



**BUSINESS:**

**REFERENCE**

<u>Recommended Action</u>	<u>Anticipated Time</u>
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8. **CONSENT CALENDAR**

Matters listed under this item are considered routine and will be enacted by one Motion, in the form listed below. There will be no separate discussion of these items unless requested by a Member of the Board of Directors or the public prior to the time the Board votes on the Motion to adopt.

A.	Accept Annual Reporting of Expense Reimbursements over \$100 and Status on Outstanding Receivables	Financial Services Manager	Accept by Motion	
B.	Approve Amendment No. 7 to Agreement of February 8, 2002 with Bold, Polisner, Maddow, Nelson & Judson – District General Counsel	General Manager	Approve by Resolution	
C.	Revise the Utility Billing Adjustments Policy and Rescind Resolution No. 16-12	Financial Services Manager	Approve Policy by Resolution	
D.	Upcoming Board Calendar	General Manager	Accept by Motion	
E.	Report of Checks and Electronic Disbursements Made	Treasurer	Accept by Motion	

9. **BOARD BUSINESS**

A.	Public Hearing: Adopt Engineer’s Report and Direct Levy of Annual Assessments in the Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2013-14	Financial Services Manger	Hold Public Hearing & Approve by Resolution	10 min
B.	Discuss Extension of Expiring Capacity Rights	District Engineer	Discuss & Provide Direction	15 min
C.	Approve New District Logo Colors	General Manager	Accept by Motion	10 min

10. **BOARDMEMBER ITEMS**

- Submittal of Written Reports from Travel and Training Attended by Directors

11. **CLOSED SESSION**

A.	Conference with Legal Counsel – Existing Litigation Pursuant to subdivision (d)(1) of Section 54956.9 (Hendrix litigation)			5 min
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- 12. REPORT FROM CLOSED SESSION
- 13. ADJOURNMENT

BOARD CALENDAR\*

<u>Committee &amp; Board Meetings</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
DSRSD/City of Dublin Liaison	August 8, 2013	4:30 p.m.	City of Dublin
Wastewater	August 14, 2013	8:30 a.m.	District Office
Finance	August 14, 2013	5:30 p.m.	District Office
Personnel	August 19, 2013	5:30 p.m.	District Office
Regular Board Meeting	August 20, 2013	6:00 p.m.	District Office

\*Note: Agendas for regular meetings of District Committees are posted not less than 72 hours prior to each Committee meeting at the District Administrative Offices, 7051 Dublin Boulevard, Dublin, California

**All materials made available or distributed in open session at Board or Board Committee meetings are public information and are available for inspection at the front desk of the District Office at 7051 Dublin Blvd., Dublin, during business hours, or by calling the District Secretary at (925) 828-0515. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Secretary as soon as possible, but at least two days prior to the meeting.**

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

**July 16, 2013**

A regular meeting of the Board of Directors was called to order at 6:00 p.m. by President Dawn L. Benson. Boardmembers present: President, Dawn L. Benson, Vice President, Director Georgean M. Vonheeder-Leopold, and Director Richard M. Halket. Director D.L. (Pat) Howard had an excused absence. District staff present: Bert Michalczyk, General Manager; David Requa, District Engineer/Assistant General Manager; John Archer, Financial Services Supervisor; Dan Gallagher, Operations Manager; Michelle Gallardo, Interim Organizational Services Manager; Carl P.A. Nelson, General Counsel; and Nancy Gamble Hatfield, District Secretary.

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL - Members: Benson, Duarte, Halket, Howard, Vonheeder-Leopold
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:02 p.m.
6. REPORTS
  - A. Reports by General Manager and Staff
    - Event Calendar – General Manager Michalczyk reported on the following:
      - o V.P. Vonheeder-Leopold was elected to the Alameda County Local Agency Formation Commission (LAFCo) Alternate Special District member seat on July 10, 2013. Mr. Michalczyk congratulated her successful election and mentioned that she has already attended her first meeting.
      - o Staff is trying to schedule a DSRSD/City of Dublin Liaison meeting for August 8, 2013 and will let Committee members know when this date is confirmed.
    - Correspondence to and from the Board – None.
  - B. Committee Reports

July 9, 2013

External Affairs

President Benson invited comments on recent committee activities. Directors felt the available staff reports adequately covered the many matters considered at committee meetings and made a few comments about some of the committee activities.
  - C. Agenda Management (consider order of items) – No changes were made.

**DRAFT**

7. APPROVAL OF MINUTES –Special Meeting of *July 9, 2013*

Director Duarte MOVED for the approval of the July 9, 2013 minutes. Director Halket SECONDED the MOTION, which CARRIED with FOUR AYES, ONE ABSENT (Howard).

8. CONSENT CALENDAR

Director Duarte MOVED for approval of the items on the Consent Calendar. V.P. Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES, ONE ABSENT (Howard).

A. WWTP Underground Diesel Tank Replacement Project (CIP 12-P001): Award Construction Agreement to Lescure Company, Inc. – Approved – Resolution No. 32-13

B. Upcoming Board Calendar – Approved

9. BOARD BUSINESS

A. Approve Personal Services Agreement between the District and Michelle L. Gallardo as Interim Organizational Services Manager

General Manager Michalczyk reported that this item is to approve a Personal Services Agreement between the District and Ms. Michelle Gallardo. All senior managers, including the General Manager, serve as at-will employees in accordance with Personal Services Agreement between each person and the District. Ms. Gallardo has been appointed as the Interim Organizational Services Manager. Ms. Mary Gordon previously held the Organizational Services Manager position for many years until she retired earlier this month. This interim appointment will allow the General Manager time to evaluate staffing and possible organizational changes this coming fiscal year. Mr. Michalczyk thanked Ms. Gallardo for her willingness to serve in this position.

Mr. Michalczyk stated that the Personal Services Agreement is in conformance with the negotiating direction given to the General Manager by the Board. The agreement specifies that Ms. Gallardo will serve in this interim position in an at-will capacity. Once the interim assignment is completed, Ms. Gallardo will return to her previous position as Human Resources Supervisor. Based on direction given by the Board, the Interim Organizational Services Manager position will be compensated at approximately 20% less than what Ms. Gordon received. This is about a 10% increase for Ms. Gallardo to perform the additional duties, but it is significantly less than Ms. Gordon's former salary. Ms. Gallardo's position of Human Resources Supervisor will remain vacant during this interim period. An

overall savings to the District will be approximately \$250,000 during the fiscal year. Mr. Michalczyk recommended the Board approve the agreement.

V.P. Vonheeder-Leopold MOVED to adopt Resolution No. 33-13, approving and authorizing execution of an Agreement for Personal Services between Michelle L. Gallardo and Dublin San Ramon Services District. Director Halket SECONDED the MOTION, which CARRIED with FOUR AYES, ONE ABSENT (Howard).

The Board congratulated Ms. Gallardo on her appointment.

10. BOARDMEMBER ITEMS

Director Duarte commented that the Silicon Valley Business Journal had a good article on the pure water program that Santa Clara Valley Water District is implementing.

V.P. Vonheeder-Leopold reported that on Thursday, July 11, 2013 she attended her first Alameda County Local Agency Formation Commission (LAFCo) meeting as the Alternate Special District member. She discussed the agenda items, particularly one that was noncontroversial and that specifically addressed a sphere of influence matter. V.P. Vonheeder-Leopold also noted she attended the Alameda County Special Districts Association meeting on July 10, 2013 at which fracking was discussed by Assemblymember Bob Wieckowski. One of the main points mentioned is that groundwater basins need to be watched carefully. She noted that the groundwater basin in this area is surrounded by lots of clay.

President Benson reported that she also attended the Alameda County Special Districts Association meeting on July 10, 2013 held at the Washington Township Healthcare District in Fremont. Featured speaker, California State Assemblymember Bob Wieckowski who represents the 25th Assembly District, discussed “Fracking: The Issue of Hydraulic Fracturing for Oil and Gas Development in California.” After that meeting she attended the Independent Special District Selection Committee (ISDSC) meeting where they elected V.P. Vonheeder-Leopold to the Alameda County LAFCo.

11. CLOSED SESSION

At 6:13 p.m. the Board went into Closed Session.

- A. NOT HELD - Conference with Labor Negotiators - Pursuant to Government Code Section 54957.6  
Agency Negotiator: Bert Michalczyk, General Manager  
Unrepresented Employee: Interim Organizational Services Manager
- B. Public Employee Performance Evaluation – Pursuant to Government Code Section 54957  
Title: District General Counsel

12. REPORT FROM CLOSED SESSION

At 6:26 p.m. the Board came out of Closed Session. President Benson announced that there was no reportable action.

13. ADJOURNMENT

President Benson adjourned the meeting at 6:27 p.m.

Submitted by,

Nancy Gamble Hatfield  
District Secretary



**Dublin San Ramon Services District  
Summary & Recommendation**

Reference Financial Services Manager	Type of Action Accept Reports	Board Meeting of August 6, 2013
Subject Accept Annual Reporting of Expense Reimbursements over \$100 and Status of Outstanding Receivables		
<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	L. Rose
		<input type="checkbox"/> Board Member

**Recommendation:**

The Financial Services Manager recommends the Board of Directors accept, by Motion, the Annual Reporting of Employee Reimbursements Over \$100 and Status of Outstanding Receivables.

**Summary:**

The following reports are required on an annual basis. The attached reports are for the Fiscal Year Ending June 30, 2013.

**Employee Reimbursements Over \$100** – Section 53065.5 of the California Government Code requires each special district to annually disclose any reimbursement paid by the district within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the governing body of the district. The District complies with these requirements by including a document listing these expenses in its Board of Directors agenda packet each year in August for the prior fiscal year period.

Attached is the report of expense reimbursements of at least \$100 for the period July 1, 2012 through June 30, 2013.

**Status of Outstanding Receivables** – Section 1.50.050 of the District Code stipulates that the General Manager shall report annually to the Board of Directors on the status of outstanding receivables.

Attached are three reports which reflect the main outstanding receivables as of June 30, 2013:

1. Utility Billing Customer Aging Report – reflects the amounts due from utility customers for water, recycled water, and sewer.
2. Accounts Receivable Customer Aging Summary – reflects amounts due from customers for miscellaneous billings such as industrial waste fees, construction inspections, and services provided to JPA's.
3. Regional Sewer Connection Fee Outstanding Balance – reflects balances due from non-residential customers who entered into an agreement with the District to pay their regional sewer connection fee in monthly installments over a period of 10 years.

Committee Review			Legal Review	Staff Review		
COMMITTEE	DATE	RECOMMENDATION	Not Required	ORIGINATOR	DEPARTMENT	REVIEWED BY
---	---	---		Lori Rose	Fin Serv	
<b>ATTACHMENTS</b> <input type="checkbox"/> None						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0.00	<input type="checkbox"/> Funding Source A. B.		Attachments to S&R 1. Employee Reimbursements Over \$100 Report - 06/30/13 2. Utility Billing Customer Aging - 06/30/13 3. Accounts Receivable Customer Aging Summary - 06/30/13 4. Regional Sewer Connection Fee Outstanding Balance - <del>06/30/13</del>			



**Dublin San Ramon Services District  
Employee Reimbursements Over \$100 - FY 2013  
July 1, 2012 - June 30, 2013**

Attachment 1  
to S&R

Invoice					
Employee	Date	Invoice Description	Amount	Check Date	Check#
Archer, John	06/28/13	Reimb Finance Team Building Exercise	117.00	07/11/13	78409
<b>Archer, John Total</b>			<b>117.00</b>		
Bailey, David	01/16/13	Reimb Cert Reimb Wwtp Operator III	170.00	01/17/13	76617
<b>Bailey, David Total</b>			<b>170.00</b>		
Benson, Dawn	06/05/13	Reimb Exp At Acwa Conference 05/09	119.67	06/06/13	78111
<b>Benson, Dawn Total</b>			<b>119.67</b>		
Biagtan, Rhodora	10/18/12	Reimb Awwa Water Resuse Exp	291.00	10/18/12	75661
	01/15/13	Reimb Exp For Depart. Lunch Mtg 12/27	189.20	01/17/13	76619
	03/27/13	Reimb Exp At Barewc And Casa Wash, Dc	1,986.08	03/28/13	77290
	04/17/13	Reimb Exp At Watereuse Mtg 02/22	209.40	04/18/13	77528
<b>Biagtan, Rhodora Total</b>			<b>2,675.68</b>		
Castro, Aaron	05/14/13	Cert Reimb Wwtp Operator Grade IV	340.00	05/16/13	77814
<b>Castro, Aaron Total</b>			<b>340.00</b>		
Delight, Steve	09/05/12	Reimb Empl Rec Switchgear Proj	263.36	09/06/12	75252
	10/02/12	Reimb Pe License # C66906	115.00	10/05/12	75517
	04/25/13	Reimb Exp At Digester Conf 04/16-19	613.47	04/25/13	77606
<b>Delight, Steve Total</b>			<b>991.83</b>		
Dryden, Jim	11/26/12	Cwea Membership Renewal	140.00	11/29/12	76076
<b>Dryden, Jim Total</b>			<b>140.00</b>		
Duarte, Edward	02/22/13	Reimb Exp 01/14-15	308.22	02/28/13	77004
	03/25/13	Reimb Exp 02/25-03-01	1,478.87	03/28/13	77292
	05/29/13	Reimb Exp At Casa Conf 04/23-24	230.70	05/30/13	78035
<b>Duarte, Edward Total</b>			<b>2,017.79</b>		
Gallagher, Dan	12/14/12	Reimb Wwtp Opr Grade V	190.00	12/20/12	76384
	02/07/13	Reimb Exp At Casa Conf 01/17-01/18	550.21	02/07/13	76792
	04/22/13	Reimb Exp Thru 03/22/2013	125.70	04/25/13	77608
	05/21/13	Reimb Exp At Casa 2013 Conf 04/24-26	158.60	05/23/13	77884
<b>Gallagher, Dan Total</b>			<b>1,024.51</b>		
Garcia, Anna	05/30/13	Cert Reimb For Wwtp Operator Grade III	170.00	05/30/13	78036
<b>Garcia, Anna Total</b>			<b>170.00</b>		
Halliday, Spencer	08/15/12	Halliday Cwea Cert# 080762010	183.00	08/23/12	75092
<b>Halliday, Spencer Total</b>			<b>183.00</b>		
Hatfield, Nancy	05/24/13	Reimb Exp At Ccac Conference	158.96	05/30/13	78038
<b>Hatfield, Nancy Total</b>			<b>158.96</b>		
Hoffmann, Del	01/23/13	Cert Reimb Elec/Intstr Tech Grade II	220.00	01/24/13	76640
<b>Hoffmann, Del Total</b>			<b>220.00</b>		
Holguin, Jesse	12/12/12	Riemb Wwtp Operator III	170.00	12/13/12	76232
<b>Holguin, Jesse Total</b>			<b>170.00</b>		
Howard, Dwight	12/13/12	Reimb Exp At Acwa Conf 12/4-6	229.60	12/13/12	76233
	06/05/13	Reimb Exp At Acwa 05/07/2013	240.25	06/06/13	78120
<b>Howard, Dwight Total</b>			<b>469.85</b>		
Ivy, Louanne	08/14/12	Reimb Exp At Casa Conference 8/9	115.65	08/16/12	75024
<b>Ivy, Louanne Total</b>			<b>115.65</b>		
Johnston, Mark	01/17/13	Cert Reimb Wwtp Operator	130.00	01/17/13	76623
<b>Johnston, Mark Total</b>			<b>130.00</b>		
Kelly, Fredrick	08/08/12	Reimb Wwtp Grade II Cert - 9887	130.00	08/09/12	74962
	08/08/12	Reimb Wwtp Grade III Cert - 9887	170.00	08/09/12	74962
<b>Kelly, Fredrick Total</b>			<b>300.00</b>		
Khaw, Florence	03/07/13	Reimb Exp Enviro Compl Inspect II Conf.	508.58	03/07/13	77074
	05/21/13	Reimb Exp Backflow Prev Assemb 04/25-28	120.49	05/23/13	77888
<b>Khaw, Florence Total</b>			<b>629.07</b>		
Killips, Simone	01/14/13	Tuition Reimbursement 10/25/2012	230.00	01/17/13	76624
	06/18/13	Reimb Educational Tuition 2013	506.00	06/20/13	78206
<b>Killips, Simone Total</b>			<b>736.00</b>		
Kozanda, Stephan	11/07/12	Wtpo Grade III Cert	170.00	11/29/12	76082
	12/12/12	Reimb Cert Renewal Wwtp Ops V	190.00	12/13/12	76235
<b>Kozanda, Stephan Total</b>			<b>360.00</b>		

