



# AGENDA

## NOTICE OF REGULAR MEETING

TIME: 6 p.m.

DATE: Tuesday, September 3, 2019

PLACE: Shannon Community Center, Ambrose Hall  
11600 Shannon Avenue, Dublin, CA 94568

**Our mission is to protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner.**

1.

CALL TO ORDER

2.

PLEDGE TO THE FLAG

3.

ROLL CALL – Members: Duarte, Halket, Johnson, Misheloff, Vonheeder-Leopold

4.

SPECIAL ANNOUNCEMENTS/ACTIVITIES

- New Employee Introductions

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. Speaker 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 Staff

- Event Calendar
- Correspondence to and from the Board

6.B. Joint Powers Authority and Committee Reports

LAVWMA – August 21, 2019

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

7.

CLOSED SESSION

7.A. Conference with Legal Counsel – Anticipated Litigation

Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2): Two Potential Cases

8.

REPORT FROM CLOSED SESSION

9.

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 or the public prior to the time the Board votes on the Motion to adopt.

9.A. Approve Regular Meeting Minutes of August 6, 2019  
**Recommended Action:** Approve by Motion

9.B. Accept Regular and Recurring Report: Warrant List  
**Recommended Action:** Accept by Motion

10. BOARD BUSINESS

10.A. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists  
**Recommended Action:** Approve by Motion

10.B. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists  
**Recommended Action:** Approve by Motion

10.C. Discuss Candidates' Statement Costs Policy and Provide Direction  
**Recommended Action:** Discuss and Provide Direction

10.D. Adopt Revised Day of Service Policy and Rescind Resolution No. 52-16  
**Recommended Action:** Adopt Policy by Resolution

10.E. Discuss Day of Service Compensation and Provide Direction  
**Recommended Action:** Discuss and Provide Direction

10.F. Receive and Review Progress Report on the Strategic Plan for Fiscal Years Ending 2018 and 2019  
**Recommended Action:** Receive Report and Discuss

11. BOARD MEMBER ITEMS

- Submittal of Written Reports for Day of Service Events Attended by Directors
- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda

12. CLOSED SESSION

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

13. REPORT FROM CLOSED SESSION

14. 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 DSRSD Field Operations Facility at 7035 Commerce Circle, Pleasanton, 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**

**August 6, 2019**

**1. CALL TO ORDER**

A regular meeting of the Board of Directors was called to order at 6:01 p.m. by President Misheloff.

**2. PLEDGE TO THE FLAG**

**3. ROLL CALL**

**Boardmembers present at start of meeting:**

President Madelyne A. (Maddi) Misheloff, Vice President Edward R. Duarte, Director Ann Marie Johnson, Director Richard M. Halket, and Director Georgean M. Vonheeder-Leopold.

**District staff present:** Dan McIntyre, General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Judy Zavadil, Engineering Services Manager/District Engineer; Jeff Carson, Operations Manager; Carl P.A. Nelson, General Counsel; and Nicole Genzale, Executive Services Supervisor/District Secretary.

**Recusals:** Director Vonheeder-Leopold stated that she would recuse herself from any participation in any discussions, decisions, or voting on the Health Insurance Contribution for Calendar Year 2020 for Board of Directors, Item 8.G, to ensure that she neither influence nor attempt to influence another member of the DSRSD Board regarding any matters pertinent to the item, consistent with applicable provisions of the Government Code, because she receives health benefits as a retired Boardmember of Dublin San Ramon Services District.

Director Vonheeder-Leopold departed from the Boardroom at approximately 6:41 p.m. before Item 8.G. She returned to the Board meeting at approximately 6:45 p.m. after the conclusion of discussion of Item 8.G.

**4. SPECIAL ANNOUNCEMENTS/ACTIVITIES**

**New Employee Introduction:**

Dairian Silva, Customer Field Representative II

**5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:03 p.m. No public comment was received.**

**6. REPORTS**

**6.A. Reports by General Manager and Staff**

- Event Calendar – General Manager McIntyre reported on the following:
  - The August 20, 2019 Board meeting will be cancelled due to a conflict with Boardmember and staff travel to the California Association of Sanitation Agencies annual conference in San Diego.

- o The September 3, 2019 Board meeting agenda will be published a few days earlier than usual to allow the Board ample time for review ahead of the holiday weekend.
- Correspondence to and from the Board on an Item not on the Agenda

Date	Format	From	To	Subject	Response
8/6/19	Letter	Director Vonheeder-Leopold	Dublin City Council	State of the Dublin San Ramon Services District	N/A

6.B. Joint Powers Authority and Committee Reports

DERWA – July 22, 2019

Tri-Valley Water Liaison – July 24, 2019

President Misheloff invited comments on recent JPA/committee activities. Directors felt the available staff reports adequately covered the many matters considered at the DERWA JPA meeting and agreed to discuss the Tri-Valley Water Liaison Committee meeting under item 8.E.

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

7. CONSENT CALENDAR

Vice President Duarte requested Item 7.C be removed for discussion. The Board agreed to remove Item 7.C for discussion, and took Consent Calendar Items 7.A, 7.B, 7.D, 7.E, 7.F, and 7.G and passed these items first.

Director Vonheeder-Leopold MOVED for approval of Items 7.A, 7.B, 7.D, 7.E, 7.F, and 7.G on the Consent Calendar. Director Johnson SECONDED the MOTION, which CARRIED with FIVE AYES.

7.A. Regular Meeting Minutes of July 16, 2019 – Approved

7.B. Approve Resolution Supporting the Nomination of Zone 7 Water Agency Director Sarah Palmer for Vice President of the Association of California Water Agencies for a Two-Year Term Beginning January 1, 2020 – Approved – Resolution No. 27-19

7.C. REMOVED - Approve Increase to the Construction Change Order Contingency for the Foul Air Line Rehabilitation Project (CIP 15-P018) – Approved – Resolution No. 32-19

Vice President Duarte inquired as to the need for the contingency increase and if the increase would be sufficient. Staff reported the contractor has done an admirable job given the travails of the work due to unexpected findings during the project and that the requested increase would be sufficient. The work is expected to be completed this month.

Vice President Duarte MOVED to approve Item 7.C on the Consent Calendar. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

- 7.D. Approve a Master Agreement for Consulting Services with Barrett Business Services, Inc. for Temporary Employment Services for Fiscal Years Ending 2020 and 2021 – Approved – Resolution No. 28-19
- 7.E. Approve Revised Assistant General Manager Class Description – Approved – Resolution No. 29-19
- 7.F. 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. 4-19 – Approved – Resolution No. 30-19
- 7.G. Approve Agreement with the DSRSD•EBMUD Recycled Water Authority to Provide Conveyance, Treatment, and Disposal of Supplemental Water Supply – Approved – Resolution No. 31-19

8. BOARD BUSINESS

- 8.A. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists.

Engineering Services Manager Zavadil reviewed the item for the Board.

Director Vonheeder-Leopold MOVED to Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists. Vice President Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

- 8.B. Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists

Operations Manager Carson reviewed the item for the Board.

Vice President Duarte MOVED to Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

- 8.C. Public Hearing: Adopt Engineer's Report and Direct Levy of Annual Assessments in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2019–2020

President Misheloff announced the item. Financial Services Supervisor Herman Chen reviewed the item for the Board.

President Misheloff declared the Public Hearing open and inquired if there were any comments from the public. There was no public comment received. There was no discussion by the Board.

Director Vonheeder-Leopold MOVED to adopt Resolution No. 33-19, Adopting Engineer's Report and Directing the Levy of Annual Assessments in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2019–2020. Director Halket SECONDED the MOTION, which CARRIED with FIVE AYES.

President Misheloff declared the Public Hearing closed.

8.D. Public Hearing: Adopt Dougherty Valley Incremental State Water Project Report and Direct Levy of Dougherty Valley Incremental State Water Project Charges in the Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2019–2020

President Misheloff announced the item. Financial Services Supervisor Chen reviewed the item for the Board.

President Misheloff declared the Public Hearing open and inquired if there were any comments from the public. Ms. Susan Pricco, President of the Contra Costa Taxpayers Association, submitted a letter dated August 5, 2019 via email to the Board regarding this item. Executive Services Supervisor/District Secretary Genzale read the letter into the record as Ms. Pricco requested:

*"Dear Madame President and Board members of the Dublin-San Ramon Services District,*

*In the event I am unable to attend your Board meeting and Public Hearing August 6, 2019 6 p.m. (estimated to be a one-hour meeting on your website), I respectfully request that this letter be read into the public record and made a part of the proceedings regarding Agenda Item 8D.*

*With regard to your Public Hearing to Adopt a Dougherty Valley Incremental State Water Project Report and Direct Levy of Dougherty Valley Incremental State Water Project Charges in the Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2019–2020: Though your supporting documents make reference to the requirements of Proposition 218, it appears that compliance with has not been achieved (Page 421 of 8/6/19 Board agenda). Your proposed resolution indicates Public hearings on June 18, 2018 and the immediate meeting of August 6, 2019. However, there has not been a ballot to the owners of identified parcels in the affected area, stating his/her support or opposition to the proposed assessment as required in California Constitution Article XIII, Section 4 (d), nor the applicable Public Hearing to be held within 45 days of such notice.*

*Therefore, I respectfully suggest that the Board not approve Agenda Item 8D, and proceed to properly notice the owners of affected parcels in your district, including the required ballot and following the Prop 218 procedures.*

*Contra Costa Taxpayers Association, Susan L. Pricco, President."*

The Board and staff discussed that the required Proposition 218 noticing was properly conducted regarding the various proposed changes to water rates, including the proposed Dougherty Valley Incremental State Water Project Charge, and a public hearing was held on June 18, 2019. Ms. Atwood reported the District took a conservative approach in its noticing by sending notifications to both customers and property owners for each effected parcel. District Secretary Genzale reported that in response to the Proposition 218 noticing, 6 apparent protests were received and that over 13,000 valid protests were required for a successful majority protest.

Director Halket MOVED to adopt Resolution No. 34-19, Adopting Dougherty Valley Incremental State Water Project Charge Report and Directing the Levy of Dougherty Valley Incremental State Water Project Charges in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2019–2020. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

General Counsel Nelson stated he would send a response to Ms. Pricco. President Misheloff declared the Public Hearing closed.

8.E. Receive a Report on the Tri-Valley Water Liaison Committee Meeting of July 24, 2019

Engineering Services Manager Zavadil reviewed the item for the Board.

The Board representatives, President Misheloff and Director Vonheeder-Leopold, and staff and who attended the Tri-Valley Water Liaison Committee reported that the participating agencies agreed to move forward with the next phase of technical studies for potable reuse and continue discussing public outreach efforts regarding water supply. Each agency will approve a task order to the Tri-Valley Intergovernmental Reciprocal Services Agreement to conduct the technical studies.

8.F. Receive a Report on the Low Income Assistance (LIA) Program and Provide Direction

Administrative Services Manager Atwood reviewed the item for the Board.

The Board directed staff to make no change in the program based on its determination that the existing program is sound and operating efficiently, and provides the desired relief for qualifying customers and will continue to do so given recent changes in water rates.

8.G. Approve Health Insurance Contribution for Calendar Year 2020 for Board of Directors

Administrative Services Manager Atwood reviewed the item for the Board.

The Board agreed with staff recommended Option #3 and approved the related resolution provided in the item.

Director Halket MOVED to adopt Resolution No. 35-19, Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees' Medical and Hospital Care Act for Board of Directors. Vice President Duarte SECONDED the MOTION, which CARRIED with FOUR AYES and ONE ABSENT (Vonheeder-Leopold).

## 8.H. Discuss Day of Service Policy and Provide Direction

Executive Services Supervisor/District Secretary Genzale reviewed the item for the Board. The Board and staff discussed various aspects of the suggested policy updates and the Board requested the following updates/information: further delineation be made for events that could be approved for a day of service upon future Board approval with written report (and specifically inquired about items i, j, l, and m in the Activities and/or Events Ineligible for Compensation Section) and those that were not permissible by law, and explanation of the guiding California Government Code and Water Code sections for reference. The Board directed staff to bring a revised policy, incorporating the changes requested this evening, to the September 3, 2019 Board meeting for approval. The Board also requested that a separate item be presented at the September 3 Board meeting to provide day of service compensation information for comparable agencies.

9. BOARDMEMBER ITEMS

- Submittal of Written Reports for Day of Service Events Attended by Directors

President Misheloff submitted a written report to Executive Services Supervisor/District Secretary Genzale. She reported that she attended the Tri-Valley Water Liaison Committee meeting on July 24, 2019 at the City of Dublin. She summarized the activities and discussions at the meeting under Item 8.E.

Director Johnson expressed concern that Zone 7 Water Agency Director Palmer's personal contact information was included in her resume attached to her ACWA candidacy materials in Item 7.B. Staff noted they would check into this issue and report back to the Board.

- Request New Agenda Item(s) Be Placed on a Future Board or Committee Agenda – None

10. CLOSED SESSION

At 7:09 p.m. the Board went into Closed Session. Item 10.B. was taken ahead of Item 10.A.

10.A. Threat to Public Services or Facilities Pursuant to Government Code Section 54957  
Consultation with: Dan McIntyre, Security Operations Manager

Acting Information Technology Services Supervisor Aomar Bahloul entered Closed Session Item 10.A at 7:34 p.m. Mr. Bahloul and Ms. Atwood exited Closed Session Item 10.A at 8:06 p.m.

10.B. Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6  
Agency Negotiators: Dan McIntyre, General Manager  
Carol Atwood, Administrative Services Manager  
Michelle Gallardo, Human Resources and Risk  
Supervisor  
Employee Organizations: Stationary Engineers, Local 39  
Additional Attendees: Carl P. A. Nelson, General Counsel

Human Resources and Risk Supervisor Michelle Gallardo exited Closed Session Item 10.B at 7:34 p.m.

10.C. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2):  
Two Potential Cases

Ms. Genzale entered Closed Session Item 10.C at 8:06 p.m. and exited at 8:12 p.m. Ms. Atwood entered Closed Session Item 10.C at 8:12 p.m.

11. REPORT FROM CLOSED SESSION

At 8:25 p.m. the Board came out of Closed Session. President Misheloff announced that there was no reportable action.

12. ADJOURNMENT

President Misheloff adjourned the meeting at 8:26 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary



**TITLE:** Accept Regular and Recurring Report: Warrant List

**RECOMMENDATION:**

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

**SUMMARY:**

To maximize openness and transparency and to allow the Board to be informed about key aspects of District business, 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. It is presented on this agenda due to the cancellation of the August 20 regular Board meeting.

The report presented this month for acceptance is noted below and is submitted as part of Attachment 1:

Ref Item A: Warrant List

Originating Department: Administrative Services	Contact: M. Bailey	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	July 2019	Yes	Sept 2019
B	District Financial Reports <sup>1</sup>	Quarterly	Board Direction	May 2019		Sept 2019
C	Low Income Assistance Program Report	Annually – Fiscal Year	Resolution 41-10	July 2018		July 2020
D	Strategic Work Plan Accomplishments Report	Annually – Fiscal Year	Resolution 24-17	August 2018		Sept 2019
E	Outstanding Receivables Report	Annually – Fiscal Year	District Code 1.50.050	July 2018		July 2020
F	Employee and Director Reimbursements greater than \$100 <sup>2</sup>	Annually – Fiscal Year	CA Government Code 53065.5	August 2018		Sept 2019
G	Utility Billing Adjustments <sup>3</sup>	Annually – Fiscal Year	Utility Billing Adjustment Policy	August 2019		August 2020
H	Annual Rate Stabilization Fund Transfer Calculation	Annually – After Audit	Financial Reserves Policy	January 2019		December 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)	November 2017		Before end of month after occurrence
J	Capital Outlay Budget Adjustments			July 2018		
K	Capital Project Budget Adjustments			April 2019		
L	Unexpected Asset Replacements			July 2019		

For the fiscal year ending 2019, 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	\$53,941	\$0	\$53,941

<sup>1</sup> Financial reporting changed from monthly to quarterly reporting.

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

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

apCkHistDesc

Printed on: 08/20/2019 1:49PM

## Check History Description Listing

Dublin San Ramon Services District

Page: 1

From: 7/4/2019

To: 8/15/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/05/2019	7052019	00501 LAVWMA	LAVWMA FY2020 DEBT AND O&M	5,720,713.36	5,720,713.36
07/05/2019	12336007	00591 NEOPOST USA INC.	POSTAGE ADVANCE 07/05/19	500.00	500.00
07/08/2019	8166	05511 DISBURSEMENT UNIT CALIFORN	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
07/08/2019	7082019	03718 HR SIMPLIFIED	IRS 125 07/01/19 - 07/02/19 POS/DCA/FSA	3,668.75	3,668.75
07/08/2019	1001352960	00494 PERS	RETIREMENT: PAYMENT	100,923.76	100,923.76
07/09/2019	35157927	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	148,984.32	148,984.32
07/09/2019	734235328	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	30,305.06	30,305.06
07/10/2019	1001343271	01111 CALPERS	JULY 2019 - ER CODE 0740 (PERS)	223,937.74	223,937.74
07/10/2019	1001343279	01111 CALPERS	JULY 2019 - ADMIN FEES ER CODE 0740 (NON	2,257.48	2,257.48
07/11/2019	101170	03460 ACCO ENGINEERED SYSTEMS II	BUILDING FOD HVAC CHILLER REFRIGERANT LE	3,330.00	
			FOD BOILER SERVICE 5-21-19	2,998.00	
			BUILDING FOD HVAC BOILER SERVICE	2,998.00	9,326.00
07/11/2019	101171	00031 ALLIED FLUID PRODUCTS CORP	SEAL PARTS FOR PRESSURIZATION PUMP	297.44	297.44
07/11/2019	101172	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 06/23/19	1,512.84	
			P. MULLEN: WE 06/16/19	716.61	2,229.45
07/11/2019	101173	01013 BARRETT BUSINESS SERVICES	K. RAMOS: W/E 6/30/19	1,236.90	
			D. FRIGARD-SILVA: WE 06/30/19	1,177.60	
			D. FRIGARD-SILVA: WE 06/16/19	1,118.72	
			D. FRIGARD-SILVA: WE 06/23/19	1,104.00	
			T. AMARO: W/E 6/16/19	1,064.00	
			A. PINEDA: W/E 6/16/19	1,064.00	
			A. PINEDA: W/E 6/23/19	1,064.00	
			K. BECK: W/E 6/23/19	1,064.00	
			D. DELLACQUA: WE 6/30/19	1,064.00	

## Check History Description Listing

Dublin San Ramon Services District

From: 7/4/2019

To: 8/15/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
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			D. DELLACQUA: W/E 6/23/19	1,050.70	
			T. AMARO: W/E 6/30/19	1,050.70	
			K. BECK: W/E 6/16/19	1,024.10	
			A. PINEDA: W/E 6/30/19	984.20	
			D. DELLACQUA: W/E 6/16/19	944.30	
			K. YAN: W/E 6/30/19	944.30	
			M. JOHNSTON: W/E 6/30/19	944.30	
			L. RUMMEL: WE 06/30/19	889.94	
			B. YENOKIDA: W/E 6/30/19	871.15	
			L. GOSS: W/E 6/16/19	851.20	
			B. YENOKIDA: W/E 6/16/19	851.20	
			T. AMARO: W/E 6/23/19	851.20	
			L. GOSS: W/E 6/23/19	851.20	
			B. YENOKIDA: W/E 6/23/19	851.20	
			L. GOSS: W/E 6/30/19	851.20	
			L. RUMMEL: WE 06/23/19	714.46	
			M. JOHNSTON: W/E 6/23/19	638.40	
			K. RAMOS: W/E 6/23/19	638.40	
			K. YAN: W/E 6/23/19	638.40	
			E. VILLAMOR: W/E 6/30/19	585.20	
			B. VASSAR: W/E 6/30/19	585.20	
			M. JOHNSTON: W/E 6/16/19	571.90	
			K. YAN: W/E 6/16/19	571.90	
			K. RAMOS: W/E 6/16/19	571.90	
			A. GEHMLICH: WE 06/23/19	544.00	
			A. GEHMLICH: WE 06/30/19	544.00	
			M. ZAKLAN: WE 07/07/19	486.40	
			M. ZAKLAN: WE 06/23/19	483.84	

## Check History Description Listing

Dublin San Ramon Services District

From: 7/4/2019

To: 8/15/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			B. VASSAR: W/E 6/23/19	478.80	
			S. MONTAGUE: W/E 06/16/19	468.00	
			S. MONTAGUE: W/E 06/30/19	468.00	
			L. RUMMEL: WE 06/16/19	451.24	
			M. ZAKLAN: WE 06/16/19	449.28	
			N. POON: WE 06/16/19	443.52	
			N. POON: WE 06/30/19	437.76	
			M. ZAKLAN: WE 06/30/19	437.76	
			A. GEHMLICH: WE 06/16/19	435.20	
			S. MONTAGUE: W/E 06/23/19	390.00	
			N. POON: WE 06/23/19	345.60	
			E. VILLAMOR: W/E 6/23/19	319.20	
			E. VILLAMOR: W/E 6/16/19	312.55	
			N. POON: WE 07/07/19	294.40	
			A. GEHMLICH: WE 07/07/19	256.00	
			B. VASSAR: W/E 6/16/19	206.15	38,599.57
07/11/2019	101174	07954 BENEFIT COORDINATORS CORP	7/19 - EE LIFE & DISABILITY INSURANCE PR	11,472.67	11,472.67
07/11/2019	101175	00937 GRAINGER, INC.	WIRE FOR STOCK	239.96	
			VACUUM PUMP OIL FOR CHILLERS	171.96	411.92
07/11/2019	101176	04424 GRAYBAR ELECTRIC COMPANY	SHOP STOCK	1,859.66	
			SHOP STOCK	439.90	2,299.56
07/11/2019	101177	07744 CRISTINA HERRERA	C. HERRERA REIMB EXP @ FRED PRYOR SEMINA	20.05	20.05
07/11/2019	101178	06791 HYLAND SOFTWARE, INC.	HYLAND - MAINTENANCE PERIOD 7/1/19 TO 7/	44,270.33	44,270.33
07/11/2019	101179	01242 INFOSEND, INC	UB BILLING PRINTING/MAILING SERVICES JUN	2,190.04	2,190.04
07/11/2019	101180	04594 MCCAMPBELL ANALYTICAL INC	LAB SAMPLING: RAGS & SCREENINGS	1,360.50	
			SAMPLE ANALYSES	124.20	
			SAMPLE ANALYSES	112.50	1,597.20

## Check History Description Listing

Dublin San Ramon Services District

From: 7/4/2019

To: 8/15/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/11/2019	101181	01403 PRAXAIR DISTRIBUTION INC	186 ARGON GAS AND CYLINDER RENTAL	706.97	706.97
07/11/2019	101182	03810 SABA SOFTWARE (CANADA) INC	PERFORMANCE MGMT / ELMS / HOSTING SOFTWA	11,723.54	11,723.54
07/11/2019	101183	00843 THE COVELLO GROUP INC	17-P004 T.O. 1 4/26/19 TO 5/30/19	37,093.00	
			15-P018 T.O. 3 4/26/19 TO 5/30/19	29,855.50	
			16-P028 T.O. OC-10 4/26/19 TO 5/30/19	3,607.50	
			16-R014 T.O. 1 4/26/19/ TO 5/30/19	3,440.00	
			19-P001 T.O. 4 4/26/19 TO 5/30/19	1,003.00	74,999.00
07/11/2019	101184	01719 A & M PRINTING, INC.	PRINTING: WATER HERO PACKETS - 3RD GRADE	4,121.40	4,121.40
07/11/2019	101185	00019 A-1 ENTERPRISES	LAWWMA MONTHLY STREET SEEPEPING MAY '19	492.50	492.50
07/11/2019	101186	00015 ALAMEDA COUNTY LAFCO	2019 ALAMEDA COUNTY LAFCO COSTS - BUDGET	14,466.00	14,466.00
07/11/2019	101187	05022 ALCO EMA, TREASURER	ALCO EMA MEMBERSHIP RENEWAL	100.00	100.00
07/11/2019	101188	01076 ALSO INC	FOF 6-19 TOWEL & MATT SERVICE	631.76	
			WWTP: JUNE 2019 TOWEL & MATTSERVICE	478.08	1,109.84
07/11/2019	101189	09003 AMERICAN METALS	DROUGHT GARDEN MATERIAL	119.09	119.09
07/11/2019	101190	00057 DEPT: 999239 ARMA INTERNATIK	2019 ARMA RENEWAL MEMBERSHIP DUES - VIVI	220.00	220.00
07/11/2019	101191	00079 BAY AREA AIR QUALITY MGMT.	GAS DISPENSER PERMIT #1371 RENEWAL 8/1/1	228.00	228.00
07/11/2019	101192	04042 BAY AREA NEWS GROUP	BAY AREA NEWS GROUP - UNCLAIMED MONIES &	347.40	347.40
07/11/2019	101193	02576 BLACK & VEATCH CORPORATIOI	16-P028 AND 18-P010 T.O. 1 BILLED THRU M	64,542.33	64,542.33
07/11/2019	101194	07138 CALIFORNIA WATER TECHNOLO	40,720.00 FERROUS CHLORIDE DELV 6-6-19	5,111.34	
			41740 LB DELV. 3/12/19	3,451.08	8,562.42
07/11/2019	101195	00133 C/O BERT MICHALCZYK CCCSD	CCSDA DUES ASSESSED FOR FISCAL YEAR 2019	100.00	100.00
07/11/2019	101196	08447 CHEMTRADE CHEMICALS US LL	3954.600 ALUM SULFATE DELV. 6-21-19	3,473.64	
			3870.154 GALS ALUM SULFATE DELV 6-17-19	3,399.46	
			3810.862 GALS ALUM SULFATE DELV 6-20-19	3,347.38	10,220.48

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07/11/2019	101197	01167 CITY OF DUBLIN	DSRSD LANDSCAPE SERVICES - APR 2019	11,164.09	
			EMPLOYEE RECOGNITION EVENT 05/29/19 - GA	720.29	11,884.38
07/11/2019	101198	09158 CLAREMONT EAP	EE ASSISTANCE: JULY 2019 CHARGES	446.25	446.25
07/11/2019	101199	04820 COASTAL IGNITION & CONTROL	COGEN SPARK PLUGS	545.38	545.38
07/11/2019	101200	00166 COLE-PARMER	COOLING/HEATING CIRCULATING BATH	3,037.25	3,037.25
07/11/2019	101201	01089 CWEA - NRTC	OLSON - ENV COMP INSP GRADE 2 CERT RENEW	179.00	
			KHAW - ENV COMP INSP GRADE 1 CERT RENEWA	87.00	266.00
07/11/2019	101202	00222 DATCO SERVICES CORP.	JUL/AUG/SEP 2019 - MONTHLY CHARGES	555.75	555.75
07/11/2019	101203	09203 DON'S REPAIR SERVICE	BRIDGEPORT 2HP #181735	6,804.50	6,804.50
07/11/2019	101204	00260 DUBLIN CHAMBER OF COMMER	DUBLIN CHAMBER OF COMMERCE - 2019 MEMBER	945.00	945.00
07/11/2019	101205	05583 ENPDDES.COM & ASSOCIATES	CIWQS ESMR 2.0 & 2.5 COMPLIANCE LICENSIN	1,550.00	1,550.00
07/11/2019	101206	00297 ENVIRONMENTAL EXPRESS LTD	STANDARD SOLUTIONS AND LABORATORY SUPPLI	262.11	
			CREDIT	-24.87	237.24
07/11/2019	101207	05839 EUROFINS EATON ANALYTICAL	UCMR4_AM1_05-15-19	170.00	170.00
07/11/2019	101208	05495 EWING IRRIGATION & LANDSCAI	DROUGHT GARDEN SUPPLIES	240.14	240.14
07/11/2019	101209	00314 FEDEX	EXPRESS MAIL/SHIPPING FOR JUNE '19	7.64	7.64
07/11/2019	101210	03420 DBA NEOGOV GOVERNMENTJOI	NEOGOV LICENSE SUBSCRIPTION FOR RENEWAL	4,246.83	4,246.83
07/11/2019	101211	03149 HDS WHITE CAP CONST SUPPLY	USA SUPPLIES	287.89	287.89
07/11/2019	101212	03142 HI-LINE	FLEET STOCK	598.16	598.16
07/11/2019	101213	09171 HIESTORY	VIDEO SERVICES (RECRUITMENT & HOW TO...)	11,950.00	11,950.00
07/11/2019	101214	09137 KOOLTRONIC, INC.	AIR CONDITIONER FOR THE LS2 PLC PANEL	2,501.34	2,501.34
07/11/2019	101215	01650 MICROSOFT	QTY (5) SURFACE TABLET, (5) SURFACE TYPE	9,311.94	9,311.94
07/11/2019	101216	09202 ANA MILLER	REFUND FOR 7910 DIANA LN	225.92	225.92

