vaden


 Digitally signed by Karen Vaden
 DN: cn=Karen Vaden
 Date: 2018.01.03 10:09:13 -08'00'



December, 2017

Monthly Financial Report

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Revenue Summary

December 2017

Revenue Source	Budget	Budget to Date	YTD Actual	Amount Remaining	% of Budget Received	% Revenue Expected
Local Sewer Operations	\$ 2,575,811	\$ 1,094,205	\$ 1,138,967	\$ 1,436,844	44.22%	42.48%
Regional Sewer Operations	\$ 21,253,849	\$ 7,970,194	\$ 6,835,903	\$ 14,417,947	32.16%	37.50%
Service Charges - Sewer	\$ 23,829,660	\$ 9,064,398	\$ 7,974,869	\$ 15,854,791	33.47%	38.04%
Water Operations	\$ 34,429,859	\$ 12,911,197	\$ 14,383,391	\$ 20,046,468	41.78%	37.50%
Water Expansion	\$ 0	\$ 0	\$(20)	\$ 20	100.00%	50.00%
Service Charges - Water	\$ 34,429,859	\$ 12,911,197	\$ 14,383,371	\$ 20,046,488	41.78%	37.50%
Local Sewer Replacement	\$ 898,893	\$ 449,447	\$ 398,062	\$ 500,832	44.28%	50.00%
Local Sewer Expansion	\$ 874,072	\$ 437,036	\$ 387,070	\$ 487,002	44.28%	50.00%
Regional Sewer Replacement	\$ 2,614,672	\$ 1,307,336	\$ 1,050,418	\$ 1,564,254	40.17%	50.00%
Regional Sewer Expansion	\$ 15,870,684	\$ 7,935,342	\$ 6,346,521	\$ 9,524,164	39.99%	50.00%
Capacity Reserve Fees - Sewer	\$ 20,258,321	\$ 10,129,161	\$ 8,182,070	\$ 12,076,252	40.39%	50.00%
Water Replacement	\$ 3,599,600	\$ 1,799,800	\$ 1,442,396	\$ 2,157,204	40.07%	50.00%
Water Expansion	\$ 8,348,644	\$ 4,174,322	\$ 4,148,369	\$ 4,200,276	49.69%	50.00%
Capacity Reserve Fees - Water	\$ 11,948,245	\$ 5,974,122	\$ 5,590,765	\$ 6,357,480	46.79%	50.00%
Fees & Permits	\$ 2,335,440	\$ 1,167,720	\$ 1,249,508	\$ 1,085,932	53.50%	50.00%
Interest	\$ 1,574,179	\$ 787,090	\$ 916,979	\$ 657,200	58.25%	50.00%
Other Income	\$ 4,245,344	\$ 2,122,672	\$ 2,498,670	\$ 1,746,673	58.86%	50.00%
	<u>\$ 98,621,048</u>	<u>\$ 42,156,360</u>	<u>\$ 40,796,233</u>	<u>\$ 57,824,816</u>	<u>41.37%</u>	<u>42.75%</u>

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

Dublin San Ramon Services District
Working Capital Summary
December, 2017

Enterprise Funds

Fund	Dollars (\$)		In Months		
	YTD Actual	Budget	Target (Months)	Last Quarter	Current Quarter
Local Enterprise	\$ 571,507	\$ 1,035,833	4	1.63	2.21
Regional Enterprise	\$ 5,628,977	\$ 5,774,165	4	4.11	3.90
Water Enterprise	\$ 9,658,885	\$ 9,497,246	4	3.18	4.07

NOTE: The figures for "Last Quarter" is the Working Capital as of June 30, 2017; calculated using FYE2018 targets

Replacement Funds

Fund	In Dollars (\$)		
	Actual	Minimum	Above (Below)
Local Replacement	\$ 9,455,673	\$ 2,414,650	\$ 7,041,023
Regional Replacement	\$ 24,501,966	\$ 9,628,454	\$ 14,873,512
Water Replacement	\$ 19,416,059	\$ 9,744,997	\$ 9,671,062

Expansion Funds

Fund	In Dollars (\$)		
	Actual	Minimum	Above (Below)
Local Expansion	\$ 2,828,552	\$ 534,330	\$ 2,294,222
Regional Expansion	\$ 53,753,992	\$ 19,517,769	\$ 34,236,223
Water Expansion	\$ 21,786,320	\$ 14,561,613	\$ 7,224,707

Temporary Infrastructure Charge Status

Revenue Type	In Dollars (\$)		
	Amount Collected	Amount Repaid	Net
Temporary Infrastructure Charge Status	\$ 8,205,993	\$ (5,212,358)	\$ 2,993,636

Dublin San Ramon Services District

Expense Summary by Fund

December 2017

% of Year Completed= 50%

Expense Summary by Fund	Budget	Budget to Date	Year To Date Actual	Dollars Remaining	Percent Used
200 - Local Sewer Operations	\$ 2,303,322	\$ 1,151,661	\$ 988,675	\$ 1,314,647	42.92 %
210 - Local Sewer Replacement	\$ 63,876	\$ 31,938	\$ 8,730	\$ 55,146	13.67 %
220 - Local Sewer Expansion	\$ 461,843	\$ 230,922	\$ 356,944	\$ 104,899	77.29 %
300 - Regional Sewer Operations	\$ 14,431,730	\$ 7,215,865	\$ 6,670,768	\$ 7,760,962	46.22 %
310 - Regional Sewer Replacement	\$ 702,034	\$ 351,017	\$ 207,475	\$ 494,559	29.55 %
320 - Regional Sewer Expansion	\$ 4,780,785	\$ 2,390,392	\$ 2,353,151	\$ 2,427,634	49.22 %
600 - Water Operations	\$ 26,369,055	\$ 13,184,527	\$ 11,163,168	\$ 15,205,887	42.33 %
605 - Water Rate Stabilization Fund	\$ 35,000	\$ 17,500	\$ 13,893	\$ 21,107	39.69 %
610 - Water Replacement	\$ 439,793	\$ 219,897	\$ 73,155	\$ 366,638	16.63 %
620 - Water Expansion	\$ 4,030,444	\$ 2,015,222	\$ 4,416,618	\$(386,174) ¹	109.58 %
900 - Administrative Overhead	\$ 7,363,908	\$ 3,681,954	\$ 3,395,684	\$ 3,968,224	46.11 %
965 - Other Post Employment Benefits	\$ 854,331	\$ 427,166	\$ 468,938	\$ 385,393	54.89 %
995 - DV Standby Assessment	\$ 1,534,802	\$ 767,401	\$ 9,231	\$ 1,525,571	0.60 %
	\$ 63,370,922	\$ 31,685,461	\$ 30,126,430	\$ 33,244,492	47.54 %

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

¹ Water Expansion year to date costs include contributions to DERWA for Recycled Water Plant Phase 2. The budget in Water Expansion CIP fund limits cover these costs.

Dublin San Ramon Services District
Expense Summary By Department

Ref B - District Financial Statements

December 2017

% of Year Completed= 50%

Expense Summary by Department	Budget	Budget To Date	Year To Date Actual	Dollars Remaining	Percentage Used
Executive	\$2,513,699	\$1,256,849	\$1,188,368	\$ 1,325,331	47.28%
Financial Services	\$5,151,496	\$2,575,748	\$2,501,183	\$ 2,650,313	48.55%
Engineering	\$4,022,436	\$2,011,218	\$1,911,330	\$ 2,111,106	47.52%
Operations	\$17,225,417	\$8,612,708	\$8,005,799	\$ 9,219,617	46.48%
Non-Departmental	\$34,457,875	\$17,228,938	\$16,519,750	\$ 17,938,125	47.94%
	<u>\$63,370,922</u>	<u>\$31,685,461</u>	<u>\$30,126,430</u>	<u>\$ 33,244,492</u>	<u>47.54%</u>

Expense Summary by Category

December 2017

% of Year Completed= 50%

Expense Summary by Category	Budget	Budget to Date	Year to Date Actual	Budget Remaining	Percentage Used
Personnel	\$21,655,918	\$10,827,959	\$10,226,078	\$ 11,429,840	47.22%
Materials and Supplies	\$20,573,677	\$10,286,838	\$8,977,018	\$ 11,596,659	43.63%
Contract Services	\$6,344,018	\$3,172,009	\$1,924,172	\$ 4,419,846	30.33%
Other Expenses	\$13,925,507	\$6,962,753	\$8,759,085	\$ 5,166,422	62.90%
Capital Outlay	\$871,803	\$435,902	\$240,078	\$ 631,725	27.54%
	<u>\$63,370,922</u>	<u>\$31,685,461</u>	<u>\$30,126,430</u>	<u>\$ 33,244,492</u>	<u>47.54%</u>

Dublin San Ramon Services District

Capital Outlay by Division
December, 2017Capital Outlay - Identified

Div	Asset Description	Budget	Year To Date Actual	Dollars Remaining	Percent Used
33	Ford F-150 (replace #91)	\$ 30,000	\$ 26,934	\$ 3,066	
33	Ford F-150 (replace #92)	30,000	26,934	3,066	
33 Total Customer Service		\$ 60,000	\$ 53,868	\$ 6,132	89.78%
34	Sharp Aqos Interactive 80" Board Display				
34	Bundle WWTP	11,604		11,604	
34 Total Information Technology		\$ 11,604	\$ -	\$ 11,604	0.00%
51	Ford F-350 (replace #27)	75,000		75,000	
51	CCTV Equipment for truck #82	75,000		75,000	
51 Total Field Operations		\$ 150,000	\$ -	\$ 150,000	0.00%
52	Ammonia Phosphorus Online Analyzers (1 per	40,000		40,000	
52 Total Plant Operations		\$ 40,000	\$ -	\$ 40,000	0.00%
53	Thickened Sludge Pump 1	19,200		19,200	
53	Building H Roof (Grit Building)	25,000		25,000	
53	FSL Surface Mixer	57,000	45,039	11,961	
53	Primary Sludge Pumps (4 X \$20,000/each)	80,000		80,000	
53	3 Water Pumps	115,000	108,896	6,104	
53	Aeration Control Valve Actuator Positioner			150,000	
53	Assemblies (10 @ \$15,000/each)	150,000			
53	Replacement Heat Exchangers Cogen	120,000	32,274	87,726	
53 Total Mechanical Maintenance		\$ 566,200	\$ 186,209	\$ 379,991	32.89%
55	Purge & Trap Concentrator	24,000		24,000	
55 Total Analytical Laboratory		\$ 24,000	\$ -	\$ 24,000	0.00%
56	Fall protection Davit Arm Base	20,000		20,000	
56 Total		\$ 20,000	\$ -	\$ 20,000	0.00%
Grand Total		\$ 871,804	\$ 240,077	\$ 631,727	27.54%

Unexpected Capital Outlay

		\$ -	
		-	
		-	
		-	
Total Unexpected Capital Outlay		\$ -	\$ -
Total All Capital Outlay		\$ 871,804	\$ 240,077

Capital Project Expense Summary Report

Dublin San Ramon Services District

December, 2017

Fund #		Budget	Year-to-date Expenditures	Balance	Prct Used
210	Local Sewer Replacement	6,384,082.00	5,003,037.57	1,381,044.43	78.37%
220	Local Sewer Expansion	534,330.00	133,080.49	401,249.51	24.91%
310	Regional Sewer Replacement	3,914,117.00	519,242.38	3,394,874.62	13.27%
320	Regional Sewer Expansion	10,328,019.00	1,803,979.84	8,524,039.16	17.47%
610	Water Replacement	4,919,526.00	826,520.70	4,093,005.30	16.80%
620	Water Expansion	8,338,461.00	1,160,294.34	7,178,166.66	13.91%
Grand Total		34,418,535.00	9,446,155.32	24,972,379.68	27.44%

Dublin San Ramon Services District
Financing Administration Agreement Calculations
December, 2017

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	\$44,609,608
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	\$ 53,753,992
Number of Years of Maximum Debt Service on Hand (Working Capital/Max Annual Debt)	\$ 4,332,552
	12.41
Capacity Fee Revenue this Fiscal Year	\$ 6,346,521
Debt Service for FY 17/18	\$ 4,313,856
Capacity fees in excess (deficiency) of this amount	\$ 2,032,665
Amount in Rate Stabilization Fund in Excess of (below) 5XMADS	\$32,091,231

Dublin San Ramon Services District
DUE's (Dwelling Unit Equivalent) Actual to Budget
December, 2017

Comparison of Actual DUE's to Budget

	Budget	Actual	Above (Below)
Sewer			
<i>DSRSD</i>	924	400	(524)
<i>Pleasanton</i>	250	72	(178)
Water	918	434	(484)

Dublin San Ramon Services District

Treasurer's Report - Portfolio Management Summary

As of: December 31, 2017

Description	Face Amount	Market Value	Book Value	% of Portfolio	Permitted by Policy	In Compliance	YTM @ Cost
CAMP	6,507,352.54	6,507,352.54	6,507,352.54	3.96%	100%	Yes	1.290%
Certificate of Deposit	4,500,000.00	4,489,667.25	4,500,000.00	2.74%	30%	Yes	1.597%
Corporate Bonds	15,786,000.00	15,707,316.60	15,798,278.79	9.61%	30%	Yes	1.370%
Federal Agency Callables	82,500,000.00	81,257,918.50	82,495,000.00	50.24%	100%	Yes	1.584%
LAIF - Operating	47,822,323.61	47,822,323.61	47,822,323.61	29.12%	\$50 million	Yes	1.180%
Municipals	7,085,000.00	7,052,364.85	7,130,446.06	4.31%	100%	Yes	1.473%
Total Investments	\$ 164,200,676.15	\$ 162,836,943.35	\$ 164,253,401.00	100.00%			1.368%
Bank of America	7,382,198.36	7,382,198.36	7,382,198.36				
Total Cash & Investments	\$ 171,582,874.51	\$ 170,219,141.71	\$ 171,635,599.36				1.368%

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.

Carol Atwood
Carol Atwood, Treasurer

January 9, 2018
Date

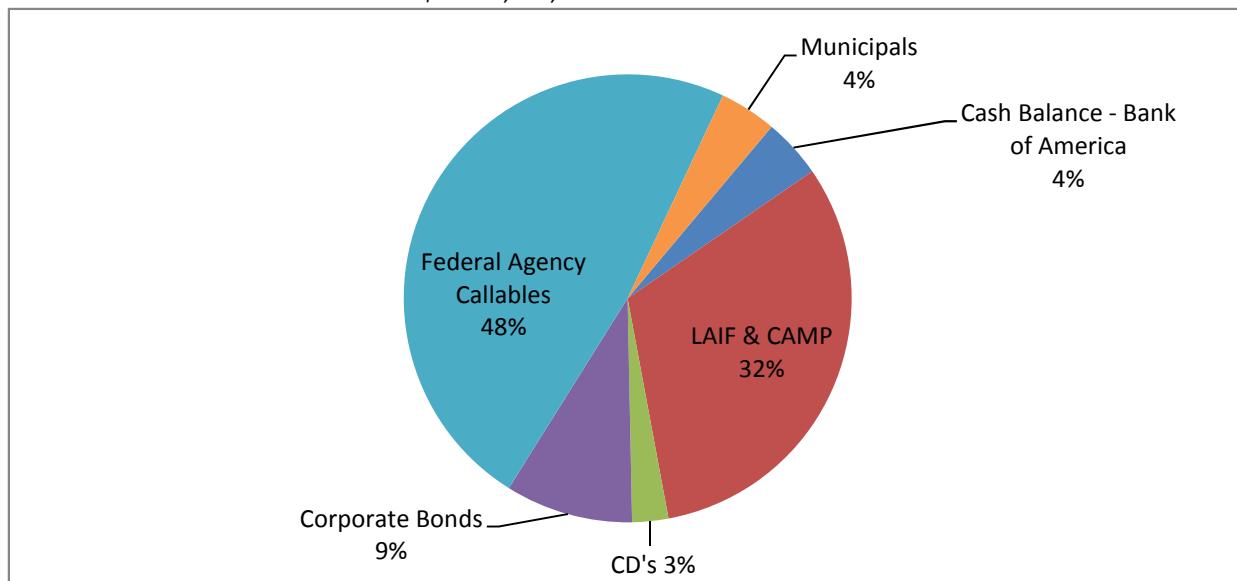
For comparison - prior month summary as of: 11/30/2017

Description	Face Amount	Market Value	Book Value	% of Portfolio	Permitted by Policy	In Compliance	YTM @ Cost
CAMP	6,500,222.70	6,500,222.70	6,500,222.70	4.02%	100%	Yes	1.200%
Certificate of Deposit	4,500,000.00	4,498,482.25	4,500,000.00	2.78%	30%	Yes	1.597%
Corporate Bonds	18,286,000.00	18,215,004.74	18,344,759.78	11.31%	30%	Yes	1.374%
Federal Agency Callables	77,500,000.00	76,280,856.50	77,495,000.00	47.93%	100%	Yes	1.528%
LAIF - Operating	47,822,323.61	47,822,323.61	47,822,323.61	29.58%	\$50 million	Yes	1.160%
Municipals	7,085,000.00	7,066,832.90	7,130,446.06	4.38%	100%	Yes	1.473%
Total Investments	\$ 161,693,546.31	\$ 160,383,722.70	\$ 161,792,752.15	100.00%			1.335%
Bank of America	6,378,939.74	6,378,939.74	6,378,939.74				
Total Cash & Investments	\$ 168,072,486.05	\$ 166,762,662.44	\$ 168,171,691.89				1.335%