**Dublin San Ramon Services District  
Employee Reimbursements Over \$100 - FY 2013  
July 1, 2012 - June 30, 2013**

Attachment 1  
to S&R

Employee	Invoice		Amount	Check Date	Check#
	Date	Invoice Description			
Kuefner, Erik	12/13/12	Reimb Cert Compl Inspector 3	225.00	12/13/12	76236
<b>Kuefner, Erik Total</b>			<b>225.00</b>		
Lathi, Gemma	07/02/13	Team Building Off Site Fy 2013	159.24	07/03/13	78353
<b>Lathi, Gemma Total</b>			<b>159.24</b>		
Lohman, Bill	06/05/13	Reimb Cert Elec/Instrum Tech Grade 2	155.00	06/06/13	78123
<b>Lohman, Bill Total</b>			<b>155.00</b>		
Lopez, Dan	09/21/12	Reimb State Of Ca Cert #25490	115.00	09/27/12	75454
<b>Lopez, Dan Total</b>			<b>115.00</b>		
Madarang, Raquel	10/18/12	Reimb Tri Valley Response Lunch	149.33	10/18/12	75668
<b>Madarang, Raquel Total</b>			<b>149.33</b>		
Martin, Lori	01/09/13	Reimb Exp Ala County Speci Dist Mtg 01/09	121.12	01/10/13	76494
	06/18/13	Reimb Exp For TQI Annual Training 2013	500.00	06/20/13	78208
<b>Martin, Lori Total</b>			<b>621.12</b>		
Michalczyk, Bert	09/10/12	Reimb Travel Exp Thru 9/06/12	386.12	09/13/12	75346
	12/14/12	Reimb Trav Exp Thru 12/10/12	1,141.67	12/20/12	76342
	01/23/13	Reimb Trav Exp Thru 01/19/13	240.62	01/24/13	76688
	05/03/13	Reimb Trav Exp Thru 04/29/13	1,733.08	05/09/13	77789
	07/16/13	Reimb Trav Exp Thru 06/30/13	648.64	07/18/13	78527
<b>Michalczyk, Bert Total</b>			<b>4,150.13</b>		
Miller, Jerry	06/28/13	Cert Reimb Cwea Elec Tech 4	185.00	07/03/13	78355
<b>Miller, Jerry Total</b>			<b>185.00</b>		
Millison, Todd	09/05/12	Reimb Wwtp Ops Grade Ii #39827	130.00	09/06/12	75257
<b>Millison, Todd Total</b>			<b>130.00</b>		
Mohan, Kapil	03/19/13	Reimb Exp At Cwea P3S Conf 02/25-26	132.04	03/21/13	77208
<b>Mohan, Kapil Total</b>			<b>132.04</b>		
Olson, Stefanie	03/08/13	Reimb Exp P3S Conference Napa	529.38	03/14/13	77149
	03/11/13	Irrig Auditor Cert Renew 2013	100.00	03/14/13	77149
	04/04/13	Reimb Exp At Watereuse Conf 3/17-20	598.21	04/04/13	77389
<b>Olson, Stefanie Total</b>			<b>1,227.59</b>		
Peterson, Ken	08/14/12	Reimb Exp At Esri Conference	629.13	08/16/12	75031
<b>Peterson, Ken Total</b>			<b>629.13</b>		
Pettinichio, John	04/11/13	Reimb Swrcb Wastewater Grade III Cert	170.00	04/11/13	77462
<b>Pettinichio, John Total</b>			<b>170.00</b>		
Portugal, Rudy	09/06/12	Renew Prof Eng License Rp	116.00	09/13/12	75318
<b>Portugal, Rudy Total</b>			<b>116.00</b>		
Requa, Dave	03/27/13	Reimb Exp At Watereuse 03/17-19	100.98	03/28/13	77299
<b>Requa, Dave Total</b>			<b>100.98</b>		
Riddle, Loy	12/20/12	Reimb Exp At Woodward Control Tour	378.60	12/20/12	76403
Riddle, Loy	01/07/13	Dot Exam For L. Riddle	100.00	02/28/13	77008
<b>Riddle, Loy Total</b>			<b>478.60</b>		
Rose, Lori	07/26/12	Reimb Exp At Gm Leadership7/15	205.11	07/27/12	74809
	08/22/12	Reimb Exp Monterey Mtg	132.11	08/23/12	75104
<b>Rose, Lori Total</b>			<b>337.22</b>		
Rummel, Louise	02/22/13	Reimb Exp For Ee Recognition 02/19	152.35	02/28/13	77009
<b>Rummel, Louise Total</b>			<b>152.35</b>		
Sevilla, Virgilito	12/12/12	Reimb Cert Renewal Operator III	190.00	12/13/12	76247
<b>Sevilla, Virgilito Total</b>			<b>190.00</b>		
Valdez, Jessie	09/11/12	Reimb Py Year End Training 11/1	405.00	09/13/12	75321
<b>Valdez, Jessie Total</b>			<b>405.00</b>		
Vannatter, Brian	12/12/12	Reimb Cert Lead Operator V	190.00	12/13/12	76252
<b>Vannatter, Brian Total</b>			<b>190.00</b>		
Vonheeder-Leopold, G	09/12/12	Reimb Exp At Casa 8/8 - 8/11	889.34	09/13/12	75322
	02/22/13	Reimb Exp 01/16-19	336.06	02/28/13	77011
	05/24/13	Reimb Exp At Casa 04/24-26	898.93	05/30/13	78052
<b>Vonheeder-Leopold, G Total</b>			<b>2,124.33</b>		
<b>Grand Total</b>			<b>\$ 23,382.07</b>		

**Dublin San Ramon Services District  
Utility Billing Customer Aging Report as of 06/30/13**

<b>Customer Cycle</b>	<b>Current</b>	<b>31-60days</b>	<b>61-90days</b>	<b>91+days</b>	<b>Total</b>
Accounts turned over to collection agency totals :		2,708.05	33.47	52,574.72	55,316.24
Bankruptcy totals:				5,432.51	5,432.51
Collection balance past statute					0.00
district 1 rte 1-8, even months 2/1 totals :	46,296.60	364.29		206.76	46,867.65
district 2 rte 9-20, odd months 1/1 totals :	3,700.11	191.52	58.87		3,950.50
district 3 rte 50-51, even months 2/1 totals :	34,000.30	39.74			34,040.04
district 4 rte 80, even months 2/1 totals :	5,148.55				5,148.55
district 5-6 rte 39-49, odd months 1/15 totals :	34,304.31	1,481.50	47.54		35,833.35
district 7 rte 60-79, even months 2/15 totals :	804,843.88	883.60	13.81	39.18	805,780.47
Dublin Unified School District					0.00
Recycled water accounts-DV & Dublin totals :	13,877.50				13,877.50
<b>Grand Total</b>	<b>\$942,171.25</b>	<b>\$5,668.70</b>	<b>\$153.69</b>	<b>\$58,253.17</b>	<b>\$1,006,246.81</b>

**Dublin San Ramon Services District**  
**Accounts Receivable Customer Aging Summary As of 6/30/2013**

Attachment 3  
to S&R

<b>Cust#</b>	<b>Name/Phone</b>	<b>Current</b>	<b>30-59 Days</b>	<b>60-89 Days</b>	<b>90-120 Days</b>	<b>over 120 Days</b>	<b>Total</b>
0014	DERWA	174,576.15	144,058.72				318,634.87
0027	City of Pleasanton	15,850.00					15,850.00
0042	Mountain Cascade, Inc.	39.13					39.13
0087	Ritz Camera/Wolf #1312					186.09 (1)	186.09
0129	Standard Pacific Homes	144.00	1,440.00				1,584.00
0136	Safeway		16.50				16.50
0156	Dublin Sports Pub & Grill		105.00				105.00
0195	Joe Eng	246.19	2,461.92				2,708.11
0214	Ulferts Center Dublin, Inc.	229.08					229.08
0215	Ulferts Center Dublin, Inc.	-422.06					-422.06
0229	Scott Amaral	-1,950.00				16,518.63 (2)	14,568.63
0271	Shiraz Restaurant		16.50				16.50
0275	Ulferts Center Dublin, Inc.	750.40					750.40
0302	Top Grade Construction	91.18	911.85		9,118.47		10,121.50
0349	William Shattuck					2,377.77 (3)	2,377.77
0352	Bangkok 101 Thai Cuisine		135.00				135.00
0353	Café Tapioca	-75.00	105.00				30.00
0387	Pho Saigon Noodle					227.10 (3)	227.10
0397	Pho Mi Restaurant	-982.44					-982.44
0398	Pamir Cuisine	346.00	315.45				661.45
0415	Sahara Market	1.05	10.50		105.00	(5)	116.55
0426	G-Jen Hsu, DDS		2.25		22.50	308.25 (5)	333.00
0428	Dublin Dental Office		225.00				225.00
0453	Linda Mori, DDS	-9.00					-9.00
0530	Full House Restaurant					118.65 (3)	118.65
0543	Taylor Morrison	1,440.00					1,440.00
0545	Cutting Edge Grading					245.32 (1)	245.32
0573	Chemmeen Restaurant	1.35	1.35	1.35	13.50	135.00 (5)	152.55
0574	Mike's Camera	2.82					2.82
0579	Gentle Dental		11.50				11.50
0580	Globe Protect	15.46		154.58		(5)	170.04
0583	Live and Smile Dental Care	115.00					115.00
0585	First Baptist Church	10,444.70					10,444.70
0586	Brookfield Homes	250.00					250.00
<b>Grand Total</b>		<b>201,104.01</b>	<b>149,816.54</b>	<b>155.93</b>	<b>9,259.47</b>	<b>20,116.81</b>	<b>380,452.76</b>

- (1) Chapter 7 Bankruptcy
- (2) Currently in a negotiated repayment plan.
- (3) Account sent to collection agency
- (4) Pursuing collection in house
- (5) Paid after 06/30/2013

**Regional Sewer Connection Fee Program**

<u>Customer</u>	<b>June 30, 2013 Balance</b>
Outback Steakhouse/Dublin Steakhouse eff. 12/01/05	6,962.75
Dublin School District (Includes set up fee)	173,330.58
Denica's Pastry/Taco	5,154.80
Quarry Lane School	33,642.90
Annie Lee/Wok's Up (Out of Business)	14,320.49
Hank Fung/Hacienda Medical, LLC 5924 Stoneridge Dr.	96,014.10
Fairway Family Communities	462,127.18
Chao Chung Ting/E Sushi Restaurant	10,124.75
Dublin Gateway Med Ctr/Triad Partners	32,830.19
Dublin Gateway Rx Bldg/Triad Partners	35,264.58
Shouzhong Dong/Tony's Restaurant	10,537.82
James Choi-M Shaw/House of Sake	9,202.21
Kunnikar Jirasetpatana/Thai Basil Express	7,965.31
Magic Ulferts, LLC/Koi Garden Restaurant	41,272.05
Albert Ng/Quickly Resturant	10,767.05
Shamrock Village Assoc LLC/Amador Karaoke	11,631.40
Stanforth Holding Co LLC/Buffalo Wild Grill & Bar	38,802.62
Joo R Chung/Yanagi Sushi @ Tralee	49,700.62
Garnet Bear LP/Dogtopia Day Care	12,977.70
Ulfert's Center Dublin, Inc/Pho Mi	18,174.83
Ulfert's Center Dublin/Pamir Cuisine	17,728.80
Execupreneur 1A, LLC/Fresh Millions	26,340.42
Totals	\$ 1,124,873.15



**Dublin San Ramon Services District  
Summary & Recommendation**

Reference General Manager	Type of Action Approve Amendment	Board Meeting of August 6, 2013
Subject Approve Amendment No. 7 to Agreement of February 8, 2002 with Bold, Polisner, Maddow, Nelson & Judson - District General Counsel		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input checked="" type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	B. Michalczyk
		<input type="checkbox"/> Board Member

**Recommendation:**

The General Manager recommends that the Board of Directors approve, by Resolution, Amendment No. 7 to the Agreement with Bold, Polisner, Maddow, Nelson & Judson (BPMNJ) for services of District General Counsel.

**Summary:**

The District retained BPMNJ to act as General Counsel for the District on February 8, 2002. A compensation schedule (“Exhibit B” to that particular agreement) specifies the billing rates for staff provided by BPMNJ.

Since then, the District has annually evaluated the performance of BPMNJ, most recently in July 2013. The District remains very satisfied with the services of BPMNJ. In recognition of the good service provided by BPMNJ and the increased cost of doing business since the last amendment was executed, various adjustments to the currently effective hourly rate schedule would be approved by this Amendment No. 7.

The average hourly rate adjustment is \$12.15 per hour, which will represent an increase in billings of \$8,417 (6.4%) if the same number of hours were to be billed in FYE 2014 as were billed in FYE 2013. An analysis of their fee proposal is presented in Attachment 1.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Yes	ORIGINATOR B. Michalczyk	DEPARTMENT Executive	REVIEWED BY
<b>ATTACHMENTS</b> <input type="checkbox"/> None						
<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$8,417 per year	<input type="checkbox"/> Funding Source A. As charged for each assignment B.		Attachments to S&R 1. Analysis of Fee Proposal 2. 3.			

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT AUTHORIZING AMENDMENT NO. 7 TO THE AGREEMENT BETWEEN DUBLIN SAN RAMON SERVICES DISTRICT AND BOLD, POLISNER, MADDOW, NELSON & JUDSON

---

WHEREAS, on February 8, 2002 the District entered into an agreement with Bold, Polisner, Maddow, Nelson & Judson (BPMNJ) as General Counsel for the District; and

WHEREAS, on November 13, 2003 the District and BPMNJ entered into the first amendment to the agreement; and

WHEREAS, on April 25, 2005 the District and BPMNJ entered into the second amendment to the agreement; and

WHEREAS, on September 15, 2006 the District and BPMNJ entered into the third amendment to the agreement; and

WHEREAS, on September 12, 2008 the District and BPMNJ entered into the fourth amendment to the agreement wherein BPMNJ voluntarily reduced their hourly rates in 2009; and

WHEREAS, on July 1, 2011 the District and BPMNJ entered into the fifth amendment to the agreement; and

WHEREAS, on July 1, 2012 the District and BPMNJ entered into the sixth amendment to the agreement; and

WHEREAS, the District annually evaluates the services of BPMNJ, and most recently did so during July 2013; and

WHEREAS, the District remains very satisfied with the performance of BPMNJ; and

WHEREAS, the District Board finds that the proposed hourly rates remain cost-effective and comparable to the cost of legal services provided by other local agencies.

Res. No. \_\_\_\_\_

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, a public agency in the counties of Alameda and Contra Costa, California, that Amendment No. 7 (“Exhibit A”) to the February 8, 2002 agreement with Bold, Polisner, Maddow, Nelson & Judson, is hereby approved.

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 6th day of August 2013, and passed by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Dawn L. Benson, President

ATTEST: \_\_\_\_\_  
Nancy G. Hatfield, District Secretary

H:\Board\08-06-13\BPMNJ Contract Amend\BPMNJ Amend 7 Reso.docx



SEVENTH AMENDMENT TO AGREEMENT  
FOR GENERAL COUNSEL SERVICES WITH  
BOLD, POLISNER, MADDOW, NELSON, & JUDSON

THIS SEVENTH AMENDMENT to the Agreement for General Counsel Services is made and entered into as of the first day of July, 2013, by and between Dublin San Ramon Services District, a public agency in the Counties of Alameda and Contra Costa, California, (“District”) and Bold, Polisner, Maddow, Nelson & Judson, a professional corporation (“General Counsel”)

WITNESSETH:

WHEREAS, on February 8, 2002 the District retained the services of Bold, Polisner, Maddow, Nelson & Judson as General Counsel for the District; and

WHEREAS, on November 13, 2003 the District and BPMNJ entered into the first amendment to the agreement, on April 25, 2005 entered into the second amendment to the agreement; on September 15, 2006 entered into the third amendment to the agreement; on September 12, 2008 entered into the fourth amendment to the agreement; on July 1, 2011 entered into the fifth amendment to the agreement; and on July 1, 2012 entered into the sixth amendment to the agreement; and

WHEREAS, the District annually evaluates the services of General Counsel, and most recently did so in July 2013; and

WHEREAS, the District remains very satisfied with the performance of General Counsel; and

WHEREAS, the General Counsel has requested an adjustment to the hourly rates for the services provided; and

WHEREAS the District finds that the proposed hourly rates are cost-effective and comparable to the cost of legal services provided by other local agencies; and

NOW, THEREFORE, the parties hereto agree as follows:

1. Article 1: Exhibit “B” to the February 8, 2002 Agreement between the District and General Counsel, as previously revised by Amendments Nos. 1, 2, 3, 4, 5 and 6 is hereby replaced in its entirety to read as follows:

“Exhibit B. COMPENSATION SCHEDULE These rates are all-inclusive, except as noted. These rates shall be effective on July 1, 2013 and shall remain effective until June 30, 2014.

General Counsel's Personnel: Hourly Rates:

Robert B. Maddow	\$250
Carl P.A. Nelson	\$230
Craig L. Judson	\$230
Douglas E. Coty	\$230
Ari J. Lauer	\$230
Sharon Nagle	\$230
Juliet Jonas	\$210
Michael Nelson	\$210
Paralegal	\$125
Interns	\$120
Contract counsel (varies <sup>1</sup> )	As Agreed

General Counsel may add a \$25.00 per hour litigation surcharge on a case-by-case basis to work done for actual litigation activities from initial pleadings through final disposition of each case. For the purpose of billing, this shall mean those services provided in the defense or prosecution of actual filed legal proceedings.

(<sup>1</sup> General Counsel shall not assign work on any District matter to any attorney not listed above or consented to in accordance with Section 1 of this Agreement.)