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Date	Check #	Vendor	Description	Amount Paid	Check Total
07/11/2019	101217	00620 P G & E	ALAMO TRUNK SEWER ELECTRICITY - JUN 2019	16.65	
			JOHNSON DRIVE STREETSCAPE ELEC - JUN 201	13.35	30.00
07/11/2019	101218	02564 PIPE USERS GROUP	N. CALIFORNIA PIPE USERS GROUP MEMBERSHI	400.00	400.00
07/11/2019	101219	04211 PLATT ELECTRIC SUPPLY	BREAKERS FOR STOCK	267.88	
			LADDER FOR TODD'S TRUCK	219.59	
			LADDER FOR TODD'S TRUCK	133.29	
			SHOP SUPPLIES	116.90	737.66
07/11/2019	101220	09023 QUENCH USA, INC.	FOF WATER FILTERATION 3/9/19 THRU 4/8/19	65.55	
			BLDG T WATER FILTRATION MAR '19	65.55	131.10
07/11/2019	101221	04105 R & B COMPANY	GASKETS	1,394.03	
			CONCRETE UTILITY BOX & CONCRETE LID	404.23	
			15-W004 NEW BOX FOR VALVE RELOCATION DOU	303.99	2,102.25
07/11/2019	101222	08682 RAFTELIS FINANCIAL CONSULTA	2019 WATER RATE STUDY SVC FOR 05/01/19-0	10,000.00	10,000.00
07/11/2019	101223	07707 RICE LAKE WEIGHING SYSTEMS	MEASUREMENT SUPPLIES AND CALIBRATION	310.00	310.00
07/11/2019	101224	06444 RICHERT LUMBER	DROUGHT GARDEN MATERIALS	498.65	498.65
07/11/2019	101225	03898 SEEPEX INC	SPARE STATOR FOR POLYMER PUMPS	620.48	620.48
07/11/2019	101226	08451 SWAN ANALYTICAL USA INC.	TURBIDITY METERS FOR TURNOUTS	9,679.82	
			REPLACEMENT TURBIDIMETERS FOR TURNOUTS	9,664.04	19,343.86
07/11/2019	101227	00912 OCC SERVICES VALLEY CARE H	PRE-EMPLOYMENT PHYSICAL - TEMP M. JOHNST	168.00	
			PRE-EMPLOYMENT PHYSICAL - TEMP K. RAMOS	168.00	
			PRE-EMPLOYMENT PHYSICAL - TEMP E. VILLAM	168.00	
			PRE-EMPLOYMENT PHYSICAL - TEMP K. YAN	168.00	
			PRE-EMPLOYMENT PHYSICAL - TEMP D. DELLAC	168.00	
			PRE-EMPLOYMENT PHYSICAL - TEMP K. BECK	168.00	
			PRE-EMPLOYMENT PHYSICAL - T. AMARO	168.00	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			PRE-EMPLOYMENT PHYSICAL - TEMP A. PINEDA	168.00	
			PRE-EMPLOYMENT PHYSICAL - TEMP B. VASSAR	168.00	
			PHYSICAL DOT: R. LAWRENCE	100.00	
			PHYSICAL: DOT S. ROBERSON	100.00	1,712.00
07/11/2019	101228	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT:JUNE '19	383.40	383.40
07/11/2019	101229	08561 VERIZON CONNECT	GPS TRACKING SYSTEM JUNE 2019	1,339.85	1,339.85
07/11/2019	101230	09168 ALYCIA VEYTSER	REFUND FOR INCORRECT PAYMENT FOR 7476 LI	3,152.90	3,152.90
07/11/2019	101231	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	117.86	
			STANDARD SOLUTIONS AND LAB SUPPLIES	114.89	
			STANDARD SOLUTIONS AND LAB SUPPLIES	82.81	
			STANDARD SOLUTIONS AND LAB SUPPLIES	68.77	
			STANDARD SOLUTIONS AND LAB SUPPLIES	16.56	400.89
07/11/2019	101232	04489 WATER ENVIRONMENT FEDERA	DMC - FY20 WATER ENVIRONMENT FEDERATION	328.00	328.00
07/11/2019	101233	08423 WATERTALENT LLC	M. MAESTAS: WE 06/16/19	5,400.00	5,400.00
07/11/2019	101234	00987 ATTN: ACCOUNTING ZONE 7 WA	JUNE 2019 CONNECTION FEES	389,508.60	389,508.60
07/12/2019	1001353322	01108 FISCAL SERVICES DIVISION CAL	FY19/20 ANNUAL LUMP SUM UAL - CLASSIC	673,270.00	673,270.00
07/12/2019	1001353324	01108 FISCAL SERVICES DIVISION CAL	FY19/20 ANNUAL LUMP SUM UAL - PEPRA	1,561.00	1,561.00
07/15/2019	7152019	03718 HR SIMPLIFIED	IRS 125 07/03/19 - 07/10/19 POS	7,480.00	7,480.00
07/18/2019	101235	03536 U S BANK/ CORP PMT SYSTEMS	EMPLOYEE RECOGNITION CATERER FINAL PAYME	3,965.28	
			DROUGHT GARDEN SUPPLIES	2,195.65	
			HOTEL FOR D. MARTIN - ACE19 DENVER, CO	1,143.28	
			HOTEL FOR D. LEONARDO - ACE19 - DENVER,	1,088.04	
			ANNUAL FUEL TANK INSPECTION	1,033.35	
			CISCO LIVE CONFERENCE BAHLOUL 6/9-13/19	1,008.70	
			OFFICE CHAIRS FOR OPS OFFICE	792.87	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			PARTS FOR VEHICLE #73	769.17	
			DROUGHT GARDEN PROJECT SUPPLIES	763.99	
			DROUGHT GARDEN PROJECT MATERIAL	752.73	
			NOTARY CLASS	741.43	
			PH PROBE FOR PLEASANTON TRUNK LINK	718.87	
			FLOOD REPLACEMENT TAB FOLIERS LOW GUSSET	699.71	
			BLDG A WALLS SUPPLIES	664.24	
			FLEET SOFTWARE ACTIVATION	650.00	
			ERGO SIT-STAND FOR L. SALAZAR	633.64	
			LAVWMA VENT LIDS FOR PIPELINE	606.34	
			BLEVINS - CASA 2019 ANNUAL CONFERENCE RE	595.00	
			GVL - CASA 2019 ANNUAL CONFERENCE REGIST	595.00	
			AWWA ACE DENVER CONF - HILTON HOTEL 6-12	544.02	
			ENG DEPT OFFSITE MTG	515.71	
			FULLER, L. AIRFARE TO DC FOR WEF SYMPOSI	506.61	
			PPE GO BAGS	455.04	
			SIMMERSOON - CALPERS EDUCATION FORUM 10/2	449.00	
			ERGO: CACHE ITEMS	445.58	
			FOOD FOR RW ONSITE SUPERVISOR TRAINING O	419.92	
			DO DROUGHT GARDEN	413.06	
			DEWALT SPOTLIGHT, 20V BATTERY & BATTERY	407.02	
			ERGO EQUIPMENT	398.09	
			SHADE CANOPIES	380.52	
			D. MARTIN CWEA MEMB & CERT RENEWAL	373.00	
			OFFICE CHAIR FOR OPS OFFICE	371.44	
			FLEET PRESSURE WASHER PARTS	362.71	
			EMPLOYEE ACADEMY 8/14/19 - TOUR TRANSPOR	356.00	
			WEBEX RENEWAL	348.00	
			FY 2020 WATER ENVIRONMENT FEDERATION AND	328.00	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			S. KOZANDA AWWA DAVANCED WATER TREATMENT	325.00	
			GIFT CARD/TABLE DECORATIONS FOR EMPLOYEE	320.05	
			USED TIRE DISPOSAL	310.50	
			STANDARD PORTABLE TOILET RENTAL 05/28/19	299.00	
			ONLINE JOB POSTING - MAINTENANCE WORKER	285.00	
			ASSP MEMBERSHIP D. RAMACHANDRA	285.00	
			OFFICE SUPPLIES FOR HR, PI, DO 6 4 19	283.14	
			MJOHNSTON: MEMBERSHIP & EI-2 CERTIFICATE	280.00	
			HARVESTING SUPPLIES	273.69	
			APPLE PHONE ACCESSORIES	269.49	
			SHIPPING & INSURANCE FOR AN EXPENSIVE IN	268.38	
			RTD MONITOR MODULE TO REPLACE FAILED UNI	264.20	
			D. HIGARES PRESCRIPTION SAFETY GLASSES	264.00	
			QTY (1) IPHONE CASE QTY (1) AIRPODS FOR	261.06	
			CAL OSHA TRAINING - D. RAMACHANDRA	257.50	
			SARGIOTTO FLIGHT RNDTRIP FOR AFC19, SAN	250.96	
			ONLINE JOB POSTING - MAINTENANCE WORKER	249.00	
			TEAM BUILDING EXPENSE	237.91	
			FINISH NAIL GUN FOR FACILITY	233.00	
			SHOP SUPPLIES	232.74	
			MULTIPLE NEW EMPLOYEES - POLO SHIRTS	231.05	
			HEAT PROTECTION - CHILLY PADS	227.07	
			ROADWAY ENCROACHMENT PERMIT FEE-INSPECTI	225.00	
			ERGO EQUIPMENT: D. RAMACHANDRA	218.50	
			ERGO PPE: FLOOR MAT FOR K. MADARANG	218.49	
			ERGONOMIC KEYBOARDS	218.04	
			PHOTOGRAPHER FOR DSRSD EMPLOYEE RECOGNIT	214.50	
			SKYLIGHT MATERIAL FOR FOD	206.78	
			BAILEY, D. PROTECTIVE FOOTWEAR	200.00	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			FR PANTS	196.63	
			CIP PRINTING MATERIALS	194.76	
			HOTEL DEPOSIT FOR T. JOHNSON - AFC19, SA	190.63	
			HOTEL DEPOSIT FOR S. SARGIOTTO - AFC19,	190.63	
			SEVILLA, VIRGIL MEMBERSHIP RENEWAL	188.00	
			R. BAKER CWEA MEMBERSHIP RENEWAL	188.00	
			DROUGHT GARDEN SUPPLIES	187.82	
			TOOLS FOR TRUCK #87	184.63	
			CONCRETE FOR E/S PADS	183.54	
			K. MOHAN CWEA LA-1 RENEWAL	179.00	
			3-POINT NIST CALIBRATION AND REPAIR FOR	178.00	
			TEAM BUILDING EXPENSE	175.00	
			BLEVINS - 2019 CASA ANNUAL CONFERENCE AI	169.96	
			AWWA FOR WATER DISTRIBUTION TRAINING MAT	165.00	
			GALLARDO - CSRMA MTG 08/22/19 AIRFARE	157.96	
			OFFICE SUPPLIES FOR DO 6 13 19	151.93	
			FUEL FOR TRUCK 110	150.00	
			PARTS & CHEMICALS NECESSARY TO REBUILD B	149.70	
			SUBSCRIPTION 30 DAY - PHOTOS FOR WATER H	149.00	
			ONLINE JOB POSTING - MAINTENANCE WORKER	145.00	
			ERGO EQUIPMENT	144.08	
			BUILDING A TRAINING ROOM IMPROVEMENTS	144.07	
			DIV 41 LUNCH	142.09	
			BEACH UMBRELLA, WHITE (SUN PROTECTION)	139.99	
			BOUGHT A MONITOR FOR SCADA FOR THE SAN L	137.09	
			MUD TAPING SUPPLIES FOR BLDG A WWTP TRAI	136.50	
			MATERIAL FOR SKYLIGHTS AT FOD	134.36	
			PPE: INSECT REPELLENT	129.40	
			1 STANDARD SSL CERT -2 YR, OB1	127.98	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			ERGO PPE: KEYBOARD TRAY	125.95	
			FUEL FOR TRUCK #110	125.00	
			FUEL FOR TRUCK 110	125.00	
			FUEL FOR TRUCK 110	125.00	
			FOOD GRADE MINERAL OIL FOR OPS DEPT	123.37	
			HR TEAM BUILDING MTG 06/18/19	121.80	
			BUILDING A TRAINING ROOM IMPROVEMENTS	119.40	
			STUDY GUIDES FOR DEEPA	118.58	
			CONSUMER AFFAIRS PROFESSIONAL LICENSE RE	116.00	
			FUEL FOR TRUCK #110	113.47	
			LABELS	110.06	
			FUEL FOR TRUCK #110	109.80	
			RNDTRIP FLIGHT FOR T. JOHNSON - AFC 2019	107.97	
			OFFICE SUPPLIES: MARKERS, PAPER CLIPS, E	107.26	
			NEW SHOP VAC & FILTERS FOR MECHANIC'S SH	106.97	
			OFFICE SUPPLIES: BATTERIES, PENS, ETC.	104.42	
			JERRY MILLER CWEA ANNUAL RENEWAL	102.00	
			GAMES FOR EMPLOYEE RECOGNITION EVENT	100.46	
			EE RECOGNITION: STAR AWARD GIFT CARDS -	100.00	
			OFFICE SUPPLIES	99.32	
			ERGO MOUSE FOR S. STEPHENSON	98.27	
			BLDG A WALL SUPPLIES	97.35	
			OIL SEALS FOR PROGRESSIVE CAVITY PUMP	97.12	
			RUSS BAKER CWEA MECH 3 RENEWAL	97.00	
			TROY TO CWEA RENEWAL	97.00	
			FACILITIES SUPPLIES	95.67	
			FUEL FOR TRUCK 87	93.29	
			R. LAWRENCE RENEWAL FEE - CSM GRADE 2 EX	92.00	
			J. BERTACCHI CWEA ELEC/INST GRADE 2 CERT	92.00	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			RRAMOS: MT-2 CERTIFICATE RENEWAL, EXP 06	92.00	
			SHALLIDAY: MT-2 CERTIFICATE RENEWAL, EXP	92.00	
			D. LEONARDO CWEA CERT RENEWAL - CSM GRAD	92.00	
			OFFICE SUPPLIES: PENS, DUST-OFF, POST-IT	91.90	
			MISC FLUSHING SUPPLIES	89.73	
			OSHA 10 - GENERAL INDUSTRY TRAININGS FOR	89.00	
			OFFICE SUPPLIES FOR DO ACCT 5 28 19	87.64	
			CHILLY PADS & MISC ITEMS	86.37	
			LARGE PATIO UMBRELLA FOR HEAT SAFETY	85.78	
			17OZ BLACK M1600 PRECISION LINE MARKING	83.77	
			MISC SUPPLIES	82.20	
			FUEL FOR TRUCK 112	81.30	
			FUEL FOR TRUCK 86	78.78	
			FUEL FOR TRUCK 110	78.45	
			FUEL FOR TRUCK 86	77.83	
			FUEL FOR TRUCK 115	74.95	
			LAWWMA PS WATER HEATER REPAIR	74.00	
			PRESSURE WASHER PARTS, MAP GAS, INSECT B	72.14	
			TOOLS FOR TRUCK #116	71.96	
			OIT RECRUITMENT APPRAISAL BOARD EXPENSE	69.95	
			FUEL FOR VEHICLE 86	69.91	
			QTY (2) LOGITECH PRESENTATION CLICKERS F	69.90	
			FUEL FOR TRUCK 124	69.69	
			OIT RECRUITMENT APPRAISAL BOARD EXPENSE	69.54	
			DROUGHT GARDEN FOUNTAIN PARTS	68.74	
			SAFETY EQUIPMENT	68.64	
			FUEL FOR TRUCK 115	67.18	
			CUSTOMER SERVICE FIELD REP II RECRUITMEN	65.81	
			BLEVINS - CAPIO GOV 2.0 TECHNOLOGY AND P	65.00	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			HARVESTING SUPPLIES	64.34	
			FUEL FOR TRUCK 86	64.10	
			FUEL FOR TRUCK 124	63.67	
			OFFICE SUPPLIES: CORRECTION TAPE, LABEL	62.85	
			FUEL FOR TRUCK 87	62.25	
			FUEL FOR TRUCK #124	61.97	
			FUEL FOR VEHICLE #112	60.81	
			OFFICE SUPPLIES: POST-ITS, MECH PENCILS	60.49	
			FUEL FOR TRUCK 87	60.00	
			DURABLE HITCH MOUNT UMBRELLA HOLDER	59.98	
			FUEL FOR TRUCK 124	59.06	
			OFFICEMAX - MOUSE FOR ENGR, ASST SUPPLIE	57.30	
			MATERIAL FOR SKYLIGHT AT FOD	56.96	
			FUEL FOR TRUCK 112	56.25	
			OFFICE SUPPLIES FOR DO GM 6 4 19	56.10	
			OFFICE SUPPLIES FOR DO 6 17 19	55.67	
			FUEL FOR VEHICLE 112	55.00	
			QTY (1) OTTERBOX IPHONE CASE VIEIRA	54.61	
			FITTINGS FOR PSR200A	53.45	
			FUEL FOR TRUCK #86	52.84	
			KEYBOARD FOR SLSS SCADA CLIENT	52.42	
			FUEL FOR TRUCK #87	51.60	
			HR RECRUITMENT TRAINING 06/20/19 EXPENSE	49.95	
			SIGN FOR FOD PARKING	48.36	
			OFFICE SUPPLIES: REPORT COVERS, ETC.	48.30	
			HIGH POWER BROOM, 5 GAL BUCKETS & LIDS	47.93	
			STORAGE CONTAINERS	46.78	
			OFFICE FILES	45.96	
			GASOLINE - DISTRICT POOL VEHICLE	45.94	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			SAFETY VIDEOS - DEVIL COSTUME	44.75	
			VIDEO CARD FOR SCADA WIN911 WORKSTATION	44.41	
			TRANSPORTATION FROM HOTEL TO AIRPORT	44.10	
			VEHICLE #116 FILTERS	43.68	
			TRANSPORTATION FROM AIRPORT TO HOTEL - A	42.16	
			FITTINGS FOR PSR200A	40.42	
			TEAM BUILDING EXPENSE	40.28	
			EMERGENCY RESPONSE SUPPLIES	40.26	
			AMAZON - HR - BOSTITCH NO-JAM BOOKLET ST	39.32	
			SAFETY VIDEOS - ANGEL COSTUME	38.22	
			TEXTURE & SUPPLIES FOR BLDG A BOARD ROOM	36.59	
			J. CHANG - CREATIVE PRO CONFERENCE MEAL	35.96	
			J. CHANG - CREATIVE PRO CONFERENCE - MEA	35.68	
			SUPPLIES FOR RW ONSITE SUPERVISOR TRAINI	33.61	
			FUEL FOR TRUCK #112	33.44	
			PRO SUBSCRIPTION (JUNE 2019)	33.00	
			KEYBOARD SHELF FOR SAN LEANDRO SAMPLE ST	32.99	
			QTY (1) LOGITECH M535 WIRELESS MOUSE	32.76	
			COOLING TOWELS & MINI CAN 1.5G GLOSS WHI	31.62	
			PORTABLE LIGHT FOR LINO LANTIN FOR WORKI	31.34	
			ECHO PURGE BULB KIT (QTY. 2)	30.52	
			J. CHANG - CREATIVE PRO CONFERENCE MEAL	30.27	
			FAN FOR THE LAB	29.45	
			DISHWASHER MAGNET (CLEAN/DIRTY), MAGNETI	28.98	
			ERGO: SIT-STAND EXTENSION CORDS	28.16	
			LAPTOP/TABLET BAG - BILL	27.29	
			LAPTOP/TABLET BAG - BRIAN	27.29	
			SCREWS FOR DROUGHT GARDEN	27.06	
			STEPHENSON - ACWA COMMUNICATIONS COMMITT	25.00	

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			GASOLINE - DISTRICT POOL VEHICLE	24.97	
			OIT RECRUITMENT APPRAISAL BOARD EXPENSE	23.00	
			OIT RECRUITMENT APPRAISAL BOARD EXPENSE	23.00	
			UMBRELLA HOLDER	23.00	
			HANGERS FOR UNIFORM STORAGE	22.95	
			FEDEX 5 28 19 - 11.X17 70LB PAPER & WHIT	22.92	
			SUN HAT FOR HEAT PROTECTION	21.85	
			ERGONOMIC COMPUTER MOUSE FOR J. ZAVADIL	21.84	
			ERGO PPE: EXTENSION CABLES FOR STANDING	21.83	
			AWWA ACE CONF DINNER 6-10-19	21.53	
			S. STEPHENSON - ACWA BOARD MEETING - PAR	20.80	
			TAXI - CISCO LIVE CONFERENCE - AOMAR 6/8	20.70	
			DO DROUGHT GARDEN PROJECT	20.38	
			FULL-MANAGEMENT MEETING 6/5/19 EXPENSE	20.00	
			PARKING ON GOLDEN GATE AVE IN SF - BACWA	20.00	
			QTY (1) MINI DP TO DP VIDEO ADAPTER CABL	19.65	
			HR RECRUITMENT TRAINING EXPENSE 06/20/19	18.37	
			CUSTOMER SERVICE FIELD REP II RECRUITMEN	17.95	
			BUG SPRAY FOR FLEET SHOP	17.45	
			TAXI CISCO LIVE CONFERENCE - AOMAR 6/13/	17.04	
			MISC SUPPLIES	16.80	
			EPOXY AND JB WELD FOR LAVWMA S/SS SAMPLE	15.82	
			MOUNT FOR SCADA MONITOR	14.74	
			GAMES FOR EMPLOYEE RECOGNITION EVENT	14.19	
			AMAZON - DO - MAGNETIC WHITEBOARDS 5 28	13.08	
			AMAZON - DO - MAGNETIC WHITEBOARDS 5 29	13.08	
			OFFICEMAX - STICKY NOTES FOR DO 5 29 19	13.06	
			POTENTIOMETER FOR ML/WAS ACTUATOR #1	12.30	
			AWWA ACE CONF. - J. CARSON BREAKFAST 6-1	12.07	

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			AWWA DENVER CONF. BREAKFAST 6-10-19	11.97	
			RUBBER O-RINGS FOR LAVWMA SURGE TANK FIL	10.98	
			DROUGHT GARDEN - SUCCULENT BEDDING POOL	10.89	
			OFFICE SUPPLIES: SHARPIES	10.48	
			SHIPPING COSTS FOR GAS DETECTION MONITOR	10.44	
			FACILITIES PARTS	9.79	
			SWRCB MEETING IN SACRAMENTO	9.00	
			EE SYMPATHY, CONGRATULATIONS & ENCOURAGE	7.65	
			OIT RECRUITMENT APPRAISAL BOARD EXPENSE	6.58	
			OIT RECRUITMENT APPRAISAL BOARD EXPENSE	6.00	
			CUSTOMER SERVICE FIELD REP II RECRUITMEN	5.61	
			LITHIUM 2-C BATTERIES	5.17	
			POLICE REPORT - DUBLIN # D19-01963	5.00	
			POSTAGE FEE FOR R. LAWRENCE DMV CLASS A	4.69	
			POSTAGE FOR S. ROBERSON DMV CLASS A RENE	4.05	
			J. CHANG: CREATIVE PRO CONFERENCE MEAL	3.75	
			USPS 6/5/19 - SHORT PAID POSTAGE	3.24	
			J. CHANG - CREATIVE PRO CONFERENCE TRANS	3.00	
			J. CHANG - CREATIVE PRO CONFERENCE TRANS	3.00	
			APPLE ICLOUD STORAGE FOR JUNE 2019 - DAN	0.99	
			FEDEX 5 28 19 - WHITE WINDOW PAINT CREDI	-4.36	
			CREDIT - OFFICE SUPPLIES FOR DO 6 4 19	-5.45	
			CREDIT - OFFICE SUPPLIES FOR CS 6 13 19	-7.01	
			CREDIT FOR ITEM RETURNED	-10.35	47,271.53
07/18/2019	101236	00031 ALLIED FLUID PRODUCTS CORP	BYPASS HOSE FOR BLOWER BUILDING	349.94	349.94
07/18/2019	101237	01013 BARRETT BUSINESS SERVICES	S. MONTAGUE: W/E 07/07/19	468.00	
			S. MONTAGUE: W/E 07/14/19	390.00	858.00
07/18/2019	101238	00103 C. OVERAA & CO.	07-3203 W.O. DIGESTER STEPS TRANSITION	31,218.00	31,218.00

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07/18/2019	101239	04540 CALCHEM ENTERPRISES	DERWA COAGULANT CC 2120 FOR ACTIFLO TEST	4,404.96	4,404.96
07/18/2019	101240	00319 ACCT # 217838-001 FISHER SCIE	STANDARD SOLUTION AND LABORATORY SUPPLIE	48.76	48.76
07/18/2019	101241	00937 GRAINGER, INC.	FILTERS FOR FLEET FAN	361.28	361.28
07/18/2019	101242	04424 GRAYBAR ELECTRIC COMPANY	WARRANTY REPLACEMENT: LED LIGHTING SHOP STOCK MATERIAL	833.70 750.57	1,584.27
07/18/2019	101243	06791 HYLAND SOFTWARE, INC.	HYLAND SOFTWARE	4,085.00	4,085.00
07/18/2019	101244	03853 ICMA	ICMA 457 DEFERRED COMPENSATION: PAYMENT	54,568.23	54,568.23
07/18/2019	101245	00485 KOFF & ASSOCIATES INC.	CLASSIFICATION STUDY	1,430.00	1,430.00
07/18/2019	101246	01134 DANIEL LEONARDO	D. LEONARDO REIMB EXP @ DENVER ACE19 CON	301.40	301.40
07/18/2019	101247	07109 DANIEL MCINTYRE	D. MCINTYRE REIMB EXP FOR MILEAGE JUNE 2	74.95	74.95
07/18/2019	101248	01403 PRAXAIR DISTRIBUTION INC 186	ARGON GAS AND CYLINDER RENTAL	81.55	81.55
07/18/2019	101249	00957 WEST YOST & ASSOCIATES	TO 3 - PROF SERVICES 5/4 - 5/31 2019	7,104.50	7,104.50
07/18/2019	101250	02880 WUNDERLICH-MALEC SYSTEMS	TO OC-3 LAVWMA SLSS SCADA PLC UPGRADE 05-3103 T.O. OC-2 SERVICES THROUGH 6/30/	48,599.80 13,756.25	62,356.05
07/18/2019	101251	07554 AIRGAS USA, LLC	LABORATORY GAS AND CYLINDER RENTAL	246.83	246.83
07/18/2019	101252	09180 ARALIA LLC	REFUND FOR 3931 MERIDIAN ST	55.73	55.73
07/18/2019	101253	00622 AT&T	MANAGED INTERNET SERVICES 06/01/19-06/3 AT&T VIOP SERVICE DO 06/01/19-06/30/19 AT&T VIOP SERVICE CC 06/01/19-06/30/19	2,164.63 97.45 97.43	2,359.51
07/18/2019	101254	08663 AWARDS NETWORK	SERVICE AWARDS - C. SANCHEZ & T. TO SERVICE AWARD - A. BAHLOUL	437.00 54.63	491.63
07/18/2019	101255	09185 NEVILLE BATLIWALLA	REFUND FOR 4427 FOXFORD WAY	146.03	146.03
07/18/2019	101256	09208 BCCI CONSTRUCTION COMPAN	LCP 19-031 REFUND FOR PLAN REVIEW CORREC	7,745.00	7,745.00