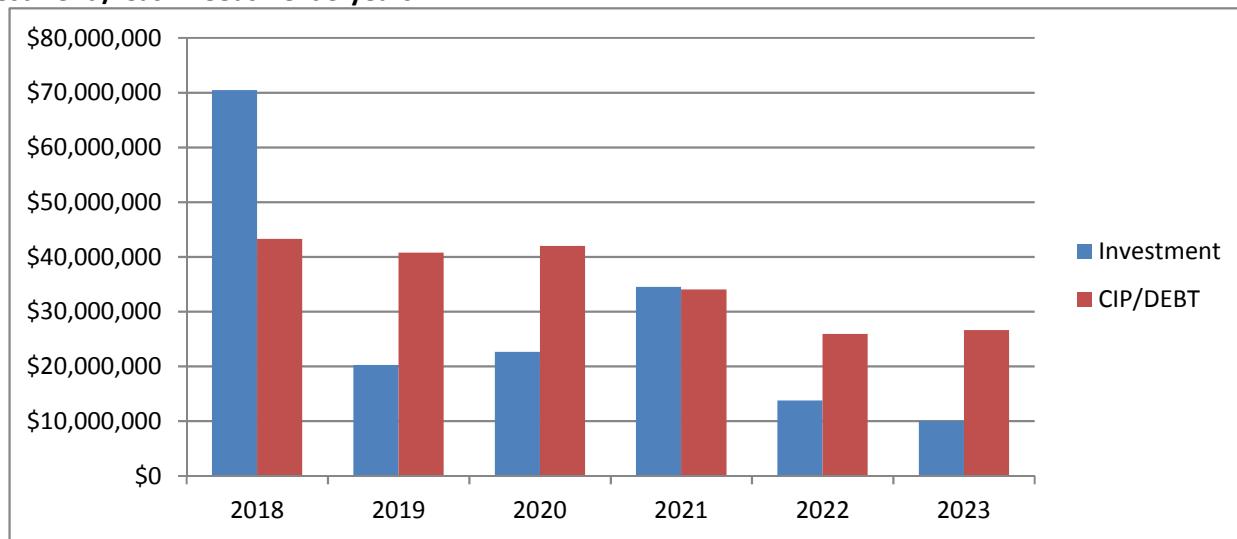
Investment Review for :
Summary of Current Investments

December 31, 2017

	Face Amount	% of Portfolio	Avg Maturity (in Years)	Avg Yield
Cash Balance - Bank of America	\$ 7,382,198.36	4%		
LAIF & CAMP	54,329,676.15	32%		1.235%
Certificates of Deposit	4,500,000.00	3%	1.6	1.597%
Corporate Bonds	15,786,000.00	9%	0.9	1.370%
Federal Agency Callables	82,500,000.00	48%	2.9	1.584%
Municipals	<u>7,085,000.00</u>	4%	1.7	1.473%
	\$ 171,582,874.51			



Investment / Cash needs next 5 years



FYE	Investment	CIP/DEBT
2018	\$ 70,461,874.51	\$ 43,257,237.00
2019	20,250,000.00	\$ 40,763,148.00
2020	22,621,000.00	\$ 41,992,235.00
2021	34,500,000.00	\$ 34,020,571.18
2022	13,750,000.00	\$ 25,880,865.72
2023	<u>10,000,000.00</u>	\$ 26,589,338.49
	\$ 171,582,874.51	\$ 212,503,395.39

Dublin San Ramon Services District
Treasurer's Report - Portfolio Detail

12/31/2017

Description	CUSIP	Settlement Date	Face Amount	Market Value	Book Value	Coupon Rate	YTM @ Cost	Next Call Date	DTC/M	DTM	Maturity Date	Accrued Interest
Bank of America - Concentration												
Bank of America MM	MM0000	04/30/2017	7,382,198.36	7,382,198.36	7,382,198.36	0.000	0.000	N/A	1	1	N/A	
Sub Total / Average			7,382,198.36	7,382,198.36	7,382,198.36	0.000	0.000		1	1		0.00
CAMP												
CAMP LGIP	LGIP6300	06/30/2011	6,507,352.54	6,507,352.54	6,507,352.54	1.290	1.290	N/A	1	1	N/A	
Sub Total / Average			6,507,352.54	6,507,352.54	6,507,352.54	1.290	1.290		1	1		0.00
Certificate of Deposit												
ALLY BANK UT 1/5/2018	02006LB69	05/19/2016	250,000.00	249,568.25	250,000.00	1.000	1.000		141	141	05/21/2018	287.67
Bank United Natl Assoc Primary 1.2.9/28/2018	066519CK3	09/28/2016	250,000.00	248,771.00	250,000.00	1.200	1.200		271	271	09/28/2018	772.60
Capital One 2/10/7/2019	14042RAN1	10/07/2015	250,000.00	250,213.75	250,000.00	2.000	2.000		645	645	10/07/2019	1,164.38
Capital One USA 2/10/7/2019	140420WK2	10/07/2015	250,000.00	250,344.25	250,000.00	2.000	2.000		645	645	10/07/2019	1,164.38
Customers Bank 1.15 9/28/2018	23204HEJ3	09/28/2016	250,000.00	248,770.75	250,000.00	1.150	1.150		271	271	09/28/2018	740.41
Discover Bank 1.2.3/13/2018	254671LE8	03/13/2013	250,000.00	250,032.25	250,000.00	1.200	1.200		72	72	03/13/2018	895.89
Goldman Sachs 1.95 10/7/2019	38148JQ79	10/07/2015	250,000.00	249,997.00	250,000.00	1.950	1.950		645	645	10/07/2019	1,135.27
HSBC Bank USA NA 2.45 3/21/2022-19	40434YKG7	03/21/2017	250,000.00	251,266.50	250,000.00	2.450	2.450	03/21/2019	445	1,541	03/21/2022	1,694.86
Key Bank 1.5 2/8/2019	493065XD3	02/08/2017	250,000.00	249,265.00	250,000.00	1.500	1.500		404	404	02/08/2019	1,489.73
MB FINANCIAL BANK NA 1.6 6/21/2019	55266CVT0	06/21/2017	250,000.00	249,022.25	250,000.00	1.600	1.600		537	537	06/21/2019	109.59
MERCHANTS & FARMERS BK 1.5 6/13/2019	588211AJ1	06/13/2017	250,000.00	248,699.00	250,000.00	1.500	1.500		529	529	06/13/2019	184.93
Sallie Mae Bank/Salt Lake 2.35 3/22/2022	795450ZW8	03/22/2017	250,000.00	250,243.50	250,000.00	2.350	2.350		1,542	1,542	03/22/2022	1,609.59
State Bk of India 1.15 5/14/2018	856283UK0	05/14/2013	250,000.00	249,954.75	250,000.00	1.150	1.150		134	134	05/14/2018	370.21
Synchrony Bank 2.25 2/3/2022	87165HQJ2	02/03/2017	250,000.00	249,569.50	250,000.00	2.250	2.250		1,495	1,495	02/03/2022	2,311.64
TCF NATIONAL BANK 1.5 6/14/2019	872278D60	06/14/2017	250,000.00	248,695.75	250,000.00	1.500	1.500		530	530	06/14/2019	174.66
UMPQUA BANK 1.55 6/14/2019	90421MAN3	06/14/2017	250,000.00	248,875.25	250,000.00	1.550	1.550		530	530	06/14/2019	180.48
Webbank 1.25 3/28/2019-16	947547JF3	09/28/2016	250,000.00	247,615.25	250,000.00	1.250	1.250		452	452	03/28/2019	25.68
Wells Fargo Bank 1.15 9/28/2018	949763BK1	09/28/2016	250,000.00	248,763.25	250,000.00	1.150	1.150		271	271	09/28/2018	23.63
Sub Total / Average			4,500,000.00	4,489,667.25	4,500,000.00	1.597	1.597		531	592		14,335.60
Corporate Bonds												
APPLE INC 1.55 2/7/2020	037833AX8	06/01/2016	1,786,000.00	1,766,409.17	1,789,448.86	1.550	1.470		768	768	02/07/2020	10,919.41
AUST/NZ Bank Grp 1.5 1/16/2018	05253JAH4	01/26/2015	3,000,000.00	2,999,484.66	3,000,584.53	1.500	1.460		16	16	01/16/2018	20,625.00
Berkshire Hathaway 1.3 8/15/2019-19	084664CK5	09/01/2016	3,000,000.00	2,962,109.64	3,004,692.86	1.300	1.220	07/15/2019	561	592	08/15/2019	14,733.33
Coca-cola 1.15 4/1/2018	191216BA7	02/20/2015	3,000,000.00	2,996,000.37	2,997,366.13	1.150	1.330		91	91	04/01/2018	8,625.00
Microsoft 1.5/1/2018	594918AS3	03/16/2015	2,000,000.00	1,996,669.60	1,997,866.67	1.000	1.220		121	121	05/01/2018	3,333.33
Toyota Motor Credit 1.7 2/19/2019	89236TCU7	03/17/2016	3,000,000.00	2,986,643.16	3,008,319.74	1.700	1.510		415	415	02/19/2019	18,700.00
Sub Total / Average			15,786,000.00	15,707,316.60	15,798,278.79	1.376	1.370		308	314		76,936.07
Federal Agency												
FFCB 1.35 9/21/2020-17	3133EGVK8	09/21/2016	5,000,000.00	4,902,200.00	5,000,000.00	1.350	1.350		995	995	09/21/2020	18,750.00
FFCB 1.77 12/7/2020-17	3133EGR49	12/07/2016	4,500,000.00	4,459,423.50	4,500,000.00	1.770	1.770	01/01/2018	1	1,072	12/07/2020	5,310.00
FFCB 2.19/26/2022-18	3133EHZX4	09/27/2017	5,000,000.00	4,944,335.00	4,995,000.00	2.100	2.121	09/26/2018	269	1,730	09/26/2022	27,708.33
FFCB 2.17 2/28/2022-18	3133EHAX1	02/28/2017	4,000,000.00	3,957,108.00	4,000,000.00	2.170	2.170	02/27/2018	58	1,520	02/28/2022	29,656.67
FHLB 1.03 5/28/2019-17	3130A92Y6	08/30/2016	5,000,000.00	4,944,960.00	5,000,000.00	1.030	1.030		513	513	05/28/2019	4,720.83
FHLB 1.1 2/25/2019-16	3130A8SG9	08/25/2016	5,000,000.00	4,951,740.00	5,000,000.00	1.100	1.100	02/25/2018	56	421	02/25/2019	19,250.00
FHLB 1.4 5/18/2020-16	3130A7ZT5	05/18/2016	5,000,000.00	4,921,720.00	5,000,000.00	1.400	1.400		869	869	05/18/2020	8,361.11
FHLB 1.57 11/16/2021-18	3130AA2A5	11/16/2016	5,000,000.00	4,901,310.00	5,000,000.00	1.570	1.570	11/16/2018	320	1,416	11/16/2021	9,812.50
FHLMC 1.4 7/27/2020-17	3134GATN4	10/27/2016	5,000,000.00	4,860,175.00	5,000,000.00	1.400	1.400	01/27/2018	27	939	07/27/2020	29,944.44
FHLMC 1.41 4/26/2019-18	3134GBEG3	04/26/2017	5,000,000.00	4,967,435.00	5,000,000.00	1.410	1.410	04/26/2018	116	481	04/26/2019	12,729.17
FHLMC 1.5 11/10/2020-17	3134GATD6	11/10/2016	5,000,000.00	4,866,075.00	5,000,000.00	1.500	1.500	02/10/2018	41	1,045	11/10/2020	10,625.00
FHLMC 1.5 8/26/2020-16	3134G9KA4	05/26/2016	5,000,000.00	4,879,265.00	5,000,000.00	1.500	1.500	02/26/2018	57	969	08/26/2020	26,041.67
FHLMC 2.15 1/26/2022-18	3134GAQ31	01/26/2017	4,000,000.00	3,976,952.00	4,000,000.00	2.150	2.150	01/26/2018	26	1,487	01/26/2022	37,027.78
FHLMC 2.45 12/28/2022-18	3134GB6Y3	12/28/2017	5,000,000.00	4,983,605.00	5,000,000.00	2.450	2.450	12/28/2018	362	1,823	12/28/2022	1,020.83

Dublin San Ramon Services District
Treasurer's Report - Portfolio Detail

12/31/2017

Description	CUSIP	Settlement Date	Face Amount	Market Value	Book Value	Coupon Rate	YTM @ Cost	Next Call Date	DTC/M	DTM	Maturity Date	Accrued Interest
FNMA 1.25 8/28/2020-17	3136G3Y58	08/30/2016	5,000,000.00	4,897,305.00	5,000,000.00	1.250	1.250		971	971	08/28/2020	21,354.17
FNMA 1.35 6/30/2020-17	3136G3SS5	06/30/2016	5,000,000.00	4,922,015.00	5,000,000.00	1.350	1.350		912	912	06/30/2020	0.00
FNMA 1.65 4/28/2021-16	3135G0J87	04/28/2016	5,000,000.00	4,922,295.00	5,000,000.00	1.650	1.650	01/28/2018	28	1,214	04/28/2021	14,437.50
Sub Total / Average			82,500,000.00	81,257,918.50	82,495,000.00	1.582	1.584		340	1,071		276,750.00
LAIF - Operating												
LAIF LGIP	LGIP1001	06/30/2011	47,822,323.61	47,822,323.61	47,822,323.61	1.180	1.180	N/A	1	1	N/A	
Sub Total / Average			47,822,323.61	47,822,323.61	47,822,323.61	1.180	1.180		1	1		0.00
Municipals												
State of CA 1.8 4/1/2020	13063CSQ4	04/29/2015	2,000,000.00	1,985,620.00	2,004,283.34	1.800	1.710		822	822	04/01/2020	9,000.00
University of California 1.796 7/1/2019	91412GSB2	03/15/2016	5,085,000.00	5,066,744.85	5,126,162.72	1.796	1.380		547	547	07/01/2019	45,663.30
Sub Total / Average			7,085,000.00	7,052,364.85	7,130,446.06	1.797	1.473		625	625		54,663.30

	200 Local Wastewater Enterprise	205 Local Rate Stabilization (RSF)	210 Local Wastewater Replacement	220 Local Wastewater Expansion	Total
BALANCE SHEETS					
CASH & INVESTMENTS	639,315	444,908	9,688,302	2,861,416	13,633,941
RECEIVABLES	28,033	1,999	22,269	19,465	71,766
OTHER	0	0	0	0	0
CURRENT ASSETS	667,347	446,907	9,710,571	2,880,881	13,705,707
FIXED ASSETS	32,510,539	0	2,088,827	453,204	35,052,570
LONG-TERM ASSETS	675,713	0	0	383,133	1,058,846
TOTAL ASSETS	33,853,600	446,907	11,799,398	3,717,218	49,817,123
ACCOUNTS PAYABLE	4,424	0	54,756	39,259	98,438
DEPOSITS	436	0	0	0	436
OTHER CURRENT LIABILITIES	90,981	0	200,143	13,071	304,195
CURRENT LIABILITIES	95,841	0	254,899	52,329	403,069
ACCRUED EXPENSES/OTHER	2,014,171	0	0	419,094	2,433,266
DEFERRED REVENUE	0	0	0	377,315	377,315
LONG-TERM LIABILITIES	2,014,171	0	0	796,409	2,810,580
RETAINED EARNINGS	31,743,588	446,907	11,544,500	2,868,480	46,603,474
TOTAL LIABILITIES & RETAINED EARNINGS	33,853,600	446,907	11,799,398	3,717,218	49,817,123
INCOME STATEMENT					
OPERATING REVENUE					
SERVICE CHARGES	1,138,967	0	0	0	1,138,967
OTHER OPERATING REVENUE	4,991	0	0	294,280	299,271
TOTAL OPERATING REVENUE	1,143,957	0	0	294,280	1,438,237
NON-OPERATING REVENUE					
CONNECTION FEES	0	0	398,062	387,070	785,131
INTEREST	740	3,964	65,891	13,101	83,696
OTHER NON-OPERATING REVENUE	0	0	0	0	0
TOTAL NON-OPERATING REVENUE	740	3,964	463,952	400,171	868,827
TRANSFERS IN	355,122	0	5,283,950	0	5,639,072
TOTAL RECEIPTS	1,499,819	3,964	5,747,902	694,451	7,946,137
DISBURSEMENTS					
OPERATING EXPENSES	1,325,071	0	8,730	423,129	1,756,929
CAPITAL PROJECTS	0	0	5,003,038	133,080	5,136,118
TRANSFER OUT	283,950	355,122	0	5,000,000	5,639,072
TOTAL DISBURSEMENTS	1,609,021	355,122	5,011,767	5,556,209	12,532,120
NET INCOME (LOSS)	(109,202)	(351,158)	736,135	(4,861,758)	(4,585,983)
EXPENSE BUDGET FOR FY 2018	3,107,499				
WORKING CAPITAL TARGET FOR FY 2018	1,035,833				
WORKING CAPITAL TARGET (in months)	4.00				
WORKING CAPITAL	571,507	446,907	9,455,673	2,828,552	13,302,639
WORKING CAPITAL ON HAND (in months) WC / (ExpBudget / 12)	2.21				
CURRENT EXCESS (DEFICIENCY) <i>Working Capital - Working Capital Target</i>	(464,326)				