General Counsel may add an administrative cost of up to 5.0% on the total amount of each invoice received from subcontractors hired by DSRSD through General Counsel. This amount represents full compensation to General Counsel for the detailed handling of agreements, management of accounts receivable and payable and the maintenance of special files and ledger sheets related to such payments.

District will reimburse General Counsel for one attorney's registration for CASA Attorneys Committee meetings (currently \$100 per meeting), and for actual travel expenses to and from the meetings. District will compensate General Counsel at the normal hourly rate for up to 2 hours of time spent preparing for each meeting of the CASA Attorneys Committee. District will compensate General Counsel at the normal hourly rate for up to 2 hours of time spent preparing for each meeting of the CASA State Legislative Committee that the District requests General Counsel to attend. The District will compensate General Counsel at the normal hourly rate for time spent in attendance of the meetings of each of these two committees."

2. Article 2: All of the provisions of the contract remain in full force and effect.  
IN WITNESS WHEREOF the parties hereto have executed this Seventh Amendment to Agreement the day and year first hereinabove written.

BOLD, POLISNER, MADDOW, NELSON  
AND JUDSON,  
General Counsel

DUBLIN SAN RAMON SERVICES DISTRICT,  
a political subdivision of the State of California

By: \_\_\_\_\_  
Robert B. Maddow, President

By: \_\_\_\_\_  
Bert Michalczyk, General Manager

ATTEST:

By: \_\_\_\_\_  
Craig L. Judson, Secretary  
Bold, Polisner, Maddow, Nelson  
and Judson

By: \_\_\_\_\_  
Nancy G. Hatfield, District Secretary

**ATTACHMENT 1 to S&R  
ANALYSIS OF FEE PROPOSAL**

Presented in the tables below is an analysis of BPMN&J's fee proposal. As can be seen their proposal as expressed on a weighted hourly rate average basis (weighted by hours charged over the past 12 months) represents a 6.4% increase (\$12.15 / hour) from FYE 2013. On the same weighted average basis the new schedule would represent an \$8,417 annual increase over what was billed based on FYE 2013 rates. To put these percent increases in perspective, Bay Area CPI (same index as is used for District wage increases) has increased 2.6% during FYE 2013. Thus, BPMN&J's fee increase will have a greater than CPI increase over the most recent fiscal year.

Hourly Rates									Hourly Rate Change (Dollars) over FYE 2013	Percent Change over FYE 2013
Name	FYE 2007	FYE 2008	FYE 2009	FYE 2010	FYE 2011	FYE 2012	FYE 2013	FYE 2014 Proposed		
Maddow	\$ 205	\$ 205	\$ 215	\$ 201	\$ 201	\$ 210	\$ 220	\$ 250	\$ 30	13.6%
Nelson	\$ 195	\$ 195	\$ 205	\$ 200	\$ 200	\$ 210	\$ 220	\$ 230	\$ 10	4.5%
Judson	\$ 195	\$ 195	\$ 205	\$ 200	\$ 200	\$ 210	\$ 220	\$ 230	\$ 10	4.5%
Lauer	\$ 195	\$ 195	\$ 205	\$ 200	\$ 200	\$ 210	\$ 220	\$ 230	\$ 10	4.5%
Nagel	\$ 190	\$ 190	\$ 200	\$ 195	\$ 195	\$ 200	\$ 210	\$ 230	\$ 20	9.5%
Coty	\$ 180	\$ 180	\$ 190	\$ 185	\$ 185	\$ 210	\$ 220	\$ 230	\$ 10	4.5%
Jonas								\$ 210		
Nelson								\$ 210		
Paralegal	\$ 105	\$ 105	\$ 115	\$ 110	\$ 110	\$ 120	\$ 130	\$ 125	\$ (5)	-3.8%
Intern	\$ 105	\$ 105	\$ 115	\$ 110	\$ 110	\$ 120	\$ 130	\$ 120	\$ (10)	-7.7%
<b>Weighted Average Change</b>									<b>\$ 12.15</b>	<b>6.4%</b>

Name	Hours billed FYE 2013	Estimated Fees based on FYE 2013 rates	Estimated Fees based on FYE 2014 rates	Dollar Increase over FYE 2013	Percent Increase over FYE 2013
Maddow	71.5	\$ 15,730	\$ 17,875	\$ 2,145	13.6%
Nelson	476.6	\$ 104,852	\$ 109,618	\$ 4,766	4.5%
Judson	0	\$ -	\$ -	\$ -	
Lauer	0	\$ -	\$ -	\$ -	
Nagel	0	\$ -	\$ -	\$ -	
Coty	48.1	\$ 10,582	\$ 11,063	\$ 481	4.5%
Jonas	0	\$ -	\$ -	\$ -	
Nelson	5	\$ -	\$ 1,050	\$ 1,050	
Paralegal	5	\$ 650	\$ 625	\$ (25)	-3.8%
Intern	0	\$ -	\$ -	\$ -	
<b>TOTAL</b>	<b>606.20</b>	<b>\$ 131,814</b>	<b>\$ 140,231</b>	<b>\$ 8,417</b>	<b>6.4%</b>

Note - Hours billed for FYE 2013 Not yet available

SUMMARY (Proposed vs FYE 2013)	
Avg. Rate Increase	\$ 12.15
Percent Increase	6.4%
CPI	2.6%

Date	Consumer Price Index	Cumulative CPI Change since Date	Year over Year CPI Change
7/1/2008	221.454	9.8%	
7/1/2009	220.996	10.0%	-0.2%
7/1/2010	224.185	8.4%	1.4%
7/1/2011	230.605	5.4%	2.9%
7/1/2012	236.890	2.6%	2.7%
7/1/2013	243.052		2.6%



**Dublin San Ramon Services District  
Summary & Recommendation**

Reference Financial Services Manager	Type of Action Adopt Revised Policy	Board Meeting of August 6, 2013
Subject Adopt Revised Utility Billing Adjustments Policy and Rescind Resolution No. 16-12		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input checked="" type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	L. Rose
		<input type="checkbox"/> Board Member

**Recommendation:**

The Financial Services Manager recommends the Board of Directors approve, by Resolution, changes to the Utility Billing Adjustments Policy and rescind Resolution No. 16-12.

**Summary:**

The current policy was modified in May 2012 to allow customers, other than residential, to receive credit adjustments for higher than normal bills resulting from water leaks. Recent activities have resulted in a staff request for clarification from the Board as to the qualifying criteria contained in the policy. Specifically, the question of whether the frequency of one credit every three years was intended to mean per customer or per meter and whether all customer types, including government and other institutional customers, were intended to be included in the “Non-Residential” category. The committee members directed staff to clarify the frequency of credits to be on a per meter basis (essentially providing that large customers with multiple meters can receive a credit on each meter) and that all non-residential customers, regardless of account type, be eligible for the credit.

The attached revised policy clearly answers and defines the customer population question and clarifies the frequency and credit limits allowed in credit adjustments. Additionally, language has been added to clarify the definition of residential properties including multi-family dwellings.

Committee Review			Legal Review	Staff Review		
COMMITTEE Finance	DATE 07/22/13	RECOMMENDATION Approve	Not Required	ORIGINATOR V. Goldman	DEPARTMENT Fin Serv	REVIEWED BY L Rose
<b>ATTACHMENTS</b> <input type="checkbox"/> None						
<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost \$0	<input type="checkbox"/> Funding Source A. B.		Attachments to S&R 1. 2. 3.			

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING THE UTILITY BILLING ADJUSTMENTS POLICY AND RESCINDING RESOLUTION NO. 16-12

---

WHEREAS, on May 11, 2012 the Board adopted the revised Utility Billing Adjustments policy; and

WHEREAS, the modified policy, adopted in 2012, included a qualifying criteria of one credit per three year period but does not specify whether that is to be interpreted as one per customer or one per account; and

WHEREAS, the modified policy included the customer category referred to as “Non-Residential” but did not adequately define this population; and

WHEREAS, the new policy language clearly states the allowed frequency of credit adjustments and defines the process to be applied to each category of customer account;

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

That the revised Utility Billing Adjustments policy, attached as Exhibit “A” be adopted, and Resolution No. 16-12 is hereby rescinded and attached as Exhibit “B”.

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 6th day of August 2013, and passed by the following vote:

AYES:

NOES:

ABSENT:

---

Dawn L. Benson, President

ATTEST: \_\_\_\_\_  
Nancy G. Hatfield, District Secretary



# POLICY

## Dublin San Ramon Services District

<b>Policy No.:</b>		<b>Type of Policy:</b>	Finance
<b>Policy Title:</b>	Utility Billing Adjustments		
<b>Policy Description:</b>	Authorize the General Manager to Approve Utility Billing Adjustments		
<b>Approval Date:</b>		<b>Last Review Date:</b>	2013
<b>Approval Resolution No.:</b>		<b>Next Review Date:</b>	2017
<b>Rescinded Resolution No.:</b>	16-12	<b>Rescinded Resolution Date:</b>	May 1, 2012

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

To authorize and direct the General Manager to make utility billing adjustments: (a) for Residential or Non-Residential accounts, related to leaks on the account holder side of the meter or (b) for Residential accounts only, related to excessive water consumption that is significant and abnormal and which is caused by factors or events reasonably unknown or unknowable to the account holder.

**Definitions:**

For the purposes of this policy, “Residential Account” shall be either:

- A Residential single family dwelling unit as defined in Section 3.10.010 of the District Code;
- Residential multifamily dwelling unit residence as defined in Section 3.10.010 of the District Code provided there exists a separate, direct meter to each unit.

For the purposes of this policy “Non-Residential Account” includes all other account types including, but not necessarily limited to, multifamily dwelling unit residences that do not have separate direct meters to each unit, commercial, industrial, irrigation, governmental or institutional accounts.

**Adjustments shall be subject to and determined in accordance with the following:**

- The account is in good standing and is in a category that qualifies;
- In the event of a leak:
  - After receipt of a District bill or notice showing excessive water use, the account holder took prompt and reasonable action to ascertain the cause and correct it; and

- Verifiable confirmation is received that the leak has been repaired;
- In the event of excessive water consumption in the absence of a leak:
  - There is no evidence that the excessive water consumption was due to the intentional or negligent act by the account holder or the tenant; and
  - No adjustment shall be made when the event that led to the excessive water consumption is covered by the account holder's insurance or when a claim can be filed under a warranty of any sort (new home, remodel, etc.) or when there is any other monetary recovery by the account holder;
- The amount of the leak or the excessive water consumption shall be determined using the following:
  - Normal consumption shall be determined using historical averages when available;
  - Future consumption can be considered when historical information is not available or not applicable; and
  - Proper adjustments require adequate and accurate meter reading data; when such data is not available due to malfunction of the meter (not account holder caused) best professional judgment shall be used to arrive at an adjustment amount;
- An adjustment may be made to a Non-Residential account holder's flow-based sewer bill if the water from the leak did not enter the District's wastewater collection system;
- No adjustment shall be made:
  - When the leak or the excessive water consumption is the result of a malfunctioning, or not properly maintained water softener system;
  - For any period longer than two billing cycles;
  - For water delivered (or sewer service provided) sixty days after the District sends either a bill or a notice regarding the excessive consumption to the account holder.

**Limitations:**

- The maximum credit adjustment allowed per Residential Account is \$1,000;
- The maximum credit adjustment allowed per Non-Residential Account is \$5,000; and
- No more than one credit adjustment may be granted per account in a three year period.

**Reporting:**

A report shall be presented to the Board if total credits provided in any fiscal year exceed \$25,000.

**Administration:**

The General Manager shall develop rules and procedures in furtherance of this policy.



RESOLUTION NO. 16-12

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ADOPTING A NEW UTILITY BILLING ADJUSTMENTS POLICY AND RESCINDING RESOLUTION NOS. 19-08 AND 42-10

WHEREAS, on April, 15, 2008 the Board adopted the Residential Customer Water Service Billing Adjustments policy; and

WHEREAS, on October 19, 2010 the Board adopted the Billing Adjustments for Other than Leaks at Single-Family Residential Customers policy; and

WHEREAS, the policies have been combined into one new Utility Billing Adjustments policy; and

WHEREAS, the new policy is applicable to both residential and non-residential customers.

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

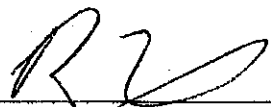
That the new Utility Billing Adjustments policy, attached as Exhibit "A" be adopted, and Resolutions Nos. 19-08 and 42-10 are hereby rescinded and attached as Exhibit "B" and Exhibit "C."

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 1st day of May 2012, and passed by the following vote:

AYES: 4 - Directors D.L. (Pat) Howard, Dawn L. Benson, Georgean M. Vonheeder-Leopold, Richard M. Halket

NOES: 0

ABSENT: 0

  
Richard M. Halket, President

ATTEST:   
Nancy G. Hatfield, District Secretary



**Dublin San Ramon Services District  
Summary & Recommendation**

Reference General Manager	Type of Action Accept Report	Board Meeting of August 6, 2013
Subject Upcoming Board Calendar		
<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	B. Michalczyk
		<input type="checkbox"/> Board Member

**Recommendation:**

The General Manager recommends that the Board of Directors accept, by Motion, the attached upcoming Board calendar.

**Summary:**

The attached Board calendar presents items anticipated by staff to be presented to the Board at the next two Board meetings. This report represents the most current information available to staff as of the preparation of this agenda. Items that are listed may be deferred or eliminated for various reasons including but not limited to staff work not being fully complete, the need for further management, Committee and/or legal review, needed material or information not being received by the District in a timely fashion, etc. Furthermore, matters not listed may be placed on the Board agenda.

This report should be used only as a general guide of what business the District Board will be considering in the near future. The District Secretary should be contacted to confirm the contents of specific agendas. Agendas will be finalized in accordance with the requirements of the Brown Act (generally 72 hours for regular meetings and 24 hours for special meetings).

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

Board Mtg	Agenda Item	Water	WWC	Finance	Personnel	Ext. Aff.
<b>8/20/2013</b>	Approve Power Sharing Agreement with AT&T for R300					
	Approve Lease Agreement with AT&T for Cell Tower at Reservoir 1A					
	Approve Increase in Change Order Contingency for Construction Agreement with J. R. Filanc Construction for the DAFT Rehabilitation Project (CIP 06-3103)					
	Closed Session - Conference with Real Property Negotiator - Pursuant to Gov Code Section 54956.8 Real Property. Property: Water Supply Contract					
	Closed Session - Conference Involving a Joint Powers Agency Pursuant to Gov Code Section 54956.96 (DSRSD-EBMUD Recycled Water Authority (DERWA))					
	Closed Session - Conference with Legal Counsel Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9: One case.					
	Approve Fifth Supplemental Agreement to the Agreement for Wastewater Disposal Services with Pleasanton					
	Closed Session - Public Employee Performance Review - FYE 2013 Review General Manager				8/19/2013	
	Approve Health Insurance Contribution for 2014				8/19/2013	
<b>9/3/2013</b>	Approve Areawide Facilities Agreement (AWFA) with SunCal/Argent Co. related to Dublin Crossing Project at Camp Parks RFTA	8/22/2013				
	1st Reading: Ordinance to Consider Extension to Unconnected Capacity Rights			7/22/2013		



### Dublin San Ramon Services District Summary & Recommendation

Reference  Treasurer	Type of Action  Accept Report	Board Meeting of  August 6, 2013
Subject Report of Checks and Electronic Disbursements Made		
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Minute Order <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Informational <input type="checkbox"/> Other		
REPORT: <input type="checkbox"/> Verbal <input type="checkbox"/> Presentation <input checked="" type="checkbox"/> Staff              L. Rose <input type="checkbox"/> Board Member		

**Recommendation:**

The Treasurer recommends that the Board of Directors accept, by Motion, the report showing checks and electronic disbursements made since the last Board agenda.

**Summary:**

Payments shown have been made in accordance with Board established policies for processing payments and are summarized below:

Date Range	06/24/13 – 07/28/2013
Total Amount Paid	\$ 12,498,382.50

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR L. Rose	DEPARTMENT Fin Serv	REVIEWED BY
<b>ATTACHMENTS</b> <input type="checkbox"/> None						
<input type="checkbox"/> Resolution <input type="checkbox"/> Minute Order <input type="checkbox"/> Task Order <input type="checkbox"/> Staff Report <input type="checkbox"/> Ordinance						
<input checked="" type="checkbox"/> Cost As shown above	<input type="checkbox"/> Funding Source A. B.	Attachments to S&R 1. Check History Description Listing 2. 3.				