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07/18/2019	101257	02848 BROOKFIELD HOMES	DP 15-062B REFUND FOR REGIONAL SEWER CAP	1,245.00	1,245.00
07/18/2019	101258	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
07/18/2019	101259	00105 DEPT 34261 CAL-STEAM	BLDG A - LAB & MEN'S BATHROOM	393.30	393.30
07/18/2019	101260	00118 CALTEST ANALYTICAL LAB	SAMPLE ANALYSES	336.30	336.30
07/18/2019	101261	09198 CARRINGTON REAL ESTATE SEF	REFUND 2000 MORNINGTON LN	151.22	151.22
07/18/2019	101262	08447 CHEMTRADE CHEMICALS US LL	3771.334 ALUM SULFATE DELV. 6-24-19	3,312.66	3,312.66
07/18/2019	101263	00014 GSA COUNTY OF ALAMEDA	FY 2019 FUELING - FOD/INSP/CFRS-MAY 2019	4,794.50	4,794.50
07/18/2019	101264	09076 D. W. NICHOLSON	DERWA EMERGENCY REPAIR: 06T001, 3200A CA	26,342.27	26,342.27
07/18/2019	101265	09160 DAN REGISTER	DROUGHT GARDEN GATE SUPPLIES	205.31	205.31
07/18/2019	101266	00237 EBMUD MAIL REMITTANCE DER	DERWA - JUNE 2019	403,217.50	
			WATER SYSTEM ACCOUNTING SVC FOR DERWA (P	22,787.37	426,004.87
07/18/2019	101267	06533 DUKE'S ROOT CONTROL, INC.	CHEMICAL ROOT CONTROL TREATMENT SERVICES	42,185.88	42,185.88
07/18/2019	101268	00277 EAST BAY MUNICIPAL UTILITY DI	LAWMMA LEWELLING WTR & SWR 05/09/19 - 07	179.94	179.94
07/18/2019	101269	00297 ENVIRONMENTAL EXPRESS LTD	STANDARD SOLUTIONS AND LABORATORY SUPPLI	196.04	196.04
07/18/2019	101270	00307 FAIRWAY EQUIPMENT & SUPPLY	PARTS TO FABRICATE STRAINER	745.86	
			PARTS FOR HVAC DRAIN ON UV CONEX	250.87	996.73
07/18/2019	101271	09207 FJC MANAGEMENT INC.	REFUND OVER PMT TO AR ACCT#0380/CK#3000	554.33	554.33
07/18/2019	101272	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	150.00	150.00
07/18/2019	101273	09189 KELLY FRANCO	REFUND FOR 3586 CAPOTERRA WAY	15.09	15.09
07/18/2019	101274	07137 GOODYEAR COMMERCIAL TIRE	(2QTY) TIRES FOR UNIT 110	1,142.09	1,142.09
07/18/2019	101275	09194 JANINE GRAY	REFUND FOR 2318 AMARYLLIS CIR	91.56	91.56
07/18/2019	101276	09186 SHILOH HAGEN	REFUND FOR 5581 RAMSGATE CT	187.03	187.03
07/18/2019	101277	03149 HDS WHITE CAP CONST SUPPLY	MISC SUPPLIES	2,781.78	

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			MARKING PAINT	83.77	2,865.55
07/18/2019	101278	07017 HYDROSCIENCE ENGINEERS, IN	TO OC-3 PROF SERVICES THROUGH 05/31/19	5,055.00	5,055.00
07/18/2019	101279	01249 MUNICIPAL CLERKS INTERNATIC	IIMC CHIU 2019 MEMBERSHIP	110.00	110.00
07/18/2019	101280	09178 TIMOTHY IP	REFUND FOR 7585 BRIGADOON WAY	58.25	58.25
07/18/2019	101281	06931 IWATER, INC	ANNUAL MAINTENANCE INFRAMAP FIELD MAPPIN	11,500.00	11,500.00
07/18/2019	101282	06061 JACKSON LEWIS LLP	GENERAL LEGAL FEES (05/19)	5,963.00	5,963.00
07/18/2019	101283	09196 SYED KAISER	REFUND FOR 5008 QUEENSBURY WAY	214.87	214.87
07/18/2019	101284	09199 ALTAF KARIM	REFUND FOR 2753 MOUNTAIN ASH LN	26.80	26.80
07/18/2019	101285	09190 KB HOMES	REFUND FOR 7053 CALISTOGA LN	15.36	15.36
07/18/2019	101286	09193 KEVIN KINNEY	REFUND FOR 7664 STONELEAF RD	198.22	198.22
07/18/2019	101287	09161 LAURA KIZER	REFUND PROCESSED FOR LAURA R.KIZER	100.00	100.00
07/18/2019	101288	09187 YOGESH KUMAR	REFUND FOR 4281 FITZWILLIAM ST	40.50	40.50
07/18/2019	101289	09173 CANDY LAU PINDRIK	REFUND FOR 4342 FITZWILLIAM ST	6.57	6.57
07/18/2019	101290	09197 KEONIL LEE	REFUND FOR 2339 AVALON WAY	66.76	66.76
07/18/2019	101291	09175 WON LEE	REFUND FOR 11619 REGIO CT	213.45	213.45
07/18/2019	101292	09192 XIAOWEI LIU	REFUND FOR 6000 ALPINE BLUE DR	206.13	206.13
07/18/2019	101293	00344 LUCITY INC.	FY20 CONSTANT CONNECTION PROGRAM RENEWAL	18,911.53	18,911.53
07/18/2019	101294	09054 MAKINEX USA LLC	TWO BATTERY OPERATED LIFT TRUCKS: 1-EMD	10,060.86	
			TWO BATTERY OPERATED LIFT TRUCKS: 1-EMD	950.80	11,011.66
07/18/2019	101295	09206 DANIEL MARTIN	D. MARTIN REIMB EXP @ DENVER AWWA ACE CO	246.40	246.40
07/18/2019	101296	00536 MC MASTER-CARR SUPPLY CO.	GRIT DRAIN FLANGE	44.91	
			ALUM LINE REPAIR COUPLING	25.71	70.62
07/18/2019	101297	09184 BRIEANNA MCFADDEN	REFUND FOR 4352 CENTRAL PKY	6.72	6.72

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07/18/2019	101298	08939 MERITAGE HOMES OF CALIFORI	DP 15-291 REFUND FOR REGIONAL SEWER CAPA	1,612.00	1,612.00
07/18/2019	101299	08559 MICHAEL BAKER INT'L. INC.	17-W003 T.O. 1 4/29/19 THROUGH 6/2/19	4,660.06	4,660.06
07/18/2019	101300	05145 MOZINGO CONSTRUCTION INC	MTR 62622449 RTND	788.73	788.73
07/18/2019	101301	04231 MSC INDUSTRIAL SUPPLY CO	SHOP CONSUMABLES/REPLACEMENT PARTS FOR S	1,037.81	1,037.81
07/18/2019	101302	04796 NAPA AUTO PARTS	DRAIN PLUG FOR BOAT	9.68	9.68
07/18/2019	101303	06596 NATIONAL PLANT SERVICES, INC	WORK ORDER VILLAGE PARKWAY CCTV INSPECTI	41,922.65	41,922.65
07/18/2019	101304	02447 NEOGEN CORP	EC MEDIUM	174.91	174.91
07/18/2019	101305	03987 OLIN CHLOR ALKALI PRODUCTS	4880.000 SODIUM HYPO DELV 6-26-19 2544.000 SDG SODIUM HYPO DELV. 6/27/19 2482.000 SODIUM HYPO DELV 6/27/19	3,167.12 1,651.06 1,610.82	6,429.00
07/18/2019	101306	00620 P G & E	WWTP ELECTRICITY - JUN 2019 MISC PUMP STNS; RESERVOIRS; TO'S ELEC - PUMP STATION R200A ELECTRICITY - JUN 201 RESERVOIR R100 DERWA TANK 1 - JUL 2019 RESERVOIR R200 ELECTRICITY - JUN 2019 DISTRICT OFFICE GAS SERVICE - JUN 2019 DO UTILITY BLDG. GAS SERVICE - JUN 2019	78,935.84 43,893.39 6,167.99 40.37 31.03 15.11 13.52	129,097.25
07/18/2019	101307	09179 SANDHYA PATEL	REFUND FOR 7089 N MARIPOSA CT	12.75	12.75
07/18/2019	101308	09174 AUDREY PAVAO	REFUND FOR 11627 CIRCLE WAY	9.34	9.34
07/18/2019	101309	00649 PERKIN ELMER HEALTH SCIENC	FIMS100 FLOW INJECTION MERCURY SYSTEM W/	24,021.43	24,021.43
07/18/2019	101310	04211 PLATT ELECTRIC SUPPLY	LADDER FOR TODD'S TRUCK SHOP SUPPLIES	179.17 24.04	203.21
07/18/2019	101311	09176 EVAN POWELL	REFUND FOR 11842 W VOMAC RD	79.75	79.75
07/18/2019	101312	01195 POWERSTRIDE BATTERY CO., IN	STOCK ORDER	159.68	159.68

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07/18/2019	101313	09195 MOHAMMAD QADRI	REFUND FOR 2932 CEDARWOOD LOOP	120.53	120.53
07/18/2019	101314	04105 R & B COMPANY	MISC SUPPLIES	2,180.63	
			MISC REPAIR PARTS	381.83	
			ADJ HYD SLING, OFFSET ALUM WRENCH, HYD E	369.86	2,932.32
07/18/2019	101315	04301 RESOURCE TRENDS, INC.	ANNUAL MEMBERSHIP DUES (9/1/19 - 8/31/20)	5,000.00	5,000.00
07/18/2019	101316	09177 NICK RODRIGUES	REFUND FOR 10776 RUTHVEN LN	63.17	63.17
07/18/2019	101317	08646 SAUSAL CORPORATION	19-A005 T.O. 1 PRE-CONSTRUCTION DESIGN S	7,829.00	7,829.00
07/18/2019	101318	09191 BIN SHI	REFUND FOR 5095 ROWAN DR	290.06	290.06
07/18/2019	101319	09181 GAGANDEEP SINGH	REFUND FOR 3009 VITTORIA LOOP	7.33	7.33
07/18/2019	101320	09182 VINEET SINGH	REFUND FOR 2977 VITTORIA LOOP	69.77	69.77
07/18/2019	101321	08965 STOKLEY PROPERTY MANAGEN	REFUND FOR 7864 CRANFORD LN	188.02	188.02
07/18/2019	101322	05690 TRACKER	ADDITIONAL TRACKER MODULE: 06/01/19-05/3	480.00	480.00
07/18/2019	101323	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
07/18/2019	101324	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	175.07	175.07
07/18/2019	101325	02449 VALLEY POWER SYSTEMS INC	#512E PARTS	172.56	
			512E PARTS	16.39	188.95
07/18/2019	101326	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	268.03	
			STANDARD SOLUTIONS AND LAB SUPPLIES	136.54	
			STANDARD SOLUTIONS AND LAB SUPPLIES	128.29	
			STANDARD SOLUTIONS AND LAB SUPPLIES	96.06	
			STANDARD SOLUTIONS AND LAB SUPPLIES	65.55	
			STANDARD SOLUTIONS AND LAB SUPPLIES	64.03	
			STANDARD SOLUTIONS AND LAB SUPPLIES	22.59	
			STANDARD SOLUTIONS AND LAB SUPPLIES	20.24	801.33

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07/18/2019	101327	08423 WATERTALENT LLC	M. MAESTAS: WE 06/23/19	4,792.50	4,792.50
07/18/2019	101328	09183 WESTERN INDUSTRIAL CONTRA	REFUND FOR 4335 PANORAMA DR	209.72	209.72
07/18/2019	101329	09200 ANNA LISA YIP	REFUND FOR 6715 ABERDALE CIR	84.71	84.71
07/18/2019	101330	09188 HUI ZHU	REFUND FOR 4481 BRANNIGAN ST	89.20	89.20
07/18/2019	7182019	01016 THE BANK OF NEW YORK MELL	2017 WATER REFUNDING BOND PMT FOR 08/01/	1,153,220.45	1,153,220.45
07/22/2019	8167	05511 DISBURSEMENT UNIT CALIFORN	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
07/22/2019	1001364456	00494 PERS	RETIREMENT: PAYMENT	105,676.27	105,676.27
07/23/2019	142373568	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	31,618.45	31,618.45
07/23/2019	400309798	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	154,015.00	154,015.00
07/25/2019	101331	09040 ANDERSON PACIFIC ENGINEERI	17-P004 - PP#3 06/01/19-06/30/19	219,199.89	219,199.89
07/25/2019	101332	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 06/30/19	1,751.71	1,751.71
07/25/2019	101333	03614 CAROLLO ENGINEERS INC.	07-3203 T.O. 2 6/1/19 TO 6/30/19	12,331.50	12,331.50
07/25/2019	101334	01623 EAST BAY DISCHARGERS AUTH	O&M ASSESSMENT - JULY 1, 2019 - 1ST QTR	176,303.05	176,303.05
07/25/2019	101335	00937 GRAINGER, INC.	SHOP STOCK MATERIAL	93.85	
			DIV56: LAVWMA SAMPLE STATION	79.28	
			DERWA AIR REGULATORS	76.73	249.86
07/25/2019	101336	03853 ICMA	ICMA 457 DEFERRED COMPENSATION: PAYMENT	40.00	40.00
07/25/2019	101337	01115 AARON JOHNSON	A. JOHNSON REIMB EXP @ ESRI USER CONFERE	1,467.60	1,467.60
07/25/2019	101338	04594 MCCAMPBELL ANALYTICAL INC	CUSTOMER COMPLAINT SAMPLING FOR 4016 ST.	72.00	
			SUBCONTRACTED SAMPLE ANALYSES	69.30	141.30
07/25/2019	101339	01171 MCGUIRE & HESTER	19-P001- PP#1 FROM 05/22/19 TO 06/30/19	99,750.00	99,750.00
07/25/2019	101340	01078 STEFANIE OLSON	S. OLSON REIMB EXP @ BACWA MTG 7/16/19	6.00	6.00
07/25/2019	101341	01293 PK SAFETY SUPPLY	GAS DETECTION MONITOR CHARGING BANKS	819.38	

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			PPE: CONFINED SPACE HELMETS	753.50	
			FALL PROTECTION LADDER	343.68	
			PPE: CONFINED SPACE TOOL BAG	151.53	
			PPE: CONFINED SPACE TOOL BAG	92.29	2,160.38
07/25/2019	101342	02470 SHRED-IT USA LLC	SHREDDING SERVICE - 06/12/19	121.89	121.89
07/25/2019	101343	00843 THE COVELLO GROUP INC	17-P004 T.O. 1 5/31/19 TO 6/27/19	33,236.00	
			16-P028 T.O. OC-10 5/31/19 TO 6/27/19	2,165.00	35,401.00
07/25/2019	101344	05026 UNIVAR USA INC.	105 GAL - 12.5% SODIUM HYPOCHLORITE FOR	499.27	499.27
07/25/2019	101345	05127 VISION SERVICE PLAN - CA (VSF)	AUGUST 2019 - VISION	2,974.10	2,974.10
07/25/2019	101346	06643 WEIR TECHNICAL SERVICES	MANAGEMENT SERVICES - JUNE 2019	6,702.24	6,702.24
07/25/2019	101347	00957 WEST YOST & ASSOCIATES	17-P004 T.O. 3 6/1/19 TO 6/30/19	129,528.59	
			TO NO. 3 PROF SVCS FROM 6/1 - 6/30 2019	4,465.50	
			07-3203 T.O. OC-18 6/1/19 TO 6/30/19	1,286.00	135,280.09
07/25/2019	101348	00957 WEST YOST & ASSOCIATES	16-R018 T.O. OC-13 6/1/19 TO 6/30/19	1,696.00	1,696.00
07/25/2019	101349	01719 A & M PRINTING, INC.	DERWA - 250 BUSINESS CARDS FOR JOHN V RO	82.45	82.45
07/25/2019	101350	00019 A-1 ENTERPRISES	WWTP: BI-MONTHLY STREET SWEEPING	250.00	250.00
07/25/2019	101351	07554 AIRGAS USA, LLC	CYLINDER RENTAL	169.77	169.77
07/25/2019	101352	07554 AIRGAS USA, LLC	CYLINDER RENTAL	84.15	84.15
07/25/2019	101353	02158 AMADOR VALLEY INDUSTRIES	DO GARBAGE SVC - FOR JUNE 2019	379.77	379.77
07/25/2019	101354	06552 SOLUTIONS INC. AMERICAN COI	AQUAHAWK MONTHLY 07/01/19 - 08/01/19	2,421.00	2,421.00
07/25/2019	101355	09003 AMERICAN METALS	LAWWMA: METALS FOR JUNCTION STRUCTURE GA	252.11	252.11
07/25/2019	101356	01568 ASBURY ENVIRONMENTAL SVCS	OILY RAGS, 55 GAL O/T TOP DRUM & FEES	216.81	216.81
07/25/2019	101357	00622 AT&T	C3 - TELE SVCS 06/13/19 - 07/12/19	684.75	684.75
07/25/2019	101358	00622 AT&T	LAWWMA PHONE & DSL - JUL 2019	487.73	487.73

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07/25/2019	101359	01254 BAY AREA BARRICADE SVC, INC	TRAFFIC SUPPLIES	577.93	577.93
07/25/2019	101360	07902 BECK'S SHOES	JESSICA & DEEPA SAFETY SHOES	325.00	
			BLEVINS - PROTECTIVE FOOTWEAR	204.29	
			JEREMY MAINES SAFETY SHOES	200.00	
			LEVI SAFETY SHOES	134.64	
			MARK JOHNSTON SAFETY SHOES	120.71	984.64
07/25/2019	101362	07825 C & R TRUCKING INC.	MATERIAL HAULING TO FOF (4 TICKETS)	5,214.21	5,214.21
07/25/2019	101363	07138 CALIFORNIA WATER TECHNOLO	41200.00 LB FERROUS CHLORIDE DELV 6-25-1	5,156.11	5,156.11
07/25/2019	101364	00136 CDW GOVERNMENT INC.	ETHERNET SWITCHES FOR PLC UPGRADE PROJEC	2,826.94	2,826.94
07/25/2019	101365	08447 CHEMTRADE CHEMICALS US LL	4428.936 ALUM SULFATE DELV 7-1-19	3,682.69	
			4206.142 ALUM SULFATE DELV 7-2-19	3,497.43	
			3873.747 GALS SHIP 6-27-19 ALUM SULFATE	3,402.61	
			3719.229 GALS SHIP 6-28-19 ALUM SULFATE	3,266.90	
			3904.292 ALUM SULFATE DELV 7-3-19	3,246.44	17,096.07
07/25/2019	101366	01167 CITY OF DUBLIN	DSRSD LANDSCAPE SERVICES - MAY 2019	11,164.09	11,164.09
07/25/2019	101367	02639 CITY OF SAN RAMON	EMERGENCY RADIOS (P25 SYSTEM) - 5 RADIOS	5,200.00	5,200.00
07/25/2019	101368	09158 CLAREMONT EAP	EE ASSISTANCE: AUGUST 2019 CHARGES	393.25	393.25
07/25/2019	101369	05082 CODE PUBLISHING INC.	DISTRICT CODE ANNUAL SERVICES & MAINTENA	675.00	675.00
07/25/2019	101370	07919 COMTEL SYSTEMS TECHNOLOG	SECURITY SYSTEM SOFTWARE UPDATE	2,720.00	2,720.00
07/25/2019	101371	08926 CORT	DOFLOOD: FOF CUBICLE RENTAL JUNE 2019	4,160.35	4,160.35
07/25/2019	101372	00202 CREATIVE SUPPORTS INC.	ERGO EQUIPMENT FOR K. MOHAN	374.17	
			ERGO: KEYBOARD TRAY K. MADARANG	297.29	671.46
07/25/2019	101373	00237 EBMUD MAIL REMITTANCE DER	DERWA - JUNE 2019 - BILL#2	22,949.02	22,949.02
07/25/2019	101374	08562 DTN ENGINEERS, INC.	FOD WESTERN DUBLIN ARC FLASH STUDIES 08/	5,830.00	5,830.00

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07/25/2019	101375	00307 FAIRWAY EQUIPMENT & SUPPLY	MATERIAL FOR BAND SCREEN BIN FAB.	301.37	301.37
07/25/2019	101376	02656 FASTENAL COMPANY	EXPO DISTRIBUTION PPE: HEAT SAFETY WATER COOLERS PPE: SAFETY GLASSES KNEE PADS REPLACEMENT AIR FITTINGS FOR MF SYSTEM	1,129.67 156.85 132.40 42.85	1,461.77
07/25/2019	101377	00314 FEDEX	EXPRESS SHIPPING - JUNE 24 2019 JUNE EXPRESS SHIPPING	22.41 19.52	41.93
07/25/2019	101378	08697 GLASDON, INC.	DIV56: LIFE RINGS FOR WWTP	6,095.65	6,095.65
07/25/2019	101379	07137 GOODYEAR COMMERCIAL TIRE	(2QTY) TIRES FOR UNIT 111	291.67	291.67
07/25/2019	101380	00368 HACH COMPANY	SPADNS FLUORIDE ACCUVAC, PK/25 (QTY. 50)	2,311.93	2,311.93
07/25/2019	101381	00252 COUNTY OF ALAMEDA HENRY C	2019-2020 UNSECURED PROP TAX 941-2838-10	233.13	233.13
07/25/2019	101382	06732 HIRERIGHT, INC.	EMPLOYMENT BACKGROUND SCREENING SERVICES	61.54	61.54
07/25/2019	101383	07017 HYDROSCIENCE ENGINEERS, INC	TO OC-3 PROF SERVICES THROUGH 06/30/19	3,995.14	3,995.14
07/25/2019	101384	07481 J.N. ABBOTT DISTRIBUTOR, INC.	COGEN LUBE OIL	4,501.10	4,501.10
07/25/2019	101385	07848 JARVIS, FAY & GIBSON, LLP	GENERAL COUNSEL SVCS - JUNE 2019	10,290.00	10,290.00
07/25/2019	101386	03958 LIVERMORE AUTO GROUP	#111 TPMS #115 TAILGATE HANDLE	137.02 44.92	181.94
07/25/2019	101387	03127 LUHDORFF & SCALMANINI INC.	SPRING 19 GROUNDWATER MONITORING	1,704.00	1,704.00
07/25/2019	101388	08939 MERITAGE HOMES OF CALIFORI	DP 15-291 REFUND-2 IN FY2020 FOR REGIONA	2,418.00	2,418.00
07/25/2019	101389	08559 MICHAEL BAKER INT'L. INC.	17-W003 T.O. 1 4/29/19 THROUGH 6/2/19 CO	0.80	0.80
07/25/2019	101390	04231 MSC INDUSTRIAL SUPPLY CO	CONSUMABLE CUTO OFF WHEELS & NEW ANGLE G REPLT GRINDER; TOOLS FOR CHRIS P'S CART	698.07 540.16	1,238.23
07/25/2019	101391	04796 NAPA AUTO PARTS	FLEET STOCK: UP FUEL FOR 2-STROKE & 4-ST	130.93	130.93

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07/25/2019	101392	00620 P G & E	PUMP STATION R200B ELECTRIC - JUL 2019	11,642.99	
			DISTRICT OFFICE ELECTRICITY - JUN 2019	3,104.23	
			FSL AERATORS; LAB HVAC; FLEET - JUN 2019	1,229.02	
			DO UTILITY BLDG. ELECTRICITY - JUN 2019	97.14	16,073.38
07/25/2019	101393	02467 PETERSON POWER SYSTEMS IN	RENTAL GENERATOR FOR THE DERWA EMERGENCY	96,132.40	
			SPARE HEAD GASKET SETS FOR COGEN #3	1,092.50	
			HEAD GASKETS FOR COGEN	1,010.23	98,235.13
07/25/2019	101394	04211 PLATT ELECTRIC SUPPLY	MARK'S VAN TOOLS	239.26	239.26
07/25/2019	101395	02617 POLYDYNE INC	9200 - 4 2300 LB EA DELV 6-18-19	11,963.71	11,963.71
07/25/2019	101396	03115 R & S ERECTION OF CONCORD I	PUMP STATION 200A ROLL-UP DOOR	1,370.00	1,370.00
07/25/2019	101397	09068 RHP RISK MANAGEMENT, INC.	DOFLOOD T.O. 1 MAY SERVICES	4,730.46	4,730.46
07/25/2019	101398	05841 SABAH INTERNATIONAL, INC.	FIRE ALARM SERVICE CALL BLDG S 6/18/2019	873.54	873.54
07/25/2019	101399	07455 SAFETY CENTER INCORPORATE	TRAFFIC CONTROL AND FLAGGER TRAINING	1,400.00	1,400.00
07/25/2019	101400	08024 SAFETY COMPLIANCE MANAGEI	RESPIRATORY PROGRAM CONSULTATION	1,000.00	1,000.00
07/25/2019	101401	08339 SAN FRANCISCO ELEVATOR INC	BLDG E SERVICE CALL	328.00	328.00
07/25/2019	101402	00756 SECURITY ETC.	DO & UTILITY BLDG	252.00	
			FOF - FIRE SYSTEM	165.00	
			WWTP - FIRE SYSTEM	165.00	
			DERWA	165.00	
			FOF - SECURITY	78.00	825.00
07/25/2019	101403	08010 SLOAN SAKAI YEUNG & WONG L	LABOR RELATED LEGAL FEES (06/19)	128.10	128.10
07/25/2019	101404	08848 TEECOM	CIP 18-P009 : SECURITY CONSULTING SERVI	700.00	700.00
07/25/2019	101405	00837 TELSTAR INSTRUMENTS, INC.	CHARGES FOR PRGRAMMING SERVICES 6-18 THR	5,960.00	5,960.00
07/25/2019	101406	00857 THOMAS AND ASSOCIATES	SECONDARY SEDIMENTATION TANKS DRAIN PUMP	11,212.99	11,212.99

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07/25/2019	101407	05824 TJC AND ASSOCIATES, INC.	DERWA RWTF REPAIR T.O. 1 SERVICES THROUG	586.50	586.50
07/25/2019	101408	01806 U.S. BANK EQUIPMENT FINANCE	COPIER LEASE LAB/CUST SVC/EXEC - 07/01/1	1,680.26	1,680.26
07/25/2019	101409	00903 UNITED RENTALS, INC.	DROUGHT GARDEN EQUIPMENT RENTAL EQUIPMENT TO SET-UP DREDGE	2,785.35 1,284.13	4,069.48
07/25/2019	101410	00912 OCC SERVICES VALLEY CARE H	S. TRAN - VISIT 3/14/19	294.00	294.00
07/25/2019	101411	00924 VERIZON WIRELESS	CELL PHN SVC AND EQUIPMENT CHARGES 06/0	5,495.71	5,495.71
07/25/2019	101412	00933 VWR INTERNATIONAL, INC.	NITRILE GLOVES FOR OPERATORS LABORATORY SUPPLIES AND CHEMICALS	613.77 40.16	653.93
07/25/2019	101413	08423 WATERTALENT LLC	M. MAESTAS: WE 06/30/19	3,240.00	3,240.00
07/25/2019	101414	09091 WILLIAM RAY CONSULTING, LLC	TRAINING & CONSULTING SERVICES	880.00	880.00
07/25/2019	101415	00987 ATTN: ACCOUNTING ZONE 7 WA	TREATED WATER SERVICE FOR 6-1-19 THRU 6-	1,320,422.71	1,320,422.71
08/01/2019	101416	01719 A & M PRINTING, INC.	#10 LEFT WINDOW ENVELOPES-1 SIDE/QUANTIT	251.35	251.35
08/01/2019	101417	06552 SOLUTIONS INC. AMERICAN COI	AQUAHAWK CUSTOMER PORTAL MAINTENANCE 08/	2,421.00	2,421.00
08/01/2019	101418	06211 ASSOCIATED SERVICES CO.	OPS BEVERAGE SERVICE JULY '19	640.87	640.87
08/01/2019	101419	08663 AWARDS NETWORK	RETIREMENT GIFT - ERIK KUEFNER	546.25	546.25
08/01/2019	101420	03049 BABBITT BEARING CO, INC	COGEN WATER PUMP HOUSING REPAIR	654.63	654.63
08/01/2019	101421	08428 CAL ENGINEERING & GEOLOGY, LAWWMA HOLDING BASINS T.O. NO. OC-3 11/1		4,174.07	4,174.07
08/01/2019	101422	08428 CAL ENGINEERING & GEOLOGY, DOFLOOD T.O. OC-4 4/1/19 THROUGH 6/30/19		235.75	235.75
08/01/2019	101423	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
08/01/2019	101424	00136 CDW GOVERNMENT INC.	05-3103 ETHERNET SWITCH FOR PLC UPGRADE	2,826.94	2,826.94
08/01/2019	101425	08447 CHEMTRADE CHEMICALS US LL	3938.429 GAL ALUM SULFATE DELV 7-11-19 3904.292 GAL ALUM SULFATE DELV 7-5-19 3879.137 ALUM SULFATE DELV 7-8-19	3,274.84 3,246.44 3,225.52	