	300 Regional Wastewater Enterprise	305 Regional Rate Stabilization (RSF)	310 Regional Wastewater Replacement	320 Regional Wastewater Expansion	Total
BALANCE SHEETS					
CASH & INVESTMENTS	5,646,064	7,893,168	24,565,453	51,331,710	89,436,394
RECEIVABLES	86,219	19,715	60,681	198,868	365,482
OTHER	2,009,176	0	0	2,325,477	4,334,653
CURRENT ASSETS	7,741,458	7,912,883	24,626,134	53,856,054	94,136,529
FIXED ASSETS	99,396,347	0	1,826,313	27,946,426	129,169,086
LONG-TERM ASSETS	7,994,434	0	16,768	368,300	8,379,502
TOTAL ASSETS	115,132,239	7,912,883	26,469,215	82,170,780	231,685,118
ACCOUNTS PAYABLE	516,028	0	52,471	14,960	583,458
DEPOSITS	174,590	0	0	3,223	177,812
OTHER CURRENT LIABILITIES	1,421,864	0	71,697	83,879	1,577,441
CURRENT LIABILITIES	2,112,481	0	124,168	102,062	2,338,711
BONDS PAYABLE	6,174,127	0	0	27,605,189	33,779,316
ACCRUED EXPENSES/OTHER	10,841,141	0	0	72,144	10,913,285
DEFERRED REVENUE	0	0	16,768	290,900	307,668
LONG-TERM LIABILITIES	17,015,268	0	16,768	27,968,232	45,000,269
RETAINED EARNINGS	96,004,490	7,912,883	26,328,279	54,100,486	184,346,137
TOTAL LIABILITIES & RETAINED EARNINGS	115,132,239	7,912,883	26,469,215	82,170,780	231,685,118
INCOME STATEMENT					
OPERATING REVENUE					
SERVICE CHARGES	6,835,903	0	0	0	6,835,903
OTHER OPERATING REVENUE	442,593	0	0	21,531	464,124
TOTAL OPERATING REVENUE	7,278,495	0	0	21,531	7,300,027
NON-OPERATING REVENUE					
CONNECTION FEES	0	0	1,050,418	6,346,521	7,396,938
INTEREST	22,939	43,856	131,661	276,924	475,379
OTHER NON-OPERATING REVENUE	1,573	0	0	0	1,573
TOTAL NON-OPERATING REVENUE	24,512	43,856	1,182,079	6,623,445	7,873,891
TRANSFERS IN	0	0	1,355,000	0	1,355,000
TOTAL RECEIPTS	7,303,007	43,856	2,537,078	6,644,976	16,528,918
DISBURSEMENTS					
OPERATING EXPENSES	7,880,073	0	207,475	2,365,919	10,453,467
CAPITAL PROJECTS	0	0	519,242	1,803,980	2,323,222
TRANSFER OUT	1,355,000	0	0	0	1,355,000
TOTAL DISBURSEMENTS	9,235,073	0	726,717	4,169,899	14,131,689
NET INCOME (LOSS)	(1,932,066)	43,856	1,810,361	2,475,077	2,397,228
EXPENSE BUDGET FOR FY 2018	17,322,494				
WORKING CAPITAL TARGET FOR FY 2018	5,774,165				
WORKING CAPITAL TARGET (in months)	4.00				
WORKING CAPITAL	5,628,977	7,912,883	24,501,966	53,753,992	91,797,818
WORKING CAPITAL ON HAND (in months) WC / (ExpBudget / 12)	3.90				
CURRENT EXCESS (DEFICIENCY)	(145,188)				
Working Capital - Working Capital Target					

	600 Water Enterprise	605 Water Rate Stabilization (RSF)	610 Water Replacement	620 Water Expansion	Total
BALANCE SHEETS					
CASH & INVESTMENTS	12,812,947	13,294,760	19,660,791	23,900,782	69,669,280
RECEIVABLES	1,097,207	32,256	44,128	60,330	1,233,920
OTHER	0	0	0	0	0
CURRENT ASSETS	13,910,154	13,327,016	19,704,918	23,961,111	70,903,200
FIXED ASSETS	124,921,816	0	10,520,198	22,476,429	157,918,443
LONG-TERM ASSETS	5,227,660	0	0	630,041	5,857,701
TOTAL ASSETS	144,059,630	13,327,016	30,225,116	47,067,581	234,679,344
ACCOUNTS PAYABLE	76,245	0	91,533	862,139	1,029,917
DEPOSITS	642,803	0	0	0	642,803
OTHER CURRENT LIABILITIES	3,532,220	32,078	197,326	1,312,653	5,074,277
CURRENT LIABILITIES	4,251,269	32,078	288,859	2,174,791	6,746,997
BONDS PAYABLE	0	0	0	34,787,347	34,787,347
ACCRUED EXPENSES/OTHER	5,841,927	0	0	656,608	6,498,535
DEFERRED REVENUE	0	0	0	4,696,595	4,696,595
LONG-TERM LIABILITIES	5,841,927	0	0	40,140,550	45,982,477
RETAINED EARNINGS	133,966,435	13,294,939	29,936,257	4,752,240	181,949,870
TOTAL LIABILITIES & RETAINED EARNINGS	144,059,630	13,327,016	30,225,116	47,067,581	234,679,344
INCOME STATEMENT					
OPERATING REVENUE					
SERVICE CHARGES	14,383,391	0	0	(20)	14,383,371
OTHER OPERATING REVENUE	280,561	45,460	1,938	771,223	1,099,181
TOTAL OPERATING REVENUE	14,663,952	45,460	1,938	771,203	15,482,553
NON-OPERATING REVENUE					
CONNECTION FEES	0	0	1,442,396	4,148,369	5,590,765
INTEREST	51,638	71,998	101,828	127,981	353,444
OTHER NON-OPERATING REVENUE	0	322,426	0	0	322,426
TOTAL NON-OPERATING REVENUE	51,638	394,423	1,544,224	4,276,349	6,266,635
TRANSFERS IN	0	0	2,200,500	337,500	2,538,000
TOTAL RECEIPTS	14,715,590	439,883	3,746,662	5,385,052	24,287,187
DISBURSEMENTS					
OPERATING EXPENSES	12,051,190	13,893	73,155	4,509,641	16,647,879
CAPITAL PROJECTS	0	0	826,521	1,160,294	1,986,815
TRANSFER OUT	2,538,000	0	0	0	2,538,000
TOTAL DISBURSEMENTS	14,589,190	13,893	899,676	5,669,935	21,172,694
NET INCOME (LOSS)	126,400	425,990	2,846,986	(284,883)	3,114,494
EXPENSE BUDGET FOR FY 2018	28,491,737				
WORKING CAPITAL TARGET FOR FY 2018	9,497,246				
WORKING CAPITAL TARGET (in months)	4.00				
WORKING CAPITAL	9,658,885	13,294,939	19,416,059	21,786,320	64,156,203
WORKING CAPITAL ON HAND (in months) WC / (ExpBudget / 12)	4.07				
CURRENT EXCESS (DEFICIENCY) Working Capital - Working Capital Target	161,640				

	900 Administrative Overhead	965 OPEB	995 DV Standby Assessment		Total
BALANCE SHEETS					
CASH & INVESTMENTS	14,644	169,144	1,612,853	0	1,796,642
RECEIVABLES	237,333	(34)	1,886	0	239,184
OTHER	129,108	0	0	0	129,108
CURRENT ASSETS	381,086	169,110	1,614,739	0	2,164,935
LONG-TERM ASSETS	0	12,401,603	0	0	12,401,603
TOTAL ASSETS	381,086	12,570,713	1,614,739	0	14,566,538
ACCOUNTS PAYABLE	48,398	60,144	0	0	108,542
OTHER CURRENT LIABILITIES	332,687	556,020	95,150	0	983,858
CURRENT LIABILITIES	381,086	616,164	95,150	0	1,092,400
RETAINED EARNINGS	0	11,954,549	1,519,589	0	13,474,137
TOTAL LIABILITIES & RETAINED EARNINGS	381,086	12,570,713	1,614,739	0	14,566,538
INCOME STATEMENT					
OPERATING REVENUE					
OTHER OPERATING REVENUE	789,985	0	771,617	0	1,561,603
TOTAL OPERATING REVENUE	789,985	0	771,617	0	1,561,603
NON-OPERATING REVENUE					
INTEREST	0	542	4,528	0	5,070
OTHER NON-OPERATING REVENUE	0	0	0	0	0
TOTAL NON-OPERATING REVENUE	0	542	4,528	0	5,070
TRANSFERS IN	0	0	0	0	0
TOTAL RECEIPTS	789,985	542	776,146	0	1,566,673
DISBURSEMENTS					
OPERATING EXPENSES	789,985	468,938	9,231	0	1,268,155
CAPITAL PROJECTS	0	0	0	0	0
TRANSFER OUT	0	0	0	0	0
TOTAL DISBURSEMENTS	789,985	468,938	9,231	0	1,268,155
NET INCOME (LOSS)	0	(468,396)	766,914	0	298,518
EXPENSE BUDGET FOR FY 2018	0				
WORKING CAPITAL TARGET FOR FY 2018	0				
WORKING CAPITAL TARGET (in months)	0.00				
WORKING CAPITAL	0	(447,054)	1,519,589	0	1,072,534
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

Accounting Period: 6
Accounting Year: 2018

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

Ref B - District Financial Statements
Expected Expense: 50.00%
Tolerance Level: 3.00%
Target Expense: 53.00%

Division: 10. Legislative

	<u>2018 Adjusted Budget</u>	<u>YTD Expenditure</u>	<u>MTD Expenditure</u>	<u>% of YTD to Budget</u>	Flag
Employee Memberships & Certifications	0.00	0.00	0.00	- %	
Medical	25,104.00	9,840.00	1,640.00	39.20%	
Other Benefits	10,352.64	3,777.46	629.16	36.49%	
Retirement	5,330.72	997.38	90.48	18.71%	
Salaries	56,160.00	13,870.00	1,168.00	24.70%	
Salary / Benefit Credit	0.00	0.00	0.00	- %	
Training Costs	20,000.00	4,864.21	1,518.62	24.32%	
1. Personnel	116,947.36	33,349.05	5,046.26	28.52%	
Equipment Under \$10,000	5,000.00	0.00	0.00	- %	
Office Supplies/Services	6,300.00	1,197.98	374.97	19.02%	
2. Materials and Supplies	11,300.00	1,197.98	374.97	10.60%	
Advertising	0.00	0.00	0.00	- %	
Other Services	27,000.00	0.00	0.00	- %	
Professional Services	23,500.00	25,965.00	2,211.00	110.49%	FLAG
Telecommunication Services	0.00	0.00	0.00	- %	
3. Contract Services	50,500.00	25,965.00	2,211.00	51.42%	
Meetings	700.00	348.17	35.00	49.74%	
Permits, Licenses & District Mbrshps	0.00	0.00	0.00	- %	
Subscriptions & Publications	0.00	0.00	0.00	- %	
4. Other	700.00	348.17	35.00	49.74%	
10. Legislative Total	179,447.36	60,860.20	7,667.23	33.92%	



TITLE: Approve Board Committees and Joint Powers Authority Assignments for Calendar Year 2018

RECOMMENDATION:

The Board President requests the Board of Directors approve, by Motion, the proposed 2018 Committee structure, assignments and Mission Statements, and Joint Powers Authority (JPA) member assignments.

SUMMARY:

Each year the newly selected Board President presents a recommendation for Boardmember assignments to the various Board Committees and JPAs. The use of Board Committees and JPAs are covered in Chapters 7 and 8 of Guidelines for Conducting Board Business (see excerpts in Attachment 2).

At the December 5 Board meeting, President Vonheeder-Leopold proposed to keep the assignments the same as 2017, which provide for each Boardmember to be a primary member for two Committees/JPAs. The proposed DSRSD 2017 Board Committee structure, Mission Statements, and Committee and JPA assignments are presented in Attachment 1 for the following Committees/JPAs:

- Water Resources
- Finance and Personnel
- External Affairs
- DSRSD-EBMUD Recycled Water Authority (DERWA)
- Livermore-Amador Valley Water Management Agency (LAVWMA)

To streamline administration, it is proposed that the Board Committees meet whenever possible on the afternoon of Board meeting dates, (exact start time dependent on the complexity of the matter before the Committee). The JPAs meet per the pre-designated schedule approved by the JPA's (as indicated in Attachment 1).

In accordance with regulation 18705.5 of the Fair Political Practices Commission, a Form 806 (Agency Report of Public Official Appointments) will be completed upon approval of formal Board Committee and JPA assignments.

Originating Department: Executive Services	Contact: V. Chiu	Legal Review: Not Required
Cost: \$146 per Boardmember per day of service	Funding Source: Administrative Overhead (Fund 900)	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – 2018 Proposed Committee/JPA Assignments and Mission Statements Attachment 2 – Excerpts from Guidelines for Conducting District Business	70 of 137

2018 COMMITTEE/JPA ASSIGNMENTS AND MISSION STATEMENTS

WATER RESOURCES COMMITTEE	
Members:	Duarte, Howard
Alternates:	Halket (First); Misheloff, Vonheeder-Leopold
Committee Mission:	The mission of the Water Resources Committee is to provide policy level guidance for policies, programs, planning, projects, operations and regulatory compliance related to the District's water, recycled water and wastewater services. This will also include all matters related to water resource planning. The Committee's mission also includes representation of the District's interests with DERWA and LAVWMA. The Committee will recommend new policies or changes to policies that are related to its mission. In addition, the Committee shall review and guide other matters that from time to time may be referred to it by the Board of Directors. The Committee shall also represent the District's interest with stakeholders when those interests are directly aligned with the Committee's mission including, but not limited to, residents in the neighborhoods adjacent to the Wastewater Treatment Plant as may be required.
Type of Committee Meeting Schedule:	Deliberative. Committees meet, when needed, on the afternoon of Board meeting dates when possible.

FINANCE AND PERSONNEL COMMITTEE	
Members:	Halket, Misheloff
Alternates:	Vonheeder-Leopold (First); Duarte, Howard
Committee Mission:	The mission of the Financial and Personnel Committee is to provide policy level guidance related to programs that focus on the District's financial and personnel affairs. The Committee will recommend new policies, or changes to policies that are related to its mission. The Committee's mission also includes policy level review of auditing, budgeting, rate-setting, risk management, financial acquisitions, debt management and programs that focus on the District's personnel including labor relations, benefits and performance management. In addition, the Committee shall review and guide other matters that from time to time may be referred to it by the Board of Directors.
Type of Committee Meeting Schedule:	Deliberative. Committees meet, when needed, on the afternoon of Board meeting dates when possible.

2018 COMMITTEE/JPA ASSIGNMENTS AND MISSION STATEMENTS

EXTERNAL AFFAIRS COMMITTEE	
Members:	Halket, Vonheeder-Leopold
Alternates:	Misheloff (First); Duarte, Howard
Committee Mission:	The mission of the External Affairs Committee is to provide policy level guidance related to programs that focus on the District's service to, relationship with, and communication with all of our customers including residents, businesses, schools, and major institutional customers. The Committee's mission also encompasses programs that focus on the District's service to, relationship with, and communication with our "contract" customers including Zone 7, the City of Pleasanton and any multi-agency efforts. The Committee's mission also includes matters that require a focused District involvement on external matters such as legislation and regulation at the local, regional, state and federal levels, the subject of which is not specifically covered by the Charter of another Committee. Finally, the Committee will provide policy level guidance on all openness and transparency matters. The Committee will recommend new policies, or changes to policies that are related to its mission. In addition, the External Affairs Committee shall review and guide other matters that from time to time may be referred to it by the Board of Directors.
Type of Committee Meeting Schedule:	Deliberative and Liaison. Liaison to Cities of Dublin, San Ramon, Livermore, Pleasanton and school districts, includes Tri-Valley Water Retailers Policy Liaison/Roundtable. Committees meet, when needed, on the afternoon of Board meeting dates when possible. Liaisons meet when mutually agreed upon by the participating agencies.

DERWA JPA	
Members:	Howard, Vonheeder-Leopold
Alternates:	Duarte
JPA Mission:	The DSRSD-EBMUD Recycled Water Authority (DERWA) is a Joint Powers Authority that was formed in 1995 between DSRSD and EBMUD. DERWA's mission is to provide a safe, reliable, and consistent supply of recycled water, and to maximize the amount of recycled water delivered. The San Ramon Valley Recycled Water Program (SRVRWP) was created in 1995 and currently provides recycled water to customers in Dublin and San Ramon. Future phases will extend recycled water delivery to portions of Blackhawk and Danville.
Type of Body Meeting Schedule:	Legislative. Board meetings are scheduled for the fourth Monday of odd calendar months with two exceptions*. The following meetings are scheduled for 2018: February 5*, March 26, May 21*, July 23, September 24, and November 26.

2018 COMMITTEE/JPA ASSIGNMENTS AND MISSION STATEMENTS

LAWVMA JPA	
Members:	Duarte, Misheloff
Alternates:	Howard
JPA Mission:	The Livermore-Amador Valley Water Management Agency (LAVWMA) is a Joint Powers Agency created in 1974 by the cities of Livermore and Pleasanton and the Dublin San Ramon Services District for the purpose of discharging their treated wastewater to San Francisco Bay. Operations began in September 1979 with expansions in 1983, 1987 and 2003 bringing it to its current maximum discharge capacity of 41.2 mgd. The wastewater is conveyed via a 16-mile pipeline from Pleasanton to San Leandro and enters the East Bay Dischargers Authority (EBDA) system for dechlorination and discharge through a deepwater outfall to the San Francisco Bay.
Type of Body Meeting Schedule:	Legislative. Board meetings are held quarterly on the third Wednesday of January, April, July and October.

TYPES OF COMMITTEES AND COMMITTEE COMMUNICATION

Deliberative Committees

A deliberative committee is one with a particular subject matter jurisdiction. The board establishes the committee's charter. The committee makes recommendations to the board upon matters within its scope. Currently, the External Affairs, Finance, Personnel, Water, and Wastewater Committees are deliberative committees. A deliberative committee may deliberate and recommend changes in district policy or direction but may not create or change policy or direction. Although they have commonly been called technical committees, a more precise description is deliberative committees because they permissibly perform some of the deliberative functions of the board, enabling the board to better focus on the policy questions raised by the particular matter.