## Check History Description Listing

Dublin San Ramon Services District

From: 6/24/2013 To: 7/28/2013

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
06/24/2013	6242013	01108 CALPERS	FY12/13 ARC CONTRIBUTION TO CERBT	277,554.02	277,554.02
06/25/2013	62513	03718 HR SIMPLIFIED	2013 POS	410.66	410.66
06/27/2013	78264	00710 AAI TERMITE & PEST CONTROL	LAVWMA: TERMITE & PEST CONTROL JUNE '13	72.00	72.00
06/27/2013	78265	03460 ACCO ENGINEERED SYSTEMS II	OPS BUILDING CHILLER LEAK REPAIR	2,955.00	2,955.00
06/27/2013	78266	01013 BARRETT BUSINESS SERVICES	S. THERKILDSEN: W/E 6/2/13 M. MULLER: W/E 6/2/13	552.96 483.84	1,036.80
06/27/2013	78267	02457 ED CUMMINGS, INC.	CONSULTING FEES/EXPENSES - MAY 13	3,690.75	3,690.75
06/27/2013	78268	04424 GRAYBAR ELECTRIC COMPANY	DREDGE: ELE CABLE FOR WINCH	55.32	55.32
06/27/2013	78269	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,251.24	4,251.24
06/27/2013	78270	03653 LORI MARTIN	MARTIN REIMB EXPENSES FOR M. GORDONS RET	34.72	34.72
06/27/2013	78271	04553 PACHECO BROTHERS GARDENI	LANDSCAPE MAINTENANCE JUN '13 LANDSCAPE MTCE - PS R200A JUN '13	2,490.00 115.00	2,605.00
06/27/2013	78272	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	944.76	944.76
06/27/2013	78273	00801 STATE CHEMICAL MFG. CO.	FLR STRIPPER; SEALER; FLR FINISH	1,345.12	1,345.12
06/27/2013	78274	00843 THE COVELLO GROUP INC	620C520 TO NO 1 5/1/13-5/31/13 T.O. #3 FIELD OBSERV TRAINING AND SUPP I	22,794.31 9,990.00	32,784.31
06/27/2013	78275	00937 W.W. GRAINGER, INC.	REPLT CONTACTOR FOR WWTP ABSORPTION CHIL DIN RAIL UTILITY BOX FOR FLARE FLOW RADI	210.48 58.86	269.34
06/27/2013	78276	03831 JACKIE YEE	YEE REIMB EXP AT PREVAILING WAGE LAW CLA	24.61	24.61
06/27/2013	78277	01719 A & M PRINTING, INC.	BUSINESS CARDS FOR CHARLIE BRACKETT	59.95	59.95
06/27/2013	78278	05729 ACME RIGGING & SUPPLY CO.	DREDGE: 1,200 FT OF CABLE	1,547.36	1,547.36
06/27/2013	78279	05872 ALL INDUSTRIAL ELECTRIC SUPI	POWER SUPPLY FOR PS 2A SOFT START AND SP	526.98	526.98

## Check History Description Listing

Dublin San Ramon Services District

From: 6/24/2013 To: 7/28/2013

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
06/27/2013	78280	00058 ARROWHEAD MOUNTAIN SPRING	OPS DEPT BOTTLED WATER MAY '13	236.67	236.67
06/27/2013	78281	00622 AT&T	TELE SVCS & USAGE THRU 06/12/2013	1,614.54	
			WWTP TO PS300 DV THRU 06/12/2013	253.47	
			DO T-1 TO FOD THRU 06/12/2013	186.72	
			SCADA FOD TO DO THRU 06/12/2013	186.72	2,241.45
06/27/2013	78282	01676 BANK OF AMERICA	MAY 2013 - BANK CHARGES	467.67	467.67
06/27/2013	78283	05097 BATTERIES PLUS	BATTERIES FOR FOD SCADA SERVER UPS	909.17	909.17
06/27/2013	78284	05678 BROOKFIELD HOMES	REFUND METER #65495592	570.52	570.52
06/27/2013	78285	00096 BROWN & CALDWELL	06-3103 TO NO. 1 4/26/13-5/23/13	1,531.70	1,531.70
06/27/2013	78286	02217 BSK ANALYTICAL LABORATORIE	SAMPLE ANALYSES	496.00	
			SAMPLE ANALYSES	34.00	
			SAMPLE ANALYSES	26.00	556.00
06/27/2013	78287	05404 CALIFORNIA FIRST AID AND SAF	FIRST AID KIT MAINTENANCE - DO	104.37	104.37
06/27/2013	78288	06195 CALIFORNIA PRODUCT STEWAR	CAL PRODUCT STEWARDSHIP COUNCIL DONATION	1,000.00	1,000.00
06/27/2013	78289	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	351.47	351.47
06/27/2013	78290	00148 CHEVRON & TEXACO CARD SVC	DO GASOLINE PURCHASE 5/22 - 6/21/13	75.86	75.86
06/27/2013	78291	02639 CITY OF SAN RAMON	REFUND METER #65495576	263.77	263.77
06/27/2013	78292	01156 CWEA	2013 Membership: Jackie Yee #31995	140.00	140.00
06/27/2013	78293	00229 DELL MARKETING LP	QTY (2) DELL LATITUDE E6430 LAPTOPS AND	3,247.24	
			QTY (2) 24" LCD MONITORS FOR BILL AND LO	525.93	3,773.17
06/27/2013	78294	05126 DKF SOLUTIONS GROUP, LLC	MY SAFETY OFFICER - SUBSCRIPTION 06-13	350.00	350.00
06/27/2013	78295	00297 ENVIRONMENTAL EXPRESS LTD	FILTER MATE, SAMPLE CUPS	141.02	141.02
06/27/2013	78296	00300 ENVIRONMENTAL SCIENCE ASS	PROF SVCS - MAY 2013	3,652.95	3,652.95

## Check History Description Listing

Dublin San Ramon Services District

From: 6/24/2013 To: 7/28/2013

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
06/27/2013	78297	00314 FEDEX	SHIPPING CHARGES 05/29/2013	33.06	33.06
06/27/2013	78298	06120 FERRIS HOIST & REPAIR	LIFT REPAIR IN FLEET SHOP	1,369.68	1,369.68
06/27/2013	78299	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	70.00	70.00
06/27/2013	78300	02722 G BORTOLOTTO & COMPANY IN	REFUND METER #1551418	930.95	930.95
06/27/2013	78301	03900 GARTON TRACTOR INC	DLD HARVESTING: TRACTOR RENTAL 05/30/13	7,845.86	7,845.86
06/27/2013	78302	04892 HAYWARD AREA RECREATION &	UB Refund Cst #00053839	342.18	342.18
06/27/2013	78303	00468 KAMAN INDUSTRIAL TECHNOLO	REPLT HYPO PUMP MOTOR	471.38	471.38
06/27/2013	78304	06166 KBA	FS-C2626 MFP (4 IN 1) HR FAX~	2,289.00	2,289.00
06/27/2013	78305	06166 KBA	COPIER LEASES FOD/ENGR/MAINT 6/3-29/13	634.40	634.40
06/27/2013	78306	01282 KELLY SERVICES, INC.	C. BARRAGAN: W/E 6/2/13	391.68	391.68
06/27/2013	78307	06194 LANGUAGE LINE SERVICES, INC	TRANSLATION SERVICES - AWQR 2012	188.25	188.25
06/27/2013	78308	00509 LIEBERT CASSIDY WHITMORE	EMPLOYMENT RELATED LEGAL SERVICES	855.80	
			GENERAL LEGAL FEES 05/13	839.00	1,694.80
06/27/2013	78309	03958 LIVERMORE AUTO GROUP	#87 KEY	6.06	6.06
06/27/2013	78310	00531 MCE CORPORATION	13-S006 RAISE VALVE @ BOLLINGER CANYON &	4,193.91	4,193.91
06/27/2013	78311	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 6/2/13	1,050.00	1,050.00
06/27/2013	78312	03978 MICROTECH SCIENTIFIC	LAB SUPPLIES	289.37	289.37
06/27/2013	78313	04060 MITEL LEASING	TELEPHONE EQ LEASE JUNE 2013	3,644.68	3,644.68
06/27/2013	78314	04231 MSC INDUSTRIAL SUPPLY CO	PPE - GLOVES FOR SHOP & WATER JUGS	242.25	242.25
06/27/2013	78315	01776 MUTUAL OF OMAHA	7/13 - EE LIFE INSURANCE PREMIUMS	11,470.54	11,470.54
06/27/2013	78316	04796 NAPA AUTO PARTS	DREDGE FILTERS	92.89	
			DREDGE FUEL FILTER	21.11	114.00
06/27/2013	78317	05356 OFFICE DEPOT	OFFICE SUPPLIES: BATTERIES, BINDERS, PAP	105.07	105.07

## Check History Description Listing

Dublin San Ramon Services District

From: 6/24/2013 To: 7/28/2013

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
06/27/2013	78318	06189 ON POINT REALTORS	REFUND 1517 CEDARWOOD LOOP	191.72	191.72
06/27/2013	78319	02109 ONE HOUR DELIVERY SERVICE,	ONE HOUR DELIVERY/BOD MAIL DELIVERY 5/31	120.00	120.00
06/27/2013	78320	05085 ONSITE ERGONOMICS, INC.	ERGONOMIC EVALUATION/REPORT FOR ROWE & R	777.20	777.20
06/27/2013	78321	00619 ORCHARD SUPPLY HARDWARE	FOD MISC SUPPLIES	161.96	161.96
06/27/2013	78322	00620 P G & E	PUMP STATION R20 ELEC - JUN 2013	3,437.99	
			PUMP STATION 20B ELEC - MAY 2013	2,261.91	
			TO 4; RES 3B W/PU 4B ELEC - MAY 2013	271.52	
			RESERVOIR 10B ELEC - JUNE 2013	72.99	
			ALTITUDE VALVE (RES 10B) ELEC - 06/13	9.86	6,054.27
06/27/2013	78323	05876 PRIEST CONSULTING	PROFESSIONAL SERVICES	600.00	600.00
06/27/2013	78324	00679 QUADRANT SYSTEMS INC.	ANNUAL SOFTWARE SUPPORT 7/1/13 - 6/30/14	1,250.00	1,250.00
06/27/2013	78325	04105 R&B COMPANY	100 3/4 SS INSERT F/CTS PE MUE 504281	318.28	318.28
06/27/2013	78326	00696 RED WING SHOE STORE	SAFETY SHOES FOR TODD MILLISON	142.24	142.24
06/27/2013	78327	00699 REDWOOD COAST PETROLEUM	OIL FOR DREDGE AND FLEET	1,812.60	
			GASOLINE DELIVERY TO THE WWTP 6/3/13	1,444.56	3,257.16
06/27/2013	78328	02466 RICOH AMERICAS CORP	COPIER LEASES MAIL RMS, HR/FIN	1,778.28	1,778.28
06/27/2013	78329	00596 SPRINT/NEXTEL	CELL PHONES MAY 15 - JUNE 14, 2013	2,206.69	2,206.69
06/27/2013	78330	00810 STUDIO BLUE REPROGRAPHICS	12-P001 BID DOC REPRODUCTION	252.87	252.87
06/27/2013	78331	05690 TRACKER	ANNUAL FEE 06/13-06/14	2,340.00	2,340.00
06/27/2013	78332	06188 OSCAR P. TRINIDAD	REFUND 11854 W VOMAC RD	106.16	106.16
06/27/2013	78333	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	238.93	238.93
06/27/2013	78334	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE FOR WWTP ON 06/04/13	2,353.19	
			SODIUM HYPOCHLORITE FOR DERWA ON 06/05/1	2,232.40	4,585.59



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Dublin San Ramon Services District

From: 6/24/2013

To: 7/28/2013

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
06/27/2013	78335	00912 VALLEY CARE HEALTH SYSTEM	PRE-EMPLOYMENT PHYSICAL/DRUG SCREEN	492.00	492.00
06/27/2013	78336	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT ON 5/24 &	719.10	719.10
06/27/2013	78337	04112 CONSULTING VINNEDGE ENVIRC	12-W023 TO NO 7	450.00	450.00
06/27/2013	78338	02918 WALNUT CREEK FORD	#36 SEAT BELT	169.93	
			#7 VAN ENGINE PARTS	154.99	324.92
06/27/2013	78339	03508 XYLEM WATER SOLUTIONS USA	WIPER COVERS & COUNTERSINK SCREWS (QTY 1	297.58	297.58
06/27/2013	78340	00987 ZONE 7 WATER AGENCY	TREATED WATER SERVICE 5/1/13 TO 5/31/13	985,358.16	985,358.16
07/01/2013	7918	05511 CALIFORNIA STATE	CHILD SUPPORT GARNISHMENT: PAYMENT	380.30	380.30
07/01/2013	7012013	03718 HR SIMPLIFIED	2013 POS/FSA/DCA	1,039.98	1,039.98
07/01/2013	70120133	00501 LAVWMA	DEBT AND O&M; JULY ADVANCE	3,783,948.11	3,783,948.11
07/01/2013	607070113	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	43,543.70	43,543.70
07/01/2013	608070113	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	65.00	65.00
07/01/2013	1000316464	00494 PERS	RETIREMENT: PAYMENT	46,590.40	46,590.40
07/02/2013	806056	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	22,701.83	22,701.83
07/02/2013	1876713	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	655.74	655.74
07/02/2013	7022013	01108 CALPERS	FY14 EMPLOYER CONTRIB PREPAYMENT	1,559,584.00	1,559,584.00
07/02/2013	73716474	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	127,167.84	127,167.84
07/02/2013	86202056	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	60.00	60.00
07/03/2013	78341	03460 ACCO ENGINEERED SYSTEMS II	REPLACEMENT COMPRESSOR FOR EAST DRAKE -	3,125.00	3,125.00
07/03/2013	78342	02786 ALEXANDER & ASSOCIATES, INC	620C520 SCHAEFER RANCH PIPELINE EASEMENT	500.00	500.00
07/03/2013	78343	00031 ALLIED PACKING & SUPPLY INC.	GASKET & IMPELLER REPAIR FOR CO-GEN HEAT	1,546.87	1,546.87
07/03/2013	78344	01013 BARRETT BUSINESS SERVICES	M. MULLER: W/E 6/9/13	806.40	
			S. THERKILDSEN: W/E 6/9/13	737.28	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			M. LEE: W/E 6/9/13	384.00	
			J. KAUFFMAN: W/E 6/9/13	358.40	
			J. TREBES: W/E 6/9/13	307.20	
			K. VONG: W/E 6/9/13	281.60	2,874.88
07/03/2013	78345	06202 CHARLIE BRACKETT	BRACKETT REIMB EXP AT UTILITIES CONST WO	33.63	33.63
07/03/2013	78346	00099 BUCKLES SMITH	CIRCUIT BOARD FOR EMERGENCY LIGHT	75.96	
			LAMP HOLDERS FOR PLANT LIGHTING	15.48	91.44
07/03/2013	78347	00129 PAUL CARNEY	CARNEY CERTIFICATE REIMB CWEA MECH TECH	82.00	82.00
07/03/2013	78348	03614 CAROLLO ENGINEERS	12-W021 TITLE XVI FSBLTY STUDY ASSISTANC	4,359.25	4,359.25
07/03/2013	78349	01381 JOYCE CHANG	CHANG REIMB EXP AT HOW DESIGN CONFERENCE	13.40	13.40
07/03/2013	78350	03572 BONIFACIO DUENAS	DUENAS REIMB EXP AT UTILITIES CONST WORK	43.90	
			DUENAS REIMB BUDDY LUNCH #5 ROWE	31.01	74.91
07/03/2013	78351	00384 JEFF HAYES	HAYES REIMB EXP AT UTILITIES CONST WORKS	47.30	47.30
07/03/2013	78352	00473 KEMIRA WATER SOLUTIONS INC	FERROUS CHLORIDE ON 06/08/13	5,687.94	5,687.94
07/03/2013	78353	03643 GEMMA LATHI	LATHI TEAM BUILDING OFF SITE FY 2013	159.24	159.24
07/03/2013	78354	01955 RICK LAWRENCE	LAWRENCE CERT REIMBURSEMENT COLL SYS MAI	82.00	82.00
07/03/2013	78355	04056 JERRY MILLER	MILLER CERTIFICATE REIMB CWEA ELEC TECH	185.00	185.00
07/03/2013	78356	00608 OFFICE TEAM	TEMP SVCS W/E 06/24/13 - MONTAGUE	372.54	372.54
07/03/2013	78357	01403 PRAXAIR DISTRIBUTION INC 186	LIQUID ARGON FOR ICP-MS ELAP CERTIFICATI	454.41	454.41
07/03/2013	78358	00685 R.S. HUGHES CO., INC.	WELDING SUPPLIES	227.80	227.80
07/03/2013	78359	00774 SIEMENS INDUSTRY, INC	WWTP OPERATIONS BLDG JCI RETROFIT - 100%	20,302.22	20,302.22
07/03/2013	78360	00805 SUE STEPHENSON	STEPHENSON REIMB EXP FOR DUTIES 02/13 &	22.32	22.32
07/03/2013	78361	05127 VISION SERVICE PLAN - CA (VSF	JULY 2013 - VISION	2,462.54	2,462.54

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From: 6/24/2013 To: 7/28/2013