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			3735.399 GAL ALUM SULFATE DELV 7-12-19	3,106.02	12,852.82
08/01/2019	101426	04820 COASTAL IGNITION & CONTROL	PARTS FOR COGEN	586.21	586.21
08/01/2019	101427	00208 % ALLIANT INSURANCE SVCS, C	WORKERS' COMPENSATION POLICY RENEWAL 07/ PROPERTY INSURANCE PREMIUM RENEWAL 07/01	416,076.00 72,471.00	488,547.00
08/01/2019	101428	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	150.00	150.00
08/01/2019	101429	09218 GH PACVEST	PFPA135/PFPA00 REFUND FOR REIMBURSEMENT	85,310.00	85,310.00
08/01/2019	101430	07523 ID ARCHITECTURE	19-A005 T.O. OC-7 JUNE DESIGN SERVICES	13,702.34	13,702.34
08/01/2019	101431	00464 JWC ENVIRONMENTAL INC.	REPLACEMENT ELBOW FOR WEST WASHER COMPAC	6,362.21	6,362.21
08/01/2019	101432	04873 KIMBALL MIDWEST	REPLENISH STOCK ON MOTOR TERMINATION BLO	910.86	910.86
08/01/2019	101433	07330 LIBERTY PROCESS EQUIPMENT	REPLACEMENT STATOR FOR SLUDGE PUMPS	1,255.30	1,255.30
08/01/2019	101434	00536 MC MASTER-CARR SUPPLY CO.	REPLACEMENT SAFETY AIR RELIEF VALVE FOR	130.16	130.16
08/01/2019	101435	04231 MSC INDUSTRIAL SUPPLY CO	ROPE FOR DREDGE CREW REPLACEMENT LEVEL &	227.97	227.97
08/01/2019	101436	08424 NORCAL MOLECULAR LLC	CONTAINMENT AREA REPAIR	7,324.12	7,324.12
08/01/2019	101437	00620 P G & E	MISC PUMP STATIONS, COMMERCE CIR ELEC & LAWWMA PS FEEDER B - JUL 2019 LAWWMA PS FEEDER A - JUL 2019 MISC PUMP STNS, RESERVOIRS, TO'S ELEC - DEPARTING LOAD NON-BYPASSABLE CHARGES - LAWWMA PIPELINE & LIVERMORE LINE - JUL 2 DUBLIN LIFT STN (NEW LS1) ELECTRICITY - RESERVOIR 3A ELECTRICITY - JUN 2019	33,123.75 31,430.76 30,461.77 14,069.38 566.62 526.26 258.64 67.07	110,504.25
08/01/2019	101438	08356 PACE SUPPLY	NIPPLE BRASS - VARIOUS SIZES (QTY. 13) FIRE HYD EXT 10 AC CL 1-1/4 X 3/4 LF BUSING BRASS (QTY. 30)	1,219.43 707.94 243.19	2,170.56
08/01/2019	101439	04211 PLATT ELECTRIC SUPPLY	FY20 DIV54 BPO: ELECTRICAL SUPPLIES	229.43	

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			*FY19 HARD HAT	78.66	308.09
08/01/2019	101440	05543 PREFERRED BENEFIT INSURANCE	AUGUST 2019 - DENTAL	23,724.50	23,724.50
08/01/2019	101441	05475 PRESIDIO SYSTEMS, INC.	CCTV WORK FOR THE BOULEVARD, COLUMBUS ST	1,463.20	
			CCTV WORK FOR CAMP PARKS, POWERS STREET	960.00	
			CCTV WORK AT CAMP PARKS, DAVIS AVENUE ON	960.00	3,383.20
08/01/2019	101442	09023 QUENCH USA, INC.	BLDG Q FILTERED WATER SERVICE - JUL 2019	291.70	
			FY19 - WWTP WATER FILTRATION SERVICE FOR	131.10	
			FY19 - WWTP WATER FILTRATION SERVICE FOR	131.10	
			FY19 - WWTP WATER FILTRATION SERVICE FOR	131.10	
			WWTP WATER FILTRATION SERVICE FOR JUL 20	131.10	
			DO WATER FILTRATION SERVICE - JUL 2019	65.55	881.65
08/01/2019	101443	00680 QUENVOLD'S SAFETY SHOES	TODD MILLISON SAFETY SHOES	152.95	152.95
08/01/2019	101444	04105 R & B COMPANY	3W STRAINERS FOR BLOWERS (TURBLEX)	491.63	
			REPAIR PARTS FOR BROKEN 3W LINE	416.17	907.80
08/01/2019	101445	02316 RECORDS CONTROL SERVICES	PHYSICAL RECORDS INVENTORY & IMPROVEMENT	1,522.12	
			PHYSICAL RECORDS INVENTORY & IMPROVEMENT	1,432.12	2,954.24
08/01/2019	101446	09068 RHP RISK MANAGEMENT, INC.	DOFLOOD T.O. 1 JUNE SERVICES	2,190.00	2,190.00
08/01/2019	101447	06444 RICHERT LUMBER	PARTS FOR EAR PLUG STATIONS AND DRAIN CL	80.45	80.45
08/01/2019	101448	09219 SCOTT J RAFFERTY	CVRA FEE CLAIM - PAYMENT TO S. RAFFERTY	13,669.18	13,669.18
08/01/2019	101449	00756 SECURITY ETC.	DISTRICT OFICE & UTILITY BUILDING	252.00	
			DERWA FIRE SYSTEM	165.00	
			WWTP - FIRE SYSTEM	165.00	
			FOF - FIRE SYSTEM	165.00	
			FOF SECURITY	78.00	825.00
08/01/2019	101450	02015 SHERWIN-WILLIAMS CO	WWTP ADMIN TRAINING ROOM PAINT	229.24	229.24

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08/01/2019	101451	00800 STATE BOARD OF EQUALIZATIOI	2019 2ND QTR USE TAX RETURN (4Q FY2019)	3,330.00	3,330.00
08/01/2019	101452	06240 SWINERTON BUILDERS	19-A005 T.O. 1 6/1/19 - 6/30/19	13,113.00	13,113.00
08/01/2019	101453	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
08/01/2019	101454	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	175.07	175.07
08/01/2019	101455	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS & GRIT JULY '19	379.00	379.00
08/01/2019	101456	00933 VWR INTERNATIONAL, INC.	LABORATORY SUPPLIES AND CHEMICALS	43.01	
			LABORATORY SUPPLIES AND CHEMICALS	36.89	79.90
08/01/2019	101457	00031 ALLIED FLUID PRODUCTS CORP	MECHANICAL SEALS FOR CHILL/HEAT LOOP PUM	181.61	181.61
08/01/2019	101458	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 07/07/14	1,353.59	1,353.59
08/01/2019	101459	01013 BARRETT BUSINESS SERVICES	B. YENOKIDA: W/E 7/7/19	638.40	
			L. GOSS: W/E 7/7/19	638.40	
			S. MONTAGUE: W/E 07/21/19	468.00	1,744.80
08/01/2019	101460	03614 CAROLLO ENGINEERS INC.	16-R014 T.O. 2 5/1/19 TO 6/30/19	35,223.25	
			18-P002 TO OC-17 WWTP ELEC SYS STUDIES/D	6,079.83	
			15-P018 T.O. OC-20 6/1/19 TO 6/30/19	3,621.00	44,924.08
08/01/2019	101461	04691 INC. EQUIFAX INFORMATION SVI	FTC REQUIRED IDENTITY VERIFICATION	645.52	645.52
08/01/2019	101462	00937 GRAINGER, INC.	MIXER FOR PRODUCTS USED FOR CONCRETE REP	1,010.78	
			PART FOR STOCK	270.43	
			PPE: RUBBR BOOTS	253.48	
			MISC TOOLS	180.06	
			CREDIT MEMO (TOGGLE SWITCH BOOT)	-0.36	
			CREDIT MEMO (LQD TIGHT CONN)	-0.53	
			CREDIT MEMO (ENCLOSURE INNER PANEL)	-1.09	
			CREDIT MEMO (ENCLOSURE)	-40.45	1,672.32
08/01/2019	101463	00937 GRAINGER, INC.	SAFETY POSTERS	331.54	331.54

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08/01/2019	101464	04424 GRAYBAR ELECTRIC COMPANY	PARTS FOR STOCK	92.69	92.69
08/01/2019	101465	03853 ICMA	ICMA 457 DEFERRED COMPENSATION: PAYMENT	54,673.23	54,673.23
08/01/2019	101466	01242 INFOSEND, INC	BILL INSERT MALING: ANNUAL WATER QUALITY	149.99	
			BILL INSERT MALING: ANNUAL WATER QUALITY	23.94	173.93
08/01/2019	101467	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,932.76	4,932.76
08/01/2019	101468	04594 MCCAMPBELL ANALYTICAL INC	SUBCONTRACTED SAMPLE ANALYSES	28.00	28.00
08/01/2019	101469	02076 NORTHERN TOOL & EQUIPMENT	DROUGHT GARDEN 3 PLANTERS	186.39	186.39
08/01/2019	101470	09212 CHRISTOPHER PEZZONI	C. PEZZONI REIMB EXP FOR CWEA CERT. FOR	170.00	170.00
08/01/2019	101471	01403 PRAXAIR DISTRIBUTION INC 186	GAS AND CYLINDER RENTAL	706.97	706.97
08/01/2019	101472	05026 UNIVAR USA INC.	4850.80 GL SOD HYPO DELV 7-7-19	3,260.71	3,260.71
08/01/2019	101473	03831 JACLYN YEE	J. YEE REIMB EXP FOR GAS ON 07/24/19	46.23	46.23
08/02/2019	977558720	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	40.00	40.00
08/02/2019	1471702445	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	255.22	255.22
08/05/2019	8168	05511 DISBURSEMENT UNIT CALIFORN	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
08/05/2019	8052019	01108 FISCAL SERVICES DIVISION CAL	FY19/20 OPEB EMPLOYER CONTRIBUTION	1,251,832.00	1,251,832.00
08/05/2019	1001375052	00494 PERS	RETIREMENT: PAYMENT	106,511.35	106,511.35
08/06/2019	43330492	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	150,611.91	150,611.91
08/06/2019	440093888	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	31,446.51	31,446.51
08/08/2019	101474	00007 AA FIRE SYSTEMS, INC.	FIRE SPRINKLER QUARTERLY INSPECTION: WWT	390.00	
			FIRE SPRINKLER QUARTERLY INSPECTION: DO	225.00	
			FIRE SPRINKLER QUARTERLY INSPECTION: FOF	225.00	
			FIRE SPRINKLER QUARTERLY INSPECTION: DER	225.00	
			FIRE SPRINKLER QUARTERLY INSPECTION: WWT	225.00	1,290.00

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08/08/2019	101475	06211 ASSOCIATED SERVICES CO.	MONTHLY BEVERAGE DELIVERY SERVICE FOR DO	405.77	
			MONTHLY BEVERAGE DELIVERY SERVICE FOR DO	404.57	810.34
08/08/2019	101476	06389 BAY AREA GOLF & INDUSTRIAL	5 SERVICE CARTS	43,165.26	43,165.26
08/08/2019	101477	09058 BAY PACIFIC PIPELINES INC.	15-P018 PP#2 06/01/19-06/30/19	219,450.00	219,450.00
08/08/2019	101478	08684 BIOGAS ENGINEERING	16-P028 T.O. 1 6/30/19 SERVICES	4,720.00	4,720.00
08/08/2019	101479	06977 BSI EHS SERVICES AND SOLUTI	DI56: HEARING CONSERVATION PROGRAM CON	12,800.00	12,800.00
08/08/2019	101480	08447 CHEMTRADE CHEMICALS US LL	4083.965 GAL ALUM SULFATE DELV 7-17-19	3,395.85	
			3852.187 GAL ALUM SULFATE DELV. 7-18-19	3,203.11	
			3825.236 GAL ALUM SULFATE DELV 7-15-19	3,180.71	9,779.67
08/08/2019	101481	00157 CITY OF PLEASANTON	LAWWMA JULY '19 WATER BILL 05/05/19-07/0	10,287.36	
			FOD IRRIGATION WATER BILL JULY '19 05/08	382.07	
			WWTP JULY '19 WATER BILL 05/08/19-07/10/	237.68	
			FOD WATER BILL JULY '19 05/06/19-07/05/1	237.59	
			WWTP DERWA JULY '19 WATER BILL 05/06/19-	181.48	11,326.18
08/08/2019	101482	00014 GSA COUNTY OF ALAMEDA	FY 2019 FUELING - FOD/INSP/CFRS - JUNE 2	2,835.11	2,835.11
08/08/2019	101483	01633 CPS HUMAN RESOURCE SVCS	MAINTENANCE WORKER I RECRUITMENT TEST MA	2,194.50	2,194.50
08/08/2019	101484	00212 CUMMINS PACIFIC LLC.	VEHICLE SUPPLIES: 1 - 414G 2-IN STOCK	126.16	126.16
08/08/2019	101485	06700 DETECTOR SERVICE CENTER, II	DECTECTOR SERVICES	35.00	35.00
08/08/2019	101486	00241 DGS OFS SVC REVOLVING FUN	I NATURAL GAS SERVICE @ WWTP - JUN 2019	30,462.55	30,462.55
08/08/2019	101488	02656 FASTENAL COMPANY	GLOVES	90.64	90.64
08/08/2019	101489	03900 GARTON TRACTOR INC	FSL HARVEST 2019 TRACTOR RENTAL	6,364.63	
			RENTAL 7/2/19 - 7/29/19 FOR HARVESTING	6,069.63	12,434.26
08/08/2019	101490	09170 GOLDEN BAY CONSTRUCTION II	MTR 64833090 RTND	1,956.10	1,956.10
08/08/2019	101491	07137 GOODYEAR COMMERCIAL TIRE	TIRES FOR FLEET VEHICLES	4,154.99	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			FLEET TIRES	1,524.05	
			TRUCK #33 TIRES	512.30	
			VEHICLE #60 REPLACE FOUR DRIVES USING CU	206.60	6,397.94
08/08/2019	101492	06507 GROUNDWORKS INC	UB Refund Cst #00077831	1,826.90	
			UB Refund Cst #00077610	454.74	2,281.64
08/08/2019	101493	00368 HACH COMPANY	PH REBUILD PART BF INSTRUMENTS	182.86	
			STANDARD FOR CALIBRATION BF PH	95.76	278.62
08/08/2019	101494	07207 HILL BROTHERS CHEMICAL CON	100.01 GAL AQUEOUS AMMONIA FOR PAX RES 1	301.56	301.56
08/08/2019	101495	07652 HUNT & SONS, INC.	FY20 DIV53 BPO FUEL SUPPLY & DELV SRVS P	7,591.03	7,591.03
08/08/2019	101496	07523 ID ARCHITECTURE	19-A005 T.O. OC-7 MAY DESIGN SERVICES	24,144.35	
			16-A004 T.O. 3 JUNE DESIGN SERVICES	7,466.70	31,611.05
08/08/2019	101497	09022 ALAN LINDGREN	DIV56 BPO: WELDING & FUEL GAS SAFETY TR	1,000.00	1,000.00
08/08/2019	101498	03958 LIVERMORE AUTO GROUP	#82 TV TRUCK PART	39.35	
			RO# 6244 TRUCK #112	10.68	50.03
08/08/2019	101499	05407 MALLORY SAFETY & SUPPLY LL	FALL PROTECTION EQUIPMENT	16,720.71	16,720.71
08/08/2019	101500	07940 MCCARTHY BUILDING CO	UB Refund Cst #00079427	6,058.95	6,058.95
08/08/2019	101501	08559 MICHAEL BAKER INT'L. INC.	17-W003 T.O. 1 6/3/19 THROUGH 6/30/19	19,633.72	19,633.72
08/08/2019	101502	05145 MOZINGO CONSTRUCTION INC	UB Refund Cst #00079098	1,820.42	1,820.42
08/08/2019	101503	04231 MSC INDUSTRIAL SUPPLY CO	4 TOOL CHESTS	3,848.88	
			TOOLS FOR FLEET	1,330.79	
			FITTING FOR FOUL AIR PIPING	59.13	5,238.80
08/08/2019	101504	04796 NAPA AUTO PARTS	FLEET SHOP MISC SUPPLIES	40.41	
			FLEET SUPPLIES	28.39	
			401G SHOP KEY INV# 6288	4.54	73.34
08/08/2019	101505	08424 NORCAL MOLECULAR LLC	CONTAINMENT AREA REPAIR	3,550.63	3,550.63

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08/08/2019	101506	02712 OCCUPATIONAL HEALTH DYNAM	NOISE MONITORING EQUIPMENT & SIGNS	3,995.00	3,995.00
08/08/2019	101507	03987 OLIN CHLOR ALKALI PRODUCTS	2536.000 SDG BACTICIDE DELV 7-4-19	1,798.10	1,798.10
08/08/2019	101508	00620 P G & E	MISC PUMP STNS, RESERVOIRS, TO'S ELEC - PUMP STATION R200A ELECTRICITY - JUL 201 RESERVOIR R200 ELECTRICITY - JUL 2019 ALAMO TRUNK SEWER ELECTRICITY - JUL 2019	72,394.32 8,896.79 47.09 16.17	81,354.37
08/08/2019	101509	00911 JESSIE VALDEZ PETTY CASH - D	DO PETTY CASH WE 06/30/2019	235.00	235.00
08/08/2019	101510	08679 MEGAN BUCCI PETTY CASH	PETTY CASH DIV#52 & DIV#54 - W/E 06/30/1	65.14	65.14
08/08/2019	101511	04211 PLATT ELECTRIC SUPPLY	INFRARED WINDOWS USED FOR ENERGIZED ELEC SHOP STOCK MATERIAL *FY19 MISC SUPPLIES	1,117.30 348.44 148.16	1,613.90
08/08/2019	101512	02617 POLYDYNE INC	2 UNITS CLARIFLOC WE-363 DELV 7-12-19	6,382.39	6,382.39
08/08/2019	101513	09209 GLENN PRUDEN	REFUND FOR 4906 VALERIO ST	45.11	45.11
08/08/2019	101514	04418 RUGGERI - JENSEN - AZAR	17-W002 10'X10' PG&E METER PEDESTAL EASE	2,125.00	2,125.00
08/08/2019	101515	05478 SCM CONSTRUCTION MGMT SE	UB Refund Cst #00073142	449.48	449.48
08/08/2019	101516	09219 SCOTT J RAFFERTY	CVRA FEE CLAIM - PAYMENT TO S. RAFFERTY	17,718.29	17,718.29
08/08/2019	101517	02698 SHAMROCK OFFICE SOLUTIONS	FREIGHT FOR TONER - EQUIP#10814/SERIAL#C FREIGHT FOR TONER - EQUIP# 12519/SERIAL#	11.47 11.47	22.94
08/08/2019	101518	02015 SHERWIN-WILLIAMS CO	PAINT FOR BLDG T WALLS	43.07	43.07
08/08/2019	101519	00837 TELSTAR INSTRUMENTS, INC.	FY20 DIV54 BPO: ON-CALL SCADA PROGRAMMIN	11,920.00	11,920.00
08/08/2019	101520	08825 TMW & ASSOCIATES INC	UB Refund Cst #00080339	291.59	291.59
08/08/2019	101521	00896 USA NORTH 811	USA NORTH 811 2019 ANNUAL MEMBERSHIP FEE LAVWMA: USA ANNUAL MEMBERSHIP	7,928.25 4,947.96	12,876.21
08/08/2019	101522	06004 VANGUARD CLEANING SYSTEM	WWTP JANITORIAL SERVICE JULY '19	3,045.00	

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			FOF JANITORIAL SERVICE JULY 2019	2,845.00	
			FY20 LAVWMA JANITORIAL SERVICES	275.00	6,165.00
08/08/2019	101523	00920 VASCO ROAD LANDFILL	FY20 UNLOADING OF WWTP SOLIDS/GRIT SCREE	547.04	547.04
08/08/2019	101524	05201 VERTIV CORPORATION	MAINT CONTRACT FOR SERVER UPS'S	6,353.26	6,353.26
08/08/2019	101525	00933 VWR INTERNATIONAL, INC.	LABORATORY SUPPLIES AND CHEMICALS	106.87	
			LABORATORY SUPPLIES AND CHEMICALS	105.87	
			LABORATORY SUPPLIES AND CHEMICALS	25.48	238.22
08/08/2019	101526	08423 WATERTALENT LLC	M. MAESTAS: WE 07/14/19	5,400.00	5,400.00
08/08/2019	101527	04061 WAXIE SANITARY SUPPLY	MISC JANITORIAL SUPPLIES	4,419.25	
			JANITORIAL SUPPLIES	1,539.71	
			JANITORIAL SUPPLIES	491.17	
			JANITORIAL SUPPLIES	284.53	6,734.66
08/08/2019	101528	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 07/14/19	1,353.59	1,353.59
08/08/2019	101529	01013 BARRETT BUSINESS SERVICES	D. FRIGARD-SILVA: WE 07/14/19	1,177.60	
			K. RAMOS: WE 7/14/19	1,170.40	
			K. RAMOS: W/E 7/7/19	1,170.40	
			K. YAN: W/E 7/7/19	1,170.40	
			D. DELLACQUA: W/E 7/14/19	1,064.00	
			K. BECK: W/E 7/14/19	1,064.00	
			K. YAN: W/E 7/14/19	877.80	
			M. JOHNSTON: W/E 7/7/19	877.80	
			B. YENOKIDA: W/E 7/14/19	851.20	
			L. GOSS: W/E 7/14/19	851.20	
			D. DELLAQUA: W/E 7/7/19	851.20	
			A. PINEDA: W/E 7/7/19	851.20	
			M. JOHNSTON: W/E 7/14/19	837.90	
			T. AMARO: W/E 7/14/19	837.90	

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			D. FRIGARD-SILVA: WE 07/07/19	706.56	
			A. PINEDA: W/E 7/14/19	638.40	
			K. BECK: W/E 7/7/19	638.40	
			T. AMARO: W/E 7/7/19	638.40	
			E VILLAMOR: W/E 7/14/19	585.20	
			E. VILLAMOR: W/E 7/7/19	585.20	
			B. VASSAR: W/E 7/14/19	505.40	
			N. POON: WE 07/14/19	486.40	
			A. PINEDA: W/E 7/21/19	478.80	
			A. GEHMLICH: WE 07/14/19	384.00	
			M. ZAKLAN: WE 07/14/19	332.80	
			B. VASSAR: W/E 7/7/19	292.60	
			M. ZAKLAN: WE 07/14/19 (CREDIT)	-192.00	19,733.16
08/08/2019	101530	03614 CAROLLO ENGINEERS INC.	16-W009 T.O. 1 6/1/19 TO 6/30/19	6,286.50	6,286.50
08/08/2019	101531	00937 GRAINGER, INC.	PAINT FOR WWTP	276.86	
			BATTERY CHARGER FOR FACILITIES	267.20	
			GENERAL SUPPLIES	33.72	577.78
08/08/2019	101532	04424 GRAYBAR ELECTRIC COMPANY	SHOP STOCK MATERIAL	951.20	951.20
08/08/2019	101533	08268 DIANE GRIFFIN	D. GRIFFIN REIMB EXP FOR JULY 2019	183.65	183.65
08/08/2019	101534	01242 INFOSEND, INC	INFOSEND UTILITY BILL & PD NOTICE PRINT	5,455.84	5,455.84
08/08/2019	101535	05026 UNIVAR USA INC.	4012.00 GL DELV 7/18/19	2,946.33	
			4000.00GL SOD HYPO DELV 7-18-19	2,937.51	5,883.84
08/08/2019	101536	05026 UNIVAR USA INC.	140 GAL SODIUM HYPOCHLORITE 12.5%	457.88	457.88
08/09/2019	11246134	00591 NEOPOST USA INC.	POSTAGE ADVANCE 08/09/2019	500.00	500.00
08/09/2019	1001375059	01111 CALPERS	AUGUST 2019 - ER CODE 0740 (PERS)	224,709.68	224,709.68
08/09/2019	1001375061	01111 CALPERS	AUGUST 2019 - ADMIN FEES ER CODE 0740 (N	2,258.38	2,258.38