Liaison Committees

Liaison committees enable the board to receive information from other agencies and to convey the board's policy positions to those agencies. There are two types of liaison committees: *traditional liaison committees* (e.g., board committees that meet with a subset of the members of the legislative bodies of the City of Dublin, City of San Ramon, and Zone 7 Water Agency), and *de facto liaison committees* that represent the district on the board of the joint powers authorities (JPAs) with which the district is involved (e.g., DERWA and LAVWMA). Unless specifically charged by the board with doing so, liaison committees do not deliberate or recommend changes to district policy.

Communications from Committees

To reduce the risk of communications that could result in impermissible deliberation or consensus building, there are ground rules for communicating between different committees (or their respective members) through either the board or the general manager. (Note: the board may only provide new policy direction to district staff or management via the general manager.)

Currently, the District has two types of Board committees, deliberative and liaison. Both are subject to the Brown Act. Although composed of only two members (less than a quorum), the committees are subject to the notice and open meeting provisions of the Brown Act, as they have a continuing subject matter jurisdiction.

board and committee meetings and allowable discussions

The Brown Act prohibits directors from conducting district business outside board or committee meetings. The normal definition of a meeting is the congregation of a majority of the members of a legislative body at the same time and place to hear, discuss, or deliberate upon any item that is within the subject matter jurisdiction of the legislative body. However, it is possible to develop a consensus among a majority of the board without a majority of members being physically present at the same time and place. Effective in 2009, the Legislature amended the Brown Act to state that “a majority of the members of a legislative body shall not, outside a meeting authorized by this chapter, use a series of communications of any kind, direct or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the legislative body” (*Government Code*, section 54952.2(b)(1)). The Brown Act does not impose an absolute prohibition on all discussion outside meetings that may involve a majority of directors. This additional clarification took effect in 2009: “Paragraph (1) shall not be construed as preventing an employee or official of a local agency from engaging in separate conversations or communications outside of a meeting authorized by this chapter with members of a legislative body in order to answer questions or provide information regarding a matter that is within the subject matter jurisdiction of the local agency, if that person does not communicate to members of the legislative body the comments or position of any other member or members of the legislative body” (*Government Code*, section 54952.2(b)(2)).

There are three basic ways to comply with the Brown Act while employing committees to address matters that do not fall within the jurisdiction of any of the current deliberative committees. Each alternative employs a different strategy to guard against improper deliberations or the development of a collective consensus in violation of the Brown Act. This does not diminish the importance of following the procedures regarding communication between committees discussed below.

- The first alternative is to ensure that no two committees consider the same policy matters. This is the reason for developing a mission statement within the charter of each committee.

- The second alternative entails creating a new committee specific to a major topic of importance as a separate deliberative committee and carving out the subject matter of the new committee from the existing deliberative committees. This approach avoids the same issue being addressed serially in more than one deliberative committee, so that a majority of directors would not have deliberated on the same topic except at a board meeting. While this approach could sidestep many Brown Act issues, there may be practical difficulties in actually carrying it out, given possible interrelationships of the subject matter of a new committee with the traditional committees.
- The third alternative is to have a given subject handled in its entirety by the board and thereby avoid any separate committee deliberations. This has been the district's past practice for certain labor negotiations and broad policy-level issues (such as the district's position on groundwater injection).

OPEN VERSUS CLOSED SESSION DISCUSSIONS

Board and committee meetings can have open as well as closed session topics for discussion.

Open Session Discussions

The board and its committees transact the vast majority of the public's business in open session. Open sessions are those portions of the board or committee meetings that are open to the public and at which the public can address the board or committee and comment on any item of business being considered or on any matter within the board's subject matter jurisdiction or the committee's charter that is not on the agenda.

Directors should remember that any form of communication between or among committees has the potential to result in impermissible deliberation or consensus building outside noticed board meetings. The most reliable way to avoid improper communication is to transmit information between committees only through the board or through the general manager. Deliberative committees must avoid deliberating on the same subjects. It is the responsibility of the general manager to identify when this is happening, or could happen, and to take action.

Matters discussed in closed session are strictly confidential. Disclosure of information from a closed session may prejudicially impact district interests and can result in the possible censure by the board of a director who breaches the confidentiality requirement, or the issuance of an injunction against such conduct by a court.

To protect the confidentiality of information presented in closed session, staff will collect all written material distributed during the session at the end of the session.

Closed Session Discussions

In general, the Brown Act directs the district to conduct all of its business in public. However, the board and its committees may also meet in closed session under a series of carefully defined exceptions to the Brown Act. Closed sessions are used when the public's interest could be adversely affected if the board's or committee's discussion took place in public. Closed sessions are used to give direction to district negotiators for labor contracts with district employees and for the acquisition or disposal of real property. The board and its committees may also meet in closed session to confer with general counsel regarding claims or threats of litigation, initiation of litigation, or to discuss actual litigation in which the district is involved. Finally, the board and its committees may meet in closed session when evaluating the performance of a public employee, when dealing with the hiring, dismissal, or discipline of a public employee; or with certain security matters.

**PROCESSING MATTERS THAT REQUIRE
BOARD ACTION**

Any matter requiring board action will be presented initially to the board for consideration without committee review or involvement unless it is specifically identified as a matter that may be initially considered by a committee. When so presented, the board may:

- Consider the matter and render an appropriate decision (approve, disapprove).
- By motion, refer the matter to a board committee for deliberation, asking that committee to formulate a recommendation (in such cases, the maker of the motion should be as specific as possible as to exactly what question is being referred to the committee).

If a matter is referred to committee by the board, it will be handled in accordance with the normal process for handling committee items.

Items on the Board agenda originate from a variety of sources: the General Manager, deliberative committees, Directors, and the public.

**MATTERS THAT MAY BE CONSIDERED INITIALLY BY
A COMMITTEE**

The following matters may be considered by a committee without a formal referral from the board:

Development of committee charters

- Rates and fees (finance or related committee)
- Labor relations matters (personnel or related committee)
- District budgetary issues within the charter of a committee
- District operational issues within the charter of a committee
- Informational items requested by the committee
- Issues that a committee may wish to preliminarily explore ahead of formal consideration
- Issues that staff may wish to preliminarily explore with an appropriate committee ahead of formal consideration

ITEMS THAT ARE ALWAYS TO BE CONSIDERED BY THE BOARD WITHOUT COMMITTEE REVIEW

Several types of items are always considered by the board without committee review, regardless of their origin, because they are routine or because it is proper or legally required that only the full board consider them. The following items are always placed on a board agenda without committee review.

Administrative Matters

- Proclamations
- Warrant list
- Notifications (availability of ethics training, etc.)
- Board organizational matters (appointment of president or vice president)
- Appointment of committee

Board Oversight

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- Performance evaluations (general manager, general counsel, treasurer, district secretary)
- Mandated reports (e.g., annual \$100 list of expenses, annual aged receivables report)
- Consideration of conference attendance/day of service payments to a director

Procedural Streamlining

- Second reading of an ordinance
- Rejection of routine claims
- Acceptance of projects
- Acceptance of developer improvements
- Intention to levy assessments in existing assessment districts (mandated notification step in anticipation of formal action later)

- Routine construction project awards (e.g., project approved, under budget, no bid irregularities, no contractor issues, no public concern)
- Items accomplished within previous direction given by board (e.g., labor MOUs that conform to negotiating direction, revisions to items as previously directed by board)
- Follow-up on action items previously presented in workshops for discussion

District-Wide Matters

- Items with over-arching policy implications (e.g., budgeting, strategic planning)⁴
- Items spanning the adopted charter of two or more committees
- General informational items that keep the board current on a matter or allow members to discuss the implications of continuing with a previously agreed upon course of action
- Presentations requested by the board
- Actions required by law (e.g., consolidation of district elections, amending conflict of interest codes)

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Matters to Protect the District's Interest

- Personnel appeals (that are before the board and on which the board must be unbiased and rule on the record before them)
- Environmental review documents where the administrative record must be developed in front of the entire board

⁴ *Individual components may go to a committee whose charter covers that area.*

PLACING AN ITEM ON AN AGENDA

Items Originating from the General Manager

Many items on the agenda originate with the general manager and district staff. The following types of items are typical:

- Matters on which policy direction from the board is required.
- Items with over-arching policy implications (e.g., labor negotiations, budgeting, strategic planning).
- Actions required by law (e.g., consolidation of district elections, amending a Conflict of Interest Code).
- Intermediate actions in the overall implementation of a board-approved project or program (e.g., awarding construction contracts, considering an environmental review document).
- Discretionary decisions for which authority has not been delegated to the general manager.
- Informational items to keep the board current on a matter or to allow them to discuss the implications of continuing on a previously agreed course of action.
- Items with critical timing.
- Proclamations honoring special events or individuals.

Items Originating from or of Interest to a Director

A director may ask that a new item be placed on a future committee or board agenda during the board member Items portion of a board meeting or during the committee comments portion of a committee meeting. However, in such cases, the advance notice requirements of the Brown Act only allow the committee to decide to place such a matter on a future agenda; the matter cannot be discussed at the meeting at which it was first mentioned.

If the director originating an item wishes the item to be discussed by the committee or board when he/she brings it up, the director should contact the general manager to explain the issue so that the agenda can be properly prepared to allow discussion. The director who placed the item on the agenda is cited as the reference and is expected to lead the discussion.

For any matter referred to or being discussed by a committee, the committee shall report its findings back to the board and capture its deliberations in the notes prepared for the committee. If, after reviewing the notes prepared by the committee, a director wishes to have the matter discussed by the full board, he/she may state this request at a board meeting or notify the general manager. The general manager shall then notify the committee of the director's request and schedule the matter for discussion at the next reasonably available committee meeting. This process allows the committee to complete its work and respond to concerns raised. Following that committee meeting, the general manager shall place the matter on the board agenda for discussion at the next reasonably available board meeting.

Items Originating from the Public

During the public comment portion of a board or committee meeting, members of the public may ask to have an item placed on a future board or committee agenda. If the board or committee desires to have the item placed on a future agenda, it will direct the general manager to do so through a properly seconded and approved motion. The committee or board may not discuss the matter brought up by the public at the same meeting at which it is first mentioned.



TITLE: Approve Nomination of District Director Edward R. Duarte for Vice President to the Contra Costa Special Districts Association (CCSDA) and Designation of Voting Representative, and Confirm Voting Criteria to Be Followed for CCSDA Officer Election

RECOMMENDATION:

Staff recommends the Board of Directors: 1) approve, by Resolution, nomination of Director Edward R. Duarte for Vice President to the Contra Costa Special Districts Association (CCSDA) and designation of an official voting representative and an alternate voting representative; and 2) approve, by Motion, the cast of District's votes at the CCSDA annual meeting and election in accordance with suggested voting criteria.

SUMMARY:

An annual meeting of the CCSDA will be held on January 22, 2018, for the purpose of electing and installing officers for President, Vice President, and Member-At-Large. CCSDA President Bette Boatman (Contra Costa Water District) announced the election at the October 16 meeting and appointed a Nominating Committee to prepare a recommended slate. She has expressed intent not to run for reelection.

Section 5.4 of the CCSDA Bylaws provides that "any member district through its designated representative may nominate a qualified member from the floor for an office to be filled at the election" if the nomination is supported by a motion or resolution of the member district's Board of Directors. The candidates receiving votes of a majority of a quorum of regular members are elected. Attached is the CCSDA Nominating Committee's recommended slate announced on January 9:

- For President – Incumbent Vice President Stanley Caldwell (Mt. View Sanitary District)
- For Vice President – Incumbent Member-At-Large Edward Duarte (Dublin San Ramon Services District)
- For Member-At-Large – Leonard McNeil (West County Wastewater District)

In accordance with District Board policy No. P100-14-5 for Casting District Ballots, this is considered a "non-substantial" matter at the time of this report because the number of candidates equals the number of seats. As such, the General Manager shall make a tentative voting decision and inform the Board. The General Manager recommends that the Board cast the District's vote for the recommended slate. Should the election become contested between now and the January 16 Board meeting, this matter is then considered "highly relevant" and requires a voting decision by the Board.

Section 3.2 of the CCSDA Bylaws allows each regular member district one vote on all matters and requires the Board to designate in writing one representative to vote for the District and one alternate to vote in the absence of the assigned voting representative.

Staff recommends the Board approve the nomination of Director Duarte, confirm the designation of Director Duarte as the official voting representative and designates General Manager Daniel McIntyre as the alternate, and confirm the cast of vote for the recommended slate or, as appropriate, in accordance with the suggested criteria previously used by the Board:

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

Originating Department: Executive Services	Contact: V. Chiu	Legal Review: Not Required
Cost: \$146 for day of service and expenses	Funding Source: Administrative Overhead (Fund 900)	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – CCSDA Nominating Committee's recommended slate Attachment 2 – CCSDA Bylaws Attachment 3 – Casting District Ballots policy P-100-14-5	83 of 137

From: Suzette Crayton <SCrayton@centralsan.org>
Sent: Tuesday, January 09, 2018 3:26 PM
To: Suzette Crayton
Subject: CCCSDA Nomination Information for the January 22nd CCCSDA Meeting
Attachments: Bylaws Adopted Oct 17 2016 Amended.pdf

For the January 22nd CCCSDA meeting, the Nominating Committee received these nominations:

President: Stan Caldwell

Vice-President: Edward Duarte

Member-At-Large: Leonard McNeil

At the meeting, nominations will be taken from the floor but a resolution from your respective Boards would be needed to do that.

I have attached the nominating Bylaws (Section 5 of the Bylaws) for member information. Let me know if you have any questions, and I will try to get the answer for you.

The Nominating Committee consists of Mike McGill of Central San, Leonard McNeil of the West County Wastewater District, and John Burgh of the Contra Costa Water District. The committee was selected at the October 17, 2017 meeting and the names are reflected in the minutes. Thanks.

Chapter Bylaws

For The

Contra Costa Special Districts Association

**An Affiliated Chapter of the
California Special Districts Association**

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Attached:

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

Approved: 10/17/16
Amended: 10/17/16
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.

Section 4.4 Fiscal Year

- A. The Chapter's fiscal year is July 1st through June 30th of every year.

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 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.
- F. Prints and saves all monthly bank statements and supplies copies to the chapter administrative services person to retain in the chapter files.
- G. Files all Federal Income Tax Form 1099's issued. (As a general rule, the Chapter must issue a Form 1 099-MISC to each person to whom it has paid at least \$600 in rents, services including parts and materials, prizes and awards, or other income payments) This must be done by the annual filing due date of January 31st. Retains copies of the 1099 filings. P, prior to passing on to new treasurer, or to the Chapter Administrative Support person redacts any social security number from the copies.
- H. Files completed Federal income tax returns and copies of the filings.
- I. Files completed California FTB tax returns and copies of the filings.
- J. Retains all tax records and annually provides a copy to the chapter administrative services person to retain in the chapter files for safekeeping.

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.

ARTICLE 9: AMENDMENTS TO CHAPTER BYLAWS

Section 9.1 Notification of Change

- A. The Chapter shall have the power at any time to alter, amend or revise these Bylaws.
- B. The requested change must be submitted in writing to the Appointed Secretary who shall notify all members of the proposed amendment change not less than thirty (30) days before the next regular membership meeting at which the proposed amendment will be voted upon.

Section 9.2 Voting Requirements

- A. Voting by the member districts is required for changes to the Bylaws.

- B. Any alteration, amendment or revision to the Bylaws require a two thirds (2/3) vote of a quorum of the Chapter member districts at a duly noticed meeting to implement any proposed bylaw change.
- C. Unless otherwise stipulated, all amendments to the Bylaws shall become effective immediately following approval by the Chapter member districts.

Section 10 Asset Distribution upon Dissolution

A. The Chapter's assets shall be distributed to the Special District Leadership Foundation (SDLF) a 501(c) (3) organization, which was formed to provide educational opportunities to special district officials and employees to enhance their service to the public by promoting good governance and best practices among California's special districts. The donation shall stipulate that the funds would be used for the benefit of special districts in Contra Costa County.

Certificate by Chapter Secretary:

I, the undersigned, do hereby certify:

- (1) That I am the duly Appointed Secretary of the Contra Costa Special Districts Association, and
- (2) That the foregoing Bylaws, comprising of fifteen (16) pages, constitute the complete Bylaws of said Chapter as duly adopted at a meeting of its membership.

In Witness whereof, I hereunto subscribe my name this 17th of October, 2016.



(Signature of Appointed Chapter Secretary)

Central Contra Costa Sanitary District 10/17/16

(Name of agency providing support services)



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.

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT IN SUPPORT OF NOMINATING DUBLIN SAN RAMON SERVICES DISTRICT DIRECTOR EDWARD R. DUARTE FOR VICE PRESIDENT 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, the Contra Costa Special Districts Association (CCSDA), a chapter of the California Special Districts Association, holds an annual meeting in January of each year for the purpose of electing chapter officers; and

WHEREAS, at the CCSDA meeting of October 16, 2017, CCSDA President Bette Boatman announced the appointment of a Nominating Committee for the election of officers; and

WHEREAS, the Nominating Committee will be presenting the nominations for a president, vice president, and member-at-large, at the annual CCSDA meeting on January 22, 2018; and

WHEREAS, Edward R. Duarte meets the qualification for an elected office as specified in Section 5.3 of the Chapter Bylaws for the CCSDA and has expressed interest in having his name placed into nomination for the vice president 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, California, as follows:

1. That it hereby nominates District Director Edward R. Duarte for vice president to the CCSDA.
2. That it hereby confirms the designation of District Director Edward R. Duarte as the official voting representative and designates General Manager Daniel McIntyre as the alternate voting representative on CCSDA matters, including the election on January 22, 2018.
3. That the District Secretary is directed to forward a copy of the resolution to the CCSDA Secretary no later than January 22, 2018.