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Date	Check #	Vendor	Description	Amount Paid	Check Total
07/03/2013	78362	00937 W.W. GRAINGER, INC.	MOUNTING BRACKET KIT FOR LAB FILTER	45.97	45.97
07/03/2013	78363	00019 A-1 ENTERPRISES	LAWWMA: WEEKLY STREET SWEEPING MAY '13	245.00	245.00
07/03/2013	78364	00015 ALAMEDA COUNTY LAFCO	2013 ALAMEDA LAFCO ASSESSMENT	6,550.00	6,550.00
07/03/2013	78365	05872 ALL INDUSTRIAL ELECTRIC SUPPLY	REPT MOTORS FOR DO AC UNITS	555.81	
			FREIGHT CHARGES FOR DO A/C UNIT REPLT MO	271.67	
			REPLT BALLASTS FOR HID HI-BAYS @ BAR SCR	121.52	949.00
07/03/2013	78366	01195 AMERICAN BATTERY CO.	#326 BATTERIES	613.58	613.58
07/03/2013	78367	00058 ARROWHEAD MOUNTAIN SPRING	LAWWMA: BOTTLED WATER MAY '13	8.71	8.71
07/03/2013	78368	00622 AT&T	LAWWMA PS PHONE & DSL JUN '13	158.78	
			LAWWMA PS & SANLEANDRO DECHLOR STATION M	98.48	257.26
07/03/2013	78369	06200 CEPO	WORKPLACE CONFLICT RESOLUTION TRAINING	245.00	
			WORKPLACE CONFLICT RESOLUTION TRAINING	245.00	490.00
07/03/2013	78370	00212 CUMMINS WEST INC.	#77 GEN SET CARB KIT	212.41	212.41
07/03/2013	78371	06197 EAST BAY MUNICIPAL ENGINEERING	REGISTRATION: EBME SEISMIC RETROFIT BAY	20.00	
			REGISTRATION: EBME SEISMIC RETROFIT BAY	20.00	40.00
07/03/2013	78372	06114 EID, INC.	EID - RECORDS MGMT PROGRAM NEEDS ASSESSM	5,750.00	5,750.00
07/03/2013	78373	02886 EWING IRRIGATION PRODUCTS	MISC IRRIGATION SUPPLIES	171.85	171.85
07/03/2013	78374	00314 FEDEX	WWTP: OVERNIGHT DELIVERY CHARGES JUN '13	36.29	
			WWTP: OVERNIGHT DELIVERY CHARGES JUN '13	12.69	48.98
07/03/2013	78375	00352 GOLDEN STATE FLOW MEASUREMENT	120 1" METERS SN:75948832 TO 8951	23,657.80	23,657.80
07/03/2013	78376	00368 HACH COMPANY	BUFFER SOLUTIONS	963.49	
			BUFFER SOLUTION	115.79	1,079.28
07/03/2013	78377	00375 HARDY MEDIA, INC.	TSA AGAR FOR MICROBIOLOGY	25.37	25.37
07/03/2013	78378	00401 HOME DEPOT	ROOFING NAILER; GALV COIL ROOFING NAILS;	282.25	

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			TRANSFER SHOVEL; DIGGING SHOVEL WITH STE	86.74	
			MATLS FOR BLDG T OVER HANG	75.71	
			LUMBER FOR BLDG T COVER	12.81	457.51
07/03/2013	78379	06061 JACKSON LEWIS LLP	GENERAL LEGAL FEES 05/13	91.20	91.20
07/03/2013	78380	04634 LABWORKS EQUIPMENT SRVC,	AUTOCLAVE MAINTENANCE 2013	678.76	678.76
07/03/2013	78381	05675 LOGO BOSS	PLAQUES	791.45	791.45
07/03/2013	78382	05852 LOOKING POINT, INC.	CISCO UNIFIED PHONE 8945~	24,122.20	24,122.20
07/03/2013	78383	04452 LOWE'S	REPAIR SUPPLIES	324.89	324.89
07/03/2013	78384	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 6/9/13	1,395.00	1,395.00
07/03/2013	78385	04796 NAPA AUTO PARTS	BATTERY BOX	10.82	10.82
07/03/2013	78386	02447 NEOGEN CORP	EC MEDIUM	75.49	75.49
07/03/2013	78387	02109 ONE HOUR DELIVERY SERVICE,	ONE HOUR DELIVERY-BOD MAIL DELIVERY 6/7/	120.00	120.00
07/03/2013	78388	00620 P G & E	PUMP STATION 300C ELEC - 06/13	6,562.85	
			RESERVOIR R200 ELEC - JUNE 2012	18.14	6,580.99
07/03/2013	78389	04951 PLEASANTON TRUCKING	Dredge: Transport from Maint Shop to FSL	1,830.00	1,830.00
07/03/2013	78390	05543 ADMINISTRATORS (PBIA) PREFE	JULY 2013 - DENTAL	22,900.55	22,900.55
07/03/2013	78391	04105 R&B COMPANY	MISC REPAIR PARTS	1,424.63	
			MISC IRRIGATION PARTS	421.83	
			LAVWMA: MATCO FXF GATE VALVE WITH OP NUT	214.91	2,061.37
07/03/2013	78392	02316 RECORDS CONTROL SERVICES	RCS- RECORDS CONTROL SERVICES/RECORDS CE	941.28	
			RECORDS CENTER TRAINING AND ASSISTANCE	597.53	1,538.81
07/03/2013	78393	00699 REDWOOD COAST PETROLEUM	GASOLINE DELIVERY TO WWTP ON 6/11/13	1,670.75	1,670.75
07/03/2013	78394	02466 RICOH AMERICAS CORP	LABOT HARDDRIVE SWAP	350.00	350.00
07/03/2013	78395	00721 ROCHESTER MIDLAND CORP	JUN 2013: HANDSFREE RESTROOM MONTHLY SRV	113.36	113.36

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/03/2013	78396	02470 SHRED-IT	SHREDDING SERVICES JUNE 2013	92.82	92.82
07/03/2013	78397	02444 STAPLES ADVANTAGE	ENVELOPES, TONER, DISC MAILERS, ETC TONER CARTRIDGE (2) 6-PK CS/DISK MAILERS	1,325.91 172.21 12.84	1,510.96
07/03/2013	78398	05264 STEVEN PHILLIPS CONSTRUCTI	PERFORMANCE CASH BOND RELEASE 6207-A SIE	6,500.00	6,500.00
07/03/2013	78399	00014 TREASURER OF ALAMEDA COU	MAY 2013: MONTHLY 800MHZ ACCESS CHARGE	299.82	299.82
07/03/2013	78400	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE FOR WWTP ON 06/12/13 SODIUM HYPOCHLORITE FOR WWTP ON 06/07/13	2,454.20 2,352.71	4,806.91
07/03/2013	78401	06004 VANGUARD CLEANING SYSTEM	JUN 2013: JANITORIAL SERVICES	2,800.00	2,800.00
07/03/2013	78402	04112 CONSULTING VINNEDGE ENVIRC	12-W015 CERTIFICATE OF DETERMINATION	550.00	550.00
07/03/2013	78403	00933 VWR INTERNATIONAL, INC.	E. FAECIUM	31.01	31.01
07/03/2013	78404	02918 WALNUT CREEK FORD	#105 ALTERNATOR CREDIT FOR #105 ALT CORE RETURN	294.66 -81.38	213.28
07/03/2013	78405	05785 WAUKESHA PEARCE INDUSTRIE	CO-GEN SPARES: SHAFT ASM CO-GEN SPARES: ELEMENT	1,985.42 146.07	2,131.49
07/03/2013	78406	00957 WEST YOST & ASSOCIATES	PARKS RFTA INFRASTRUCTURE EVAL MAY-JUNE DUBLIN CROSSING INFRASTRUCTURE EVAL MAY-	16,631.50 12,190.00	28,821.50
07/03/2013	78407	05688 WESTIN ENGINEERING, INC.	09-6101: UPGRADE ALARM DIALER @ FOD 4/27 09-6101 TO NO.1 - PROF SRVCS 4/24-6/28/1	3,221.46 2,479.43	5,700.89
07/03/2013	78408	00966 WHITLEY BURCHETT & ASSOCIA	13-S004 TO NO. 1 THROUGH MAY 2013	2,739.83	2,739.83
07/10/2013	1000316466	01111 CALPERS	JULY 2013 - ER CODE 0740 & 7316	168,800.58	168,800.58
07/11/2013	78409	00053 JOHN ARCHER	ARCHER REIMB FINANCE TEAM BUILDING EXRIS	117.00	117.00
07/11/2013	78410	01013 BARRETT BUSINESS SERVICES	J. KAUFFMAN: W/E 6/16/13 M. MULLER: W/E 6/16/13	1,126.40 852.48	

## Check History Description Listing

Dublin San Ramon Services District

From: 6/24/2013 To: 7/28/2013

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			K. VONG: W/E 6/16/13	844.80	
			S. THERKILDSEN: W/E 6/16/13	737.28	
			M. LEE: W/E 6/19/13	665.60	
			J. TREBES: W/E 6/16/13	665.60	4,892.16
07/11/2013	78411	05359 BURKE, WILLIAMS & SORENSEN	ALAMO CANAL - MAY 2013	348.92	348.92
07/11/2013	78412	03614 CAROLLO ENGINEERS	PROF SVCS THRU MAY 31, 2013	6,066.55	6,066.55
07/11/2013	78413	00225 MERLIN DAVIS	DAVIS CERTIFICATE REIMB WATER TREAT OPER	90.00	90.00
07/11/2013	78414	04575 ENDURO COMPOSITES INC	13-P008 SCUM TROUGH COVER	15,804.00	15,804.00
07/11/2013	78415	02749 DAN GALLAGHER	GALLAGHER REIMB EXP AT CUWCC 06/26	22.60	22.60
07/11/2013	78416	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SVCS JUNE 13	2,211.65	2,211.65
07/11/2013	78417	04594 MCCAMPBELL ANALYTICAL INC	SAMPLE ANALYSES	1,760.00	1,760.00
07/11/2013	78418	02076 NORTHERN TOOL & EQUIPMENT	#79 FUEL TANK	930.80	930.80
07/11/2013	78419	04553 PACHECO BROTHERS GARDENI	WEED ABATEMENT AT RESERVOIR R200	2,160.00	
			WWTP: INSTALL BARK TO BEDDING AREA	250.00	
			D.O. - INSTALL 2" BALL VALVE ON MAIN LIN	250.00	
			LAWWMA: REPLACED SCRUBBER VALVE	234.35	
			D.O. - REPLACE CRACKED VALVE	233.50	3,127.85
07/11/2013	78420	01403 PRAXAIR DISTRIBUTION INC 186	CYLINDER DEMURRAGE	49.13	49.13
07/11/2013	78421	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	944.76	944.76
07/11/2013	78422	05872 ALL INDUSTRIAL ELECTRIC SUP	13-A010: 60W LED LAMPS	2,011.59	
			MOTION LIGHT & FIXTURE FOR PS R200B	167.42	
			BRACKETS FOR CAPACITORS FOR D.O. AC UNIT	34.56	2,213.57
07/11/2013	78423	01076 ALSCO INC	WWTP TOWEL SERVICE: JUNE '13	300.40	
			FOD TOWEL SERVICE: JUNE '13	168.13	468.53
07/11/2013	78424	00052 ARAMARK UNIFORM SERVICES	JUN 2013: WEEKLY FIRE RESISTANT UNIFORM	912.45	912.45

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Date	Check #	Vendor	Description	Amount Paid	Check Total
07/11/2013	78425	01254 BAY AREA BARRICADE SVC, INC	48" TRAFFIC SIGN FOR HIGH SPEED/HAZARD A	111.73	111.73
07/11/2013	78426	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	194.16	194.16
07/11/2013	78427	00105 CAL-STEAM	(3) 6" CLOTH INS RUB FF GSKT 150 FOR PS GASKETS FOR LAVWMA ARV GASKET FOR LAVWMA ARV	44.11 6.65 1.14	51.90
07/11/2013	78428	00212 CUMMINS WEST INC.	#82 GENSET PARTS	613.96	613.96
07/11/2013	78429	00241 DGS OFS SVC REVOLVING FUNE	NATURAL GAS SERVICE WWTP - MAY 2013	31,012.51	31,012.51
07/11/2013	78430	01498 DIONEX CORPORATION	ICS 2000 SERVICE AGREEMENT	4,999.00	4,999.00
07/11/2013	78431	05126 DKF SOLUTIONS GROUP, LLC	SAFETY PROGRAM DEV - D. PATZER CONSULTIN	3,800.00	3,800.00
07/11/2013	78432	01559 EATON CORPORATION	DERWA: PSR200A VARIABLE FREQUENCY DRIVE	560.81	560.81
07/11/2013	78433	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	70.00	70.00
07/11/2013	78434	03900 GARTON TRACTOR INC	DLD HARVEST: DELIVERY RENTAL TRACTORS &	505.04	505.04
07/11/2013	78435	06196 HDSWW - UNION CITY CA	BACKFLOW PARTTS	273.18	273.18
07/11/2013	78436	00401 HOME DEPOT	20' FG EXTNSION LADDER PAINT SUPPLIES FOR SHOP USE LATE FEE FOR MAY 2013 STATEMENT CREDITED	249.96 79.56 -20.00	309.52
07/11/2013	78437	00468 KAMAN INDUSTRIAL TECHNOLO	BALL BEARING FOR HEAT LOOP PUMP	132.17	132.17
07/11/2013	78438	05709 LESCURE COMPANY, INC.	12-P001 TO NO 1 6/1/13-6/30/13	18,519.40	18,519.40
07/11/2013	78439	05675 LOGO BOSS	RESTOCKING FEE FOR PANTS RETURN	20.00	20.00
07/11/2013	78440	02166 MAZE & ASSOCIATES	FY13 LAVWMA AUDIT - JUNE SERVICES	4,000.00	4,000.00
07/11/2013	78441	00531 MCE CORPORATION	13-S006 DUBLIN BL, DOUGHERTY TO SCARLETT	26,636.45	26,636.45
07/11/2013	78442	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 6/16/13	1,380.00	1,380.00
07/11/2013	78443	04231 MSC INDUSTRIAL SUPPLY CO	PPE - EARPLUGS LENS CLEANER FOR FOD CACH	122.00	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			PPE - SAFETY GLASSES FOR SHOP CACHE	75.60	197.60
07/11/2013	78444	02109 ONE HOUR DELIVERY SERVICE,	ONE HOUR DELIVERY BOD MAIL DELIVERY 6/14	120.00	120.00
07/11/2013	78445	00619 ORCHARD SUPPLY HARDWARE	OSH STMT 06/23/2013	322.51	322.51
07/11/2013	78446	00620 P G & E	LAWWMA PS FEEDER A - JUN '13	47,723.04	
			LAWWMA PS FEEDER B - JUN '13	28,516.99	
			PUMP STATION 200A ELEC - JUNE 2013	17,999.62	
			PUMP STATION R200A ELEC - JUNE 2013	4,928.90	
			PUMP STATION 30A ELEC - JUNE 2012	4,768.10	
			PUMP STATION 300B ELEC - JUNE 2013	4,008.52	
			PUMP STATION 4A ELEC - JUNE 2013	1,996.98	
			PUMP STATION R300B ELEC - JUNE 2013	1,481.19	
			RESERVOIR R100 ELEC - JUNE 2013	19.57	
			ALAMO TRUNK SEWER ELEC - JUNE 2013	17.54	
			JOHNSON DR STREETScape ELEC - JUNE 2013	13.60	111,474.05
07/11/2013	78447	04105 R&B COMPANY	MISC REPAIR PARTS	526.94	
			MISC SEWER REPAIR PARTS	522.11	1,049.05
07/11/2013	78448	03442 RABBIT OFFICE AUTOMATION	COPIER LEASE LAB/CUST SVC	440.36	440.36
07/11/2013	78449	00696 RED WING SHOE STORE	J. HENDRYX - SAFETY SHOES	147.14	147.14
07/11/2013	78450	00699 REDWOOD COAST PETROLEUM	GASOLINE DELIVERY TO WWTP ON 6/19/13	1,927.26	1,927.26
07/11/2013	78451	00754 SCP SCIENCE	DIGI PREP HOOD ENCLOSURE, FILTER	1,615.00	
			BLOWER FOR HEPA HOOD ENCLOSURE	1,010.00	2,625.00
07/11/2013	78452	00756 SECURITY ETC.	WWTP/DERWA PERIODIC FIRE INSPECTION	380.00	380.00
07/11/2013	78453	02692 SELLTECH COMP PUMPS & ENG	COGEN PARTS: GOVERNOR USED (QTY 1)	1,308.00	1,308.00
07/11/2013	78454	00800 STATE BOARD OF EQUALIZATIOI	2013 2ND QRT USE TAX RETURN (4Q FY 2013)	4,535.00	4,535.00
07/11/2013	78455	00872 TRANSCAT	SHRINK TUBE LABELS TO REWIRE FSL VALVES	403.72	403.72