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08/12/2019	8122019	03718 HR SIMPLIFIED	IRS 125 07/12 - 08/05/19 POS/DCA/FSA	4,853.88	4,853.88
08/15/2019	101537	03536 U S BANK/ CORP PMT SYSTEMS	DROUGHT GARDEN - PLANTS & SUPPLIES	121.16	
			*FY19 BLDG A CONFERENCE ROOM MATERIAL	119.87	
			FUEL FOR TRUCK 110	117.58	
			DYMO ALL-PURPOSE LABEL TAPE - 2" BLACK O	117.30	
			FUEL FOR TRUCK 110	116.62	
			SHOP TOWELS - WYPALL WIPERS	113.78	
			FUEL FOR TRUCK 109	110.06	
			SCREEN REPAIR IPHONE 8 FOR HENDRYX	109.24	
			S. ROBERSON AWWA MEMBERSHIP RENEWAL 08/0	105.00	
			DROUGHT GARDEN ITEMS *FY19	100.41	
			*FY19 HARVESTING SUPPLIES	100.18	
			SUPPLIES FOR INSTALLING REPLACEMENT INST	99.81	
			FLEET BATTERY CORD	98.29	
			HEPA FILTERS FOR SHOP VAC'S	98.23	
			*FY19 PEEK SALT BRIDGE, KYNAR	91.43	
			PPE: NITRILE GLOVES FOR CUSTOMER SERVICE	90.21	
			REFRESHMENTS FOR ACSDA/CCSDA MEETING - 0	89.75	
			EXTENSION CORD REEL FOR I&C SHOP	88.21	
			S. ROBERSON CWEA CERTIFICATE RENEWAL - P	87.00	
			FUEL FOR TRUCK 93	83.00	
			FUEL FOR TRUCK 86	81.80	
			FUEL FOR TRUCK 115	80.33	
			FUEL FOR TRUCK 115	80.07	
			REFRESHMENTS FOR ACSDA/CCSDA MEETING - 0	79.30	
			FUEL FOR TRUCK 87	78.98	
			FUEL FOR TRUCK 112	77.00	
			FUEL FOR TRUCK 87	76.98	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			FUEL FOR TRUCK 29	76.83	
			OFFICE SUPPLIES FOR DO 7 8 19	76.37	
			FUEL FOR TRUCK 124	75.87	
			FUEL FOR TRUCK 86	75.36	
			CABLE FOR VEHICLE #93	73.81	
			CONCRETE GRINDING DISC. ON CC	73.16	
			SUPPLIES FOR CONTAINMENT AREA REHAB	72.91	
			TOOLS TO INSTALL SUPPORT BRACKET TO DISC	72.89	
			OFFICE SUPPLIES	70.83	
			SAFETY ANTI-SLIP TAPE	70.03	
			OFFICE SUPPLIES FOR DO 7 8 19	68.17	
			OFFICE SUPPLIES	67.35	
			*FY19 LUNCH MEETING	66.54	
			SIGN STANDS	65.18	
			FUEL FOR TRUCK 112	64.04	
			*FY19 BULDING A MISC	63.26	
			*FY19 DROUGHT GARDEN ITEMS	62.77	
			EAR PLUG STATION SUPPLIES	59.98	
			OFFICE SUPPLIES	59.92	
			REFRESHMENTS FOR ACSDA/CCSDA MEETING - 0	59.75	
			CONCRETE PREP WHEEL	58.47	
			FUEL FOR TRUCK 86	58.02	
			FUEL FOR TRUCK 86	58.00	
			*FY19 PPE EXPO HOSPITALITY	57.73	
			*FY19 ANTENNA FOR HARVESTING TRACTOR RAD	56.98	
			OFFICE SUPPLIES FOR DO 6 25 19	56.12	
			OFFICE SUPPLIES FOR DO 6 25 19 RESHIP	56.12	
			FUEL FOR TRUCK 124	53.87	
			INTER AGENCY LUNCH METTING	51.35	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			PRINTER INK CARTRIDGE FOR T. LEONARDO PR	50.13	
			FUEL FOR TRUCK 124	50.00	
			FUEL FOR TRUCK 112	50.00	
			SPECIAL DISTRICT BOARD MEMBER & TRUSTEE	50.00	
			TUBE ASSEMBLY KIT (QTY. 2)	49.93	
			COMBINED OPS, E&I MECHANICAL MEETING	49.25	
			CRIMPER FOR NETWORK CABLE	49.13	
			DROUGHT GARDEN MATERIAL	48.87	
			FUEL FOR TRUCK 112	47.81	
			DROUGHT GARDEN MATERIALS	46.43	
			FUEL FOR TRUCK 93	45.19	
			FUEL FOR TRUCK 124	45.10	
			MISC SUPPLIES (JETTER)	43.72	
			SUN HATS	43.70	
			FLASH DRIVES	43.68	
			QTY (2) USB TO SERIAL ADAPTERS FOR LAB A	43.68	
			LIFE JACKETS FOR BOAT IN FSL PONDS	43.68	
			FUEL FOR TRUCK 112	42.30	
			FUEL FOR TRUCK 112	41.80	
			PARKING FOR BACCWA MEETING @ EBMUD 7-19-	40.00	
			QTY (3) 6' NYLON BRAIDED HD IPHONE CHARG	38.97	
			*FY19 BATTERIES FOR LINO & INSTRUMENTATI	36.02	
			PHOTOS FOR SAFETY VIDEO	36.00	
			ACETONE FOR TOOL CLEANING	35.55	
			REFRESHMENTS FOR ACSDA/CCSDA MEETING - 0	34.23	
			PRO SUBSCRIPTION (JULY 2019)	33.00	
			SECURITY EARSET	32.76	
			*FY19 KNIFE TO REPLACE BROKEN TOOL BATTE	32.28	
			MISC SUPPLIES	31.14	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			BACKFLOW PROGRAM - LABELS FOR SERVICE SH	30.57	
			*FY19 SIGN STANDS	29.69	
			ADDITIONAL ATTENDANT FEE FOR 2 HRS GEN.	28.00	
			AP STYLEBOOK ONLINE INDIVIDUAL SUBSCRIPT	27.00	
			NEW ONNECTOR FOR VIBRATION SENSOR ON EFF	26.99	
			SCREWDRIVER SET	25.83	
			REFRESHMENTS FOR ACSDA/CCSDA MEETING - 0	25.20	
			FASTRAK REPLENISHMENT AMT 7/19/2019	25.00	
			STICKERS FOR GOLF CARTS	24.58	
			MISC SUPPLIES	23.31	
			COVERS TO REMOVE UNUSED RECEPTACLES AT S	18.16	
			OFFICE SUPPLIES - CUBICLE HOOKS AND CLIP	17.58	
			ORTHO HOME DEFENSE INSECT KILLER 1.33 GA	17.45	
			SHOP A/C VALVE CORE TOOL	16.38	
			45 FT EXTENSION CORD	15.30	
			LIA PROGRAM INFORMATIONAL TABLE- DUBLIN	14.96	
			SUPPLIES FOR FLUSHING	12.98	
			WEATHERPROOF INSTRUMENT RECEPTACLE @ T.O	12.75	
			EQUIPMENT RETURN TO PK SAFETY (PACKAGING	9.86	
			SUPPLIES FOR TRUCK 87	9.13	
			OFFICE SUPPLIES - PHONE MSG LOG FOR S. O	8.40	
			MCINTYRE PARKING FOR OAKLAND EBMUD MTG 7	7.00	
			CSDA - SPECIAL DISTRICT BOARD MEMBER/TRU	5.00	
			TEAM BUILDING SUPPLIES	4.89	
			USPS CERTIFIED MAIL FOR DOT PHYSICAL EXA	4.65	
			APPLE ITUNES PURCHASE JULY 2019 - DAN MC	2.28	
			MUSIC FOR SAFETY VIDEO	1.29	
			APPLE ICLOUD STORAGE FOR JULY 2019 - DAN	0.99	
			CREDIT FOR LOGITECH MOUSE/ORIGINAL INV#3	-32.76	

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			BARRACUDA SPAM VIRUS FIREWALL RENEWAL 6/	-34.87	
			OFFICE SUPPLIES FOR DO 6 25 19 CREDIT	-56.12	
			CREDIT FOR REFUNDABLE CORE DEPOSIT & SHI	-109.25	
			CREDIT FOR RETURNED ITEM THAT WAS DAMAGE	-613.74	
			DROUGHT GARDEN - BRICKS	4,845.24	
			FY20 ANNUAL SOFTWARE MAINTENANCE & TECHN	2,148.00	
			PLEASANTON CHAMBER OF COMMERCE RENEWAL 2	1,455.00	
			15-P018 COMPOSITE MANHOLE FRAME & COVER	1,203.48	
			BARRACUDA SPAM VIRUS FIREWALL RENEWAL 6/	1,031.18	
			FLEET VEHICLE COMPRESSOR	899.95	
			6" ATV ALL TERRAIN VISE (QTY. 3)	806.23	
			FALL 2019 ACWA REG - D. MCINTYRE	725.00	
			FALL 2019 ACWA REG - M. MISHELOFF	725.00	
			MISAC CONFERENCE - COLLINS REGISTRATION	675.00	
			UV ACTUATOR DRIVE BUSHING	671.34	
			HOTEL CSDA - 2019 SPECIAL DISTRICT LEADE	653.46	
			*FY19 SPILL PROTECTION CO-GEN	613.74	
			SPILL PALLETS	604.63	
			MM - CASA 2019 ANNUAL CONFERENCE REGISTR	595.00	
			AWWA BOOKS	588.50	
			CSDA - REGISTRATION - NARCISO - 2019 BOA	575.00	
			CSDA BOARD SECRETARY CONFERENCE - GENZAL	575.00	
			FULLER, L. WEF AUG'19 CONFERENCE REGISTR	570.00	
			R. PENDERGRAFT SEISMIC DESIGN REVIEW COU	525.00	
			AUMA DRIVE BUSHING MACHING PUMP COUPLING	490.00	
			SUROSO - REGISTRATION AWWA AFC19 CONFERE	465.00	
			GALLARDO - CALPERS EDUCATION FORUM 10/28	449.00	
			GRASHUIS - CALPERS EDUCATION FORUM 10/28	449.00	
			MISAC CONFERENCE - BAHLOUL REGISTRATION	425.00	

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			MAINTENANCE SIGNS MADE	410.39	
			MATERIAL FOR REPAIR OF SECONDARY CONTAIN	406.66	
			BACKFLOW REPAIR - 7571 STAGECOACH ROAD	403.50	
			MISAC ANNUAL MEMBERSHIPS 2019-2020	390.00	
			ANNUAL SUBSCRIPTION RENEWAL 6/29/19 - 6/	375.00	
			*FY19 COMPLIANCE LIFT INSPECTIONS	349.51	
			*FY19 LUNCH MEETING - BBQ	339.88	
			DROUGHT GARDEN PLANTERS	335.38	
			WEF MEMBRSHIP FOR LEVI	328.00	
			16-P028 WORKSHOP/LUNCH	327.60	
			PORTABLE TOILET RENTAL 06/25/19 - 07/22/	299.00	
			BUILDING S & T WINDOW CLEANING SUPPLIES	284.10	
			DROUGHT GARDEN PLANTERS	258.96	
			CABLE FOR VEHICLE #93	230.70	
			BLEVINS - ANNUAL MEMBERSHIP FEE 19-20	225.00	
			ERGO: HEADSET FOR L. SALAZAR	223.88	
			POSTER FRAMES FOR SAFETY MARKETING	219.88	
			WALKIE TALKIE FOR FLS HARVESTING TEMPS	210.80	
			TIRE GAUGE FOR FLEET	204.84	
			*FY19 EASELS FOR SAFETY DISPLAYS	202.06	
			TOOLS FOR CHRIS P. CART AND TRUCK #121	197.02	
			SCANNER - FOR PUBLIC AFFAIRS	196.64	
			DOFLOOD FIRE-2019-00388 AUTOMATIC FIRE S	194.00	
			*FY19 SAFETY POSTERS	192.59	
			T. JOHNSON CWEA ASSOC. MEMBERSHIP RENEWA	188.00	
			DEWALT XR 4.5 IN. 20-VOLT MAX CORDLESS A	184.63	
			SPILL PROTECTION CO-GEN	158.87	
			SAFETY SHOES - A. ORTEGA	152.94	
			SUPPLIES FOR FERRIC CONTAINMENT AREA	144.67	

## Check History Description Listing

Dublin San Ramon Services District

From: 7/4/2019

To: 8/15/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			*FY19 ELECTRIC SHOP SUPPLIES	143.72	
			PAYMENT FOR BELLA VISTA ROOM FOR CCSDA M	140.00	
			REPLACEMENT SOLENOID FOR SF AIR LIFTS &	139.65	
			DROUGHT GARDEN STAKES FOR BORDER	139.04	
			ADMIN SERVICES MANAGEMENT TEAM BUILDING	138.51	
			FLEET VEHICLE MOUNTS	131.00	
			PPE: NITRILE GLOVES FOR CUSTOMER SERVICE	130.60	
			BACKPACK, WIRELESS MOUSE, BINDERS	130.17	
			1 STANDARD SSL CERT -2 YR, GIS	127.98	
			DROUGHT GARDEN PLANTERS	126.14	
			FUEL FOR TRUCK 110	125.00	
			FUEL FOR TRUCK 110	125.00	
			AERATION MIXER WASHERS	125.00	
			*FY19 BLDG A CONFERENCE MATERIALS	124.59	
			TEAMBUILDING LUNCH WITH LAB AND EC - 7 P	122.04	
			OFFICE SUPPLIES FOR BOD EXEC HR DO 7 18	121.93	37,814.72
08/15/2019	101538	01719 A & M PRINTING, INC.	BUSINESS CARDS - HOWARD & SILVA	76.47	76.47
08/15/2019	101539	05729 ACME RIGGING & SUPPLY CO.	REPLACEMENT SLINGS FOR DAMAGED/STOLEN UN	1,188.60	1,188.60
08/15/2019	101540	09152 ADVANCEONLINE DIGITAL 2000 L	SAFETY TRAINING VIDEOS	1,332.45	1,332.45
08/15/2019	101541	07554 AIRGAS USA, LLC	PORTABLE TIE WELDER	2,588.13	
			FY20 BPO DIV53: WELDING SUPPLIES	367.35	2,955.48
08/15/2019	101542	09018 ARMSTRONG INSTALLATION SEF	16-P031 BLDG A ROOF REPLACEMENT, ATTC#F1	40,170.00	40,170.00
08/15/2019	101543	06211 ASSOCIATED SERVICES CO.	OPS BEVERAGE SERVICE WWTP, FOF AUG '19	535.55	535.55
08/15/2019	101544	00622 AT&T	MANAGED INTERNET SERVICES 07/01/19-07/3	934.84	
			AT&T VIOP SERVICE CC 07/01/19-07/31/19	16.59	
			AT&T VIOP SERVICE DO 07/01/19-07/31/19	16.59	968.02

## Check History Description Listing

Dublin San Ramon Services District

From: 7/4/2019

To: 8/15/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
08/15/2019	101545	04042 BAY AREA NEWS GROUP	BAY AREA NEWS GROUP - HEARING DOUGHERTY	343.80	343.80
08/15/2019	101546	03000 CALIFORNIA-NEVADA SECTION-	S OLSON - WATER USE EFFICIENCY PRACTITI	50.00	50.00
08/15/2019	101547	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
08/15/2019	101548	00136 CDW GOVERNMENT INC.	SOPHOS 2HR BASIC PRO SVCS 07 10 19	886.64	886.64
08/15/2019	101549	08447 CHEMTRADE CHEMICALS US LL	3943.820 GAL ALUM SULFATE DELV 7-22-19	3,279.32	
			3931.243 GAL ALUM SULFATE DELV 7-25-19	3,268.85	6,548.17
08/15/2019	101550	00291 ENERGY SYSTEMS - CALIFORN	401G - FILTERS, ETC	500.76	500.76
08/15/2019	101551	05839 EUROFINS EATON ANALYTICAL	I SAMPLE ANALYSES	50.00	50.00
08/15/2019	101552	05495 EWING IRRIGATION & LANDSCAI	*FY19 DROUGHT GARDEN SUPPLIES	1.41	1.41
08/15/2019	101553	00314 FEDEX	EXPRESS SHIPPING 7-30-19	9.77	9.77
08/15/2019	101554	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	150.00	150.00
08/15/2019	101555	08623 GOLD STAR PAINTING	COMPLETED DEMOLITION AND REMOVAL OF CONC	4,411.00	4,411.00
08/15/2019	101556	00352 GOLDEN STATE FLOW MEASURE	270 SINGLE SMART POINT TRANSPONDERS	46,016.10	46,016.10
08/15/2019	101557	01949 GOODFELLOW BROS CALIFORN	UB Refund Cst #00078848	1,655.55	1,655.55
08/15/2019	101558	00368 HACH COMPANY	ANALYZERS, ASSORTED	2,828.87	2,828.87
08/15/2019	101559	00368 HACH COMPANY	PH REBUILD PART BF INSTRUMENTS	111.26	111.26
08/15/2019	101560	06061 JACKSON LEWIS LLP	GENERAL LEGAL FEES (06/19)	4,319.92	4,319.92
08/15/2019	101561	04873 KIMBALL MIDWEST	SHOP TOOLS & ORGANIZER	163.60	163.60
08/15/2019	101562	05257 LENNAR COMMUNITIES	UB Refund Cst #00077736	1,304.83	1,304.83
08/15/2019	101563	06248 LENNAR HOMES OF CALIFORN	UB Refund Cst #00077735	1,501.34	1,501.34
08/15/2019	101564	03958 LIVERMORE AUTO GROUP	TRUCK #76 RO# 6315 SHOP KEY	487.50	
			TRUCK #123 2018 F-150 DRIVER BRIKE RIGHT	150.42	637.92
08/15/2019	101565	00536 MC MASTER-CARR SUPPLY CO.	LADDER FOR TURNOUT #1	554.68	

## Check History Description Listing

Dublin San Ramon Services District

From: 7/4/2019

To: 8/15/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			FITTINGS FOR TEMPORARY TOTE INJECTION AS	273.60	828.28
08/15/2019	101566	09093 METEX CORPORATION LIMITED	PMD 600 - SPARE MIXER FOR THE JC PORTABL	9,805.00	9,805.00
08/15/2019	101567	04796 NAPA AUTO PARTS	CAT D7 - BELT & SUPPLIES	37.86	
			CART MIRROR FOR MANNY	5.28	43.14
08/15/2019	101568	06596 NATIONAL PLANT SERVICES, INC	UB Refund Cst #00078969	1,741.87	1,741.87
08/15/2019	101569	00591 NEOPOST USA INC.	NEOPOST QUARTERLY FEE 8/22/19 - 11/21/19	260.81	260.81
08/15/2019	101570	00620 P G & E	WWTP ELECTRICITY - JUL 2019 (TRUE-UP INV	519,317.99	
			DISTRICT OFFICE ELECTRICITY - JUL 2019	3,186.91	
			DO UTILITY BLDG ELECTRICITY - JUL 2019	98.78	
			RESERVOIR R100 DERWA TANK 1 - AUG 2019	40.19	
			DISTRICT OFFICE GAS SERVICE - JUL 2019	15.63	
			DO UTILITY BLDG GAS SERVICE - JUL 2019	14.20	
			JOHNSON DRIVE STREETSCAPE ELEC - JUL 201	12.86	522,686.56
08/15/2019	101571	08356 PACE SUPPLY	PARTS FOR AMADOR JOB	83.83	83.83
08/15/2019	101572	04105 R & B COMPANY	2 1/2" DIFFUSER LP250 / STEEL (QTY. 3)	3,461.04	
			MISC REPAIR PARTS	3,111.44	
			SUPPLIES FOR FLUSHING	1,838.02	
			15-P018 10" SCH 80 PVC SLIP COUPLINGS	786.60	
			36" METER LID LIFTER SS (QTY. 12), 2-1/2	586.67	
			4X2 BRASS BELL REDUCER	136.56	9,920.33
08/15/2019	101573	07208 REGIONAL GOVERNMENT SERV	WCWD SUPERVISOR/MGR ACADEMY & EFFECTIVE	2,850.00	2,850.00
08/15/2019	101574	05841 SABAH INTERNATIONAL, INC.	CIP 16-P024 RWTF FIRE ALARM SYSTEM UPGRA	26,671.20	26,671.20
08/15/2019	101575	00774 SIEMENS INDUSTRY, INC	ENVIRONMENTAL CONTROLS SYSTEM SUPPORT CO	19,764.00	19,764.00
08/15/2019	101576	09204 DBA SSB ROOF COATING SSB C	20-A004 DO ROOF REPAIR WORK ORDER	161,826.00	161,826.00
08/15/2019	101577	02444 DEPT LA 1368 STAPLES ADVANT	MISC OFFICE SUPPLY RESTOCK	298.37	

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Dublin San Ramon Services District

From: 7/4/2019

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Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			RETURNED ITEMS - CREDIT FOR INV #3418763	-24.73	273.64
08/15/2019	101578	08023 ATTN: TOM MAJIC THE BACKFLC	BACKFLOW TESTING FOR DISTRICT	675.00	675.00
08/15/2019	101579	02017 TOLL BROTHERS, INC	CIP 620C460 REFUND FOR REIMB FOR MAJOR I	118,470.00	118,470.00
08/15/2019	101580	00696 TRAVERSO'S WORK SHOE HQ	WORK BOOTS - DAIRIAN SILVA	234.96	234.96
08/15/2019	101581	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
08/15/2019	101582	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	175.07	175.07
08/15/2019	101583	08561 VERIZON CONNECT	GPS TRACKING SYSTEM JULY 2019	1,339.85	1,339.85
08/15/2019	101584	00933 VWR INTERNATIONAL, INC.	LABORATORY SUPPLIES AND CHEMICALS	460.88	
			LABORATORY SUPPLIES AND CHEMICALS	174.49	
			LABORATORY SUPPLIES AND CHEMICALS	47.72	683.09
08/15/2019	101585	08423 WATERTALENT LLC	M. MAESTAS: WE 07/21/19	4,320.00	4,320.00
08/15/2019	101586	08778 WATTCO EQUIPMENT INC.	LIGHTS FOR VEHICLE #55	1,298.66	1,298.66
08/15/2019	101587	00987 ATTN: ACCOUNTING ZONE 7 WA	JULY 2019 CONNECTION FEES	2,089,106.40	
			DOUGHERTY VALLEY O&M COST SHARE 04/21/19	3,224.01	2,092,330.41
08/15/2019	101588	03460 ACCO ENGINEERED SYSTEMS II	*FY19 TROUBLESHOOT UNDERGROUND PUMPING S	6,214.00	6,214.00
08/15/2019	101589	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 07/21/19	1,234.16	1,234.16
08/15/2019	101590	01013 BARRETT BUSINESS SERVICES	D. FRIGARD-SILVA: WE 07/21/19	1,177.60	
			K. RAMOS: W/E 7/21/19	1,170.40	
			K. YAN: W/E 7/21/19	1,170.40	
			K. BECK: W/E 7/21/19	1,064.00	
			M. JOHNSTON: W/E 7/21/19	877.80	
			B. YENOKIDA: W/E: 7/21/19	851.20	
			L. GOSS: W/E 7/21/19	851.20	
			D. DELLACQUA: W/E 7/21/19	851.20	
			T. AMARO: W/E 7/21/19	784.70	

## Check History Description Listing

Dublin San Ramon Services District

From: 7/4/2019

To: 8/15/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			B. VASSAR: W/E 7/21/19	585.20	
			E. VILLAMOR: W/E 7/21/19	585.20	
			M. ZAKLAN: WE 7/21/19	537.60	
			A. GEHMLICH: WE 7/21/19	512.00	
			N. POON: WE 7/21/19	384.00	11,402.50
08/15/2019	101591	07323 RENEE COLLINS	R. COLLINS REIMB EXP FOR HYLAND COMMUNIT	3,395.00	3,395.00
08/15/2019	101592	00937 GRAINGER, INC.	REPLACEMENT PARTS KIT FOR MF UVT	324.08	
			LABEL MAKER CARTRIDGES FOR WIRE & INSTRU	116.71	440.79
08/15/2019	101593	04424 GRAYBAR ELECTRIC COMPANY	SHOP STOCK MATERIAL	1,006.71	
			NEW CONTACT BLOCK FOR S.F. #2 MODULE 6 L	78.56	
			2G OCAL COVER FOR NEW PHOTOCELLS IN BARS	55.35	1,140.62
08/15/2019	101594	03853 ICMA	ICMA 457 DEFERRED COMPENSATION: PAYMENT	53,094.23	53,094.23
08/15/2019	101595	07109 DANIEL MCINTYRE	D. MCINTYRE REIMB EXP FOR MILEAGE JULY 2	97.62	97.62
08/15/2019	101596	07745 ROBYN MUTOBE	R. MUTOBE REIMB EXP @ CCCSD LEADSHIP CLA	27.26	27.26
08/15/2019	101597	02076 NORTHERN TOOL & EQUIPMENT	HOSE REEL FLEET VEHICLE #55	1,042.25	1,042.25
08/15/2019	101598	01403 PRAXAIR DISTRIBUTION INC 186	GAS AND CYLINDER RENTAL	81.55	81.55
08/15/2019	101599	00843 THE COVELLO GROUP INC	15-P018 T.O. 3 5/31/19 TO 6/27/19	33,013.50	
			19-P001 T.O. 4 5/31/19 TO 6/27/19	2,475.50	
			16-R014 T.O. 1 5/31/19 TO 6/27/19	1,075.00	36,564.00
08/15/2019	101600	05026 UNIVAR USA INC.	4003.00 GL SOD HYPO DERWA RECYCLED PLANT	2,690.82	2,690.82
08/15/2019	101601	05026 UNIVAR USA INC.	115 GAL - FOD SODIUM HYPOCHLORITE 12.5%	439.51	439.51
08/15/2019	101602	02880 WUNDERLICH-MALEC SYSTEMS	05-3103 T.O. OC-2 SERVICES THROUGH 6/30/	6,762.23	
			TO OC-3 LAVWMA SLSS SCADA PLC UPGRADE	1,575.39	8,337.62

459 checks in this report

Total Checks: 19,117,747.52



**TITLE:** Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Motion, a continuation of the Emergency Action as declared in Board Resolution No. 53-18 and find that there exists a need for continuing the District Office flooding emergency which the Board last confirmed on August 6, 2019.

**SUMMARY:**

On Sunday, November 11, 2018, the District Office flooded due to a leak in the fire service line. The General Manager, as the District's Emergency Manager per the District's Emergency Response Plan policy, immediately proclaimed a District State of Emergency to reduce potential further property damage due to water exposure and to minimize the time to restore core business operations.

The District Office is closed for restoration and repair. Staff is requesting the Board of Directors find that there still exists a need for continuing the State of Emergency reflected by Board Resolution No. 53-18. Expedited action, including the emergency procurement of equipment, furnishings, services, supplies, and repairs, is necessary to bring about re-occupancy of the District Office by staff at the earliest opportunity, in order to restore normal operations and core services. Delay in restoration and repair will have an unacceptable adverse impact on the services provided by the District.

Further detail on the emergency and the current state of restoration is reflected in the attached staff report.

Originating Department: Engineering Services	Contact: J. Ching	Legal Review: Not Required
Cost: \$0	Funding Source: Insurance Claim	
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)	59 of 103	

# STAFF REPORT



District Board of Directors  
September 3, 2019

## **Approve Continuation of Emergency Action Procurement by General Manager for Repair of the District Office and Find that the Need for the District Office Flooding Emergency Still Exists**

### **BACKGROUND**

On Sunday, November 11, 2018, the District Office flooded due to a leak in the fire service line. The General Manager, as the District's Emergency Manager per the District's Emergency Response Plan policy, immediately proclaimed a District State of Emergency to reduce potential further property damage due to water exposure and to minimize the time to restore core business operations. As the Emergency Manager, the General Manager is charged with managing all emergency operations and making decisions to allocate resources and expend funds as necessary to meet the needs of the emergency.

Per the District's Purchasing policy, in case of an emergency and in accordance with Public Contract Code Section 22050, the General Manager may let contracts for any amount without giving notice for bids for repair or replacement of a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes. On November 20, 2018, the Board of Directors adopted Resolution No. 53-18 approving emergency action procurement by the General Manager for restoration of the District Office. Per the Public Contract Code, at every regularly scheduled meeting after the initial emergency action, the Board is to review and determine by a four-fifths vote, that there is a need to continue the emergency action.

### **DISCUSSION**

#### RESTORATION AND RENOVATION UPDATE

Because the District Office is over 27 years old and much of the building systems and furnishing are original, staff recommended completing a building renovation along with the flood restoration work. On February 14, 2019, the Board approved an amendment to the Capital Improvement Program (CIP) to add the District Office Renovation Project (CIP 19-A005). In parallel, the District was in the midst of finalizing the design of a Boardroom renovation project, Board Meeting Audio/Video Improvements (CIP 16-A004). As a result of this timing, the District combined the flood restoration and the CIP renovation projects into one design and construction project. The restoration of the building will be paid for through an insurance claim, and the renovation work will be paid for through the CIP projects.

Through the emergency action procurement, the District can complete the work using an expedited design-build process. The District executed a task order with ID Architecture for architectural drawings and to provide an overall design and specification package for the City of Dublin's review. The District also issued a task order with Sausal Corporation for design-build services which included preparing mechanical, electrical, plumbing and safety system engineering drawings and specifications for the restoration and renovation work.

The District applied for a building permit on June 26, 2019. To address comments received from the City of Dublin, a revised set of drawings and specifications was submitted on July 31, 2019. The building permit was issued on August 23, 2019.

Sausal's not-to exceed cost estimate for the flood restoration work and the District CIP projects is \$4,060,700, including a \$250,000 contingency. The combined remaining budget of the CIP projects after design is approximately \$2,563,000. Staff is working closely with the insurance adjuster to segregate the costs between restoration and renovation work and anticipates the insurance reimbursement will cover the gap between the construction cost and the remaining budget. The insurance adjuster should provide the amount covered by insurance by the end of August. Construction is expected to be completed by February 2020.

#### NEED FOR CONTINUING EMERGENCY

The District Office is closed until further notice. Displaced District Office staff have been assigned to the Regional Wastewater Treatment Facility, the Field Operations Facility, the utility building behind the District Office, and Dublin City Hall. District administrative operations and customer service have been hampered in the following ways:

- The Board's customary meeting place for Board meetings is unavailable for use, inconveniencing the public who might wish to attend Board meetings;
- Customer service functions related to "in-person" bill payment have been suspended, because the Field Operations Facility where the Customer Services & Billing Division has been temporarily relocated to cannot accommodate in-person payment of water and sewer bills. Thus, one form of payment (in-person) is not available to the District's customers;
- There is minimal meeting space for staff for internal meetings, to meet with developer representatives and contractors, and to confer with other agency personnel;
- Natural work efficiencies are degraded with the Engineering Department, the Administrative Services Department, the Executive Services Division, and the Communications Division working in ad hoc work spaces at the Field Operations Facility;
- Many supervisory staff have lost use of their individual offices for confidential meetings pertaining to performance management, coaching, and recruiting; and
- Through relocation of some District staff to the Field Operations Facility Training Room, space for large group training activities has been lost. Moreover, meeting space for regional meetings has been lost (neither the Boardroom nor the Field Operations Facility Training Room are available).

Based on the above consequences of the District Office being closed for restoration and repair, staff is requesting the Board of Directors find that there still exists a need for continuing the State of Emergency reflected by Board Resolution No. 53-18. Expedited action, including the emergency procurement of equipment, furnishings, services, supplies, and repairs, is necessary to bring about re-occupancy of the District Office by staff at the earliest opportunity, in order to restore normal operations and core services. Delay in restoration and repair will have an unacceptable adverse impact on the services provided by the District.

#### **RECOMMENDATION**

Staff recommends the Board of Directors approve, by Motion, a continuation of the State of Emergency as declared by Board Resolution No. 53-18 and find that there exists a need for continuing the District Office flooding emergency which the Board confirmed at the previous regularly scheduled meeting on August 6, 2019. A four-fifths vote by the Board of Directors is required to continue the State of Emergency.