Res. No. _____

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 regular meeting held on the 16th day of January, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georange M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Approve Increase to the Local Wastewater Replacement Fund Capital Improvement Program Budget for Fiscal Year Ending 2018

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, an increase to the Local Wastewater Replacement (Fund 210) Capital Improvement Program (CIP) Budget for Fiscal Year Ending (FYE) 2018, by \$1,300,000 from \$6,384,082 to \$7,684,082.

SUMMARY:

There were two large local wastewater replacement projects that were awarded near the end of FYE 2017 with significant expenditures that were anticipated to occur in the months just prior to and just after the change in fiscal year: 1) the Lift Station 1 (LS1) Relocation (CIP 16-A002) project, awarded in April 2017; and 2) the Dublin Trunk Sewer Rehabilitation (CIP 16-S021) project, awarded in May 2017.

In developing the District's Operating and CIP budgets in April and May of 2017, staff needed to estimate which fiscal year the expenditures for these projects would occur. Both projects were slower to start than anticipated, and therefore actual project expenditures were less than planned in FYE 2017 and more than planned in FYE 2018. Hence, the Local Wastewater Replacement (Fund 210) is projected to exceed the current FYE 2018 approved budget by \$1,300,000. However, the total project expenditures were accounted for in the CIP and Operating budget cash flow either through an adjustment of the estimated working capital available at the beginning of FYE 2018 to account for estimated expenditures in FYE 2017 or as expenditures within FYE 2018.

Originating Department: Engineering Services	Contact: S. Delight	Legal Review: Not Required
Cost: \$1,300,000	Funding Source: Local Wastewater Replacement (Fund 210)	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		105 of 137

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AN INCREASE TO THE LOCAL WASTEWATER REPLACEMENT (FUND 210) CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR ENDING 2018

WHEREAS, the Board of Directors adopted the current Capital Improvement Program (CIP) Two-Year Budget for Fiscal Years Ending (FYE) 2018 and 2019 on June 6, 2017, authorizing project and fund budgets for FYEs 2018 and 2019 to meet the District's capital infrastructure needs; and

WHEREAS, the project expenditures for the Lift Station 1 (LS1) Relocation (CIP 16-A002) project, and the Dublin Trunk Sewer Rehabilitation (CIP 16-S021) project, were less than planned in FYE 2017 and more than planned in FYE 2018; and

WHEREAS, the CIP Local Wastewater Replacement (Fund 210) budget approved for FYE 2018 will not be adequate to cover the estimated expenditures for the Local Wastewater Replacement Projects in FYE 2018; and

WHEREAS, staff recommends an increase to the Local Wastewater Replacement (Fund 210) budget by \$1,300,000 from \$6,384,082 to \$7,684,082.

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, California, that the following is hereby approved and incorporated into the CIP Two-Year Budget for FYEs 2018 and 2019:

1. The fund budget for the Local Wastewater Replacement (Fund 210) for FYE 2018 is hereby increased by \$1,300,000 from \$6,384,082 to \$7,684,082.

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 regular meeting held on the 16th day of January, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georange M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Approve Agreement for the Allocation of State and Federal Funding by and among the DSRSD-EBMUD Recycled Water Authority; the Dublin San Ramon Services District; the East Bay Municipal Utility District; and the City Of Pleasanton

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, the Agreement for the Allocation of State and Federal Funding by and among the DSRSD-EBMUD Recycled Water Authority; the Dublin San Ramon Services District; the East Bay Municipal Utility District; and the City of Pleasanton.

SUMMARY:

DSRSD, the East Bay Municipal Utility District (EBMUD), and the DSRSD-EBMUD Recycled Water Authority (DERWA) have applied for federal and state funding to help offset the cost of the DERWA Phase 2 Recycled Water Treatment Plant Expansion Project (Project), which is currently under construction.

Staff from the partners in the Project (DERWA, DSRSD, EBMUD, and City of Pleasanton) have developed an agreement to share the cost incurred in pursuing federal and state funding and to allocate funding secured in accordance with the capital cost sharing for this project which is currently estimated as 46% DSRSD, 27% EBMUD, and 27% Pleasanton.

DSRSD, on behalf of DERWA, applied for a \$4,550,000 grant under the United States Bureau of Reclamation (USBR) Title XVI program established under Title XVI of Public Law 102-575 and for a \$3,087,131 grant under Water Infrastructure Improvements for the Nation (WIIN) Act of 2016, Public Law: 114-322, for the Project. On November 27, 2017, DSRSD received notification that the application was not selected for funding. However, there is \$40 million more that will be available in the future for water recycling projects.

DSRSD, on behalf of DERWA, also applied for State Water Resources Control Board (SWRCB) Clean Water State Revolving Fund and Green Project Reserve loans and grants in the amount of \$17,100,000 for the Project. The SWRCB has indicated that the Project is eligible to receive up to \$2,500,000 in principal forgiveness under its Green Project Reserve.

The DERWA Board approved the proposed Agreement at its Special meeting on November 16, 2017, and the EBMUD Board approved the agreement at its regular meeting on December 12, 2017. The proposed agreement is provided as Exhibit A to the Resolution.

Originating Department: Engineering Services	Contact: J. Zavadil	Legal Review: Yes
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		107 of 137

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AGREEMENT FOR THE ALLOCATION OF STATE AND FEDERAL FUNDING BY AND AMONG THE DSRSD-EBMUD RECYCLED WATER AUTHORITY; THE DUBLIN SAN RAMON SERVICES DISTRICT; THE EAST BAY MUNICIPAL UTILITY DISTRICT; AND THE CITY OF PLEASANTON

WHEREAS, the Dublin San Ramon Services District (DSRSD), the East Bay Municipal Utility District (EBMUD), and the DSRSD- EBMUD Recycled Water Authority (DERWA) executed the Agreement for the Sale of Recycled Water by the DSRSD-EBMUD Recycled Water Authority to the Dublin San Ramon Services District and the East Bay Municipal Utility District (DERWA Sales Agreement) on July 28, 2003; and

WHEREAS, Amendment No. 1 to the DERWA Sales Agreement, dated March 6, 2017, provides for the parties to “communicate, cooperate, and coordinate” the acquisition of grant funding and that any grant funds received for certain specified purposes shall be allocated amongst the parties by mutual agreement; and

WHEREAS, the City of Pleasanton (Pleasanton) receives recycled water from DERWA pursuant to its January 7, 2014 agreement with DERWA, the Agreement to Provide Recycled Water Treatment and Delivery Services, which among other things provides for Pleasanton’s financial participation in expanding DERWA treatment capacity; and

WHEREAS, DERWA has planned, designed and is currently constructing the Recycled Water Treatment Plant Expansion Project (Project); and

WHEREAS, it is the mutual desire and intent of DERWA, EBMUD, DSRSD, and Pleasanton pursuant to Section J.4, of Article V of the Water Sales Agreement, as previously amended, and as consistent with Pleasanton’s commitments pursuant to its agreement with DERWA, to provide for the preparation and submittal of certain state and federal grant and loan fund applications for the Project,

Res. No. _____

and to provide for the allocation and administration of any grant funds received as a result of submitting such applications.

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, California, as follows:

The General Manager and District Secretary are hereby authorized and directed to execute and to attest thereto, respectively, the Agreement for the Allocation of State and Federal Funding by and among the DSRSD-EBMUD Recycled Water Authority; the Dublin San Ramon Services District; the East Bay Municipal Utility District; and the City of Pleasanton (Exhibit A) for and on behalf of the District.

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 regular meeting held on the 16th day of January, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georange M. Vonheeder Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary

**AGREEMENT FOR THE ALLOCATION OF STATE AND FEDERAL
FUNDING BY AND AMONG THE DSRSD-EBMUD RECYCLED
WATER AUTHORITY; THE DUBLIN SAN RAMON SERVICES
DISTRICT; THE EAST BAY MUNICIPAL UTILITY DISTRICT;
AND THE CITY OF PLEASANTON**

Amendment No. 1 to the Agreement for the Sale of Recycled Water by the DSRSD-EBMUD Recycled Water Authority to the Dublin San Ramon Services District and the East Bay Municipal Utility District, (hereinafter referred to as the "Water Sales Agreement"), which Amendment is dated March 6, 2017, by and among the Dublin San Ramon Services District, a community services district (hereinafter referred to as "DSRSD"), the East Bay Municipal Utility District, a municipal utility district (hereinafter referred to as "EBMUD"), and the DSRSD-EBMUD Recycled Water Authority, a joint powers authority (hereinafter referred to as "DERWA") comprised of DSRSD and EBMUD, provides for the parties to "communicate, cooperate, and coordinate" the acquisition of grant funding and that any grant funds received for certain specified purposes shall be allocated amongst the parties by mutual agreement. The City of Pleasanton (hereinafter referred to as "Pleasanton") receives recycled water from DERWA pursuant to its January 7, 2014 agreement with DERWA, the Agreement to Provide Recycled Water Treatment and Delivery Services, which among other things provides for Pleasanton's financial participation in expanding DERWA treatment capacity. DERWA, DSRSD, EBMUD, and Pleasanton (the "Parties") now wish to enter into this Agreement for the Allocation of State and Federal Grant Funding (the "Allocation Agreement") and do mutually promise and agree as follows:

RECITALS:

WHEREAS, DERWA has planned, designed and is currently constructing the Recycled Water Treatment Plant Expansion Project (the "Project"); and

WHEREAS, it is the Parties mutual desire and intent pursuant to Section J.4, of Article V of the Water Sales Agreement, as previously amended, and as consistent with Pleasanton's commitments pursuant to its agreement with DERWA, to provide for the preparation and submittal of certain state and federal grant and loan fund applications for the Project that are specified in this Allocation Agreement, and to provide for the allocation and administration of any grant funds received as a result of submitting such applications; and

WHEREAS, the funding sources subject to this Allocation Agreement are United States Bureau of Reclamation (USBR) Title XVI program established under Title XVI of Public Law 102-575, as amended (Title XVI) and water recycling projects under Water Infrastructure Improvements for the Nation (WIIN) Act of 2016 (the "federal funding"), and the State Water Resources

Control Board Clean Water State Revolving Fund and Green Project Reserve (the “state funding”); and

WHEREAS, all the capital costs of the Project will be shared based on the estimated final system costs and capacity (the “Benefit Allocation”), as currently shown in the DERWA FY18 Budget (46% DSRSD, 27% EBMUD, 27% Pleasanton); and

WHEREAS, the actual allocation, shall be reviewed, and may be adjusted, if and as determined to be necessary in the manner described below, after Project completion to reflect actual costs and capacity; and

WHEREAS, prior to 2015, DSRSD spent an estimated \$299,956 to prepare a Feasibility Study for the Project as required by the USBR for federal funding; and

WHEREAS, DSRSD was awarded a federal grant from the USBR in the amount of \$103,409 to defray a portion of the cost of the Feasibility Study for the Project; and

WHEREAS, DSRSD’s net cost in pursuing federal funding for the Project prior to 2016 was \$196,547; and

WHEREAS, during 2016 and 2017 DSRSD on behalf of DERWA, consulted with USBR staff, completed the environmental documentation, and prepared grant applications for a \$4,550,000 grant under Title XVI and \$3,087,131 under the WIIN Act, Public Law No: 114-322, for the Project; and

WHEREAS, DSRSD on behalf of DERWA has applied for total state funding (grants and loans) in the amount of \$17,100,000 for the Project, and the SWRCB has indicated that this project is eligible to receive up to \$2,500,000 in principal forgiveness funds; and

WHEREAS, DERWA has spent an estimated \$171,800 in pursuing state funding to date for this project; and

WHEREAS, the Parties desire to allocate among DSRSD, EBMUD, and Pleasanton the distribution and application of any federal funding or state funding received in connection with the Project to the Project’s capital costs according to the above-defined Benefit Allocation; and

WHEREAS, the Parties desire to apply the same above-defined Benefit Allocation to apportion among DSRSD, EBMUD, and Pleasanton the costs incurred or to be incurred in pursuing the state funding and federal funding for the Project, and the costs incurred or to be incurred in the administration of grant agreements entered into in connection with state and federal funding.

NOW, THEREFORE, DSRSD, EBMUD, DERWA, and Pleasanton hereby agree as follows:

1. Recitals: The above recitals are hereby incorporated into this Allocation Agreement by reference.

2. Grant/Loan Acceptance: Prior to entering into any legally binding agreements with the state or federal governments for the state funding and federal funding for which applications have been submitted, DSRSD, EBMUD, and Pleasanton management staff shall meet and confirm that acceptance of the specific grant or loan for this project will be recommended to DERWA and its members.
3. Cost Share (Planning Phase): DSRSD, EBMUD, and Pleasanton agree to share the costs incurred or to be incurred in pursuing this state funding and federal funding for the Project in accordance with the Benefit Allocation.
4. Grant Allocation (Capital Costs): DSRSD, EBMUD, and Pleasanton agree to allocate state funding and federal funding secured for the Project to the Project's capital costs incurred or to be incurred in accordance with the Benefit Allocation. The Parties understand that, although each will receive a defined share of the benefits of state funding or federal funding according to the Benefit Allocation, each Party will be responsible to fund a share of the Project's actual capital costs in the manner set forth in the DERWA's approved FY18 Budget, which share may differ from the defined Benefit Allocation.
5. Grant Execution and Administration (Federal Funding Sources): DSRSD will enter into and administer the federal grant agreement on behalf of the Parties. Grant administration costs will be allocated in accordance with the Benefit Allocation.

The parties further agree that should additional Title XVI and/or WIIN Act funding be secured for the Project, the additional funding will be allocated in accordance with the Benefit Allocation.

6. Grant Execution and Administration (State Funding Sources): DERWA will enter into the state grant or loan agreements on behalf of the Parties, and will delegate to DSRSD responsibility for administering the grant or loans. DSRSD hereby agrees to administer the state grant or loan agreement on behalf of the Parties. Grant administration costs will be shared in accordance with the Benefit Allocation.
7. Benefit Allocation Adjustments: Following final completion of the Project, the Parties shall review the final Project cost and system capacity and, if necessary, may make adjustments to the Benefit Allocation to reflect actual costs and capacity, resulting in a revised allocation (Revised Benefit Allocation). The Parties agree to meet and confer in good faith to determine whether adjustments to the estimated Benefit Allocation are necessary and, if so, whether and how to apportion the project costs, system capacity, and grant allocation to reflect actual

costs and capacity in a manner consistent with the intent of this Allocation Agreement.

8. Future Federal and State Funding Opportunities: Pursuant to their existing agreements, management staff of DSRSD, EBMUD, and Pleasanton hereby agree to meet to discuss the pursuit of additional future state funding and federal funding opportunities for the DERWA Project.

If agreement is reached among all Parties to this Allocation Agreement to pursue future funding for the Project from any available source, the Parties hereby agree that, unless they agree to another allocation, the costs and any funding secured will be shared and allocated in accordance with the Benefit Allocation, or, if applicable, the Revised Benefit Allocation.

If any party does not wish to pursue additional future state and federal funding, the parties remaining interested shall meet and discuss the sharing of costs and the allocation of funding as between them.

This Allocation Agreement does not govern the allocation of costs or benefits in connection with any projects or activities other than the above-defined Project.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective duly authorized representatives.

SIGNATURE AND ATTESTATION:

DSRSD/EBMUD Recycled Water Authority

By: _____
Authority Manager

ATTEST:

Authority Secretary

Approved as to Form:

DERWA Counsel

Dublin San Ramon Services District

By: _____
General Manager

ATTEST:

Approved as to Form:

District Secretary

DSRSD Counsel

East Bay Municipal Utility District

By: _____
General Manager

ATTEST:

Approved as to Form:

District Secretary

EBMUD Counsel

City of Pleasanton

By: _____
City Manager

ATTEST:

Approved as to Form:

City Clerk

City Attorney



TITLE: Receive Presentation on the Other Post-Employment Benefits (OPEB) Biennial Valuation for Investment and Funding Options, and Provide Direction for Investment Strategies

RECOMMENDATION:

Staff recommends the Board of Directors receive a presentation on the OPEB Biennial Valuation for Investment and Funding Options, and direct staff to proceed with a more conservative investment strategy (Strategy #2) offered by the California Employers' Retiree Benefit Trust (CERBT) Fund. Selection of an investment strategy for the next two-year period will provide the necessary information needed to finalize the OPEB biennial actuarial valuation report.

SUMMARY:

The District is currently working with actuaries at Bickmore Risk Services to complete the required biennial actuarial valuation report for OPEB. Part of the valuation process is determining how funds in CERBT should be invested over the next two-year valuation period and direct staff on funding contributions. A verbal presentation outlining the investment strategies offered by CERBT and how each affects the actuarial valuation report as of July 1, 2017 and the annual required contributions, will be given to the Board.

Staff is recommending that the District move to a more conservative investment strategy. The total cost to moving to a more conservative investment strategy is estimated to be \$233,042 for FYE 2018 and the fund sources would be as follows based on the funding allocation of staff:

Local Wastewater Operations	12.91%	\$ 30,087
Local Wastewater Expansion	2.54%	5,920
Regional Wastewater Operations	46.41%	108,152
Regional Wastewater Expansion	0.49%	1,144
Water Operations	34.08%	79,416
Water Expansion	3.57%	8,324
	100.00%	\$ 233,042

Staff is not requesting a budget adjustment at this time. Once the actuarial valuation report is completed for the two-year cycle, staff will evaluate if a budget adjustment is needed for FYE 2018 and FYE 2019. More details on the recommended action are contained in the attached staff report.