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Date	Check #	Vendor	Description	Amount Paid	Check Total
07/11/2013	78456	01470 TRI-VALLEY HOSE	#42 FITTINGS	15.59	15.59
07/11/2013	78457	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	238.93	238.93
07/11/2013	78458	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE FOR WWTP ON 06/21/13	2,454.20	
			SODIUM HYPOCHLORITE FOR WWTP ON 06/18/13	2,328.42	
			SODIUM HYPOCHLORITE FOR DERWA ON 6/18/13	2,137.06	6,919.68
07/11/2013	78459	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT ON 06/11/1	441.06	441.06
07/11/2013	78460	00933 VWR INTERNATIONAL, INC.	CARTRIDGE BARNSTEAD SYSTEM, SYRINGE	670.53	670.53
07/11/2013	78461	03149 WHITE CAP CONST SUPPLY	HYDRATION PACKS	60.18	60.18
07/11/2013	78462	00966 WHITLEY BURCHETT & ASSOCIA	12-W021 FEASIBILITY STUDY PREP	12,496.60	
			12-W023 TO OC-28 MAY 2013	4,089.65	
			620C620 TITLE XVI FSBLTY STUDY PART 2	486.00	17,072.25
07/11/2013	78463	00987 ZONE 7 WATER AGENCY	JUNE 2013 CONNECTION FEES	1,602,645.00	1,602,645.00
07/15/2013	7919	05511 CALIFORNIA STATE	CHILD SUPPORT GARNISHMENT: PAYMENT	380.30	380.30
07/15/2013	71513	03718 HR SIMPLIFIED	2013 POS/FSA/DCA	2,933.92	2,933.92
07/15/2013	7152013	01160 DSRSD - MGMT CHECKING	MGMNT CHECKING REIMB 06/30/13	65.00	65.00
07/15/2013	607071513	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	43,543.70	43,543.70
07/15/2013	1000320501	00494 PERS	RETIREMENT: PAYMENT	46,500.49	46,500.49
07/16/2013	10117411	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	129,691.66	129,691.66
07/16/2013	87622056	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	23,362.04	23,362.04
07/18/2013	78464	02786 ALEXANDER & ASSOCIATES, INC	13-P008 ELEVATION VERIFICATION @ WWTP	420.00	420.00
07/18/2013	78465	01013 BARRETT BUSINESS SERVICES	J. KAUFFMAN: W/E 6/23/13	1,126.40	
			K. VONG: W/E 6/23/13	844.80	
			S. THERKILDSSEN: W/E 6/23/13	737.28	
			M. MULLER: W/E 6/23/13	691.20	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			M. LEE: W/E 6/23/13	665.60	
			J. TREBES: W/E 6/23/13	665.60	4,730.88
07/18/2013	78466	00085 RHODORA BIAGTAN	BIAGTAN REIMB EXP AT RCYCL WATER BOARD M	54.85	54.85
07/18/2013	78467	00099 BUCKLES SMITH	INCOMING FREIGHT CHARGES FOR INV 1248535	17.18	
			INCOMING FREIGHT CHARGES FOR INV 1248535	17.18	34.36
07/18/2013	78468	00216 DAIHOS U.S.A. INC.	HOT BEVERAGE @ DO - JULY 2013	154.97	154.97
07/18/2013	78469	01748 DATAMATIC, LTD	AUGUST 2013 MAINTENANCE	1,465.94	1,465.94
07/18/2013	78470	04424 GRAYBAR ELECTRIC COMPANY	ELE SUPPLIES FOR FSL VALVE ACTUATOR REPL	1,002.87	
			42U CABINET & CASTERS FREIGHT	396.00	1,398.87
07/18/2013	78471	03602 SPENCER HALLIDAY	HALLIDAY CERTIFICATE REIMB WATER DIST. OP	120.00	120.00
07/18/2013	78472	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SVCS JUNE 13	3,261.29	3,261.29
07/18/2013	78473	00473 KEMIRA WATER SOLUTIONS INC	DERWA PAX-XL8 ON 06/08/13	10,470.82	10,470.82
07/18/2013	78474	00501 LAVWMA	DEBT SERVICE - AUG PMT	1,722,347.64	1,722,347.64
07/18/2013	78475	00608 OFFICE TEAM	TEMP SVCS W/E 07/05/13 - MONTAGUE	651.95	
			TEMP SVCS W/E 06/24/13 - MONTAGUE	598.73	1,250.68
07/18/2013	78476	00745 CONNIE SANCHEZ	SANCHEZ CERTIFICATE REIMB CWEA LAB ANALY	87.00	87.00
07/18/2013	78477	00774 SIEMENS INDUSTRY, INC	DO HVAC PANEL COMMUNICATIONS REPAIR	490.00	490.00
07/18/2013	78478	01628 SIERRA CHEMICAL COMPANY	1450 UNITS HYDROFLUOSILICIC ACID	5,005.84	
			1450 UNITS HYDROFLUOSILICIC ACID	5,005.84	10,011.68
07/18/2013	78479	03536 U S BANK/ CORP PMT SYSTEMS	DUENAS - FUNDAMENTALS OF ENGINEERING	1,300.53	
			SURFACE PRO TABLET PC/GRAPHIC DESIGNER	1,230.60	
			HARD DRIVE RECOVERY FOR BRETT CASTELLO	1,000.00	
			2013 CSDA GM LEADERSHIP SUMMIT-MICHALCZY	600.00	
			DREDGE ANCHORS: CEMENT MIX	599.88	
			QTY (6) SONY LTO6 BLANK TAPES FOR BACK U	566.36	

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			2013 CITY CLERKS SEMINAR REG - HATFIELD	475.00	
			2013 CASA ANNUAL CONFERENCE REG-MICHALCZ	475.00	
			COPY PAPER, INK, STAPLER, ETC	395.91	
			M. GORDON RETIREMENT GIFT	377.11	
			CAMERA EQUIPMENT	374.67	
			GAS BLOWER AND GRIT SCREEN	369.45	
			STREAMING PROJECTOR & CABLE	291.15	
			TELESCOPIC DIPPER FOR SAMPLING TRUCKS	251.56	
			QTY (1) BUFFALO 4TB EXTERNAL HD FOR JP	239.07	
			RBROUGH: MEMBERSHIP RENEWAL	238.00	
			DREDGE: 12VDC DISCONNECT/PLUGS & COMP FO	228.21	
			COPY PAPER, COLOR PAPER, STAPLES, ETC	216.23	
			GALLARDO - CALPELRA ACADEMY 10 REGISTRAT	210.00	
			OIL FOR SPARK PLUG REMOVAL	203.32	
			TELESCOPIC DIPPER & SWIVEL ADAPTER	199.57	
			STOCK PHOTOS	199.00	
			AIRFARE: D. GALLAGHER CUWCC MTG IN LA ON	197.80	
			LAVWMA: PORTABLE EYEWASH STATION	178.25	
			REGISTRATION: D. THACH-DALLABETTA - CWEA	165.00	
			JQUERY ASP TRAINING SEMINAR ONLINE	159.00	
			CWEA CERTIFICATE RENEWALS KAPIL MOHAN	159.00	
			MISC OFFICE SUPPLIES: BINDERS & INK CART	156.86	
			LUNCH FOR BACWA ASSET MGMT MTG-05/22/13	152.25	
			ONLINE JOB POSTING (MECHANIC I/II)	150.00	
			TOOL FOR SHOP - SPARK PLUG REMOVER	141.65	
			R. FREITAS: CWEA MEMBERSHIP RENEWAL	140.00	
			PCARNEY: MEMBERSHIP RENEWAL FOR 2013	140.00	
			D. WINTON CWEA DUES	140.00	
			BRACKETT - HOTEL FOR UTILITIES WORKSHOP	135.49	

## Check History Description Listing

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			HAYES - HOTEL FOR UTILITIES WORKSHOP 6/2	135.49	
			PARTS FOR HARVESTING TRACTOR ELECTRICAL	130.78	
			BART HYDRANT REPAIR	126.44	
			3 STANDARD SINGLE DOMAIN (TURBO) SSL CER	124.97	
			OFFICE SUPPLIES: CASES OF PAPER, PENS, E	121.42	
			OFFICE SUPPLIES: DIVIDERS, PAPER, BINDER	116.38	
			OFFICE SUPPLIES: PAPER, CLIPBOARDS, MISC	116.09	
			OIL SEALS FOR HYPO PUMP	111.32	
			WATER COOLERS FOR DISTRICT EVENTS	106.51	
			(22.505G) DIESEL FOR CRANE TRUCK	99.00	
			D. WINTON CWEA CERT RENEWAL GRADE 4	92.00	
			D. LEONARDO CWEA CERT RENEWAL GRADE 2	82.00	
			J. KILLIPS CWEA CERT RENEWAL GRADE 2	82.00	
			PPE - HEAT SAFETY (COOLING TOWELS)	81.64	
			4GB MEMORY FOR BILL LOHMAN'S E6500 LAPTO	78.47	
			REPLT LED INCANDESCENT FOR DO	76.31	
			LCW WEBINAR TOP 10 TIPS FOR TROUBLE FREE	75.00	
			#50 BOB CAT COMPRESSOR OIL	74.14	
			DOT Placecard - Numer All 5 Legend	69.63	
			LAVWMA: DOOR HANGERS	69.25	
			JET BLUE- GENZALE- OAKLAND TO LONG BEACH	67.90	
			JET BLUE- GENZALE- LONG BEACH TO OAKLAND	67.90	
			SHALLIDAY: WRITTEN EXAM FEE FOR CRANE CE	65.00	
			WIRELESS TRACKBALL MOUSE FOR A. JOHNSON	60.08	
			CORNERSTONES OF TRUST 2013 CONFERENCE	60.00	
			BRACKETT - INSPECTOR DAILY JOURNAL	59.94	
			CHANG - ONLINE TRAINING: PORTRAIT PHOTO	59.00	
			MISC SUPPLIES	56.33	
			QTY (1) MICROSOFT 4000 ERGO KEYBOARD BIA	54.49	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			C BARRAGAN DEPARTURE LUNCH	53.78	
			OFFICE SUPPLIES: HANGING FILE POCKET FOL	52.30	
			OFFICE SUPPLIES	50.13	
			FUEL FOR TRUCK #87	50.00	
			DERWA MGRS BRKFAST MEETING 6/10/13	46.89	
			NFPA 820 2012 EDITION (PDF) ENG REF	44.50	
			PHOTO FRAMES	43.60	
			FLEX WRENCHES FOR ADJUSTING BRACKETS ON	43.57	
			PARTS FOR BLDG D DRYER	39.85	
			BAY PLANNING COALITION WORKSHOP: JACKIE	37.75	
			DECAL MAGNETIC MATERIAL FOR DODGE	34.69	
			DREDGE: SPEAKERS	32.69	
			DREDGE: BUSHINGS FOR HIGH AMP PLUGS FOR	32.61	
			ARMA CHAPTER DINNER JUNE 27, 2013 - GENZ	31.05	
			MISC SUPPLIES FOR FOD	30.36	
			TABLE CLOTHS	28.01	
			#42 PARTS FOR HOSE ROLLER	24.41	
			NETWORK WIRE FOR TV TRUCK	20.17	
			DONUTS FOR 06/20/13 COMBINED MAINT MTG	20.00	
			062013 COMBIINED MAINT MEETING	20.00	
			PRO SUBSCRIPTION (JUNE 2013)	19.95	
			SHROUD FOR LED LIGHT @ PS R300B	16.86	
			OFFICE SUPPLIES	15.25	
			CLT-W409 WASTE TONER CONTAINER	14.16	
			MATENDIDO: 05/22/13 LUNCH RE:UTILITY MGM	10.30	
			LAVWMA: HOSE WASHER; BALL VALVE	9.79	
			MATENDIDO: 05/21/13 LUNCH RE:UTILITY MGM	8.69	
			OFFICE SUPPLIES	7.63	
			REFRESHMENTS INTERVIEW PANEL	7.29	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			PHONE MESSAGE TABLETS	7.09	
			PERSONAL PURCHASE BY ERROR - BOOK	5.84	
			BLOHMAN: LUNCH	4.23	
			PART FOR DO HVAC	1.62	
			2013 CITY CLERKS SEMINAR REG - HATFIELD-	-25.00	
			HAYES - REFUND FOR CANCELED ACWA TOUR	-65.00	
			CREDIT TELESCOPIC DIPPER	-116.49	15,233.97
07/18/2013	78480	01738 3T EQUIPMENT COMPANY INC.	TV CAMERA PARTS	903.13	903.13
07/18/2013	78481	00019 A-1 ENTERPRISES	WWTP: BI-MONTHLY STREET SWEEPING JUN '13	170.00	170.00
07/18/2013	78482	01180 ADS REPROGRAPHICS, INC.	36"X500' BOND PAPER FOR KIP PRINTER	173.46	173.46
07/18/2013	78483	06213 AJRPE CONSULTING SERVICES	REGISTRATION: HYDRAULICS CLASS JACKIE YE	525.00	525.00
07/18/2013	78484	05872 ALL INDUSTRIAL ELECTRIC SUPPLY	13-A010: 100W LED LAMPS	1,443.59	1,443.59
07/18/2013	78485	03035 ALPHA ANALYTICAL LABS INC	SAMPLE ANALYSES	619.00	
			SAMPLE ANALYSES	126.00	745.00
07/18/2013	78486	02158 AMADOR VALLEY INDUSTRIES	JUNE DUMPSTER RENTAL	283.92	
			DO GARBAGE- DO 107786 JUNE 2013	283.92	567.84
07/18/2013	78487	06232 DANIELLE APGAR	REFUND 2536 CEDARWOOD LOOP	153.81	153.81
07/18/2013	78488	06230 VINITA APTE	REFUND 2366 CAPISTRELLO ST	88.08	88.08
07/18/2013	78489	00058 ARROWHEAD MOUNTAIN SPRING	OPS DEPT BOTTLED WATER JUN '13	221.92	
			WATER FOR THE LAB	60.54	282.46
07/18/2013	78490	00058 ARROWHEAD MOUNTAIN SPRING	LAVWMA: BOTTLED WATER JUN '13	49.57	49.57
07/18/2013	78491	03798 BALLESTEROS, MONA - PETTY C	PETTY CASH WWTP - WE 06/30/2013 FY 2013	257.63	257.63
07/18/2013	78492	01582 BARRACUDA NETWORKS	BARRACUDA SPAMFIREWALL 3YR EU	1,799.00	
			BARRACUDA SPAM FIREWALL HW REFRESH	1,499.00	3,298.00
07/18/2013	78493	00091 BOLD, POLISNER, MADDOW, NEI	MONTHLY LEGAL SERVICES - 06/13	8,591.55	8,591.55

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/18/2013	78494	02865 BRENNTAG PACIFIC INC	DERWA: 10 - 50 LB BAGS OF CITRIC ACID	686.71	686.71
07/18/2013	78495	02217 BSK ANALYTICAL LABORATORIE	SAMPLE ANALYSES	124.00	
			SAMPLE ANALYSES	80.00	
			SAMPLE ANALYSES	34.00	238.00
07/18/2013	78496	06237 CAFE TAPIOCA	Refund receipt #: 03246	75.00	75.00
07/18/2013	78497	01827 CCP INDUSTRIES INC	4 CS SCRIMDRY WIPES	465.01	465.01
07/18/2013	78498	01167 CITY OF DUBLIN	ENCROACHMENT 11440 MARWICK DR., 6-13-13	452.00	452.00
07/18/2013	78499	00157 CITY OF PLEASANTON	RECYCLED WATER VINYL SIGNS	621.30	621.30
07/18/2013	78500	00162 COAST CRANE CO. INC.	PENDANT CONTROL AND CABLE ASSEMBLY	1,549.95	1,549.95
07/18/2013	78501	05196 COMCAST	BUSINESS TV BASIC 07/07/13-08/06/13	13.40	13.40
07/18/2013	78502	05744 CONTRACT SWEEPING SERVICE	REFUND METER #65615504	369.45	369.45
07/18/2013	78503	05780 CONTRACTOR COMPLIANCE	620C620 TO NO. 1 JUNE 2013	716.63	716.63
07/18/2013	78504	00208 CSRMA	DEDUCTIBLE RECOVERY/CLOSE CLAIM FILE	1,020.60	1,020.60
07/18/2013	78505	00237 DERWA	JUNE 2013 OPER EXP - DSRSD SHARE	115,485.78	115,485.78
07/18/2013	78506	06173 DIRT MOVERS	REFUND METER # 1549691	972.00	972.00
07/18/2013	78507	06218 GLORIA DURDEN	REFUND 7801 TAMARACK DR	160.02	160.02
07/18/2013	78508	06156 E.C. SMITH, INC	REFUND METER # 1637115	951.00	951.00
07/18/2013	78509	00277 EBMUD	AUGUST 2013 AUDIT/ACCT SVCS	204.52	204.52
07/18/2013	78510	00280 ECOWATER SYSTEMS	LAB WATER SOFTENER EXCHANGE TANKS JUL '1	201.20	201.20
07/18/2013	78511	05712 EMC CORPORATION	EMC SAN MAINT @WWTP 2013-2014	1,165.07	
			EMC SAN MAINT @DO 2013-2014	1,165.07	2,330.14
07/18/2013	78512	02656 FASTENAL COMPANY	HARD HATS FOR WWTP TOURS	948.37	948.37
07/18/2013	78513	00314 FEDEX	WWTP: OVERNIGHT DELIVERY CHARGES JUL '13	14.67	