**TITLE:** Approve Continuation of Emergency Action Procurement by General Manager for Repair of the Jeffrey G. Hansen Water Recycling Plant and Find that the Need for the Electrical Power Supply Failure Emergency Still Exists

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Motion, a continuation of the Emergency Action as declared in Board Resolution No. 16-19 and find that there exists a need for continuing the electrical power supply failure emergency at the Jeffrey G. Hansen Water Recycling Plant which the Board last confirmed on August 6, 2019.

**SUMMARY:**

On Sunday, April 7, 2019, a catastrophic power supply failure occurred at the Jeffrey G. Hansen Water Recycling Plant due to a ground fault in the external electrical bus ducting connection the main transformer to switchgear in Building M (also known as west cable bus duct). This loss of power primarily affected the Effluent Pumps (EPS2), the Tertiary Influent Pumps (TIPS), the recycled water ballasted flocculation and sand filters, and supervisory control and data acquisition (SCADA) equipment in Building M, reducing production output from the water recycling plant by approximately 80 percent.

At a special Board meeting on April 16, 2019, the DERWA Board of Directors authorized emergency actions and expenditures necessary to make all repairs, up to \$1,000,000.

The west cable bus duct repair is complete. The contractor has started fabrication of the equipment for repair of the east-side power connections with actual installation scheduled in November when recycled water demand is less. Staff is awaiting the submittal design review from TJC (the electrical engineer contractor) to review the proposed design to proceed with the installation of a duct bank from switchgear SG-1 to Building N (from MF-RO Building to east DERWA substation) to provide power during construction at an additional cost of \$121,439.

To date, District staff has logged 571.5 hours of labor for this emergency. Purchase orders in the amount of \$706,584 have been issued to date, of which \$338,968 have been spent to date. Attachment 1 provides the cost summary in details.

A four-fifths vote is necessary to extend the emergency.

Originating Department: Operations	Contact: J. Carson	Legal Review: Not Required
Cost: \$706,584 expenses + \$101,338 staff labor	Funding Source: Water Replacement (Fund 610)	
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 Expenses to Date	62 of 103

VENDOR	DESCRIPTION	PO AMOUNT	PAID TO DATE
TJC AND ASSOCIATES, INC.	DERWA Recycled Water Treatment Facility Repair: Task Order No. 1 to Agreement dated 5/16/19 for Structural and Electrical Engineering Support for Emergency Bus Duct Replacement	\$17,260.00	\$3,653.79
HART HIGH-VOLTAGE	TESTING OF XFMR-6, REPLACEMENT OF THE MED VOLTAGE FUSES IN MVS-6A & B & OIL SAMPLE TESTING; TAX & FREIGHT NOT INCLUDED	\$4,854.60	\$4,854.60
D. W. NICHOLSON	DERWA EMERGENCY REPAIR: 06T001, 3200A CABLE-BUS SYSTEM INSTALLATION (WEST CABLE BUS)	\$100,217.00	\$81,145.39
D. W. NICHOLSON	REPLACE THE EXISTING BUS DUCT INTERCONNECT BETWN XFMR-7 AND DPN (EAST CABLE BUS)	\$213,496.00	\$0.00
D. W. NICHOLSON	INSTALL NEW DUCT BANK AND FEEDER FROM SWITCHGEAR SG-1 TO BLDG N	\$121,439.00	\$0.00
PETERSON POWER SYSTEMS INC	RENTAL GENERATOR FOR THE DERWA EMERGENCY	\$245,770.40	\$245,767.05
	<b>TOTALS</b>	<b>\$703,037.00</b>	<b>\$335,420.83</b>

In addition, invoices related to the DERWA emergency have been paid under existing blanket purchase orders.

VENDOR	DESCRIPTION	INVOICE AMOUNT	PAID TO DATE
PLATT ELECTRIC SUPPLY	DERWA EMERGENCY PARTS AND MATERIALS	\$1,492.02	\$1,492.02
AMERICAN METALS	DERWA EMERGENCY PARTS AND MATERIALS	\$199.02	\$199.02
MAAS BROTHERS POWDER COAT INC.	BLDG M EMERGENCY SWITCHGEAR PROJECT	\$250.00	\$250.00
RICHERT LUMBER	CRIBBING FOR EMERGENCY GENERATOR	\$415.03	\$415.03
GRAINGER, INC.	HEATER FOR OUTDOOR XFMR ENCLOSURE & INFARED INSPECTION WINDOW	\$1,191.27	\$1,191.27
	<b>TOTALS</b>	<b>\$3,547.34</b>	<b>\$3,547.34</b>
		<b>\$706,584.34</b>	<b>\$338,968.17</b>
		Total Cost to Date	Actual Spent
		Not including labor	

Staff labor hours logged in to date: 571.5 hours \$101,338.13

#### LABOR HOURS

Employee	Position	Rate	Hours	Total
ATENDIDO, MAURICE	SENIOR ELECTRICAL ENGINEER-SUPERVISORY	\$244.86	22	\$5,386.92
BAKER, RUSSELL	SENIOR MECHANIC-CRANE CERTIFIED	\$179.16	1	\$179.16
CARSON, JEFFREY	OPERATIONS MANAGER	\$186.02	70	\$13,021.40
CASTRO, AARON	PROCESS LEAD OPERATOR IV	\$168.38	4	\$673.52
FREITAS, RONALD	FLEET MECHANIC	\$153.97	5	\$769.85
FULLER, LEVI	WASTEWATER TREATMENT PLANT OPERATIONS SUPERVISOR	\$267.24	27.5	\$7,349.10
HENDRYX, JEREMY	WATER/WASTEWATER SYSTEMS OPERATOR IV	\$156.05	4	\$624.20
JOHNSON, BRIAN	ELECTRICIAN II	\$161.39	189	\$30,502.71
LANKFORD, JUSTIN	MECHANIC I	\$144.47	2	\$288.94
LEONARDO, DANIEL	WATER/WASTEWATER SYSTEMS LEAD OPERATOR	\$208.12	4	\$832.48
LOHMAN, WILLIAM	ELECTRICIAN II	\$161.39	2	\$322.78
LOPEZ, DANIEL	ASSOCIATE CIVIL ENGINEER - SUBJECT MATTER EXPERT	\$145.58	13	\$1,892.54
LOPEZ, ISIDRO	MECHANIC II	\$158.89	2	\$317.78
MARTIN, DANIEL	WATER/WASTEWATER SYSTEMS OPERATIONS & MAINTENANCE SUPERVISOR	\$260.08	3	\$780.24
PARIERA, ERVIN	SENIOR ELECTRICIAN	\$177.53	152	\$26,984.56
PETTINICHO, DAN	WATER/WASTEWATER SYSTEMS OPERATOR IV	\$156.05	4	\$624.20
PEZZONI, CHRISTOPHER	MECHANIC I	\$144.47	1.5	\$216.71
RAMOS, JOSE	ELECTRICIAN II	\$161.39	2	\$322.78
STODDARD, TODD	ELECTRICIAN II	\$161.39	63.5	\$10,248.27
<b>Grand Total</b>		<b>571.5</b>	<b>\$101,338.13</b>	



**TITLE:** Discuss Candidates' Statement Costs Policy and Provide Direction

**RECOMMENDATION:**

Staff recommends the Board of Directors discuss the Candidates' Statement Costs policy and provide direction.

**SUMMARY:**

On November 6, 2018, the District received a demand letter asserting that the District's at-large system for electing Directors violated the California Voting Rights Act (CVRA) of 2001, and threatened litigation if the District did not voluntarily change to an area-based election system for electing Directors. For at-large elections, each Director is elected by voters within the District's boundaries. For by-division elections, each Director is elected from a division and by voters of that division.

Though the District denied any wrongdoing in conducting its elections, the Board determined that the public interest would be best served by transitioning to an area-based election system and avoiding the risks and costs of defending a CVRA lawsuit. On May 21, 2019, after extensive community outreach and four public hearings, the Board adopted Ordinance No. 345 establishing a by-division system for electing Directors for five divisions. The ordinance became effective June 20, 2019 for future elections, which continue to be in even-numbered years.

In light of establishing a by-division election system, the Board requested that the Board review the Candidates' Statement Costs policy (Attachment 1). The policy was last revised on March 21, 2017 to lower a candidate's deposit for pro rata share of costs for the printing, handling, translating, and mailing of the candidate's statement from \$450 to \$250 for each county, with DSRSD paying the difference over \$250. The reduction was intended to stimulate interest and ability of community members to run in future DSRSD elections.

The table outlines the election divisions identified in the District's by-division map (Attachment 2), and shows the potential cost for a candidate to file a candidate statement(s) given current policy and by-division county representation:

Division	County(ies)	Election Year	Potential Cost
<b>Division 1</b>	Contra Costa County	<b>2020</b>	\$250
Division 2	Contra Costa County	2022	\$250
<b>Division 3</b>	Alameda and Contra Costa Counties	<b>2020</b>	\$500
Division 4	Alameda County	2022	\$250
<b>Division 5</b>	Alameda County	<b>2020</b>	\$250

A Division 3 candidate would incur higher costs if electing to submit a statement for both counties represented. DSRSD's 2018 election candidate statement costs, per candidate, came to \$938.78 (\$431.82 Alameda County + \$506.96 Contra Costa County), but per current policy, candidates paid no more than \$500 towards these costs if they filed statements in both counties.

Importantly, Alameda and Contra Costa Counties have advised that candidate statement costs for DSRSD by-division elections will see a reduction. Costs will be based on number of registered voters in the division (a portion of the District's service area), instead of the District's entire service area, as has been the case for at-large elections.

Staff requests Board direction on desired policy revisions, including when to present a revised policy for consideration. Staff will also suggest revisions to properly reflect the new by-division election system. A revised policy must be adopted by May 2020, before the District calls the District's general election in June.

Originating Department: Administrative Services	Contact: N. Genzale	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 – Current Candidates' Statement Costs policy (P100-17-1) Attachment 2 – DSRSD Map for By-Division Elections	64 of 103



<b>Policy No.:</b> P100-17-1	<b>Type of Policy:</b> Board Business
<b>Policy Title:</b> Candidates' Statement Costs	
<b>Policy Description:</b> Candidate's cost to file a candidate statement for election to the District Board	
<b>Approval Date:</b> 3/21/2017	<b>Last Review Date:</b> 2017
<b>Approval Resolution No.:</b> 11-17	<b>Next Review Date:</b> 2021
<b>Rescinded Resolution No.:</b> 20-13	<b>Rescinded Resolution Date:</b> 6/4/2013

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

**Section 1. General Provisions.**

Each candidate at the General Election for the Office of Director of the District may file a candidate statement, as provided for in Section 13307 of the Elections Code, with the Elections Official in either Alameda County or Contra Costa County from whom the candidate obtains the nomination papers and other forms required for nomination to the Office of Director. Additionally, each candidate may also file a candidate statement in the alternate County subject to the same limitations, payment provisions, and policies detailed in this Resolution No. 11-17. The candidate's statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5 p.m. of the next working day after the close of the nomination period.

**Section 2. Foreign Language Policy.**

The Elections Official shall provide a language translation of the candidate's statement when required by the Act, or Elections Code Section 13307(b).

**Policy No.:** P100-17-1**Policy Title:** Candidates' Statement Costs**Section 3. Advance Deposit and Payment.**

A. Pursuant to Elections Code Section 13307(d), a local agency may estimate the total cost of printing, handling, translating, and mailing the candidate's statement filed pursuant to this section, including costs incurred as a result of complying with the Act.

B. The District Secretary is hereby authorized and directed to provide for collection, by the Elections Official, from each non-indigent candidate who files such a statement, a deposit in the amount of \$250 to represent the candidate's pro rata share of the cost of printing, handling, translating, and mailing the candidate's statement, including costs incurred as a result of complying with the Act, and Elections Code Section 13307(b) and collection of such amount shall be a condition of having the candidate's statement included in the voter's pamphlet.

C. If the actual costs in Alameda County or Contra Costa County exceed \$250, for the printing, handling, translating, and mailing of the candidate's statement in said County, then the proper officers of the District are hereby authorized and directed to pay the difference between the \$250 and the required deposit in that County.

D. If the actual cost of the candidate's statement in either County is less than the \$250 deposit, the District Secretary is hereby authorized and directed to make necessary arrangements to refund the amount of the deposit which exceeds said actual cost to the candidate.

**Section 4. Indigent Candidates.**

A. As provided in Section 13309 of the Elections Code, a candidate who alleges to be indigent and unable to pay in advance the requisite deposit for submitting a candidate statement shall submit a certified statement of financial worth, and such other verifying documentation as the District shall reasonably require, to be used by the District in determining whether or not he or she is eligible to submit a candidate statement without payment of the deposit in advance. Upon receipt of a statement of financial worth, the District shall promptly determine, in its sole discretion, whether or not the candidate is indigent and shall notify the candidate in writing of its findings. If it is determined that the candidate is not indigent, the candidate shall, within three working days of the notification, either withdraw the candidate statement or pay the requisite deposit in accordance with the provisions of this Resolution.

**Policy No.:** P100-17-1**Policy Title:** Candidates' Statement Costs

B. The proper officers of the District are hereby authorized and directed to pay the costs incurred by the District for printing, handling, translating, and mailing the statements for candidates determined by the District to be indigent.

**Section 5. Additional Materials.**

Other than the candidate's statement, no candidate will be permitted to include additional materials in the sample ballot package.

**Section 6. Rescinding Previous Policy.**

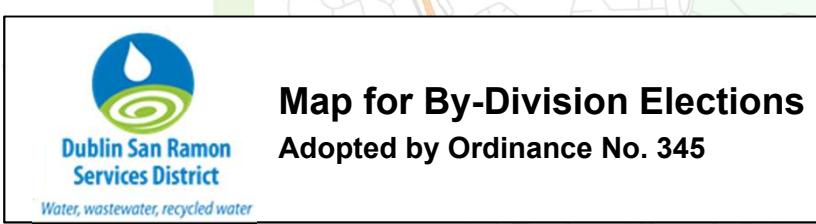
The revised policy on Candidates' Statement Costs, attached as "Exhibit A," is hereby adopted and Resolution No. 20-13 attached as "Exhibit B," is hereby rescinded and shall no longer be of any force and effect after the date of adoption hereof.

**Section 7. Application.**

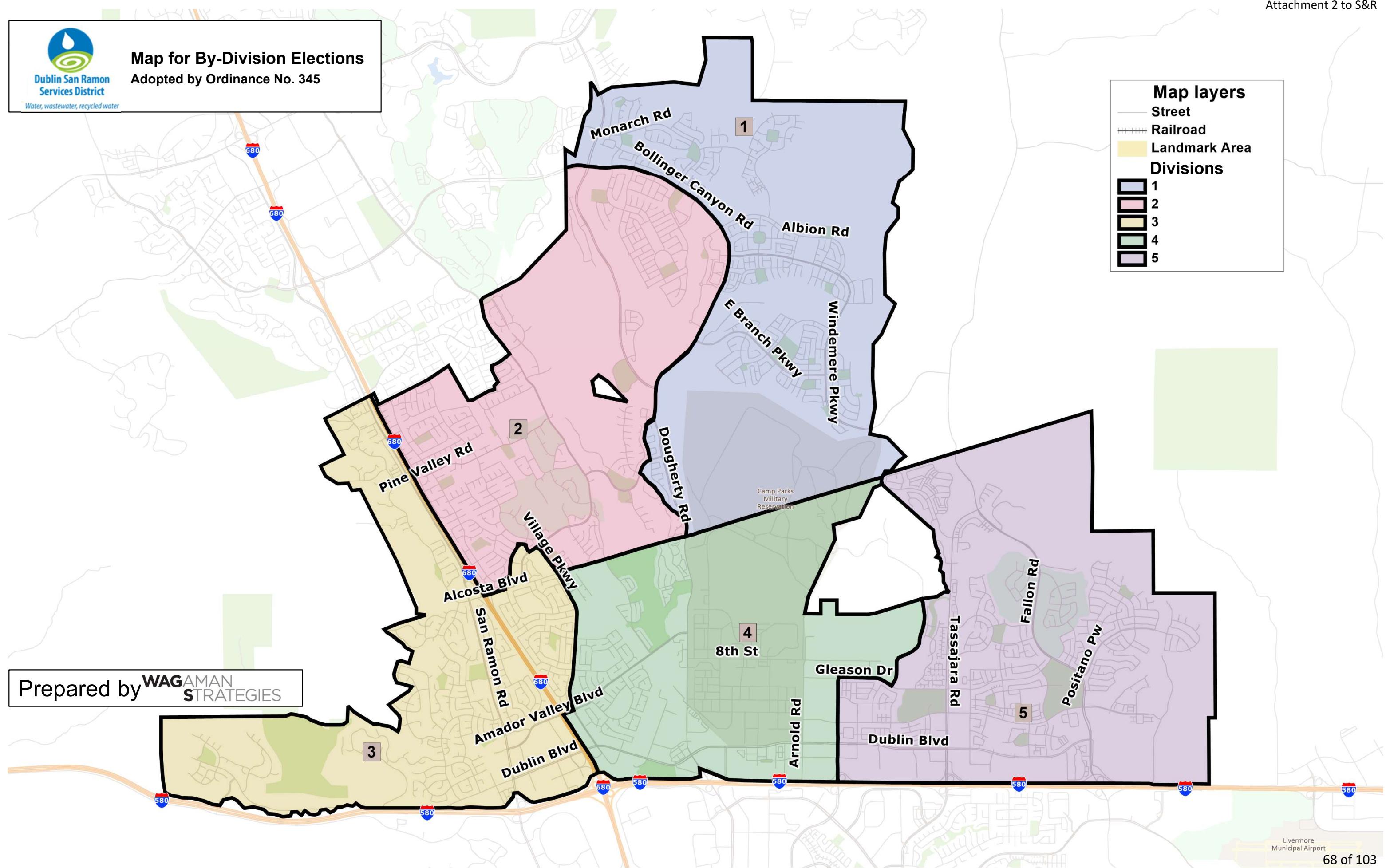
The provisions of this Resolution shall govern all elections for the District's Board of Directors held after the adoption of this Resolution unless and until this Resolution is rescinded, superseded, or otherwise modified by an action taken by the Board.

**Section 8. Certification and Notice to Counties.**

The District Secretary shall attest to passage and adoption of this Resolution and provide certified copies to the Elections Officials of the Counties of Alameda and Contra Costa.



Map layers	
Street	Black line
Railroad	Dashed line
Landmark Area	Yellow box
Divisions	
1	Light blue
2	Light pink
3	Light yellow
4	Light green
5	Light purple





**TITLE:** Adopt Revised Day of Service Policy and Rescind Resolution No. 52-16

**RECOMMENDATION:**

Staff recommends the Board of Directors adopt, by Resolution, the revised Day of Service policy and rescind Resolution No. 52-16.

**SUMMARY:**

The District's Day of Service policy (Attachment 1) was last revised on August 16, 2016. On August 6, 2019, after two Directors requested review of the policy, the Board reviewed a marked-up policy and provided direction to staff to further define eligible and ineligible meetings and events. The marked-up policy (Attachment 2) and proposed policy without the markups (Exhibit A) now include revisions that:

- Provide pre-approval of all eligible events listed in the policy, thereby discontinuing the annual Board item to approve attendance of meetings and conferences.
- Divide the section formerly entitled 'Services Eligible for Compensation' into two sections to distinguish services requiring, and not requiring, the timely submission of a written report.
- Replace the guidelines spelled out in the Activities and/or Events Ineligible for Compensation section, with a list of types of events for clarity. Per Board comments received at the August 6 meeting, this section was renamed to "Attendance Not Approved for Compensation" and separated into two subsections: (1) public meetings and public events that would be eligible for compensation if the Board, at a Board meeting held before the activity, specifically approves attendance, and (2) meetings and events ineligible for compensation under state law.
- Simplify the process for requesting Board determination of eligibility under the Review and Approval section.
- Reduce the types of allowable written reports under the Contents of Written Reports section.
- Move text around for better flow.

Government Code Sections 61047 (Attachment 3), part of the Community Services District Law, allows Directors to receive compensation in an amount not to exceed \$100 for each day of service up to six days per month, but allows water districts to increase the amount of compensation up to 10 days per month pursuant to Water Code Section 20200 *et seq.* (Attachment 4).

In addition, Government Code Sections 61047 defines a day of service and lists the allowable public meetings, public events, and training programs. Meetings and events, other than approved conferences and trainings, must be open to the public to be eligible for a day of service. Other meetings and events that are not open to the general public (such as retirement parties) are ineligible for day of service under state law. With the exception of meetings conducted pursuant to the Brown Act, a written report must be delivered at the next Board of Directors' meeting following the qualifying event.

In accordance with the District's practice of reviewing each of its policies at least every four years, this policy is scheduled for review again in 2023 if the Board adopts a revised policy this year.

Originating Department: Administrative Services	Contact: N. Genzale	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 checked="" type="checkbox"/> Other (see list on right)	<p>Attachment 1 – Current Day of Service policy (P100-16-2) Attachment 2 – Marked-up Day of Service policy Attachment 3 – Government Code Section 61047 Attachment 4 – Water Code Sections 20200 <i>et seq.</i></p>	



# Policy

Policy No.:	P100-16-2	Type of Policy:	Board Business
Policy Title:	Day of Service		
Policy Description:	Definition of a Compensable Day of Service for a Director		
Approval Date:	8/16/2016	Last Review Date:	2016
Approval Resolution No.:	52-16	Next Review Date:	2020
Rescinded Resolution No.:	9-14	Rescinded Resolution Date:	2/18/2014

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

That each Director shall exhibit good judgment in the matter of compensation for service, and shall have proper regard for the propriety and economy of conducting District business.

## 1. Compensation for Days of Service

Directors may, upon submittal of the District's monthly Board of Director's Timesheet, receive an amount of compensation not to exceed that approved by the Board of Directors. The amount of compensation shall be set in accordance with Water Code Section 20200 *et seq.*, as amended. Compensation shall be earned for each day's service rendered as a member of the Board, and cannot exceed a total of ten [10] days in any calendar month. Except for the Board and Committee meetings described in subsections 2 (a) and (b) of this policy, in order to be eligible for compensation for a day of service, the Board must have previously approved, at a Board meeting, the Director's representation of the District, and the Director must deliver a written report to the Board regarding his or her attendance at a qualifying activity or event at the next Board meeting following the qualifying activity or event. If the written report is not submitted at the next Board meeting following the qualifying activity or event, the Director is no longer eligible for and shall not be paid compensation for the day(s) of service associated with the qualifying activity or event. (Government Code Section 61047, subdivisions (e)(2) through (e)(5).)

## 2. Services Eligible for Compensation

Pursuant and subject to Government Code Section 61047(e), the following activities are eligible for compensation as a day of service:

- a. Attendance in a policy maker role at District meetings noticed in accordance with the Brown Act (Government Code Section 54950 *et seq.*). This is specifically limited to:
  - Regular Board Meetings

**Policy No.:** P100-16-2**Policy Title:** Day of Service

- Special Board Meetings
- Adjourned Board Meetings
- Regular, Adjourned, and Special Meetings of Board Standing Committees, including Liaison Committees
- Emergency Meetings of the Board or a Standing Committee

b. Attendance in a policy maker role at meetings of a Joint Powers Authority (JPA) of which the District is a Member and that have been noticed in accordance with the Brown Act (Government Code Section 54950 *et seq.*), including:

- Regular JPA Meetings
- Special JPA Meetings
- Adjourned Regular JPA Meetings
- Regular, Adjourned, and Special Meetings of Standing Committees of the JPA, including Liaison Committees
- Emergency Meetings of the JPA or a Standing Committee of the JPA

JPAs, include but are not limited to Livermore-Amador Valley Water Management Agency (LAVWMA), DSRSD-EBMUD Recycled Water Authority (DERWA), WaterReuse, Finance Authority, or California Sanitation Risk Management Authority (CSRMA).

c. Attendance at professional, technical, and trade association meetings, conferences, (and the board and/or committee meetings of these groups for which the Director is a member of the board and/or a committee) activities, and organized educational activities, training sessions and events, including but not limited to ethics training pursuant to Government Code Section 53234 *et seq.*, as it may be amended from time to time, including but not limited to California Association of Sanitation Agencies (CASA), California Sanitation Risk Management Authority (CSRMA), Association of California Water Agencies (ACWA), California Special Districts Association (CSDA), Sanitation and Water Agencies of Contra Costa County, Economic Development Alliance for Business (EDAB), WaterReuse, and National Water Research Institute (NWRI). Travel on the day before or the day after the activity shall not be eligible for compensation as a day of service.

d. As a principal speaker, panel member, or otherwise representing the District in an official capacity at a public event including ceremonial functions of other agencies, meetings of a service club, a homeowner association, a chamber of commerce or other business or neighborhood group, including meetings with neighbors of the wastewater treatment facilities (when those meetings are open and held at the wastewater treatment plant).

e. Representation of the District at a public meeting or public hearing of another public agency (e.g., Board of Supervisors, City Council, Local Agency Formation Commission [LAFCO], State Water Resource Control Board [SWRCB], Regional Water Quality Control Board [RWQCB], Bay Area Air Quality Management District [BAAQMD]) at which that

**Policy No.:** P100-16-2**Policy Title:** Day of Service

agency has agendized business that involves the District.

**3. Activities and/or Events Ineligible for Compensation**

- a. Compensation will only be paid for one day of service if a Director attends two or more meetings or activities on one day which meetings are otherwise separately eligible for compensation.
- b. Compensation will not be paid for attendance at a meeting of an ad hoc or advisory committee of the Board that does not have a continuing subject matter jurisdiction or a meeting schedule fixed by formal action of the Board.
- c. Compensation will not be paid for attendance at meeting of a Standing or Liaison Committee of the Board on which the Director does not serve.
- d. Compensation will not be paid for any meeting with District staff unless the meeting is a Board or Committee meeting noticed pursuant to the Brown Act.

**4. Review and Approval**

Principal responsibility for compliance with this policy rests with each Director. The General Manager shall review Director's timesheets and written reports to determine conformance with this policy prior to approving payment. If a Director disagrees with the General Manager's determination, the Director submitting the timesheet shall refer the matter to the President of the Board (or Vice President if the timesheet is that of the President) for consideration. The submittal of a timesheet by a Director shall be deemed an acknowledgement by that Director that the timesheet, in the exercise of his or her judgment, complies with the terms of this policy, that any required approval of the Board was obtained at a Board meeting in advance of the activity or event, that any required written report has been submitted at the next Board meeting following the activity or event, and that the Director has considered any issues that the General Manager has identified. If the matter is referred to the Board President (or the Vice President as the case might be), they shall approve the timesheet unless they believe it substantially deviates from this policy. Directors may appeal any timesheet disapproved by the President or Vice President by submitting the matter to the Board as an agenda item at a regular meeting, not later than 60 days after the day for which reimbursement is requested.

**5. Contents of Written Reports**

Written reports submitted in accordance with this Policy shall consist of one or more of the following:

- A handwritten report of the Director's activities
- A typewritten report of the Director's activities
- Copies of agendas for the qualifying event
- Copies of handouts distributed at the qualifying event
- Copies of business cards from contacts made by the Director
- Copies of notes the Director took while attending the qualifying event
- Certificates the Director received for attending the qualifying event

**Policy No.:** P100-16-2**Policy Title:** Day of Service

- Remarks made at the qualifying event if a Director was a speaker (bullet points or script)
- Other similar written materials

All such materials should give a member of the public a sense of the business purpose of the qualifying event as well as the Director's role at the qualifying event.

## **6. Administration**

The General Manager shall administer this policy and shall institute appropriate accounting and control procedures to ensure the policy is being followed.

## **7. Previous Policies Superseded**

This policy supersedes all previously adopted District policies related to compensation for a day of service by a Director.



<b>Policy No.:</b> <u>P100-16-2</u>	<b>Type of Policy:</b> Board Business
<b>Policy Title:</b> Day of Service	
<b>Policy Description:</b> Definition of a Compensable Day of Service for a Director	
<b>Approval Date:</b> <u>8/16/2016</u>	<b>Last Review Date:</b> <u>2016/2019</u>
<b>Approval Resolution No.:</b> <u>52-16</u>	<b>Next Review Date:</b> <u>2020/2023</u>
<b>Rescinded Resolution No.:</b> <u>9-1452-16</u>	<b>Rescinded Resolution Date:</b> <u>2/18/2014/8/16/2016</u>

The purpose of this policy of the Board of Directors of Dublin San Ramon Services District: is to establish meetings, events, and activities qualified as a "day of service" in accordance with Government Code Section 61047, part of the Community Services District Law, and declare

That each Director shall exhibit good judgment in the matter of compensation for service, and shall have proper regard for the propriety and economy of conducting District business.