Originating Department: Administrative Services	Contact: K. Vaden	Legal Review: Not Required
Cost: \$233,042 (estimated)	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	115 of 137	

STAFF REPORT



District Board of Directors
January 16, 2018

Receive Presentation on the Other Post-Employment Benefit (OPEB) Biennial Valuation for Investment and Funding Options, and Provide Direction for Investment Strategies

BACKGROUND

The District currently provides a retiree health insurance program for qualifying employees. This retiree health insurance program is also referred to as “Other Post Employment Benefits” (OPEB). Prior to 2008, the District met the obligation of this program’s costs on a “pay as you go” basis. The disadvantage of such a “pay as you go” program is that large long-term liabilities could be built up over time. To address the long-term financial challenges of funding the on-going OPEB program, the District could set aside funds in advance to address future program costs.

In 2008, the District Board of Directors authorized entering into an agreement with CalPERS to participate in the California Employers’ Retiree Benefit Trust Program (CERBT). CERBT is an irrevocable trust fund that administers and invests the funds contributed by the District to cover Other Post-Employment Benefits (OPEB) costs. In 2008, the District transferred \$9.1 million to CERBT as the initial contribution to the CERBT trust fund for OPEB costs. Since then the District has made annual contributions to CERBT based on the required actuarial valuation reports that are prepared every two years by an actuary and submitted to CERBT. One advantage of the trust is that investment earnings can help meet the costs of the OPEB program, saving significantly over many years compared to a “pay as you go” basis.

The previous actuarial valuation report was prepared as of July 1, 2015, and the District’s funded ratio (the ratio of the Actuarial Value of Assets divided by the Actuarial Accrued Liability) was 96.6%.

DISCUSSION

The District is currently working with actuaries at Bickmore Risk Services (BRS) to complete the required biennial actuarial valuation report for OPEB as of July 1, 2017. Part of the valuation process is directing the actuary on which investment strategy the District plans to invest funds with CERBT over the next two year cycle. CERBT offers three investment strategies with the following expected long term rate of return:

Expected Long Term Rate of Return			
	Strategy 1	Strategy 2	Strategy 3
Current	7.28%	6.73%	6.12%
Rates used for Valuation	7.00%	6.50%	6.00%

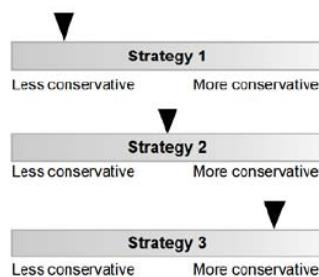
We anticipate that CERBT will be lowering the expected long term rates (discount rate) to match the changes CalPERS investment rate assumptions; so we requested that BRS use the anticipated rates for the valuation report as of July 1, 2017.

Following is a recap of the investment allocation for each of the three strategies and a sliding scale that indicates the risk/volatility of each investment strategy.

CERBT Strategy Risk Levels

CalPERS offers employers the choice of one of three investment strategies. Risk levels among strategies vary, depending upon the target asset class allocations. Generally, equities carry more risk than fixed income securities.

Asset Class Target Allocations	Strategy 1	Strategy 2	Strategy 3
Global Equity	57%	40%	24%
Fixed Income	27%	39%	39%
Treasury Inflation-Protected Securities	5%	10%	26%
Real Estate Investment Trusts	8%	8%	8%
Commodities	3%	3%	3%



Below is a summary of the return on investments (net of expenses) for each CERBT strategy since inception:

Performance as of October 31, 2017						
Strategy	Fiscal YTD	1 year	3 year	5 year	Since Inception	Inception
1	5.10%	14.43%	5.84%	7.91%	4.78%	6/1/2007
2	4.04%	10.54%	4.88%	6.34%	7.88%	10/1/2011
3	3.02%	6.76%	3.74%	4.72%	5.74%	1/1/2012

Since entering into the agreement with CERBT in 2008 the District has always elected to have the funds invested under Strategy 1. Strategy 1 is the most aggressive strategy due to the percentage of equity versus fixed investments in the portfolio. Over the years the District has made contributions to the trust totaling \$15.1 million, has earned \$8.3 million on investments and has paid \$0.1 million for administrative expenses. As of June 30, 2017 the balance in the trust was \$23.3 million.

Since the anticipated investment returns (strategies) directly impact the calculation of the actuarial accrued liability and the required annual contribution, it is important to understand the impact of the investment strategy selected. The higher the potential return, the lower the annual required contribution. However, the higher risk strategy can also produce increased volatility and the losses in a down market can be greater in Strategy 1 than in Strategy 3. We requested that the actuary prepare a comparison of what the funded ratio and the annual required contribution would be for the District under the three different investment strategies. The results are as follows:

Discount Rate	7.00%	6.50%	6.00%
Actuarial Accrued Liability	\$ 24,547,107	\$ 26,060,260	\$ 27,727,535
Actuarial Value of Assets	23,337,748	23,337,748	23,337,748
Unfunded Actuarial Accrued Liability	1,209,359	2,722,512	3,931,871

Funded Ratio	95.1%	89.6%	84.2%
Annual Required Contribution (ARC)	\$ 1,120,809	\$ 1,323,506	\$ 1,539,761
Estimated retiree benefits	1,090,464	1,090,464	1,090,464
Estimated contributions to CERBT	\$ 30,345	\$ 233,042	\$ 449,297

Also part of the valuation process is the commitment to the funding of OPEB costs. Ever since the District entered into an agreement with CERBT in 2008, we have funded 100% of the annual required contribution or more each year. The purpose of placing funds into CERBT is to reach a point where the trust is paying retiree premiums and the only required contribution by the District would be the Normal Cost (which is the cost of OPEB benefits attributable to the active employees' current year of service).

As noted above, the previous actuarial valuation report as of July 1, 2015, shows the District's funded ratio (the ratio of the Actuarial Value of Assets divided by the Actuarial Accrued Liability) at 96.6%. Since we are close to our original funding goal of 100%, staff is now recommending that we re-assess our investment strategy to a less volatile investment mix. This change in strategy is similar to an individual that has funded their retirement and now is focused on retaining those funds, versus growing the funds, with a more conservative strategy that replaces some of the equity investments with fixed investments. This change, if approved, will be for the next two year period.

RECOMMENDATION

Staff is recommending the District move to a more conservative investment strategy. The total cost of moving to a more conservative investment strategy is estimated to be \$233,042 for FYE2018.

Staff is not requesting a budget adjustment at this time. Once the actuarial valuation report is completed for the two year cycle staff will evaluate if a budget adjustment is needed for FYE2018 and FYE2019.



TITLE: Authorize Execution of Amendment No. 2 to the Individual Agreement for Personal Services between Daniel B. McIntyre and the Dublin San Ramon Services District

RECOMMENDATION:

District General Counsel recommends the Board of Directors approve, by Resolution, Amendment No. 2 to the Personal Services Agreement with Daniel B. McIntyre.

SUMMARY:

The District entered into a Personal Services Agreement (PSA) with Dan McIntyre on April 6, 2016 (and was further amended on December 20, 2016 through Amendment No. 1 to the PSA) pursuant to which he serves as the District's General Manager. His performance as General Manager was the topic of closed session performance assessments discussed by the Board of Directors on September 19, 2017. The Board determined that his performance met or exceeded standards in the competencies, goals and areas of emphasis the Board established.

District General Counsel (through direction given by the Board) has met and conferred with the General Manager and has agreed on revised terms related to wages, benefits and other terms and conditions of employment, as outlined in the proposed PSA Amendment 2 for your review this evening. As such, the Board of Directors desires to amend the Agreement to allow it to adjust compensation annually, based on a fixed cost of living increase of up to 2.75%, through 2021 (changed from using the change in Consumer Price Index (CPI) from October to October) and to award an annual merit increase through 2020 in accordance with the PSA, and at the discretion of the Board and with Board approval. Also, the General Manager has agreed to the District's proposal for a new medical insurance contribution rate based on the 2018 CalPERS Kaiser rate (starting on March 1, 2018), as described in the proposed amendment, as well as a new waiver of coverage option which provides for \$350 per month toward the General Manager's deferred compensation (should the General Manager elect to waive medical insurance coverage). The amendment also contains provisions for one additional paid holiday (going from eight to nine per year), as well as language to allow the General Manager use of one or more District-provided mobile devices (such as cell phone, tablet, etc.). The respective amendment conforms with the direction given by the Board to its negotiators (then-Board President and General Counsel in closed session).

Amendment 2 to the General Manager's PSA would adjust base salary as follows:

Proposed New GM Base Salary		
	Monthly	Annual
Current GM Base Salary	\$ 21,713.00	\$ 260,556.00
Merit Adjustment Amount (3.25%)	\$ 705.67	\$ 8,468.07
CPI Adjustment Amount (2.75%)	\$ 597.11	\$ 7,165.29
New GM Base Salary	\$ 23,015.78	
New GM Base Salary (rounded)	\$ 23,016.00	\$ 276,192.00

The increase would become effective on January 17, 2018.

Originating Department: Executive Services	Contact: C. Nelson	Legal Review: Yes
Cost: Within Budget and provides cost control for future increases	Funding Source: Operating Budget FY18, FY19	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AND AUTHORIZING EXECUTION OF AMENDMENT NO. 2 TO THE AGREEMENT FOR PERSONAL SERVICES BETWEEN DANIEL B. MCINTYRE AND THE DUBLIN SAN RAMON SERVICES DISTRICT

WHEREAS, pursuant to Resolution No. 20-16 adopted April 5, 2016, this Board approved and authorized execution of an agreement for personal services with Daniel B. McIntyre as General Manager ("The Agreement"); and

WHEREAS, pursuant to Resolution No. 78-16 adopted December 20, 2016, this Board approved and authorized execution of Amendment No. 1 to the Agreement for personal services with Daniel B. McIntyre as General Manager ("Amendment No. 1"); and

WHEREAS, following a performance review of the General Manager in September 2017, the Board desires to make such adjustments and revisions to the Agreement as are set forth in Amendment No. 2 to the Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency in the Counties of Alameda and Contra Costa, California, as follows:

That certain Agreement titled, "Amendment No. 2 to the Agreement for Personal Services Between Daniel B. McIntyre and the Dublin San Ramon Services District," a copy of which is attached hereto, marked Exhibit "A," and by this reference incorporated herein, is hereby approved and made effective as of January 17, 2018, and the President of this Board and District Secretary are hereby authorized and directed to execute, and to attest thereto, respectively, said amendment for and on behalf of the District.

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 regular meeting held on the 16th day of January, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgean M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary

**AMENDMENT NO. 2 TO THE AGREEMENT FOR PERSONAL SERVICES
BETWEEN DANIEL B. MCINTYRE AND THE DUBLIN SAN RAMON
SERVICES DISTRICT**

THIS AMENDMENT NO. 2 to the Agreement for Personal Services between Daniel B. McIntyre (“General Manager”) and the Dublin San Ramon Services District, a public agency of the State of California in the Counties of Alameda and Contra Costa (“District”), is made and entered into this 16th day of January 2018.

WITNESSETH :

WHEREAS, the parties heretofore entered into that certain Agreement for Personal Services (General Manager) dated April 5, 2016 (the “Agreement”) under which General Manager (also referred to as “Manager”) has provided and continues to provide services for District; and

WHEREAS, the parties heretofore entered into Amendment No. 1 to the Agreement dated December 20, 2016; and

WHEREAS, the Board of Directors of the District (the “Board”) has determined that it is in the best interest of District to further modify the Agreement with this Amendment No. 2.

NOW, THEREFORE, the parties hereto agree as follows:

Article 1: Section 14 titled “AMENDMENT” of the Agreement is hereby superseded and revised in its entirety and shall read as follows:

“Section 14. AMENDMENT” This Agreement may be amended only by a written document executed by each party hereto. Approximately three months prior to the end of any calendar year, either party may request an amendment to any part of this Agreement. The other party is under no obligation to accept such proposed amendment.”

Article 2: Subsection 4.2 is hereby added under Section 4 titled “Availability and Communications” of the Agreement and shall read as follows:

“4.2 District Furnished Communications Device The District shall provide General Manager with use of a mobile device (e.g. smart phone with cell phone, text, and email functionality for business use only.”

Article 3: Section 1 of Exhibit A titled “COMPENSATION” to the Agreement are hereby superseded and revised in their entirety and shall read as follows:

“COMPENSATION

1. BASE SALARY

1.1 Initial Base Salary Commencing on January 17, 2018, District shall compensate General Manager a base salary of \$23,016 per month (\$276,192 annually), payable in bi-weekly installments in accordance with District’s standard payroll procedures.

1.2. Annual Cost of Living Base Salary Adjustments Subject to satisfactory performance as determined by the Board, at the discretion of the Board and upon Board approval, General Manager’s base salary shall be adjusted (before any such merit increase has been applied) effective on the first day of the first pay period of Calendar Years 2019, 2020, and 2021 by up to 2.75%. The Board, within its discretion, may still determine no cost of living increase, or a lesser cost of living increase, is warranted.”

1.3 Annual Merit Increase Adjustment Subject to satisfactory performance as General Manager and accomplishment of goals as assigned by the Board, at the discretion of the Board and upon Board approval, General Manager shall be eligible to receive a merit increase in base salary (before Cost of Living Base Salary Adjustment is applied) up to 3.5% effective on the first day of the first pay period of Calendar Year 2019, up to % effective on the first day of first pay period of Calendar Year 2020, but shall not be eligible to receive a merit increase in 2021 or thereafter. The Board, within its discretion, may still determine no merit increase, or a lesser increase, is warranted.”

Article 4: Subsections 2.1.1, 2.1.2, and 2.1.5 under Subsection 2.1 (“Medical Insurance”) of Section 2 titled “HEALTH & WELFARE/INSURANCE” of Exhibit B to the Agreement are hereby superseded and revised in their entirety and shall read as follows:

2 "HEALTH & WELFARE/INSURANCE

2.1 Medical Insurance

2.1.1 Availability The District is committed to providing medical insurance to Manager. The District currently obtains its medical insurance through CalPERS and shall endeavor to continue that coverage through 2021. If it is unable to do so, the District will endeavor to obtain coverage that is comparable to the CalPERS program coverage. The District shall endeavor to provide a medical insurance program that has at least two choices for coverage for Health Maintenance Organizations (HMO) and two choices for Preferred Provider Organizations (PPO) Plans.

1.1.2 Premiums District shall pay Manager's medical insurance premiums up to a maximum amount not to exceed the District "Maximum Contribution" for each level (employee only, employee plus one dependent, and employee plus two or more dependents).

Payment by District shall be for employee or employee plus eligible dependents, whichever represents the employee's situation. Manager shall pay the balance of the cost incurred in excess of the medical insurance premium Maximum Contribution. If the medical insurance premium of the plan Manager selects is less than the District Maximum Contribution, the District shall only pay the amount of the premium cost of the selected plan.

Beginning on March 1, 2018 through the end of calendar year 2018, the District medical insurance premium Maximum Contribution is as follows:

	Employee Only	Employee + 1 Dependent	Employee + 2 or more Dependents
District Maximum Contribution	\$780.00	\$1,560.00	\$2,028.00

Effective January 1, 2019, Manager will share in the cost of future medical insurance premium increases above the Kaiser rate as described in the example below.

Each year, cost increases in the Kaiser medical insurance premium rates will be shared 50% by the District and 50% by Manager. For calendar year 2019, the Kaiser premium rates for 2019 will be compared to the District Maximum Contribution for 2018; if the Kaiser rate is higher than the 2018 District Maximum Contribution, then the new District Maximum Contribution will be calculated by adding 50% of the increase to the Kaiser 2018 premium rate to establish the Maximum Contribution for calendar year 2019.

If the Kaiser premium rate for 2019 is less than the District Maximum Contribution for 2018, then the District Maximum Contribution rate for calendar year 2019 will be:

	Employee Only	Employee + 1 Dependent	Employee + 2 or more Dependents
District Maximum Contribution	\$780.00	\$1,560.00	\$2,028.00

For calendar year 2020, the Kaiser premium rates for 2020 will be compared to the District Maximum Contribution for 2019; if the Kaiser rate is higher than the 2019 District Maximum Contribution, then the new District Maximum Contribution will be calculated by taking 50% of the increase in the Kaiser 2020 premium rate over the 2019 District Maximum Contribution, then adding it to the 2019 District Maximum Contribution, to establish the new Maximum Contribution for calendar year 2020.

If the Kaiser premium rate for 2020 is less than the District Maximum Contribution for 2019, then the District Maximum Contribution rate for calendar year 2020 will remain the same as the Maximum Contribution amount for 2019.

For calendar year 2021, the Kaiser premium rates for 2021 will be compared to the District Maximum Contribution rates for 2020; if the Kaiser rate is higher than the 2020 District Maximum Contribution, then the new District Maximum Contribution will be calculated by taking 50% of the increase in the Kaiser 2021 premium rate over the 2020 District Maximum Contribution, then adding it to the 2020 District Maximum Contribution, to establish the Maximum Contribution for calendar year 2021.

If the Kaiser premium rate for 2021 is less than the District Maximum Contribution for 2020, then the District Maximum Contribution rate for calendar year 2021 will remain the same as the Maximum Contribution amount for 2020.

EXAMPLE

	Premium	Increase from Maximum Contribution	DSRSD Share of Increase	Manager Share of Increase	District Max Contribution
Max Contribution 2019	\$ 2,028	(example assumes Kaiser rate decreased in 2019)			
Kaiser Rate 2020	\$ 2,195	\$ 167	\$ 83.50	\$ 83.50	\$ 2,112

Manager will pay those amounts in excess of the District medical insurance premium Maximum Contribution and the premium of the plan he or she selects. District Maximum Contribution amounts will be rounded up to the nearest dollar.