## Check History Description Listing

Dublin San Ramon Services District

From: 6/24/2013 To: 7/28/2013

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			GAUGE CALIBRATION - SENT TO DICKSON	25.06	
			PRIORITY OVERNIGHT DELIVERY OF ODOR SAMP	437.53	477.26
07/18/2013	78514	01137 FRANK BONETTI PLUMBING INC	1 BACKFLOW DEVICE REPAIR-SN#L19203	109.00	109.00
07/18/2013	78515	06226 JINPING GAO	REFUND 5771 MOORJANI ST	131.32	131.32
07/18/2013	78516	03900 GARTON TRACTOR INC	DLD HARVESTING: TRACTOR RENTAL JUL '13	7,845.86	7,845.86
07/18/2013	78517	06223 LYNN GROENVELD	REFUND 7314 LAS PALMAS WAY	45.59	45.59
07/18/2013	78518	00388 HEATH'S WELDING SUPPLY	CUTTING GAS	75.21	75.21
07/18/2013	78519	06231 DANIEL HECKER	REFUND 3361 MONAGHAN ST	53.24	53.24
07/18/2013	78520	03958 LIVERMORE AUTO GROUP	#36 SPEED SENSOR	31.60	31.60
07/18/2013	78521	05852 LOOKING POINT, INC.	UC AND NETWORK DEPLOYMENT PHASE 1-1	18,670.00	18,670.00
07/18/2013	78522	00344 LUCITY INC.	CONSTANT CONNECTION PROGRAM-09/02/13 THR	14,380.00	14,380.00
07/18/2013	78523	06224 MICHAEL MANNING	REFUND 8601 SOUTHWICK DR	39.88	39.88
07/18/2013	78524	02166 MAZE & ASSOCIATES	FYE 2013 AUDIT SERVICES - JUNE	11,300.00	11,300.00
07/18/2013	78525	06221 PENNY MCCREARY	REFUND 7007 LOCUST CT	6.04	6.04
07/18/2013	78526	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 6/23/13	1,320.00	1,320.00
07/18/2013	78527	00545 BERT MICHALCZYK	MICHALCZYK REIMB TRAV EXP THRU 06/30/13	648.64	648.64
07/18/2013	78528	06220 XIAOJUN MO	REFUND 7823 STARWARD DR	169.98	169.98
07/18/2013	78529	03546 MORENO TRENCHING LTD	REFUND METER # 1629806	930.80	930.80
07/18/2013	78530	06032 N.V. HEATHORN, CO.	AIR HANDLER BOX CAR UNIT (FINAL PAYMENT)	4,964.30	4,964.30
07/18/2013	78531	04796 NAPA AUTO PARTS	#79 FUEL TANK PARTS	82.76	82.76
07/18/2013	78532	00585 NCBPA	OLSON - ATTEND NCBPA ANNUAL PRODUCT SHOW	40.00	40.00
07/18/2013	78533	04970 NCM ODOR CONTROL	SL-2000 ODOR COUNTERACTANT	3,315.56	3,315.56
07/18/2013	78534	05356 OFFICE DEPOT	OFFICE SUPPLIES: INK CARTRIDGES	80.10	80.10



## Check History Description Listing

Dublin San Ramon Services District

From: 6/24/2013 To: 7/28/2013

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/18/2013	78535	02109 ONE HOUR DELIVERY SERVICE,	DELIVERY OF BOARD MAIL	120.00	
			ONE HOUR DELIVERY BOD MAIL DELIVERY 6/28	120.00	240.00
07/18/2013	78536	00620 P G & E	MISC PUMP STATIONS; DUBLIN LIFT STN - EL	25,366.95	
			PUMP STATION 300A ELEC - JUNE 2013	8,562.87	
			PUMP STATION R200B ELEC - JUNE 2013	6,517.67	
			DISTRICT OFFICE ELEC - JUNE 2013	4,833.90	
			PUMP STATION R300A ELEC - JUNE 2013	1,895.68	
			PUMP STATION 2B ELEC - JUNE 2013	1,787.44	
			DISTRICT OFFICE GAS SERVICE - JUNE 2013	286.74	
			DISTRICT OFFICE UTILITY BLDG ELEC - JUNE	110.36	
			DO UTILITY BLDG GAS SERVICE - JUNE 2013	11.96	49,373.57
07/18/2013	78537	06227 JOHN PAN	REFUND FOR 5274 PERSIMMON DR	32.36	32.36
07/18/2013	78538	03173 BETH FREELAND PETTY CASH	PETTY CASH REIMBURSE WE 06/30/2013	155.13	155.13
07/18/2013	78539	06229 HOWIE PHAM	REFUND 5761 NEWFIELDS LN	152.30	152.30
07/18/2013	78540	00663 PLEASANTON GARBAGE SVC IN	TRANSPORT OF SOLIDS/GRIT SCREENINGS: JUN	2,967.72	2,967.72
07/18/2013	78541	04105 R&B COMPANY	MISC REPAIR PARTS	12,310.43	
			1000 NEIPRENE METER GASKETS 1/8	195.30	
			GASKETS FOR LAVWMA ARV REPAIR	33.49	12,539.22
07/18/2013	78542	00699 REDWOOD COAST PETROLEUM	GASOLINE DELIVERY TO THE WWTP ON 6/27/13	2,066.38	2,066.38
07/18/2013	78543	06233 DEBORAH ROPER	REFUND 3335 BARONS LN	168.78	168.78
07/18/2013	78544	00740 SAN RAMON CHAMBER OF COM	2013 ANNUAL DUES - SAN RAMON CHAMBER OF	1,025.00	1,025.00
07/18/2013	78545	02125 SEEVER & SONS TIRE	TIRES FOR DISC AT THE DLD	813.60	813.60
07/18/2013	78546	01096 SHAPE INC	REPLACEMENT PUMP #2 FOR FSL SLUDGE	14,567.85	14,567.85
07/18/2013	78547	00798 STANDARD PACIFIC HOMES	REFUND 3292 VITTORIA LOOP	79.77	79.77
07/18/2013	78548	06222 SUMMIT PROPERTY GROUP	REFUND 7065 YORK CT	71.16	71.16

## Check History Description Listing

Dublin San Ramon Services District

From: 6/24/2013 To: 7/28/2013

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/18/2013	78549	06219 HUANN CHING TANG	REFUND 5947 DOUGHERTY RD	1,915.16	1,915.16
07/18/2013	78550	00847 THE IMPRINT WORKS	PLAQUES FOR EMPLOYEE RECOGNITION/AWARDS ENGRAVING - TQI PERPETUAL PLAQUE ENGRAVING ON PLAQUE	1,371.22 57.23 9.54	1,437.99
07/18/2013	78551	00014 TREASURER OF ALAMEDA COU	JUNE 2013 FUEL CHARGES	2,498.14	2,498.14
07/18/2013	78552	01552 TRI-VALLEY PROMOTIONAL PRO	CENTRAL DUBLIN RW EVENT - WATER BOTTLES	653.09	653.09
07/18/2013	78553	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE FOR WWTP ON 06/25/13	2,473.62	2,473.62
07/18/2013	78554	00911 VADEN, KAREN - PETTY CASH	DO PETTY CASH WE 06/30/2013	22.00	22.00
07/18/2013	78555	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT JUN '13	624.81	624.81
07/18/2013	78556	06225 VERONICA VILLANO	REFUND 7389 DALMALLY LN	105.29	105.29
07/18/2013	78557	02918 WALNUT CREEK FORD	REPLACEMENT ALT FOR #105 #92 RELAY FOR A/C CORE AND ALT CREDIT	294.66 24.87 -294.66	24.87
07/18/2013	78558	05785 WAUKESHA PEARCE INDUSTRIE	CO-GEN: ELEMENT (SPARE)	126.82	126.82
07/18/2013	78559	06228 SAM WEAVER	REFUND 5316 ALAGRO CT	74.62	74.62
07/18/2013	78560	03149 WHITE CAP CONST SUPPLY	FUEL TANK FOR #79	572.26	572.26
07/22/2013	7222013	03718 HR SIMPLIFIED	2013 POS	169.45	169.45
07/24/2013	42367573	00558 IRS - PAYROLL TAXES	STD PMT L. ROSE TAX - CHK DATE 07/17/13	36.42	36.42
07/25/2013	78561	00019 A-1 ENTERPRISES	LAWWMA: WEEKLY STREET SWEEPING JUN '13	660.00	660.00
07/25/2013	78562	01774 AIRGAS NCN	FUEL CELL: NITROGEN CRADLE RENTAL 13 DAY	62.13	62.13
07/25/2013	78563	03597 ALAMEDA CTY ENVIRONMENTAL	HMBP FEE: PS 4A FACILITY NO. FA0315501	273.00	273.00
07/25/2013	78564	00026 ALCO IRON & METAL	DERWA MF: STEEL PLATES QTY 2	1,940.20	1,940.20
07/25/2013	78565	01195 AMERICAN BATTERY CO.	BATTERIES FOR #326 GOLF CART	870.82	870.82

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/25/2013	78566	06211 ASSOCIATED SERVICES CO.	OPS DEPT HOT BEVERAGE SERVICE JUL '13	238.67	238.67
07/25/2013	78567	00622 AT&T	DO T-1 TO FOD THRU 07/12/2013	159.81	
			SCADA FOD TO DO THRU 07/12/2013	186.72	
			WWTP TO PS300 DV THRU 07/12/2013	253.47	
			TELE SVCS & USAGE THRU 07/12/2013	1,600.51	2,200.51
07/25/2013	78568	03813 AT&T CONFERENCING	CONF CALL 6/13/2013	82.91	82.91
07/25/2013	78569	01676 BANK OF AMERICA	JUNE 2013 - BANK CHARGES	834.52	834.52
07/25/2013	78570	03056 BANK OF AMERICA	A/C 1218 - STMT 06/10/13-07/09/13	7.95	7.95
07/25/2013	78571	00079 BAY AREA AIR QUALITY MGMT.	GAS DISPENSING NOZZLE RENEWAL FEE 2014	176.00	176.00
07/25/2013	78572	00080 BAY AREA COATING	06-3103 COATING INSPECTION 3/27/13-5/29/	9,605.00	9,605.00
07/25/2013	78573	04042 BAY AREA NEWS GROUP	BAY AREA NEWS GROUP - Legal ad CIP	377.78	377.78
07/25/2013	78574	04473 BOGETTI WATER TRUCKS INC	REFUND METER #65495600	620.36	620.36
07/25/2013	78575	00096 BROWN & CALDWELL	06-3103 TO NO. 1 5/24/13-6/27/13	2,183.36	2,183.36
07/25/2013	78576	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	194.16	194.16
07/25/2013	78577	00148 CHEVRON & TEXACO CARD SVC	DO GASOLINE PURCHASE 6/22 - 7/21/13	115.69	115.69
07/25/2013	78578	05082 CODE PUBLISHING INC.	CODE PUBLISHING - DISTRICT CODE ONGOING	600.00	600.00
07/25/2013	78579	03997 CORRPRO COMPANIES, INC.	LAVWMA: TROUBLESHOOT EMERG DISCHARGE SEG	473.75	
			LAVWMA: TROUBLESHOOT EMERG DISCHARGE SEG	2,036.75	2,510.50
07/25/2013	78580	05534 CSAC EXCESS INS. AUTHORITY	EE ASSISTANCE: JUL - SEP 2013 CHARGES	1,019.16	1,019.16
07/25/2013	78581	00207 CSMFO	FY 2014&2015 BUDGET AWARD APPLICATION	150.00	150.00
07/25/2013	78582	00208 CSRMA	PROPERTY INSURANCE PREMIUM RENEWAL '14	42,818.25	
			WORKERS COMP COVERAGE RENWAL '14	204,245.00	247,063.25
07/25/2013	78583	00212 CUMMINS WEST INC.	#82 TV VAN GEN SET - OUTSIDE REPAIRS	518.62	

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			MANUAL FOR #77 GEN SET	38.24	556.86
07/25/2013	78584	06137 CUSTOM CAD DESIGN INC.	620C620 AS BUILT DRAWINGS JUNE 2013	480.00	480.00
07/25/2013	78585	00222 DATCO SERVICES CORP.	JUL/AUG/SEP 2013 - MONTHLY CHARGES	436.80	436.80
07/25/2013	78586	00241 DGS OFS SVC REVOLVING FUNE	NATURAL GAS SERVICE AT WWTP - JUNE 2013	36,140.70	36,140.70
07/25/2013	78587	05126 DKF SOLUTIONS GROUP, LLC	MY SAFETY OFFICER - SUBSCRIPTION 07-13	350.00	350.00
07/25/2013	78588	06215 EAST BAY LEADERSHIP COUNCI	2014 MEMBERSHIP - EAST BAY LEADERSHIP CO	690.00	690.00
07/25/2013	78589	01559 EATON CORPORATION	06/24/13: POWERNET TECH SUPPORT ENG ONSI	1,875.00	1,875.00
07/25/2013	78590	00277 EBMUD	LAVWMA LEWELLING WTR & SWR JUN '13	102.57	102.57
07/25/2013	78591	06114 EID, INC.	EID - RECORDS MGMT PROGRAM NEEDS ASSESSM	4,500.00	4,500.00
07/25/2013	78592	00300 ENVIRONMENTAL SCIENCE ASSI	PROF SVCS - JUNE 2013	1,096.95	1,096.95
07/25/2013	78593	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	701.12	701.12
07/25/2013	78594	03420 DBA NEOGOV GOVERNMENTJOI	NEOGOV LICENSE SUBSCPTION RENEWAL FY2014	3,600.00	3,600.00
07/25/2013	78595	00433 IPMA-HR	GALLARDO - IPMA-HR MEMBERSHIP 13/14	105.00	105.00
07/25/2013	78596	06166 KBA	COPIER LEASES FOD/ENGR/MAINT 6/29-7/29/1	730.30	730.30
07/25/2013	78597	00509 LIEBERT CASSIDY WHITMORE	GENERAL LEGAL FEES 06/13	8,255.10	
			EMPLOYMENT RELATED LEGAL SERVICES	383.00	8,638.10
07/25/2013	78598	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 6/30/13	1,500.00	1,500.00
07/25/2013	78599	04060 MITEL LEASING	TELEPHONE EQ LEASE JULY 2013	3,644.68	3,644.68
07/25/2013	78600	06203 NAVEX GLOBAL, INC.	HOTLINE/HELPLINE SUBSCRIPTION FY14	2,500.00	2,500.00
07/25/2013	78601	00620 P G & E	PUMP STATION 20B ELEC - JUNE 2013	7,295.33	
			FSL AERATORS; LAB HVAC; FLEET BLDG - ELE	2,178.84	
			LAVWMA PIPELINE & LIVERMORE LINE JUN '13	431.29	
			PUMP STATION 10A ELEC - JULY 2013	129.52	

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			RESERVOIR 10B ELEC - JULY 2013	79.86	
			ALTITUDE VALVE (RES 10B) ELEC - JULY 201	9.86	10,124.70
07/25/2013	78602	04951 PLEASANTON TRUCKING	7/1 TRUCKING MATL FROM VULCAN TO CAMP PA	178.73	178.73
07/25/2013	78603	04105 R&B COMPANY	REPAIR PARTS	37.70	37.70
07/25/2013	78604	00699 REDWOOD COAST PETROLEUM	RED DIESEL FOR DLD	5,500.88	5,500.88
07/25/2013	78605	05449 SAMBA HOLDINGS, INC.	DMV REPORTING FOR 06-13	170.13	170.13
07/25/2013	78606	04698 SAMPLE TRAPS, LLC	SAMPLE BOTTLES	111.18	111.18
07/25/2013	78607	00751 SCBA SAFETY CHECK, INC.	FACEPIECE FOR SCBA USE	372.08	372.08
07/25/2013	78608	00756 SECURITY ETC.	FIRE ALARM & SECURITY SYSTEM MONITORING	252.00	
			DERWA FIRE ALARM MONITORING QTR 1 FY14	165.00	
			FIRE ALARM MONITORING WWTP QTR 1 FY14	165.00	582.00
07/25/2013	78609	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	238.93	238.93
07/25/2013	78610	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE DERWA ON 07/05/13	2,129.72	2,129.72
07/25/2013	78611	00907 UNIVERSITY OF SOUTHERN CAL	WATER PURVEYOR MEMBERSHIP WITH 2,400 - 2	598.85	598.85
07/25/2013	78612	00912 VALLEY CARE HEALTH SYSTEM	RESPIRATOR & AUDIO EXAMS - SAUCEDA & BAI	248.00	248.00
07/25/2013	78613	00924 VERIZON WIRELESS	ON-CALL OP'S CELL PH SVC 06/04 -07/03/13	289.71	289.71
07/25/2013	78614	00933 VWR INTERNATIONAL, INC.	NEODISHER FLA, BOD BUFFER, PAO, GLOVES	525.64	
			POLYSEED	210.39	736.03
07/25/2013	78615	02918 WALNUT CREEK FORD	ANTI FREEZE FOR STOCK	97.00	97.00
07/25/2013	78616	00946 WATEREUSE ASSOCIATION	WATEREUSE DPR INITIATIVE CONTRIBUTION	75,000.00	75,000.00
07/25/2013	78617	05785 WAUKESHA PEARCE INDUSTRIE	CO-GEN: SPARE REPAIR KIT, FLANGE GASKET,	1,819.93	1,819.93
07/25/2013	78618	00957 WEST YOST & ASSOCIATES	13-S014 PARKS RFTA INFRASTRUCTURE EVAL	15,200.50	
			13PF01 DUBLIN CROSSING INFRASTRUCTURE EV	110.50	15,311.00