## 1. Compensation for Days of Service

Directors may, upon submittal of the District's monthly Board of Director's Timesheet, receive an amount of compensation not to exceed that the amount approved by the Board of Directors, upon submittal of the District's monthly Director Timesheet. The amount of compensation shall be set in accordance with Water Code Section 20200 et seq., as amended. Compensation shall be earned for each day's service rendered as a member of the Board, and cannot exceed a total of ten (10) days in any calendar month. By adoption of this policy, Director representation of the District at all events listed in sections 2 and 3 of this policy shall be deemed pre-approved by the Board as eligible for day of service compensation unless modified by Board resolution. Except for the Board and Committee meetings described in subsections 2(a) and (b) of this policy, in order to be eligible for compensation for a day of service, the Board must have previously approved, at a Board meeting, the Director's representation of the District, and the Director must also deliver a written report to the Board regarding his or her attendance at a qualifying activity or event at the next Board meeting following the qualifying activity or event. If the written report is not submitted at the next Board meeting following the qualifying activity or event, the Director is no longer eligible for and shall not be paid compensation for the day(s) of service associated with the qualifying activity or event. in accordance with (Government Code Section 61047, subdivisions (e)(2) through (e)(5).), Community Services District Law. Compensation will only be paid for only one day of service if a Director attends two or more meetings or activities on one day even if each of the meetings would otherwise be separately eligible for compensation.

## 2. Services Eligible for Compensation

Policy No.: P100-16-2

Policy Title: Day of Service

Pursuant and subject to Government Code Section 61047(e), the following activities are eligible for compensation as a day of service:

- a. Attendance in a policy maker role at District meetings ~~noticed conducted~~ in accordance with the Brown Act (Government Code Section 54950 *et seq.*). ~~This is,~~ specifically limited to:
  - Board and Standing Committee Meetings, including Liaison Committee Meetings (Regular, Special, Adjourned, or Emergency) and Ad Hoc or Advisory Committees created by the Board
  - ~~Regular Board Meetings~~
  - ~~Special Board Meetings~~
  - ~~Adjourned Board Meetings~~
  - ~~Regular, Adjourned, and Special Meetings of Board Standing Committees, including Liaison Committees~~
  - ~~Emergency Meetings of the Board or a Standing Committee~~
- b. Attendance in a policy maker role at meetings of a Joint Powers Authority (JPA) of which the District is a ~~M~~ember and that have been ~~noticed conducted~~ in accordance with the Brown Act ~~(Government Code Section 54950 *et seq.*), including~~ specifically limited to:
  - JPA Board and Standing Committee Meetings, including Liaison Committee Meetings (Regular, Special, Adjourned, or Emergency) and Ad Hoc or Advisory Committees created by the Board
  - ~~Regular JPA Meetings~~
  - ~~Special JPA Meetings~~
  - ~~Adjourned Regular JPA Meetings~~
  - ~~Regular, Adjourned, and Special Meetings of Standing Committees of the JPA, including Liaison Committees~~
  - ~~Emergency Meetings of the JPA or a Standing Committee of the JPA~~

JPAs, include but are not limited to Livermore-Amador Valley Water Management Agency (LAVWMA), DSRSD-EBMUD Recycled Water Authority (DERWA), WaterReuse, Finance Authority, or California Sanitation Risk Management Authority (CSRMA).

### 3. Service Eligible for Compensation Requiring a Written Report at the Next Board Meeting

- ea. Attendance at professional, technical, and trade association meetings, conferences, ~~(and the board and/or committee meetings of these groups for which the Director is a member of the board and/or a committee)~~ activities, and organized educational activities, training sessions and events, ~~including but not limited to ethics training pursuant to Government Code Section 53234 *et seq.*, as it may be amended from time to time, including but not limited to of or presented by the following entities:~~
  - Association of California Water Agencies (ACWA) including the annual Washington D.C. conference

Policy No.: P100-16-2

Policy Title: Day of Service

- California Association of Sanitation Agencies (CASA), ~~including the annual Washington D.C. conference~~
- California Sanitation Risk Management Authority (CSRMA), ~~Association of California Water Agencies (ACWA), California Special Districts Association (CSDA), and its affiliated local chapters~~
- Sanitation Wastewater and Water Agencies of Alameda and Contra Costa County ~~yes, Economic Development Alliance for Business (EDAB),~~
- WateReuse Association, and National Water Research Institute (NWRI). ~~Travel on the day before or the day after the activity shall not be eligible for compensation as a day of service~~

Includes the board and/or committee meetings of these groups for which the Director is a member of the board and/or a committee.

b. Ethics training pursuant to Government Code Section 53234 *et seq.* and sexual harassment prevention training pursuant to Government Code Section 53237 *et seq.* from an entity duly authorized to present such training (including in person and online) and to provide certificates of completion.

dc. As a principal speaker, panel member, or otherwise representing the District in an official capacity at a public event (i.e., an event to which the general public is invited): including

- Annual state of the city addresses by the mayors of Dublin, Livermore, Pleasanton, and San Ramon
- Annual Tri-Valley Mayors' Summit
- eCeremonial functions of DSRSD, the JPAs of which the District is a member, and other water/wastewater agencies within Alameda and Contra Costa Counties, including meetings of a service club, a homeowner association, a chamber of commerce or other business or neighborhood group, including meetings with neighbors of the groundbreakings, ribbon cuttings, dedications, and anniversary celebrations
- wWastewater treatment facility~~yes~~ neighborhood meetings (when those meetings are open to the public and held at the wastewater treatment plant)

ed. Representation of the District at a public meeting or public hearing of another public agency (e.g., Board of Supervisors, City Council, Local Agency Formation Commission [LAFCO], State Water Resource Control Board [SWRCB], Regional Water Quality Control Board [RWQCB], Bay Area Air Quality Management District [BAAQMD]) at which that agency has agendized business that involves the District, including but not limited to the following:

- Board of Supervisors of Alameda and Contra Costa Counties
- City Council of Dublin, Pleasanton, Livermore, and San Ramon
- Local Agency Formation Commission (LAFCO)
- State Water Resource Control Board (SWRCB)
- Regional Water Quality Control Board (RWQCB)
- Zone 7 Water Agency

Policy No.: P100-16-2

Policy Title: Day of Service

- Bay Area Air Quality Management District (BAAQMD)

e. Representation of the District at a meeting of a public benefit nonprofit corporation on whose board of which the District has membership, including but not limited to the following:

- DSRSD Financing Corporation

34. Activities and/or Events Ineligible Attendance Not Approved for Compensation

- a. Compensation will only be paid for one day of service if a Director attends two or more meetings or activities on one day which meetings are otherwise separately eligible for compensation.
- b. Compensation will not be paid for attendance at a meeting of an ad hoc or advisory committee of the Board that does not have a continuing subject matter jurisdiction or a meeting schedule fixed by formal action of the Board.
- c. Compensation will not be paid for attendance at meeting of a Standing or Liaison Committee of the Board on which the Director does not serve.
- d. Compensation will not be paid for any meeting with District staff unless the meeting is a Board or Committee meeting noticed pursuant to the Brown Act.

Pursuant to Government Code Section 61047, only representation of the District at certain public meetings, public events, and training programs qualify for a day of service. Any items not identified in sections 2 and 3 above are not pre-approved by the Board and, therefore, are not eligible for compensation unless the Board, at a Board meeting held prior to the activity, specifically approves a Director's attendance as a representative of the District.

- a. For clarity, the following public meetings and public events would be eligible for compensation but only if the Board, at a Board meeting held prior to the activity, specifically approves a Director's attendance as a representative of the District:
  - DSRSD booths at fairs
  - Ceremonial functions of entities other than those pre-approved in section 3(c) above, including groundbreakings, ribbon cuttings, dedications, and anniversary celebrations
  - Monthly Chamber of Commerce lunch meetings
  - Community meetings hosted by local government agencies, including mayor briefings and director briefings
  - Community events such as City of Dublin St. Patrick's Day events, including the Green and White Gala and St. Patrick's Day parade
  - Service club meetings and events
  - Homeowners association and neighborhood group meetings
  - Meetings with legislators at a public meeting conducted pursuant to the Brown Act
- b. For additional clarity, under Government Code Section 61047, the following activities are ineligible for compensation and therefore the Board cannot approve them as being eligible for compensation:
  - Attendance at meeting of a Standing, Liaison, Ad Hoc, or Advisory Committee of the Board on which the Director does not serve

Policy No.: P100-16-2

Policy Title: Day of Service

- Attendance at any meeting with District staff unless the meeting is a Board or Committee meeting conducted pursuant to the Brown Act
- DSRSD Citizens Water Academy
- Internal DSRSD events, including Employee Recognition Events, groundbreakings, ribbon cuttings, dedications, and anniversary celebrations
- Social gatherings such as retired Director dinners and pre-conference activities and non-partisan welcoming or retirement events for staff of local agencies and organizations
- Meetings with legislators unless they are at a public meeting conducted pursuant to the Brown Act
- Travel on the day before or the day after the an activity eligible for compensation under sections 2 and 3 above, or under this section, shall not be eligible for compensation as a separate day of service.

#### **45. Review and Approval**

Principal responsibility for compliance with this policy rests with each Director. The General Manager, or designee, shall review Director's timesheets and written reports to determine conformance with this policy prior to approving payment. If a Director disagrees with the General Manager's determination, the Director submitting the timesheet shall refer the matter to the President of the Board (or Vice President if the timesheet is that of the President) for consideration. the Directors may appeal any timesheet disapproved by the President or Vice President by submitting the timesheet shall make a request at a matter to the Board as an agenda item at a regular meeting, not later than 60 days after the day for which reimbursement is requested, to schedule an agenda item to review the determination at a future regular Board meeting. The submittal of a timesheet by a Director shall be deemed an acknowledgement by that Director that the timesheet, in the exercise of his or her judgment, complies with the terms of this policy, that any required approval of the Board was obtained at a Board meeting in advance of the activity or event, that any required written report has been submitted at the next Board meeting following the activity or event, and that the Director has considered any issues that the General Manager has identified. If the matter is referred to the Board of DirectorsPresident (or the Vice President as the case might be), they Board shall approve the timesheet unless they Board believes it substantially deviates from this policy. Directors may appeal any timesheet disapproved by the President or Vice President by submitting the matter to the Board as an agenda item at a regular meeting, not later than 60 days after the day for which reimbursement is requested.

#### **56. Contents of Written Reports**

Written reports submitted in accordance with this Policy for a qualifying event shall consist of one or more of the following materials:

- A handwritten or typewritten report of the Director's activities
- Copies of notes taken by the Director took while attending the qualifying event
- A typewritten report of the Director's activities
- Copies of agendas or programs for the qualifying event
- Copies of handouts distributed at the qualifying event

**Policy No.:** P100-16-2**Policy Title:** Day of Service

- ~~Copies of business cards from contacts made by the Director~~
- ~~Copies of notes the Director took while attending the qualifying event~~
- Certificates the Director received ~~for attending the qualifying event~~
- ~~Script or outline of Remarks made at the qualifying event~~ if a Director was a speaker ~~(bullet points or script)~~
- Other similar written materials

The Community Services District Law requires that these written reports be submitted at the next Board of Directors' meeting following the qualifying event. All such materials should give a member of the public a sense of the business purpose of the qualifying event as well as the Director's role at the qualifying event.

**67. Administration**

The General Manager shall administer this policy and shall institute appropriate accounting and control procedures to ensure the policy is being followed.

**78. Previous Policies Superseded**

This policy supersedes all previously adopted District policies related to compensation for a day of service by a Director.


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**GOVERNMENT CODE - GOV**
**TITLE 6. DISTRICTS [58000 - 62262]** ( *Title 6 added by Stats. 1951, Ch. 331.* )

**DIVISION 3. COMMUNITY SERVICES DISTRICTS [61000 - 61250]** ( *Division 3 repealed and added by Stats. 2005, Ch. 249, Sec. 3.* )

**PART 2. INTERNAL ORGANIZATION [61020 - 61070]** ( *Part 2 repealed and added by Stats. 2005, Ch. 249, Sec. 3.* )

**CHAPTER 3. Board of Directors [61040 - 61048]** ( *Chapter 3 repealed and added by Stats. 2005, Ch. 249, Sec. 3.* )

**61047.** (a) The board of directors may provide, by ordinance or resolution, that each of its members may receive compensation in an amount not to exceed one hundred dollars (\$100) for each day of service. A member of the board of directors shall not receive compensation for more than six days of service in a month.

(b) The board of directors, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the amount of compensation that may be received by members of the board of directors.

(c) The board of directors may provide, by ordinance or resolution, that its members may receive their actual and necessary traveling and incidental expenses incurred while on official business. Reimbursement for these expenses is subject to Sections 53232.2 and 53232.3.

(d) A member of the board of directors may waive any or all of the payments permitted by this section.

(e) For the purposes of this section, a "day of service" means any of the following:

(1) A meeting conducted pursuant to the Ralph M. Brown Act, Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5.

(2) Representation of the district at a public event, provided that the board of directors has previously approved the member's representation at a board of directors' meeting and that the member delivers a written report to the board of directors regarding the member's representation at the next board of directors' meeting following the public event.

(3) Representation of the district at a public meeting or a public hearing conducted by another public agency, provided that the board of directors has previously approved the member's representation at a board of directors' meeting and that the member delivers a written report to the board of directors regarding the member's representation at the next board of directors' meeting following the public meeting or public hearing.

(4) Representation of the district at a meeting of a public benefit nonprofit corporation on whose board the district has membership, provided that the board of directors has previously approved the member's representation at a board of directors' meeting and the member delivers a written report to the board of directors regarding the member's representation at the next board of directors' meeting following the corporation's meeting.

(5) Participation in a training program on a topic that is directly related to the district, provided that the board of directors has previously approved the member's participation at a board of directors' meeting, and that the member delivers a written report to the board of directors regarding the member's participation at the next board of directors' meeting following the training program.

*(Added by Stats. 2005, Ch. 249, Sec. 3. Effective January 1, 2006.)*


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**WATER CODE - WAT**
**DIVISION 10. FINANCIAL SUPERVISION OF DISTRICTS [20200 - 20220]** ( *Division 10 added by Stats. 1943, Ch. 371. .* )

**CHAPTER 2. Compensation of Water District Directors [20200 - 20207]** ( *Chapter 2 added by Stats. 1984, Ch. 186, Sec. 1. .* )

**20200.** As used in this chapter, "water district" means any district or other political subdivision, other than a city or county, a primary function of which is the irrigation, reclamation, or drainage of land or the diversion, storage, management, or distribution of water primarily for domestic, municipal, agricultural, industrial, recreation, fish and wildlife enhancement, flood control, or power production purposes. "Water districts" include, but are not limited to, irrigation districts, county water districts, California water districts, water storage districts, reclamation districts, county waterworks districts, drainage districts, water replenishment districts, levee districts, municipal water districts, water conservation districts, community services districts, water management districts, flood control districts, flood control and floodwater conservation districts, flood control and water conservation districts, water management agencies, water agencies, and public utility districts formed pursuant to Division 7 (commencing with Section 15501) of the Public Utilities Code.

*(Amended by Stats. 2007, Ch. 213, Sec. 5. Effective January 1, 2008.)*

**20201.** Notwithstanding any other provision of law, the governing board of any water district may, by ordinance adopted pursuant to this chapter, provide compensation to members of the governing board, unless any compensation is prohibited by its principal act, in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board, or for each day's service rendered as a member of the board by request of the board, and may, by ordinance adopted pursuant to this chapter, in accordance with Section 20202, increase the compensation received by members of the governing board above the amount of one hundred dollars (\$100) per day.

It is the intent of the Legislature that any future increase in compensation received by members of the governing board of a water district be authorized by an ordinance adopted pursuant to this chapter and not by an act of the Legislature.

For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

*(Amended by Stats. 2005, Ch. 700, Sec. 27. Effective January 1, 2006.)*

**20201.5.** Reimbursement for expenses of members of a governing board of a water district is subject to Sections 53232.2 and 53232.3 of the Government Code.

*(Added by Stats. 2005, Ch. 700, Sec. 28. Effective January 1, 2006.)*

**20202.** In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted.

No ordinance adopted pursuant to this chapter shall authorize compensation for more than a total of 10 days in any calendar month.

*(Amended by Stats. 1989, Ch. 111, Sec. 1.)*

**20203.**

Any water district described in Section 20201 is authorized to adopt ordinances pursuant to this chapter. No ordinance shall be adopted pursuant to this chapter except following a public hearing. Notice of the hearing shall be published in a newspaper of general circulation pursuant to Section 6066 of the Government Code.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20204.** An ordinance adopted pursuant to this chapter shall become effective 60 days from the date of its final passage. The voters of any water district shall have the right, as provided in this chapter, to petition for referendum on any ordinance adopted pursuant to this chapter.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20205.** If a petition protesting against the adoption of the ordinance is presented to the governing board of the water district prior to the effective date of the ordinance, the ordinance shall be suspended and the governing board shall reconsider the ordinance.

If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district exceeds 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 5 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election. If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district is less than 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 10 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20206.** If the governing board does not entirely repeal the ordinance against which a petition is filed, the governing board shall submit the ordinance to the voters either at a regular election or a special election called for the purpose. The ordinance shall not become effective unless and until a majority of the votes cast at the election are cast in favor of it. If the ordinance is not approved by the voters, no new ordinance may be adopted by the governing board pursuant to this chapter for at least one year following the date of the election.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20207.** Except as otherwise provided in this chapter, the provisions of the Elections Code applicable to the right of referendum on legislative acts of districts shall govern the procedure on ordinances against which a petition is filed.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING THE DAY OF SERVICE POLICY AND RESCINDING RESOLUTION NO. 52-16

---

WHEREAS, on January 2, 2001, the Board adopted a Principles to Guide Compensation and Reimbursement of Directors while Conducting the Business of the District policy; and

WHEREAS, on August 17, 2004, the Board revised the policy and renamed it the Day of Service policy to clearly define a compensable day of service for a Director; and

WHEREAS, the policy was last revised on August 16, 2016, mainly to add attendance at certain ceremonial functions of other agencies, such as ribbon cuttings and groundbreakings, as activities eligible for compensation; and

WHEREAS, the policy now provides pre-approval of the eligible events listed in the policy, thereby discontinuing the annual Board item to pre-approve attendance of meetings and conferences, and clearly classifies eligible and ineligible meetings and events as specified in California Government Code Section 61047, part of the Community Services District Law.

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 revised Day of Service policy, attached as Exhibit "A" be adopted; and Resolution No. 52-16, attached as Exhibit "B," is hereby rescinded.

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 3rd day of September, 2019, and passed by the following vote:

AYES:

NOES:

ABSENT:

---

Madelyne A. Misheloff, President

ATTEST: \_\_\_\_\_  
Nicole Genzale, District Secretary



<b>Policy No.:</b> Click here to enter text.	<b>Type of Policy:</b> Board Business
<b>Policy Title:</b> Day of Service	
<b>Policy Description:</b> Definition of a Compensable Day of Service for a Director	
<b>Approval Date:</b> Click here to enter a date.	<b>Last Review Date:</b> 2019
<b>Approval Resolution No.:</b> Click here to enter text	<b>Next Review Date:</b> 2023
<b>Rescinded Resolution No.:</b> 52-16	<b>Rescinded Resolution Date:</b> 8/16/2016

The purpose of this policy of the Board of Directors of Dublin San Ramon Services District is to establish meetings, events, and activities qualified as a “day of service” in accordance with Government Code Section 61047, part of the Community Services District Law, and declare that each Director shall exhibit good judgment in the matter of compensation for service, and shall have proper regard for the propriety and economy of conducting District business.

## 1. Compensation for Days of Service

Directors may receive an amount of compensation not to exceed the amount approved by the Board, upon submittal of the District's monthly Director Timesheet. The amount of compensation shall be set in accordance with Water Code Section 20200 *et seq.*, as amended. Compensation shall be earned for each day's service rendered as a member of the Board, and cannot exceed a total of ten (10) days in any calendar month. By adoption of this policy, Director representation of the District at all events listed in sections 2 and 3 of this policy shall be deemed pre-approved by the Board as eligible for day of service compensation unless modified by Board resolution. Except for the Board and Committee meetings described in section 2, in order to be eligible for compensation for a day of service, the Director must also deliver a written report to the Board regarding his or her attendance at a qualifying activity or event at the next Board meeting following the qualifying activity or event. If the written report is not submitted at the next Board meeting following the qualifying activity or event, the Director is no longer eligible for and shall not be paid compensation for the day(s) of service associated with the qualifying activity or event in accordance with Government Code Section 61047(e)(2) through (e)(5), Community Services District Law. Compensation will be paid for only one day of service if a Director attends two or more meetings or activities on one day even if each of the meetings would otherwise be separately eligible for compensation.

## 2. Services Eligible for Compensation Not Requiring a Written Report

Pursuant and subject to Government Code Section 61047(e), the following activities are eligible for compensation as a day of service:

- a. Attendance in a policy maker role at District meetings conducted in accordance with the

**Policy No.:****Policy Title:** Day of Service

Brown Act (Government Code Section 54950 *et seq.*), specifically limited to:

- Board and Standing Committee Meetings, including Liaison Committee Meetings (Regular, Special, Adjourned, or Emergency) and Ad Hoc or Advisory Committees created by the Board
- b. Attendance in a policy maker role at meetings of a Joint Powers Authority (JPA) of which the District is a member and that have been conducted in accordance with the Brown Act, specifically limited to:
  - JPA Board and Standing Committee Meetings, including Liaison Committee Meetings (Regular, Special, Adjourned, or Emergency) and Ad Hoc or Advisory Committees created by the Board

JPAs include, but are not limited to, Livermore-Amador Valley Water Management Agency (LAVWMA), DSRSD-EBMUD Recycled Water Authority (DERWA), WateReuse Finance Authority, or California Sanitation Risk Management Authority (CSRMA).

### **3. Services Eligible for Compensation Requiring a Written Report at the Next Board Meeting**

- a. Attendance at professional, technical, and trade association meetings, conferences, activities, and organized educational activities, training sessions and events of or presented by the following entities:
  - Association of California Water Agencies (ACWA) including the annual Washington D.C. conference
  - California Association of Sanitation Agencies (CASA) including the annual Washington D.C. conference
  - California Sanitation Risk Management Authority (CSRMA)
  - California Special Districts Association (CSDA) and its affiliated local chapters
  - Wastewater and Water Agencies of Alameda and Contra Costa Counties
  - WateReuse Association

Includes the board and/or committee meetings of these groups for which the Director is a member of the board and/or a committee.

- b. Ethics training pursuant to Government Code Section 53234 *et seq.* and sexual harassment prevention training pursuant to Government Code Section 53237 *et seq.* from an entity duly authorized to present such training (including in person and online) and to provide certificates of completion.
- c. As a principal speaker, panel member, or otherwise representing the District in an official capacity at a public event (i.e., an event to which the general public is invited):
  - Annual state of the city addresses by the mayors of Dublin, Livermore, Pleasanton, and San Ramon
  - Annual Tri-Valley Mayors' Summit

**Policy No.:****Policy Title:** Day of Service

- Ceremonial functions of DSRSD, the JPAs of which the District is a member, and other water/wastewater agencies within Alameda and Contra Costa Counties, including groundbreakings, ribbon cuttings, dedications, and anniversary celebrations
- Wastewater treatment facility neighborhood meetings (when those meetings are open to the public and held at the wastewater treatment plant)

d. Representation of the District at a public meeting or public hearing of another public agency at which that agency has agendized business that involves the District, including but not limited to the following:

- Board of Supervisors of Alameda and Contra Costa Counties
- City Council of Dublin, Pleasanton, Livermore, and San Ramon
- Local Agency Formation Commission (LAFCO)
- State Water Resource Control Board (SWRCB)
- Regional Water Quality Control Board (RWQCB)
- Zone 7 Water Agency
- Bay Area Air Quality Management District (BAAQMD)

e. Representation of the District at a meeting of a public benefit nonprofit corporation on whose board of which the District has membership, including but not limited to the following:

- DSRSD Financing Corporation

#### **4. Attendance Not Approved for Compensation**

Pursuant to Government Code Section 61047, only representation of the District at certain public meetings, public events, and training programs qualify for a day of service. Any items not identified in sections 2 and 3 above are not pre-approved by the Board and, therefore, are not eligible for compensation unless the Board, at a Board meeting held prior to the activity, specifically approves a Director's attendance as a representative of the District.

a. For clarity, the following public meetings and public events would be eligible for compensation but only if the Board, at a Board meeting held prior to the activity, specifically approves a Director's attendance as a representative of the District:

- DSRSD booths at fairs
- Ceremonial functions of entities other than those pre-approved in section 3(c) above, including groundbreakings, ribbon cuttings, dedications, and anniversary celebrations
- Monthly Chamber of Commerce lunch meetings
- Community meetings hosted by local government agencies, including mayor briefings and director briefings
- Community events such as City of Dublin St. Patrick's Day events, including the Green and White Gala and St. Patrick's Day parade
- Service club meetings and events
- Homeowners association and neighborhood group meetings

Policy No.:

Policy Title: Day of Service

- Meetings with legislators at a public meeting conducted pursuant to the Brown Act
- b. For additional clarity, under Government Code Section 61047, the following activities are ineligible for compensation and therefore the Board cannot approve them as being eligible for compensation:
  - Attendance at meeting of a Standing, Liaison, Ad Hoc, or Advisory Committee of the Board on which the Director does not serve
  - Attendance at any meeting with District staff unless the meeting is a Board or Committee meeting conducted pursuant to the Brown Act
  - DSRSD Citizens Water Academy
  - Internal DSRSD events, including Employee Recognition Events, groundbreakings, ribbon cuttings, dedications, and anniversary celebrations
  - Social gatherings such as retired Director dinners and pre-conference activities and non-partisan welcoming or retirement events for staff of local agencies and organizations
  - Meetings with legislators unless they are at a public meeting conducted pursuant to the Brown Act
  - Travel before or after an activity eligible for compensation under sections 2 and 3 above, or under this section, shall not be eligible for compensation as a separate day of service

## 5. Review and Approval

Principal responsibility for compliance with this policy rests with each Director. The General Manager, or designee, shall review Director's timesheets and written reports to determine conformance with this policy prior to approving payment. If a Director disagrees with the determination, the Director submitting the timesheet shall make a request at a Board meeting, not later than 60 days after the day for which reimbursement is requested, to schedule an agenda item to review the determination at a future regular Board meeting. The submittal of a timesheet by a Director shall be deemed an acknowledgement by that Director that the timesheet, in the exercise of his or her judgment, complies with the terms of this policy, that any required approval of the Board was obtained at a Board meeting in advance of the activity or event, that any required written report has been submitted at the next Board meeting following the activity or event, and that the Director has considered any issues that the General Manager has identified. If the matter is referred to the Board of Directors, the Board shall approve the timesheet unless the Board believes it substantially deviates from this policy.

## 6. Contents of Written Reports

Written reports submitted for a qualifying event shall consist of one or more of the following materials:

- A handwritten or typewritten report of the Director's activities
- Copies of notes taken by the Director
- Copies of agendas or programs
- Certificates the Director received
- Script or outline of remarks made if a Director was a speaker
- Other similar written materials

Policy No.:	Policy Title: Day of Service
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The Community Services District Law requires that these written reports be submitted at the next Board of Directors' meeting following the qualifying event. All such materials should give a member of the public a sense of the business purpose of the qualifying event as well as the Director's role at, the qualifying event.

## **7. Administration**

The General Manager shall administer this policy and shall institute appropriate accounting and control procedures to ensure the policy is being followed.

## **8. Previous Policies Superseded**

This policy supersedes all previously adopted District policies related to compensation for a day of service by a Director.