2.1.5 Waiver of Coverage Consistent with District's Share the Savings Program, and subject to any limitations of the law, Manager may elect Affordable Care Act (ACA) compliant group health insurance coverage elsewhere and elect in writing to forgo medical coverage through the District and receive a contribution to Manager's deferred compensation 457 plan in the amount of three hundred and fifty dollars (\$350) per month (payable bi-monthly). Manager must make the election for himself and Manager's dependents.

Article 5: Subsection 4.1 and Subsection 4.2 of Section 4 titled “LEAVE BENEFITS” of Exhibit B to the Agreement are hereby superseded and revised in their entirety and shall read as follows:

“4.2 Holidays General Manager shall be entitled to nine days’ holiday leave (based on eight hour work days) in accordance with District’s personnel rules and regulations pertaining to holidays, as may be amended from time to time.”

Article 6: After execution, and subject to Board approval, this Amendment No. 2 shall become effective on January 17, 2018 (“Effective Date”).

Article 7: In all other respects the Agreement, as previously amended, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 2 to the Agreement as of the day and date first hereinabove set forth.

DUBLIN SAN RAMON SERVICES DISTRICT,
a public agency in the State of California

By: _____
Georange M. Vonheeder-Leopold, Board
President

ATTEST:

Nicole Genzale, District Secretary

GENERAL MANAGER

By: _____
Daniel B. McIntyre



TITLE: Adopt Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5, Requirement for a Public Available Pay Schedule and Rescind Resolution No. 66-17

RECOMMENDATION:

Staff recommends the Board of Directors adopt, by Resolution, the District Pay Schedule in accordance with California Code of Regulations (CCR), Title 2, Section 570.5, Requirement for a Publicly Available Pay Schedule, and rescind Resolution No. 66-17.

SUMMARY:

Per Resolution No. 66-17, the Board of Directors adopted the publicly available pay schedule in accordance with California Code of Regulations (CCR), Title 2, Section 570.5, Requirement for a Publicly Available Pay Schedule.

The pay schedule has been updated with the corresponding base salary increase and effective date for the General Manager salary range following the approval of a Personal Services Agreement (PSA) amendment by the Board earlier this evening. Also, the title of the Community Affairs Specialist I/II classification has been revised to "Communications Specialist I/II" and is reflected in this pay schedule.

The regulation specifies that compensation earnable is defined in statute and further clarified by CCR, Title 2, Section 570.5, and that salary shall be "duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meetings law." Therefore, only those pay amounts that meet the definition of compensation earnable can be used when calculating retirement benefits. This regulation applies to all employers reporting compensation to the California Public Employees' Retirement System (CalPERS).

This pay schedule shall reflect salaries currently in place and previously agreed to by the District in accordance with the various Memoranda of Understanding and the Personal Services Agreements.

Originating Department: Administrative Services	Contact: M. Gallardo	Legal Review: Not Required
Cost: Within Budget	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		126 of 137

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ADOPTING A PAY SCHEDULE IN ACCORDANCE WITH CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5, AND RESCINDING RESOLUTION NO. 66-17

WHEREAS, the California Code of Regulations, Title 2, Section 570.5 requires the District's Board of Directors approve and adopt all pay schedules; and

WHEREAS, the Regulations require that the pay schedule be made public without reference to another document in disclosure of the pay rate; and

WHEREAS, by Resolution No. 66-17, the Board-adopted pay schedule was approved on December 5, 2017; and

WHEREAS, the General Manager has a Personal Services Agreement in place effective April 5, 2016 and amended earlier this evening in this regularly scheduled meeting; and

WHEREAS, the specific language of this Personal Services Agreement establishes a new base salary effective January 17, 2018.

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, California, as follows:

1) That the attached pay schedule titled DSRSD Pay Schedule, set forth in Exhibit A attached hereto and incorporated herein by reference, is approved and adopted, and Resolution No. 66-17 (attached as Exhibit B) is hereby rescinded.

2) The pay schedule approved and adopted by this resolution shall be periodically updated by the Board of Directors, in accordance with the California Code of Regulations requirements.

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 regular meeting held on the 16th day of January, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgean M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary

DSRSD Pay Schedule
Pursuant to CCR Title 2 570.5

EXHIBIT A

In accordance with Board-approved resolutions and the District's established payroll procedures (26 pay periods per year, 14 days per pay period).

Time base for each pay rate: Full time employee (1.0 FTE), 40 hours per work week.

Non-Exempt, Hourly Classifications				Exempt	Code	Effective Date	Resolution #	Monthly Salary					Hourly Pay Rate				
Job Classification	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E							
ACCOUNT CLERK I	H	cacck1	12/18/2017	59-17	4,884	5,130	5,384	5,655	5,937	28.1769	29.5962	31.0615	32.6250	34.2519			
ACCOUNT CLERK II	H	cacck2	12/18/2017	59-17	5,373	5,642	5,925	6,220	6,533	30.9981	32.5500	34.1827	35.8846	37.6904			
ACCOUNTANT I	H	pacct1	12/18/2017	51-17	7,483	7,857	8,251	8,663	9,095	43.1712	45.3288	47.6019	49.9788	52.4712			
ACCOUNTING TECHNICIAN I	H	cactc1	12/18/2017	59-17	5,957	6,257	6,571	6,899	7,243	34.3673	36.0981	37.9096	39.8019	41.7865			
ACCOUNTING TECHNICIAN II	H	cactc2	12/18/2017	59-17	6,553	6,880	7,225	7,587	7,966	37.8058	39.6923	41.6827	43.7712	45.9577			
ADMIN ASSISTANT I - CONFIDENTIAL	H	hadas1	12/18/2017	53-17	5,674	5,956	6,255	6,569	6,895	32.7346	34.3615	36.0865	37.8981	39.7788			
ADMIN ASSISTANT II - CONFIDENTIAL	H	hadas2	12/18/2017	53-17	6,237	6,549	6,877	7,222	7,583	35.9827	37.7827	39.6750	41.6654	43.7481			
ADMINISTRATIVE ANALYST I	H	padan1	12/18/2017	51-17	8,192	8,602	9,034	9,485	9,960	47.2615	49.6269	52.1192	54.7212	57.4615			
ADMINISTRATIVE ASSISTANT I	H	cadas1	12/18/2017	59-17	4,940	5,185	5,448	5,719	6,003	28.5000	29.9135	31.4308	32.9942	34.6327			
ADMINISTRATIVE ASSISTANT II	H	cadas2	12/18/2017	59-17	5,434	5,709	5,992	6,292	6,607	31.3500	32.9365	34.5692	36.3000	38.1173			
ADMINISTRATIVE TECHNICIAN	H	cadmtc	12/18/2017	59-17	6,384	6,705	7,039	7,392	7,762	36.8308	38.6827	40.6096	42.6462	44.7808			
ADMINISTRATIVE TECHNICIAN-CONFIDENTIAL	H	hadmtc	12/18/2017	53-17	6,650	6,982	7,329	7,697	8,083	38.3654	40.2808	42.2827	44.4058	46.6327			
CO-GENERATION SPECIALIST	H	ccogsp	12/18/2017	59-17	8,570	9,002	9,450	9,925	10,418	49.4423	51.9346	54.5192	57.2596	60.1038			
COMMUNICATIONS SPECIALIST I	H	pcoms1	12/18/2017	51-17	7,852	8,246	8,659	9,090	9,544	45.3000	47.5731	49.9558	52.4423	55.0615			
CONSTRUCTION INSPECTOR I	H	ccoin1	12/18/2017	59-17	7,336	7,701	8,087	8,492	8,914	42.3231	44.4288	46.6558	48.9923	51.4269			
CONSTRUCTION INSPECTOR II	H	ccoin2	12/18/2017	59-17	8,067	8,470	8,897	9,339	9,805	46.5404	48.8654	51.3288	53.8788	56.5673			
CUSTOMER FIELD REPRESENTATIVE I	H	ccfdr1	12/18/2017	59-17	5,556	5,835	6,128	6,433	6,754	32.0538	33.6635	35.3538	37.1135	38.9654			
CUSTOMER FIELD REPRESENTATIVE II	H	ccfdr2	12/18/2017	59-17	6,110	6,417	6,740	7,075	7,430	35.2500	37.0212	38.8846	40.8173	42.8654			
CUSTOMER SERVICES REPRESENTATIVE I	H	ccsrp1	12/18/2017	59-17	4,854	5,096	5,351	5,619	5,900	28.0038	29.4000	30.8712	32.4173	34.0385			
CUSTOMER SERVICES REPRESENTATIVE II	H	ccsrp2	12/18/2017	59-17	5,340	5,609	5,887	6,178	6,489	30.8077	32.3596	33.9635	35.6423	37.4365			
CUSTOMER SERVICES REPRESENTATIVE III	H	ccsrp3	12/18/2017	59-17	6,722	7,060	7,413	7,785	8,173	38.7808	40.7308	42.7673	44.9135	47.1519			
ELECTRICIAN I	H	celec1	12/18/2017	59-17	7,167	7,525	7,901	8,297	8,712	41.3481	43.4135	45.5827	47.8673	50.2615			
ELECTRICIAN II	H	celec2	12/18/2017	59-17	7,885	8,278	8,694	9,127	9,583	45.4904	47.7577	50.1577	52.6558	55.2865			
ENGINEERING TECHNICIAN / GIS SPECIALIST I	H	centc1	12/18/2017	59-17	6,715	7,053	7,405	7,775	8,163	38.7404	40.6904	42.7212	44.8558	47.0942			
ENGINEERING TECHNICIAN / GIS SPECIALIST II	H	centc2	12/18/2017	59-17	7,387	7,755	8,144	8,551	8,978	42.6173	44.7404	46.9846	49.3327	51.7962			
ENVIRONMENTAL CHEMIST I	H	pench1	12/18/2017	51-17	7,713	8,099	8,503	8,931	9,375	44.4981	46.7250	49.0558	51.5250	54.0865			
ENVIRONMENTAL COMPLIANCE INSPECTOR I-CLEAN WATER	H	cecic1	12/18/2017	59-17	7,097	7,449	7,823	8,217	8,626	40.9442	42.9750	45.1327	47.4058	49.7654			
ENVIRONMENTAL COMPLIANCE INSPECTOR II-CLEAN WATER	H	cecic2	12/18/2017	59-17	7,810	8,197	8,607	9,039	9,488	45.0577	47.2904	49.6558	52.1481	54.7385			
ENVIRONMENTAL COMPLIANCE INSPECTOR I-PRETREATMENT	H	cecip1	12/18/2017	59-17	7,097	7,449	7,823	8,217	8,626	40.9442	42.9750	45.1327	47.4058	49.7654			
ENVIRONMENTAL COMPLIANCE INSPECTOR II-PRETREATMENT	H	cecip2	12/18/2017	59-17	7,810	8,197	8,607	9,039	9,488	45.0577	47.2904	49.6558	52.1481	54.7385			
FLEET MECHANIC	H	cfmech	12/18/2017	59-17	7,024	7,375	7,744	8,131	8,537	40.5231	42.5481	44.6769	46.9096	49.2519			
GIS ANALYST I	H	pgisa1	12/18/2017	51-17	8,651	9,083	9,538	10,015	10,514	49.9096	52.4019	55.0269	57.7788	60.6577			
HUMAN RESOURCES ANALYST I	H	hhran1	12/18/2017	53-17	8,261	8,673	9,107	9,563	10,041	47.6596	50.0365	52.5404	55.1712	57.9288			
HUMAN RESOURCES TECHNICIAN	H	hhrtc	12/18/2017	53-17	6,650	6,982	7,329	7,697	8,083	38.3654	40.2808	42.2827	44.4058	46.6327			
INFORMATION SYSTEMS TECHNICIAN I	H	cistc1	12/18/2017	59-17	6,401	6,720	7,058	7,410	7,782	36.9288	38.7692	40.7192	42.7500	44.8962			
INFORMATION SYSTEMS TECHNICIAN II	H	cistc2	12/18/2017	59-17	7,039	7,392	7,762	8,151	8,560	40.6096	42.6462	44.7808	47.0250	49.3846			
INFORMATION TECHNOLOGY ANALYST I	H	pitan1	12/18/2017	51-17	8,831	9,270	9,734	10,221	10,732	50.9481	53.4808	56.1577	58.9673	61.9154			
INSTRUMENTATION TECHNICIAN	H	cinstc	12/18/2017	59-17	8,059	8,464	8,885	9,331	9,798	46.4942	48.8308	51.2596	53.8327	56.5269			
JUNIOR ENGINEER	H	pjreng	12/18/2017	51-17	8,203	8,611	9,043	9,493	9,969	47.3250	49.6788	52.1712	54.7673	57.5135			
JUNIOR PLANNER	H	pjrpln	12/18/2017	51-17	7,725	8,110	8,514	8,941	9,387	44.5673	46.7885	49.1192	51.5827	54.1558			
LABORATORY TECHNICIAN	H	clabtc	12/18/2017	59-17	6,749	7,087	7,439	7,813	8,203	38.9365	40.8865	42.9173	45.0750	47.3250			
MAINTENANCE WORKER I	H	cmtwk1	12/18/2017	59-17	5,714	5,998	6,299	6,613	6,945	32.9654	34.6038	36.3404	38.1519	40.0673			
MAINTENANCE WORKER II	H	cmtwk2	12/18/2017	59-17	6,282	6,598	6,928	7,274	7,636	36.2423	38.0654	39.9692	41.9654	44.0538			
MECHANIC I	H	cmech1	12/18/2017	59-17	6,590	6,919	7,266	7,629	8,012	38.0192	39.9173	41.9192	44.0135	46.2231			
MECHANIC II	H	cmech2	12/18/2017	59-17	7,248	7,611	7,991	8,393	8,811	41.8154	43.9096	46.1019	48.4212	50.8327			
MECHANIC II-CRANE CERTIFIED	H	cmeccc	12/18/2017	59-17	7,431	7,803	8,192	8,602	9,034	42.8712	45.0173	47.2615	49.6269	52.1192			

DSRSD Pay Schedule
Pursuant to CCR Title 2 570.5

EXHIBIT A

OPERATIONS CONTROL SYSTEM SPECIALIST	H	copcss	12/18/2017	59-17	8,602	9,034	9,484	9,960	10,456	49,6269	52.1192	54.7154	57.4615	60.3231
OPERATOR-IN-TRAINING	H	cwtpot	12/18/2017	59-17	5,619	5,900	6,195	6,505	6,829	32,4173	34,0385	35,7404	37,5288	39,3981
PROCESS LEAD WWTP OPERATOR IV	H	cwtppo4	12/18/2017	59-17	8,211	8,620	9,050	9,503	9,978	47,3712	49,7308	52.2115	54.8250	57.5654
PROCESS LEAD WWTP OPERATOR V	H	cwtppo5	12/18/2017	59-17	8,620	9,050	9,503	9,978	10,478	49,7308	52.2115	54.8250	57.5654	60.4500
SAFETY TECHNICIAN	H	csafte	12/18/2017	59-17	6,749	7,087	7,439	7,813	8,203	38,9365	40,8865	42,9173	45,0750	47,3250
SENIOR ACCOUNTING TECHNICIAN	H	csactc	12/18/2017	59-17	7,211	7,572	7,948	8,345	8,764	41,6019	43,6846	45,8538	48,1442	50,5615
SENIOR ELECTRICAL/ELECTRONIC TECHNICIAN	H	cseetc	12/18/2017	59-17	8,867	9,312	9,775	10,263	10,775	51.1558	53.7231	56.3942	59.2096	62.1635
SENIOR ELECTRICIAN	H	csrelect	12/18/2017	59-17	8,673	9,107	9,562	10,041	10,542	50.0365	52.5404	55.1654	57.9288	60.8192
SENIOR ENGINEERING TECHNICIAN / GIS SPECIALIST	H	csentc	12/18/2017	59-17	8,124	8,531	8,956	9,408	9,875	46,8692	49,2173	51.6692	54,2769	56.9712
SENIOR ENVIRONMENTAL COMPLIANCE INSPECTOR	H	csreci	12/18/2017	59-17	8,590	9,017	9,468	9,940	10,439	49,5577	52.0212	54.6231	57.3462	60,2250
SENIOR INSTRUMENTATION/CONTROLS TECHNICIAN	H	csrictech	12/18/2017	59-17	9,461	9,935	10,431	10,955	11,503	54.5827	57.3173	60.1788	63.2019	66.3635
SENIOR MECHANIC	H	csrmec	12/18/2017	59-17	7,976	8,372	8,793	9,231	9,691	46,0154	48,3000	50.7288	53.2558	55.9096
SENIOR MECHANIC-CRANE CERTIFIED	H	csrmcc	12/18/2017	59-17	8,173	8,581	9,010	9,461	9,934	47,1519	49,5058	51.9808	54.5827	57.3115
SENIOR WWTP OPERATOR III	H	cswtpo	12/18/2017	59-17	7,818	8,211	8,620	9,050	9,503	45,1038	47,3712	49,7308	52.2115	54.8250
WASTEWATER TREATMENT PLANT OPERATOR I	H	cwtppo1	12/18/2017	59-17	6,464	6,784	7,124	7,479	7,853	37,2923	39,1385	41,1000	43.1481	45.3058
WASTEWATER TREATMENT PLANT OPERATOR II	H	cwtppo2	12/18/2017	59-17	7,107	7,464	7,836	8,227	8,640	41,0019	43,0615	45.2077	47,4635	49.8462
WATER/WASTEWATER SYSTEMS LEAD OPERATOR	H	cwwslo	12/18/2017	59-17	8,837	9,278	9,740	10,226	10,736	50.9827	53.5269	56.1923	58.9962	61.9385
WATER/WASTEWATER SYSTEMS OPERATOR IV-ON CALL	H	cww4oc	12/18/2017	59-17	8,015	8,413	8,837	9,278	9,740	46,2404	48,5365	50.9827	53.5269	56.1923
WATER/WASTEWATER SYSTEMS OPERATOR I	H	cwws01	12/18/2017	59-17	5,619	5,900	6,195	6,505	6,829	32,4173	34,0385	35.7404	37.5288	39.3981
WATER/WASTEWATER SYSTEMS OPERATOR II	H	cwws02	12/18/2017	59-17	6,464	6,784	7,124	7,479	7,853	37,2923	39,1385	41.1000	43.1481	45.3058
WATER/WASTEWATER SYSTEMS OPERATOR III	H	cwws03	12/18/2017	59-17	7,107	7,464	7,836	8,227	8,640	41,0019	43,0615	45.2077	47,4635	49.8462
WATER/WASTEWATER SYSTEMS OPERATOR IV	H	cwws04	12/18/2017	59-17	7,818	8,211	8,620	9,050	9,503	45.1038	47,3712	49,7308	52.2115	54.8250