RESOLUTION NO. 52-16

## RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING THE DAY OF SERVICE POLICY AND RESCINDING RESOLUTION NO. 9-14

WHEREAS, on February 18, 2014, the Board adopted a revised Day of Service policy ("policy") for definition of a compensable day of service for a Director; and

WHEREAS, the policy is revised to add attendance at ceremonial functions of other agencies, such as ribbon cuttings and groundbreakings, as public events that may comprise a day of service eligible for compensation; and

WHEREAS, the policy is also revised to require a director to deliver a written report to the Board regarding the Director's representation at the next Board meeting, regardless of the type of meeting, following a meeting, event, or activity, to conform more closely to California Government Code Section 61047; and

WHEREAS, the policy is further revised to remove a dissolved joint powers authority and to spell out the acronyms of various entities.

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 revised Day of Service policy, attached as Exhibit "A" be adopted; and Resolution No. 9-14, attached as Exhibit "B," is hereby rescinded.

ADOPTED by the Board of Directors of the 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 August, 2016.

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

NOES: 0

ABSENT: 0

 8/16/16  
D. L. (Pat) Howard, President

ATTEST: Nicole Genzale  
Nicole Genzale, District Secretary



**TITLE:** Discuss Day of Service Compensation and Provide Direction

**RECOMMENDATION:**

Staff recommends the Board of Directors discuss the day of service compensation and provide direction.

**SUMMARY:**

On August 6, 2019, the Board discussed the Day of Service policy and expressed interest in having a separate discussion on the day of service compensation amount.

The Community Services District Law allows Directors to receive compensation in an amount not to exceed \$100 for each day of service up to six days per month, but allows such districts to increase the amount of compensation pursuant to Water Code Section 20200 *et seq.* DSRSD has been setting compensation amounts in accordance with the Water Code requirements, as highlighted in Attachment 1 and listed below:

- An increase in compensation must be adopted by an ordinance following a public hearing, with a notice published two times in the newspaper, beginning 14 days before the hearing.
- Directors are compensated up to 10 days of service in a calendar month.
- The ordinance may increase compensation above \$100 per day of service, but the increase cannot exceed 5% for each calendar year following the operative date of the last adjustment.
- The ordinance becomes effective 60 days after adoption, unless a petition protesting its adoption is presented.

The Board last formally established the Directors' compensation in 2005 by adopting Ordinance No. 312. More recently, the Board adopted Resolution No. 44-11 suspending a portion of the Directors' compensation so that actual compensation to be paid going forward was \$146 per day of service in 2011. Using \$146 and 2011 as the base for calculating 5% annual increase for the total number of years since the last adjustment, the maximum allowable compensation amount would be \$204.40 in 2019.

Compensation surveys conducted earlier this year of nearby special districts of water and wastewater industries show compensation amounts range between \$100 and \$286.68 per day of service and between \$1,000 to \$2,866.80 maximum per month:



Agency (in alphabetical order)	Amount	Maximum per Month
Alameda County Water District	\$175.00	10 days
Central Contra Costa Sanitary District	\$185.00	6 days
Contra Costa Water District	\$100.00	10 days
Dublin San Ramon Services District	\$146.00	10 days
Marin Municipal Water District	\$200.00	10 days
Oro Loma Sanitary District	\$260.00	6 days
Santa Clara Valley Water District	\$286.68	10 days
Union Sanitary District	\$212.10	6 days
Zone 7 Water Agency	\$181.54	10 days

If the Board wishes to adjust Directors' compensation, the Board shall direct staff to schedule a public hearing to consider the matter. The earliest that a public hearing can be held is at the October 1, 2019 regular Board meeting.

Originating Department: Office of the General Manager	Contact: D. McIntyre	Legal Review: Yes
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 – Water Code Sections “Compensation of Water District Directors”	
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**WATER CODE - WAT**
**DIVISION 10. FINANCIAL SUPERVISION OF DISTRICTS [20200 - 20220]** ( *Division 10 added by Stats. 1943, Ch. 371. .* )

**CHAPTER 2. Compensation of Water District Directors [20200 - 20207]** ( *Chapter 2 added by Stats. 1984, Ch. 186, Sec. 1. .* )

**20200.** As used in this chapter, "water district" means any district or other political subdivision, other than a city or county, a primary function of which is the irrigation, reclamation, or drainage of land or the diversion, storage, management, or distribution of water primarily for domestic, municipal, agricultural, industrial, recreation, fish and wildlife enhancement, flood control, or power production purposes. "Water districts" include, but are not limited to, irrigation districts, county water districts, California water districts, water storage districts, reclamation districts, county waterworks districts, drainage districts, water replenishment districts, levee districts, municipal water districts, water conservation districts, community services districts, water management districts, flood control districts, flood control and floodwater conservation districts, flood control and water conservation districts, water management agencies, water agencies, and public utility districts formed pursuant to Division 7 (commencing with Section 15501) of the Public Utilities Code.

*(Amended by Stats. 2007, Ch. 213, Sec. 5. Effective January 1, 2008.)*

**20201.** Notwithstanding any other provision of law, the **governing board of any water district may**, by ordinance adopted pursuant to this chapter, provide compensation to members of the governing board, unless any compensation is prohibited by its principal act, in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board, or for each day's service rendered as a member of the board by request of the board, and may, **by ordinance adopted pursuant to this chapter, in accordance with Section 20202, increase the compensation received by members of the governing board above the amount of one hundred dollars (\$100) per day.**

It is the intent of the Legislature that any future increase in compensation received by members of the governing board of a water district be authorized by an ordinance adopted pursuant to this chapter and not by an act of the Legislature.

For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

*(Amended by Stats. 2005, Ch. 700, Sec. 27. Effective January 1, 2006.)*

**20201.5.** Reimbursement for expenses of members of a governing board of a water district is subject to Sections 53232.2 and 53232.3 of the Government Code.

*(Added by Stats. 2005, Ch. 700, Sec. 28. Effective January 1, 2006.)*

**20202.** **In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted.**

**No ordinance adopted pursuant to this chapter shall authorize compensation for more than a total of 10 days in any calendar month.**

*(Amended by Stats. 1989, Ch. 111, Sec. 1.)*

**20203.**

Any water district described in Section 20201 is authorized to adopt ordinances pursuant to this chapter. **No ordinance shall be adopted pursuant to this chapter except following a public hearing.** Notice of the hearing shall be published in a newspaper of general circulation pursuant to Section 6066 of the Government Code.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20204.** **An ordinance adopted pursuant to this chapter shall become effective 60 days from the date of its final passage.** The voters of any water district shall have the right, as provided in this chapter, to petition for referendum on any ordinance adopted pursuant to this chapter.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20205.** If a petition protesting against the adoption of the ordinance is presented to the governing board of the water district prior to the effective date of the ordinance, the ordinance shall be suspended and the governing board shall reconsider the ordinance.

If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district exceeds 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 5 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election. If the number of votes cast for all candidates for Governor at the last gubernatorial election within the boundaries of the water district is less than 500,000, the ordinance is subject to referendum upon presentation of a petition bearing signatures of at least 10 percent of the entire vote cast within the boundaries of the water district for all candidates for Governor at the last gubernatorial election.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20206.** If the governing board does not entirely repeal the ordinance against which a petition is filed, the governing board shall submit the ordinance to the voters either at a regular election or a special election called for the purpose. The ordinance shall not become effective unless and until a majority of the votes cast at the election are cast in favor of it. If the ordinance is not approved by the voters, no new ordinance may be adopted by the governing board pursuant to this chapter for at least one year following the date of the election.

(Added by Stats. 1984, Ch. 186, Sec. 1.)

**20207.** Except as otherwise provided in this chapter, the provisions of the Elections Code applicable to the right of referendum on legislative acts of districts shall govern the procedure on ordinances against which a petition is filed.

(Added by Stats. 1984, Ch. 186, Sec. 1.)



**TITLE:** Receive and Review Progress Report on the Strategic Plan for Fiscal Years Ending 2018 and 2019

**RECOMMENDATION:**

Staff recommends the Board of Directors receive a progress report on the Strategic Plan for Fiscal Year Ending (FYE) 2018 and FYE 2019 and review progress to date.

**SUMMARY:**

On May 16, 2017, the Board of Directors approved the sixth edition of the five-year Strategic Plan for 2017–2022. This plan included a mission statement, seven vision statements, and eight strategic goals (and related action items). The 2017–2022 Strategic Plan is included as Attachment 1. The final progress report for FYE 2018 and FYE 2019 on the eight strategic goals and related action items is included as Attachment 2.

This status report focuses on two years of this edition of the five-year Strategic Plan. For each of the eight major strategic goals, there is a report on completed activities in FYE 2018 and FYE 2019, activities that are in progress, and future activities.

On May 21, 2019, the Board of Directors approved the seventh edition of the five-year Strategic Plan for 2019–2024. A number of items from the 2017–2022 Strategic Plan were updated and continued, and there were a number of other changes. Staff will report in the summer of 2020 on progress of the 2017–2022 edition of the Strategic Plan.

Originating Department: Office of the General Manager	Contact: D. McIntyre	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 – 2017–2022 Strategic Plan Attachment 2 – 2017–2022 Strategic Plan Final Progress Report – FYE 2018 & FYE 2019	

EXHIBIT A TO RESOLUTION NO. 24-17 ADOPTED MAY 16, 2017

**2017 – 2022 STRATEGIC PLAN (SIXTH EDITION)**

**MISSION STATEMENT, VISION STATEMENT, GOALS**

**Mission Statement:**

Provide reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and environmentally responsible manner.

**Vision Statements:**

- A. Enhance resiliency in our capabilities in the face of staffing transitions.
- B. Proactively maintain our financial stability and sustainability.
- C. Use technology to improve operations and efficiency.
- D. Lead innovation in the water, wastewater, and recycling industry in an economically prudent manner.
- E. Demonstrate leadership in engendering productive collaborations and partnerships in the Tri-Valley.
- F. Develop a more reliable water supply.
- G. When our communities approach buildout, reduce development-related staffing appropriately and reallocate resources to address long-term Asset Management needs.

**Strategic Goals and Action Items:**

1. Develop a fully integrated Asset Management Program as the backbone of a cohesive business management strategy:
  - Integrate CIP planning and operations/maintenance activities to optimize life-cycle costs (including a greater emphasis on preventative maintenance in our operations.)
  - Develop long-term (10 year) financial models to guide future operating budgets and rate studies.
  - Continuously match District staffing to business needs, reallocating resources as necessary to address new challenges and opportunities.
2. Develop and maintain a highly qualified workforce to ensure a continuously high performing organization with sufficient resilience and redundancy to thrive in the face of staffing transitions.

3. Work collaboratively with other agencies in the Tri-Valley to improve service quality and efficiency:
  - Explore creative service delivery strategies, including expanded use of the Tri-Valley Reciprocal Services Agreement.
4. Revitalize and renew our business practices and procedures:
  - Fully utilize information technology tools available to us and make additional financial investment in information systems.
  - Update our financial, human resources, safety, and operational practices and procedures.
5. Enhance our ability to respond to emergencies and maintain business continuity.
6. Develop and implement an integrated recycled and potable water program that meets the objectives of the District's water supply policy:
  - Complete a feasibility study for a Tri-Valley advance purification project and implement a joint Tri-Valley strategy.
  - Obtain new recycled water sources to meet long-term demands.
  - Develop strategy for balancing limited water resources to appropriately balance tertiary-treated recycled water and advanced purified water needs.
  - Complete a 2020 Urban Water Management Plan that creates a blueprint for improving long-term water supply reliability.
  - Cooperate with our partners in the Tri-Valley in development of further water recycling.
  - Support and encourage our Tri-Valley partners in the development of a more diversified and resilient water supply.
7. Aggressively develop an electronic records management program.
8. Diversify our biosolids management practices to address economic opportunities and regulatory challenges.

**Goal #1: Develop a fully integrated Asset Management Program as the backbone of a cohesive business management strategy:**

- Integrate CIP planning and operations/maintenance activities to optimize life-cycle costs (including a greater emphasis on preventative maintenance in our operations).
- Develop long-term (10 year) financial models to guide future operating budgets and rate studies.
- Continuously match District staffing to business needs, reallocating resources as necessary to address new challenges and opportunities.

Completed	In Progress	Future Activities
<p>A. A standing interdisciplinary Asset Management Steering Committee has been formed, and briefs the Leadership Team on a biennial basis on the program.</p> <p>B. Developed rehabilitation and replacement model for LAVWMA equipment.</p> <p>C. Replacement costs for WWTP equipment, process pipelines and facilities incorporated in the “buy-in” component for the 2018 Regional Capacity Reserve Fee Update.</p> <p>D. Water and recycled water rehabilitation and replacement costs incorporated into 10 year financial model as part of 2019 Water Rate Study and in 2019-2029 Capital Improvement Plan.</p> <p>E. Incorporated wastewater treatment plant and potable water pump station equipment condition information into the District’s Computerized Maintenance Management System and Asset Replacement Model.</p>	<p>A. Tagging equipment with RQ Identification labels for quick generation of work orders from mobile devices.</p> <p>B. Training all Operations and Maintenance staff on new Lucity Mobile application that will allow for quick generation of work orders and easy access to equipment information in the field.</p> <p>C. Revisiting preventative maintenance tasks for mechanical &amp; electrical to reflect real life-cycle needs.</p> <p>D. Modifying automated equipment to the aeration process (WWTP’s biggest energy consumer) for more accurate control of air to tanks. This project is 50% complete.</p> <p>E. Developing a facilities model over the next two years for planning of facility maintenance and replacement activities. The model will include assets such as access roads, gates, fencing, roofing, HVAC, and security equipment.</p> <p>F. 75% of mechanical maintenance time at the WWTP as of Spring 2018 is devoted to preventative maintenance due to unexpected construction events of capital; PM time is above national standard.</p>	<p>A. During FYE 2020, Finance will create a long-term financial model incorporating the 2017 Local and Regional Wastewater Rate Study and the 2019 Water Rate Study. Policy direction is scheduled for the 9/17/2019 Board meeting.</p> <p>B. Refine asset replacement models to incorporate criticality in replacement schedule logic.</p> <p>C. Install preventative vibration analysis technology to critical pump assets for prolonged life and reduced unexpected shutdowns.</p>

## 2017–2022 Strategic Plan Final Progress Report – FYE 2018 & FYE 2019

### Goal #2: Develop and maintain a highly qualified workforce to ensure a continuously high performing organization with sufficient resilience and redundancy to thrive in the face of staffing transitions.

Completed	In Progress	Future Activities
<p>A. Hired 37 new staff in Fiscal Years 2018 and 2019 (out of 128 FTE).</p> <p>B. Two staff graduated from the Alameda County Leadership Academy (2018 and 2019).</p> <p>C. Four staff graduated from the Central San Leadership Academy (August 2019).</p> <p>D. Paired new mechanics and Field Operations staff with more experienced staff to accelerate operational knowledge transfer.</p> <p>E. An employee engagement survey was completed in 2018 and 2019.</p> <p>F. Initiated an Employee Academy to orient new employees into the organization. This is a one day intensive orientation, including training and tours. Occurs every six months.</p> <p>G. Initiated Operations onboarding training binders for knowledge transfer.</p> <p>H. Created a number of cross-functional teams across the District to jointly manage key programs: Asset Management, Employee Engagement, Emergency Preparedness, Administrative Coordination, Electronic Records Management, among others.</p> <p>I. 17 Personnel Rules have been updated and 3 have been eliminated/consolidated (out of a total of 56 Personnel Rules).</p>	<p>A. The Employee Engagement Project Team is continuing to develop concepts for accelerating knowledge transfer, and for improving our efforts District-wide in engaging all staff.</p> <p>B. HR is currently rolling out a New Hire Buddy Program that pairs new and existing employees for on-boarding and coaching opportunities.</p> <p>C. Coaching and Feedback program continuing to be implemented (there have been some struggles with staffing shortfalls and unexpected events in 2018/2019).</p> <p>D. Operations started up a successor learning program for existing and new employees (designed for Subject Matter Expert knowledge transfer). A formal written program is planned for 2020.</p> <p>E. Continue partnership activities with other agencies for expanded learning and knowledge-sharing.</p>	<p>A. There are 13 outstanding/upcoming vacancies that we need to recruit for. We anticipate additional retirements in FYE 2020.</p> <p>B. At the 2020 Leadership Team Retreat, a focused area of planning will be on Succession Planning. This had been planned for 2019, but unexpected events in 2018/2019 required a deferral.</p> <p>C. Provide continual training opportunities on the following topics: HR Bootcamp for Managers/Supervisors, Office 365, Microsoft Suites, Cybersecurity training, Accounting 101 (invoices, PO's), writing effective staff reports, Community Services District law overview, Proposition 218 procedures.</p>

## 2017–2022 Strategic Plan Final Progress Report – FYE 2018 & FYE 2019

### Goal #3: Work collaboratively with other agencies in the Tri-Valley to improve service quality and efficiency:

- Explore creative service delivery strategies, including expanded use of the Tri-Valley Reciprocal Services Agreement.

Completed	In Progress	Future Activities
<p>A. Executed a task order with the City of Dublin for Dublin's contractor to provide enhanced landscape maintenance services to the District.</p> <p>B. A five agency Tri-Valley project management team completed a Joint Potable Reuse Technical Feasibility Study in early 2018.</p> <p>C. The Tri-Valley agencies coordinated effectively in planning a 7/24/2019 Tri-Valley Water Liaison meeting, which concluded with consensus to proceed with the next phase of study on a Joint Potable Reuse project.</p> <p>D. When the District Office was flooded, we temporarily relocated our Engineering Permitting function in Dublin City Hall for the convenience of our customers.</p> <p>E. Coordinated with City of Pleasanton to store recycled water in the Tassajara reservoir during off-peak times to meet DERWA customer demands. Potable water addition facilities were constructed for Pleasanton's tank.</p> <p>F. DSRSD provided supplementary lab support services to Pleasanton during a Pleasanton staffing transition in 2019, and continues.</p> <p>G. Met with Camp Parks Commander and staff to coordinate infrastructure replacement and planning activities.</p>	<p>A. On-going discussions with City of Dublin about coordination/integration of emergency preparedness and Emergency Operations Center.</p> <p>B. Currently engaged in conversations with EBMUD to utilize our AMI infrastructure to enable EBMUD engineers to access real-time water consumption data on key EBMUD recycled water accounts. Waiting for EBMUD to replace meters for AMI compatibility.</p> <p>C. A five agency Tri-Valley project management team is scoping the next phase of Potable Reuse technical studies.</p> <p>D. Zone 7, DSRSD, City of Pleasanton, and CalWater are coordinating efforts on the new spotlight chemicals of concern known as "PFOS".</p> <p>E. DSRSD has completed Lead-In-Schools requirements for the DUSD and SRUSD in our service area. To be continued/repeated in future years.</p>	<p>A. Explore joint emergency repair contracts for sewer collection and water system with other water retailers.</p> <p>B. Form partnerships with Los Positas College and Boy Scout Troop 905 for Water Conservation Garden maintenance.</p> <p>C. Pursue partnership with the City of Dublin to test water quality at <i>The Wave</i> waterpark once the lab is fully staffed.</p>

## 2017–2022 Strategic Plan Final Progress Report – FYE 2018 & FYE 2019

### Goal #4: Revitalize and renew our business practices and procedures:

- Fully utilize information technology tools available to us and make additional financial investment in information systems.
- Update our financial, human resources, safety, and operational practices and procedures.

Completed	In Progress	Future Activities
A. Board approved update of Purchasing policy on 3/20/2018 that significantly streamlined and simplified our purchasing standards. B. Completed an ITS Master Plan to guide ITS initiatives/purchases over the next 5-10 years. C. Updated over 17 Personnel policies to streamline and conform to MOUs. D. Transitioned to paperless agenda packets. E. Completed the Injury Illness Prevention Program. F. Merged our Lab and Environmental Compliance functions for supervisory efficiencies. G. Improved the distribution system's water quality through SCADA and operations. H. All construction inspection daily logs and observations are now recorded and stored electronically. I. A comprehensive update of the District standard design and construction specifications and drawings has been completed. J. The District Geographic Information System has been updated to provide more features and functions and allowing for creation of customized maps by all staff. K. Implemented WiFi capabilities District-wide to enhance Field Operation maintenance .	A. Purchasing Procedures Manual update nearing completion. B. FPPC Form 700 Automation. C. Automate 800-DIG Underground Sewer Alert's (USA) through InfraMap software. D. Transitioning administration of the burdensome Bay Area Chemical Consortium program to BACWA – expected to be complete in early 2020. E. Streamlining the LAVWMA and DERWA Quarterly Operational Reports. F. Modifying our Utility Billing payment structure to accept easier methods of payment for our customers. G. Reviewing software packages for electronic plan submittal and review. H. Lucity asset management mobile platform is being crafted to reduce the time to complete the preventative maintenance tasks. I. The FOF security is currently being upgraded. J. The WWTP security CIP is moving forward to address the main entrance needs and basic building security.	A. Identify and begin implementation of online plan check software, preferably utilizing our existing OnBase capabilities or upcoming ERP opportunities. B. Replace our 15-year-old Eden software with a state-of-the-art ERP system which accommodates Finance, HR, UB and Engineering needs.

## 2017–2022 Strategic Plan Final Progress Report – FYE 2018 & FYE 2019

<b>Goal #5: Enhance our ability to respond to emergencies and maintain business continuity.</b>		
<b>Completed</b>	<b>In Progress</b>	<b>Future Activities</b>
<p>A. An interdisciplinary Emergency Preparedness Work Group has been organized, managed by the Operations Services Support Division. Staff turnover is impacting the team's progress in 2019.</p> <p>B. Completed deployment of Wireless Access Points at all Field Assets, including Reservoirs, Pump Stations and Turnouts permitting access to all District networks and communications without dependency on public networks.</p> <p>C. Connected redundant fiber links to FOF Commerce Circle for SCADA, Business and Security networks.</p> <p>D. Re-established our voice in the Cal WARN emergency support network.</p> <p>E. EBMUD and DSRSD entered into a mutual aid customer service center agreement for shared use of facilities.</p> <p>F. Establish redundant VPN access for staff external access to SCADA &amp; Business networks through Field Operations Facility. We had lots of emergency practice with the District Office flood recovery, the DERWA catastrophic electrical failure, and two scheduled Wastewater Treatment Plant shutdowns (6/26/2019 and 8/7/2019).</p>	<p>A. The first two chapters of the Emergency Response Plan are under review for comprehensive updating.</p> <p>B. Emergency Preparedness Work Group is developing a framework for updating the Emergency Response Plan in phases.</p> <p>C. Started deployment of redundant ring fiber paths eliminating single points of failure at WWTP. Fiber ring is complete and redundant paths to buildings in progress.</p> <p>D. Staff has kicked off the Capital Improvement Project, Potable Water Pump Station Standby Generators/ Emergency Response.</p> <p>E. Upgrading our radios to meet the new county programming and purchased additional radios to meet the needs of a disaster.</p>	<p>A. Additional chapters of the Emergency Response Plan will be amended as staffing allows.</p> <p>B. The Emergency Preparedness Work Group will plan annual emergency preparedness exercises, coordinating with other Tri-Valley agencies, identify critical assets and conduct a vulnerability assessment.</p> <p>C. Install emergency generators at key pumps stations within the water distribution system. This project was advanced with the FY20/21 CIP. As a result of the new PG&amp;E Public Safety Power Shutoff program, we are accelerating a phased implementation.</p> <p>D. Provide basic FEMA disaster training to all DSRSD employees.</p> <p>E. Provide deployment of redundant data center at Commerce Circle.</p>

## 2017–2022 Strategic Plan Final Progress Report – FYE 2018 & FYE 2019

### Goal #6: Develop and implement an integrated recycled and potable water program that meets the objectives of the District's water supply policy:

- Complete a feasibility study for a Tri-Valley advanced purification project and implement a joint Tri-Valley strategy.
- Obtain new recycled water sources to meet long-term demands.
- Develop strategy for balancing limited water resources to appropriately balance tertiary-treated recycled water and advanced purified water needs.
- Complete a 2020 Urban Water Management Plan that creates a blueprint for improving long-term water supply reliability.
- Cooperate with our partners in the Tri-Valley in development of further water recycling.
- Support and encourage our Tri-Valley partners in the development of a more diversified and resilient water supply.

Completed	In Progress	Future Activities
A. Tri-Valley Joint Potable Reuse Technical Feasibility Study completed (3/1/2018). B. Zone 7 is now exploring six different water supply/storage options. The Zone 7 Board has expressed support for diversification and implementing more than one water supply solution. C. At July 24, 2019 Tri-Valley Water Liaison Committee meeting, a multi-agency decision was made to proceed with the next phase of technical study for a Regional Potable Reuse project. D. On 3/20/2018 the Board received a report on the constraints on DERWA's recycled water supply. E. DERWA Agreement with Central San approved to provide up to 1 MGD of wastewater supply for recycled water during peak demands. F. DSRSD hosted an East Bay Recycled Water Forum to share/develop regional recycling strategies on 6/18/2018, attended by general managers and key staff of 14 East Bay water/wastewater agencies.	A. A five agency Tri-Valley project management team is scoping the next phase of Potable Reuse technical studies. B. The design of the Central San wastewater diversion structure is in design and is scheduled to be bid in September 2019. C. Engineering staff are utilizing AMI 'real-time' interval consumption data to determine average irrigation per acre for licensed recycled water sites allowing the district to identify and provide outreach to users who are consuming significantly above average per acre rates. The data is a powerful tool to assist with the task of carefully managing the wise use of this limited water supply.	A. Update of the 2015 Alternative Water Supply Study will be initiated in FYE 2020. This updated study will lay a foundation for the next Urban Water Management Plan to be developed in 2020. This was previously scheduled for 2019, but was deferred because of staffing vacancies. Board received a review of the 2015 Study goals and conclusions on 4/2/2019. B. The 2020 Urban Water Management Plan will be started in mid-2020.

## 2017–2022 Strategic Plan Final Progress Report – FYE 2018 & FYE 2019

<b>Goal #7: Aggressively develop an electronic records management program.</b>		
<b>Completed</b>	<b>In Progress</b>	<b>Future Activities</b>
<p>A. Developed a comprehensive District-wide needs assessment on our records storage needs.</p> <p>B. Upgraded OnBase Version 16 to 17.</p> <p>C. Regulatory Reports taxonomy for all District reporting requirements.</p> <p>D. OnBase Training for ITS staff on System Administration, WorkFlow and WorkView to build bench strength.</p> <p>E. Negotiated one-year free access to advanced OnBase training subscription for all staff.</p> <p>F. Revisions to Board Agendas have been simplified.</p> <p>G. Completed a taxonomy for certain Board-signed documents (resolutions, ordinances, minutes).</p> <p>H. Completed conversion of Record Drawings to OnBase with end-user training for Engineering and joint Operations Divisions.</p> <p>I. Using OnBase Work View, created online consultant registration form interfaced with OnBase so that the information input in the form is secure and stored in the OnBase database for analyses and reporting.</p>	<p>A. A multi-disciplinary Steering Committee has been formed to set the priorities of this long-term project.</p> <p>B. The Joint Executive/ITS working committee continues its focus on advancing this project.</p> <p>C. Complete the review by the Executive Division of OnBase Retention and PRA programming, configuration and deployment.</p> <p>D. Adding key regulatory documents to OnBase for better revision management.</p>	<p>A. Install and configure OnBase Dashboard Reporting.</p> <p>B. Convert “Agenda Look Ahead” from Access to OnBase.</p> <p>C. Create secure method for public confidential forms submission for Customer Service and Clean Water Program.</p> <p>D. Examine email retention management and draft a policy.</p> <p>E. Comprehensive update of records retention schedule.</p>

## 2017–2022 Strategic Plan Final Progress Report – FYE 2018 & FYE 2019

<b>Goal #8: Diversify our biosolids management practices to address economic opportunities and regulatory challenges.</b>		
<b>Completed</b>	<b>In Progress</b>	<b>Future Activities</b>
A. Because of insufficient progress on project development by the Bay Area Biosolids to Energy coalition, and its project development partner Synagro, short-term action on an SCFI project was postponed. The Board received a full report on 9/19/2017. B. The District completed a Fats, Oils and Grease receiving station as part of the construction of the fourth digester.	A. A FOG to digesters operational plan is being prepared by consultants and a test run is anticipated in early 2020 (FOG increases the digesters biogas production volume for more green energy).	A. The District will develop a pilot program to evaluate biosolids dewatering options.