Job Classification	Exempt	Code	Effective Date	Resolution #	Monthly Salary					Bi-Weekly Pay Rate				
					Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
ACCOUNTANT II	S	pacct2	12/18/2017	51-17	8,169	8,577	9,006	9,456	9,929	3770.31	3958.62	4156.62	4364.31	4582.62
ADMINISTRATIVE ANALYST II	S	padan2	12/18/2017	51-17	8,950	9,396	9,867	10,361	10,879	4130.77	4336.62	4554.00	4782.00	5021.08
ADMINISTRATIVE SERVICES MANAGER	S	asm	12/18/2017	54-17	0	0	0	0	18,037	0.00	0.00	0.00	0.00	8324.88
ASSISTANT ENGINEER	S	paseng	12/18/2017	51-17	8,961	9,409	9,877	10,373	10,890	4135.85	4342.62	4558.62	4787.54	5026.15
ASSISTANT GENERAL MANAGER	S	agm	12/18/2017	59-16	0	0	0	0	18,674	0.00	0.00	0.00	0.00	8618.77
ASSISTANT PLANNER	S	paspln	12/18/2017	51-17	8,433	8,855	9,298	9,763	10,251	3892.15	4086.92	4291.38	4506.00	4731.23
ASSOCIATE CIVIL ENGINEER-SUBJECT MATTER EXPERT (SME)	S	paesme	12/18/2017	51-17	10,209	10,720	11,254	11,817	12,409	4711.85	4947.69	5194.15	5454.00	5727.23
ASSOCIATE ENGINEER-SUPERVISORY	S	maengs	12/18/2017	52-17	10,875	11,418	11,989	12,589	13,219	5019.23	5269.85	5533.38	5810.31	6101.08
ASSOCIATE PLANNER	S	pasopl	12/18/2017	51-17	9,218	9,677	10,160	10,669	11,203	4254.46	4466.31	4689.23	4924.15	5170.62
BUYER	S	pbuyer	12/18/2017	51-17	7,701	8,086	8,491	8,913	9,361	3554.31	3732.00	3918.92	4113.69	4320.46
CLEAN WATER PROGRAMS SPECIALIST	S	pcwpsp	12/18/2017	51-17	9,201	9,662	10,143	10,651	11,181	4246.62	4459.38	4681.38	4915.85	5160.46
COMMUNICATIONS SPECIALIST II	S	pcoms2	12/18/2017	51-17	8,576	9,005	9,455	9,928	10,424	3958.15	4156.15	4363.85	4582.15	4811.08
COMMUNITY AFFAIRS SUPERVISOR	S	mcasup	12/18/2017	52-17	10,916	11,461	12,036	12,638	13,270	5038.15	5289.69	5555.08	5832.92	6124.62
CUSTOMER SERVICES SUPERVISOR	S	mcssup	12/18/2017	52-17	9,825	10,315	10,830	11,373	11,942	4534.62	4760.77	4998.46	5249.08	5511.69
ELECTRICAL AND INSTRUMENTATION SUPERVISOR	S	meisup	12/18/2017	52-17	9,716	10,202	10,711	11,248	11,812	4484.31	4708.62	4943.54	5191.38	5451.69
EMPLOYEE DEVELOPMENT SPECIALIST	S	peedsp	12/18/2017	51-17	9,032	9,483	9,956	10,455	10,977	4168.62	4376.77	4595.08	4825.38	5066.31
ENGINEERING SERVICES MANAGER	S	esm	12/18/2017	56-17	0	0	0	0	18,214	0.00	0.00	0.00	0.00	8406.49
ENVIRONMENTAL SERVICES ADMINISTRATOR	S	mesadm	12/18/2017	52-17	13,031	13,680	14,364	15,082	15,837	6014.31	6313.85	6629.54	6960.92	7309.38
ENVIRONMENTAL CHEMIST II	S	pench2	12/18/2017	51-17	8,421	8,843	9,284	9,748	10,237	3886.62	4081.38	4284.92	4499.08	4724.77
EXECUTIVE SERVICES SUPERVISOR	S	messup	12/18/2017	52-17	11,648	12,230	12,842	13,481	14,157	5376.00	5644.62	5927.08	6222.00	6534.00
FINANCIAL ANALYST	S	pfinan	12/18/2017	51-17	9,263	9,727	10,213	10,724	11,258	4275.23	4489.38	4713.69	4949.54	5196.00
FINANCIAL SERVICES SUPERVISOR	S	mfssup	12/18/2017	52-17	11,688	12,271	12,884	13,530	14,205	5394.46	5663.54	5946.46	6244.62	6556.15
FINANCIAL SERVICES MANAGER -TEMPORARY/RA	S	tfsm	9/19/2017	46-17	0	0	0	0	15,600	0.00	0.00	0.00	0.00	7200.00
GENERAL MANAGER	S	gm	1/17/2018	TBD	0	0	0	0	23,016	0.00	0.00	0.00	0.00	10622.77
GIS ANALYST II	S	pgisa2	12/18/2017	51-17	9,454	9,927	10,422	10,943	11,491	4363.38	4581.69	4810.15	5050.62	5303.54

DSRSD Pay Schedule
Pursuant to CCR Title 2 570.5

EXHIBIT A

GRAPHIC DESIGNER	S	pgrptc	12/18/2017	51-17	8,576	9,005	9,455	9,928	10,424	3958.15	4156.15	4363.85	4582.15	4811.08
HUMAN RESOURCES ANALYST II	S	hhran2	12/18/2017	53-17	9,026	9,477	9,950	10,447	10,971	4165.85	4374.00	4592.31	4821.69	5063.54
HUMAN RESOURCES AND RISK SUPERVISOR	S	mhrsup	12/18/2017	52-17	11,793	12,382	13,001	13,651	14,334	5442.92	5714.77	6000.46	6300.46	6615.69
INFORMATION SERVICES SUPERVISOR	S	missup	12/18/2017	52-17	12,681	13,313	13,980	14,681	15,415	5852.77	6144.46	6452.31	6775.85	7114.62
INFORMATION TECHNOLOGY ANALYST II	S	pitan2	12/18/2017	51-17	9,651	10,133	10,639	11,172	11,730	4454.31	4676.77	4910.31	5156.31	5413.85
LABORATORY SUPERVISOR	S	mlbsup	12/18/2017	52-17	10,952	11,498	12,074	12,676	13,312	5054.77	5306.77	5572.62	5850.46	6144.00
MECHANICAL SUPERVISOR	S	mmesup	12/18/2017	52-17	9,506	9,981	10,481	11,006	11,554	4387.38	4606.62	4837.38	5079.69	5332.62
OPERATIONS MANAGER	S	om	12/18/2017	55-17	0	0	0	0	17,694	0.00	0.00	0.00	0.00	8166.30
PRINCIPAL ENGINEER-SUBJECT MATTER EXPERT (SME)	S	ppesme	12/18/2017	51-17	12,222	12,831	13,475	14,149	14,855	5640.92	5922.00	6219.23	6530.31	6856.15
PRINCIPAL ENGINEER-SUPERVISORY	S	mprenq	12/18/2017	52-17	13,161	13,818	14,508	15,235	15,997	6074.31	6377.54	6696.00	7031.54	7383.23
SAFETY OFFICER	S	psafof	12/18/2017	51-17	9,510	9,985	10,485	11,009	11,558	4389.23	4608.46	4839.23	5081.08	5334.46
SENIOR CIVIL ENGINEER-SUBJECT MATTER EXPERT (SME)	S	psesme	12/18/2017	51-17	11,167	11,725	12,310	12,926	13,573	5154.00	5411.54	5681.54	5965.85	6264.46
SENIOR ELECTRICAL ENGINEER-SUPERVISORY	S	msrees	12/18/2017	52-17	11,962	12,562	13,190	13,849	14,539	5520.92	5797.85	6087.69	6391.85	6710.31
SENIOR ENGINEER-SUPERVISORY	S	msengs	12/18/2017	52-17	11,962	12,562	13,190	13,849	14,539	5520.92	5797.85	6087.69	6391.85	6710.31
SENIOR ENVIRONMENTAL CHEMIST	S	psrech	12/18/2017	51-17	9,201	9,662	10,143	10,651	11,181	4246.62	4459.38	4681.38	4915.85	5160.46
SENIOR MECHANICAL ENGINEER-SUPERVISORY	S	msrmes	12/18/2017	52-17	11,962	12,562	13,190	13,849	14,539	5520.92	5797.85	6087.69	6391.85	6710.31
SENIOR PLANNER	S	psrpln	12/18/2017	51-17	10,074	10,579	11,107	11,661	12,245	4649.54	4882.62	5126.31	5382.00	5651.54
WASTEWATER TREATMENT PLANT OPERATIONS SUPERVISOR	S	mwtpos	12/18/2017	52-17	13,031	13,680	14,364	15,082	15,837	6014.31	6313.85	6629.54	6960.92	7309.38
WATER/WASTEWATER SYSTEMS OPERATIONS & MAINTENANCE SUPERVISOR	S	mwwsom	12/18/2017	52-17	13,031	13,680	14,364	15,082	15,837	6014.31	6313.85	6629.54	6960.92	7309.38

RESOLUTION NO. 66-17

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ADOPTING A PAY SCHEDULE IN ACCORDANCE WITH CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 570.5, AND RESCINDING RESOLUTION NO. 58-17

WHEREAS, the California Code of Regulations, Title 2, Section 570.5 requires the District's Board of Directors approve and adopt all pay schedules; and

WHEREAS, the Regulations require that the pay schedule be made public without reference to another document in disclosure of the pay rate; and

WHEREAS, by Resolution No. 58-17, the Board-adopted pay schedule was approved on November 7, 2017; and

WHEREAS, the Stationary Engineers, Local 39 (Local 39), the Professional Employees' Bargaining Unit (PEBU), and the Mid-Management Employees' Bargaining Unit (MEBU) have met in good faith and agreed to labor contracts effective December 18, 2017 through December 12, 2021; and

WHEREAS, the Confidential Employees' Bargaining Unit (CEBU) have met in good faith and agreed to labor contracts effective December 18, 2017 through April 30, 2022; and

WHEREAS, the Administrative Services Manager has a Personal Services Agreement in place effective September 26, 2016 and amended on November 7, 2017; and

WHEREAS, the Engineering Services Manager has a Personal Services Agreement in place effective July 20, 2016 and amended on November 7, 2017; and

WHEREAS, the Operations Manager has a Personal Services Agreement in place effective December 5, 2016 and amended on November 7, 2017; and

WHEREAS, the specific language of these labor contracts and personal services agreements establishes new base salaries effective the first day of the first pay period of Calendar Year 2018.

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, California, as follows:

- 1) That the attached pay schedule titled DSRSD Pay Schedule, set forth in Exhibit A attached hereto and incorporated herein by reference, is approved and adopted, and Resolution No. 58-17 (attached as Exhibit B) is hereby rescinded.
- 2) The pay schedule approved and adopted by this resolution shall be periodically updated by the Board of Directors, in accordance with the California Code of Regulations requirements.

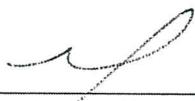
Res. No. 66-17

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 regular meeting held on the 5th day of December 2017, and passed by the following vote:

AYES: 5 - Directors Georgean M. Vonheeder-Leopold, D.L. (Pat) Howard, Edward R. Duarte, Madelyne A. Misheloff, Richard M. Halket

NOES: 0

ABSENT: 0


Richard M. Halket, President

ATTEST: Nicole Genzale
Nicole Genzale, District Secretary



TITLE: Approve Health Insurance Contribution for the General Manager

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, a health insurance premium contribution for the period of March 1, 2018 to December 31, 2018 for the General Manager.

SUMMARY:

In mid-June of 2017, CalPERS notified contracting agencies of medical premium increases effective January 1 of the following calendar year. On an annual basis, in accordance with contractual requirements of labor contracts (MOUs) and Personal Services Agreements (PSAs), and Section 22892 of the Public Employees, Medical and Hospital Care Act, the Board adopts a resolution to revise the employer contribution towards health insurance premiums. A copy of the resolution must be sent to CalPERS.

On November 21, 2017, the Board adopted a resolution to set the employer contribution rate beginning January 1, 2018 for health insurance for Local 39, CEBU, PEBU, MEBU, and Senior Management employees. The General Manager's PSA had not yet been amended by this November 21, 2017 meeting, and as such, the maximum contribution amount for the General Manager, as stated in the PSA, remained at the 2017 maximum contribution level and has remained in effect until an amendment to the PSA is approved to change this amount. The Board adopted Amendment No. 2 to the General Manager's PSA at this evening's Board meeting (just previous to this Board Business item); therefore, an increase to the maximum monthly contribution amount for health insurance now requires that the Board adopt a resolution, in accordance with CalPERS requirements.

For the General Manager, the District's contribution is based on the 2018 CalPERS Kaiser HMO Bay Area health premium rates. The maximum District monthly contribution rate for health insurance premiums will increase to the amounts as follows, effective March 1, 2018:

For the General Manager:

Employee Only:	\$780
Employee + One:	\$1,560
Employee + Family:	\$2,028

The District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above. Staff has also reviewed the requirements of the employer mandate under the Patient Protection and Affordable Care Act (PPACA) and has determined that the District meets compliance requirements.

Originating Department: Administrative Services	Contact: M. Gallardo	Legal Review: Not Required
Cost: Within Budget	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		133 of 137

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT FOR THE GENERAL MANAGER

WHEREAS, Dublin San Ramon Services District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and

WHEREAS, by Resolution No. 60-17, the Board of Directors approved the employer contribution for calendar year 2018 for Professional Employees Bargaining Unit (PEBU), Mid-Management Employees Bargaining Unit (MEBU), Stationary Engineers, Local 39 (Local 39), Confidential Employees Bargaining Unit (CEBU), and Senior Management employees at its regularly scheduled meeting on November 21, 2017; and

WHEREAS, there is no change to the employer contribution for calendar year 2018, as approved by Resolution No. 60-17, for PEBU, MEBU, Local 39, CEBU, and Senior Management employees; and

WHEREAS, the Board of Directors approved an amendment (Amendment No. 2) to the Personal Services Agreement (the "Agreement") for the General Manager earlier in this regularly scheduled meeting; and

WHEREAS, the specific language of this Amendment establishes the employer's monthly health benefit contribution to become effective March 1, 2018.

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, California that:

Res. No. _____

1) The employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan or plans, effective on March 1, 2018, up to a maximum of:

Medical Group	Monthly Employer Contribution		
	Single	Two-Party	Family
002 Mid-Management Monthly	No Change	No Change	No Change
003 Senior Management Monthly	No Change	No Change	No Change
004 Confidential Monthly	No Change	No Change	No Change
005 Local 39 Monthly	No Change	No Change	No Change
011 Professional Monthly	No Change	No Change	No Change
013 General Manager Monthly	\$780.00	\$1,560.00	\$2,028.00
007 Mid-Management Hourly	No Change	No Change	No Change
008 Senior Management Hourly	No Change	No Change	No Change
009 Confidential Hourly	No Change	No Change	No Change
010 Local 39 Hourly	No Change	No Change	No Change
012 Professional Hourly	No Change	No Change	No Change

Plus administrative fees and Contingency Reserve Fund assessments; and be it further resolved;

2) Dublin San Ramon Services District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further resolved;

3) That the participation of the employees and annuitants of Dublin San Ramon Services District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Dublin San Ramon Services District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further resolved;

4) That the executive body appoint and direct, and it does hereby appoint and direct, Nicole Genzale, District Secretary, to file with the Board a verified copy of this resolution, and to perform on behalf of Dublin San Ramon Services District all functions required of it under the Act.

Res. No. _____

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 regular meeting held on the 16th day of January, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

Georgean M. Vonheeder-Leopold, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Receive Annual Briefing Related to District Governance (Brown Act, Public Records Act, and Conflict of Interest)

RECOMMENDATION:

Staff recommends the Board of Directors receive an informational presentation about the Ralph M. Brown Act - Open Meetings for Local Legislative Bodies (the “Brown Act”), the California Public Records Act (CPRA), and various statutory Conflicts of Interest (COI) provisions, and discuss with District General Counsel any questions that a Boardmember may have regarding these requirements.

SUMMARY:

Annually, General Counsel briefs the Board on the requirements of the Brown Act, the CPRA, and various COI statutes. General Counsel will share information on recent amendments to pertinent statutes and regulations and how these affect District operations and the Board of Directors.

This annual briefing aligns with the District’s core value to “be open and transparent.”

Originating Department: Executive Services	Contact: C. Nelson	Legal Review: Yes
Cost: \$0	Funding Source: N/A	
Attachments: <input checked="" type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	137 of 137	