## Check History Description Listing

Dublin San Ramon Services District

From: 6/24/2013 To: 7/28/2013

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/25/2013	78619	03149 WHITE CAP CONST SUPPLY	36" BOLT CUTTER HIT 24 CANS OF MARKING PAINT	136.67 87.17	223.84
07/25/2013	78620	00710 AAI TERMITE & PEST CONTROL	PS 4A RODENT SERVICE & INSPECTION FOD INSPECTED GLUE BOARDS & BAIT STATION	45.00 45.00	90.00
07/25/2013	78621	03460 ACCO ENGINEERED SYSTEMS II	DO A/C: BOILER SERVICE REPAIR	720.37	720.37
07/25/2013	78622	01013 BARRETT BUSINESS SERVICES	M. LEE: W/E 6/30/13 S. THERKILDSEN: W/E 6/30/13 M. MULLER: W/E 6/30/13 K. VONG: W/E 6/30/13 J. TREBES: W/E 6/30/13	947.20 737.28 691.20 665.60 384.00	3,425.28
07/25/2013	78623	00103 C. OVERAA & CO.	13-P012 COGEN ROOM EXHAUST FANS	22,930.00	22,930.00
07/25/2013	78624	01623 EAST BAY DISCHARGERS AUTH	O&M ASSESSMENT - JULY 1, 2013 QTR	155,095.60	155,095.60
07/25/2013	78625	02457 ED CUMMINGS, INC.	CONSULTING FEES/EXPENSES - JUNE 13	1,995.00	1,995.00
07/25/2013	78626	04691 EQUIFAX INFORMATION SVCS LI	EQUIFAX	620.84	620.84
07/25/2013	78627	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,199.85	4,199.85
07/25/2013	78628	00473 KEMIRA WATER SOLUTIONS INC	DERWA PAX-XL8 ON 06/18/13 WWTP FERROUS CHLORIDE ON 06/26/13	10,419.81 6,488.63	16,908.44
07/25/2013	78629	04529 LAI & ASSOCIATES, INC.	11440 MARWICK DR. - FIELD DENSITY TESTIN	681.30	681.30
07/25/2013	78630	03653 LORI MARTIN	MARTIN REIMB EXP FOR CENTRAL DUBLIN RW E	24.84	24.84
07/25/2013	78631	04594 MCCAMPBELL ANALYTICAL INC	ANALYTICAL TESTING OF SCREENINGS/RAGS	860.00	860.00
07/25/2013	78632	01171 MCGUIRE & HESTER	620C620 PP#8 RELEASE RETENTION	243,875.30	243,875.30
07/25/2013	78633	00608 OFFICE TEAM	TEMP SVCS W/E 07/12/13 - MONTAGUE	612.03	612.03
07/25/2013	78634	04553 PACHECO BROTHERS GARDENI	MONTHLY LANDSCAPE MAINTENANCE: JULY '13 MONTHLY LANDSCAPE MTCE PS R200A: JULY '1	2,490.00 115.00	2,605.00

## Check History Description Listing

Dublin San Ramon Services District

From: 6/24/2013 To: 7/28/2013

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/25/2013	78635	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	944.76	944.76
07/25/2013	78636	00774 SIEMENS INDUSTRY, INC	WWTP OPERATIONS BUILDING JCI RETROFIT -	4,467.85	4,467.85
07/25/2013	78637	01175 TANAKA DESIGN GROUP	12-P004 LANDSCAPE DESIGN SERVICES JUNE	4,700.00	4,700.00
07/25/2013	78638	00843 THE COVELLO GROUP INC	620C520 TO NO. 1 6/1/13-6/30/13	16,234.00	
			FIELD OBSERVATION TRAINING AND INSPECTIO	675.00	16,909.00
07/25/2013	78639	00937 W.W. GRAINGER, INC.	PPE: WWTP SEWAGE GLOVES	221.01	221.01
07/26/2013	15916481	00558 IRS - PAYROLL TAXES	STD PMT L. ROSE TAX - CHK DATE 07/23/13	18.21	18.21
07/26/2013	44712352	00558 IRS - PAYROLL TAXES	STD PMT L. ROSE TAX - CHK DATE 07/22/13	72.87	72.87
401 checks in this report				<b>Total Checks:</b>	<b>12,498,382.50</b>



**Dublin San Ramon Services District  
Summary & Recommendation**

Reference Financial Services Manager	Type of Action Public Hearing/Adopt Resolution	Board Meeting of August 6, 2013
Subject Public Hearing: Adopt Engineer's Report and Direct Levy of Annual Assessments in the Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2013-14		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input checked="" type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input checked="" type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	L. Rose
		<input type="checkbox"/> Board Member

**Recommendation:**

The Financial Services Manager recommends the Board of Directors hold a Public Hearing and adopt, by Resolution, the Engineer's Report and direct staff to levy the annual assessments in the Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2013-14

**Summary:**

This action must be taken by the Board in order to levy assessments in the Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2013-14. The Board adopted the Resolution of Intent on July 9, 2013, which is required prior to adopting the Engineer's Report and directing the levy.

**Background:** In 1999, the District entered into Areawide Facility Agreements with Windemere and Shapell, then the only two property owners in the Dougherty Valley. Those agreements set terms under which the District would provide water service to the Valley. Among the various terms is a requirement that Windemere and Shapell remit, on an annual basis, sufficient funds to the District to allow the District to pay Zone 7 ongoing costs associated with the State Water Project and the Semitropic Water Storage District specifically tied to the Dougherty Valley. These costs are paid by Alameda County customers when they pay the Zone 7's property tax override (assessed on property only in Alameda County). Since Zone 7 is an Alameda County agency and cannot impose the property tax override in Contra Costa County, an alternative collection mechanism had to be devised, hence the contractual language that provides for the District to collect these fees.

On June 19, 2001, the Board adopted Resolution No. 20-01, which established the Dougherty Valley Standby Charge District 2001-1.

Each year, Zone 7 provides estimated costs associated with the State Department of Water Resources (DWR) specifically tied to providing water service to Dougherty Valley.

**How this Assessment District Works:** Each year, an updated Engineer's Report is prepared that shows a projection of the costs expected to be incurred in the upcoming fiscal year and the allocation of those costs based upon equivalent dwelling units ("EDU's"). The Board initially adopts a resolution of intention to levy annual assessments, followed by a public hearing at the next Board meeting. After the public hearing, the Board adopts the Engineer's Report and directs the levy of the assessment. These assessments are then placed on the tax roll.

The annual assessment for FY2014 is \$1,505,092.30 or \$170.75 per EDU.

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



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

A RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT 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 2013-2014

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**RESOLVED** by the Board of Directors (the "Board") of the Dublin San Ramon Services District (the "District"), County of Contra Costa (the "County"), State of California, as follows:

**WHEREAS**, this Board has previously completed its proceedings in accordance with and pursuant to Article XIII D of the California Constitution and the Uniform Standby Charge Procedures Act, Sections 54984 *et seq.*, of the California Government Code (together, the "Act") to establish the District's Dougherty Valley Standby Charge District 2001-1 (the "Assessment District"); and

**WHEREAS**, under the Act, this Board is authorized to levy assessments each year for the Assessment District and on July 9, 2013, this Board adopted Resolution No. 28-13, A Resolution of the Board of Directors of the Dublin San Ramon Services District of Intention to Levy Annual Assessments for the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2013-2014 (the "Intention Resolution") and preliminarily approved a special Engineer's Report (the "Engineer's Report") prepared pursuant to the Act for purposes of the levy of assessments for Fiscal Year 2013-2014 (the "Next Fiscal Year"); and

**WHEREAS**, as specified in the Intention Resolution, and upon notice as required by the Act, this Board held a Public Hearing August 6, 2013, on the issue of the levy of the assessments for the Next Fiscal Year, and all persons desiring to be heard were given an opportunity to be heard, and all objections to the assessment were considered by this Board.

**NOW, THEREFORE, IT IS ORDERED** as follows:

**1. Objections and Protests.** No objections or protests against the annual levy of assessments for the Assessment District, as a whole or as to any part thereof, or against the estimate of costs and the assessments, in whole or in part, were received prior to or at the Public Hearing.

**2. Public Interest.** The public interest, convenience and necessity require the levy of annual assessments for the Assessment District.

Res. No. \_\_\_\_\_

**3. District Described.** The District specially benefited and to be assessed to pay the costs and expenses thereof, and the exterior boundaries thereof, are as shown by the assessment diagram thereof filed in the offices of the District, which map is made a part hereof by reference thereto.

**4. Engineer's Report Approved.** The Engineer's Report, in the form on file with the District and to which reference is hereby made for further particulars, including the estimates of costs and expenses, the apportionment of assessments and the assessment diagram contained in the Engineer's Report, is hereby approved and confirmed and shall stand as the Engineer's Report for the Next Fiscal Year.

**5. Benefits Determined.** Based on the oral and documentary evidence, including the Engineer's Report, offered and received at the public hearing, this Board expressly finds and determines that each of the several subdivisions of land in the Assessment District will be specially benefited.

**6. Collection of Assessments.** The assessments herein confirmed shall be collected in accordance with the provisions of Resolution No. 20-01. The Finance Director (as therein defined) is hereby authorized and directed to cause such collections to be made for the Next Fiscal Year.

**7. Effective Date.** This resolution shall be effective upon the date of its adoption.

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 6th day of August 2013, and passed by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Dawn L. Benson, President

ATTEST:

By: \_\_\_\_\_  
Nancy G. Hatfield, District Secretary



**Dublin San Ramon Services District**

**Dougherty Valley Standby Charge District 2001-1**

**Engineer's Report Fiscal Year 2013/14**

**Main Office**

32605 Temecula Parkway, Suite 100  
Temecula, CA 92592  
Toll free: 800.676.7516 Fax: 951.296.1998

**Regional Office**

870 Market Street, Suite 1223  
San Francisco, CA 94102  
Toll free: 800.434.8349 Fax: 415.391.8439

## **DUBLIN SAN RAMON SERVICES DISTRICT**

**7051 Dublin Boulevard  
Dublin, California 94568  
Phone - (925) 828-0515  
Fax - (925) 829-1180**

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### **DISTRICT BOARD**

Dawn L. Benson, President

Georgan M. Vonheeder-Leopold, Vice President

D.L. (Pat) Howard, Director

Edward R. (Ed) Duarte, Director

Richard M. Halket, Director

### **DISTRICT STAFF**

David Requa, District Engineer

Lori Rose, Finance Services Manager

### **NBS**

Pablo Perez, Client Services Director

Trevor Speer, Project Manager

Jason Roth, Consultant

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## **1. ENGINEER'S LETTER**

**WHEREAS**, on May 1, 2001, the Board of Directors (the "Board") of the Dublin San Ramon Services District (the "District"), County of Contra Costa, State of California, under the Uniform Standby Charge Procedures Act, being Chapter 12.4 (commencing with Section 54984) of Part 1, Division 2 of Title 5 of the California Government Code (the "Act"), adopted its Resolution to Initiate Proceedings to Fix Standby Charges (the "Resolution to Initiate") for the fixing of Standby Charges to pay certain costs of the District incurred or to be incurred by the District as of certain agreements between the District and Alameda County Flood Control and Water Conservation District, Zone 7 to serve California State Water Project to the Dougherty Valley; and

**WHEREAS**, the Board desires to fix a maximum Standby Charge for each Equivalent Dwelling Unit (EDU) of the Dougherty Valley Service area; and

**WHEREAS**, the District's cost obligation to Zone 7 includes the annual payments to Zone 7 for 6,080 acre feet of State Water Project water for Zone 7 and annual payments to Zone 7 for 43,000 acre feet of water storage in Semitropic Water Storage Directory ("Semitropic"); and

**WHEREAS**, the Board desires to collect the money necessary to make required Zone 7 payments under provisions of the Uniform Standby Charge Procedures Act; and

**WHEREAS**, the Resolution to Initiate directed the undersigned to make and file a report presenting those materials specified in Section 54984.3 of the Act, to which Resolution to Initiate reference is hereby made for further particulars; and

**WHEREAS**, the Act provides that any Standby Charges imposed thereunder are deemed to be assessments and this Report presents such Standby Charges as and denominates them as "Assessments";

**NOW, THEREFORE**, the following Assessments are made to cover the annual costs of the charges and the costs and expenses incidental thereto:

## SUMMARY OF ASSESSMENT

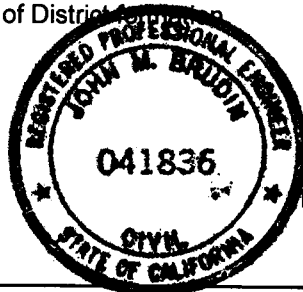
Description	As Originally Approved	As Confirmed by the Board
<b>Charges</b>		
State Water Project	\$1,299,710.00	\$1,299,710.00
Semitropic Water Storage	0.00	0.00
<i>Subtotal</i>	\$1,299,710.00	\$1,299,710.00
<b>Administration</b>		
Total Administration Costs	\$282,939.10	\$282,939.10
<b>Carryover Contribution</b>	(\$0.00)	(\$0.00)
<b>Total Costs</b>	<b>\$1,582,649.10</b>	<b>\$1,582,649.10</b>
Maximum Assessment	\$1,505,145.21	\$1,505,145.21
Rounding Adjustment	(52.91)	(52.91)
<b>Total Levy Applied</b>	<b>\$1,505,092.30</b>	<b>\$1,505,092.30</b>

I, the undersigned, do hereby assess and apportion the total assessment of the total cost of the acquisitions, work and improvements upon the several lots, pieces or parcels or portions of lots or subdivisions of land liable therefore and benefited thereby, and hereinafter numbered to correspond with the numbers upon the attached assessment diagram, upon each, severally and respectively, in accordance with the benefits to be received by such subdivisions, respectively, from the Assessments, and more particularly set forth in the list hereto attached and by reference made a part hereof.

The Assessment is made upon the several subdivisions of land within the Dougherty Valley Standby Charge District 2001-1 (the "Standby Charge District") in proportion to the estimated benefits to be received by the subdivisions, respectively, from the Assessments. An Assessment Diagram for the Standby Charge District has been submitted to the District Secretary in the format required under the provisions of the Act. The lines and dimensions shown on maps of the County Assessor of the County of Contra Costa for the current year are incorporated by reference herein and made part of this Report.

Each subdivision of land assessed is described in the Assessment Roll by reference to its parcel number as shown on the Assessor's Maps of the County of Contra Costa for Fiscal Year 2013/14 and includes all of such parcel excepting those portions thereof within existing public roads or right of way to be acquired in these proceedings for public road purposes. For a more particular description of said property, reference is hereby made to the deeds and maps on file and of record in the office of the County Recorder of the County of Contra Costa.

The assessment has been levied in accordance with the assessment methodology adopted and approved by the Board at the time of District Assessment.



Dated: July 11, 2013

By: 

## 2. ESTIMATE OF COSTS

The cost of servicing, maintaining, repairing, and replacing the actual improvements as described in the plans and specifications are summarized as follows.

### 2.1. Dougherty Valley Standby Charge District 2001-1 Budget

The budget for the Standby Charge District is outlined in the following table. The total annual assessment per EDU is described in Section 3.1.

<b>Engineer's Cost Estimate</b>	
Description	Budget
<b>Charges</b>	
State Water Project Costs (Zone 7)	\$1,299,710.00
<b>Administrative Charges &amp; Fees</b>	
Engineer's Report	10,000.00
District Administration Charge (15%), (1)	194,956.50
Notice, Recording, Miscellaneous Contingencies (1%), (2)	12,997.10
Contingency (5%), (3)	64,985.50
<i>Subtotal</i>	\$282,939.10
<b>Total Cost</b>	<b>\$1,582,649.10</b>
<b>Less: Carryover Contribution (estimated)</b>	<b>(\$0.00)</b>
<b>Maximum Assessment for Fiscal Year 2013/14</b>	<b>\$1,505,145.21</b>
Rounding Adjustment	(52.91)
<b>Total Levy for Fiscal Year 2013/14</b>	<b>\$1,505,092.30</b>
<b>Assessable EDU for Fiscal Year 2013/14</b>	<b>8,814.906</b>
<b>Cost Per EDU for Fiscal Year 2013/14</b>	<b>\$170.75</b>
Maximum Cost Per EDU, Per Original District Formation, (4)	\$170.75

(1) Annual Administration Charge – 15% of combined Water and Storage Charges.

(2) Contingencies – 1% of combined Water and Storage Charges.

(3) Contingencies – 5% of combined Water and Storage Charges.

(4) \$170.75 is the maximum allowable rate per EDU.



### **3. ASSESSMENTS**

The actual assessment and the amount of the Assessment for Fiscal Year 2013/14 apportioned to each parcel as shown on the latest equalized roll at the County Assessor's office are listed in Section 5 of this Report. The description of each lot or parcel is part of the records of the County Assessor of the County of Contra Costa and such records are, by reference, made part of this Report.

#### ***3.1. Method of Apportionment***

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The Assessments are apportioned according to the special benefits received by the lots, pieces, and parcels of land within the Standby Charge District. The proportionate benefit derived by each parcel is determined in relationship to the entirety of the Standby Charges. No assessment has been apportioned on any parcel that exceeds the reasonable cost of the proportional benefit conferred on that parcel.

Under this Report the Assessments for the Standby Charge District are apportioned in accordance with the foregoing and using the following criteria.

The Assessments for each parcel of land were apportioned based on the number of projected EDUs for build-out within that parcel.

For this purpose, a single family detached dwelling unit is equal to 1.0 EDU, a multi-family attached dwelling unit is equal to .40 EDU, and each acre of commercial land is equal to 4.0 EDU.

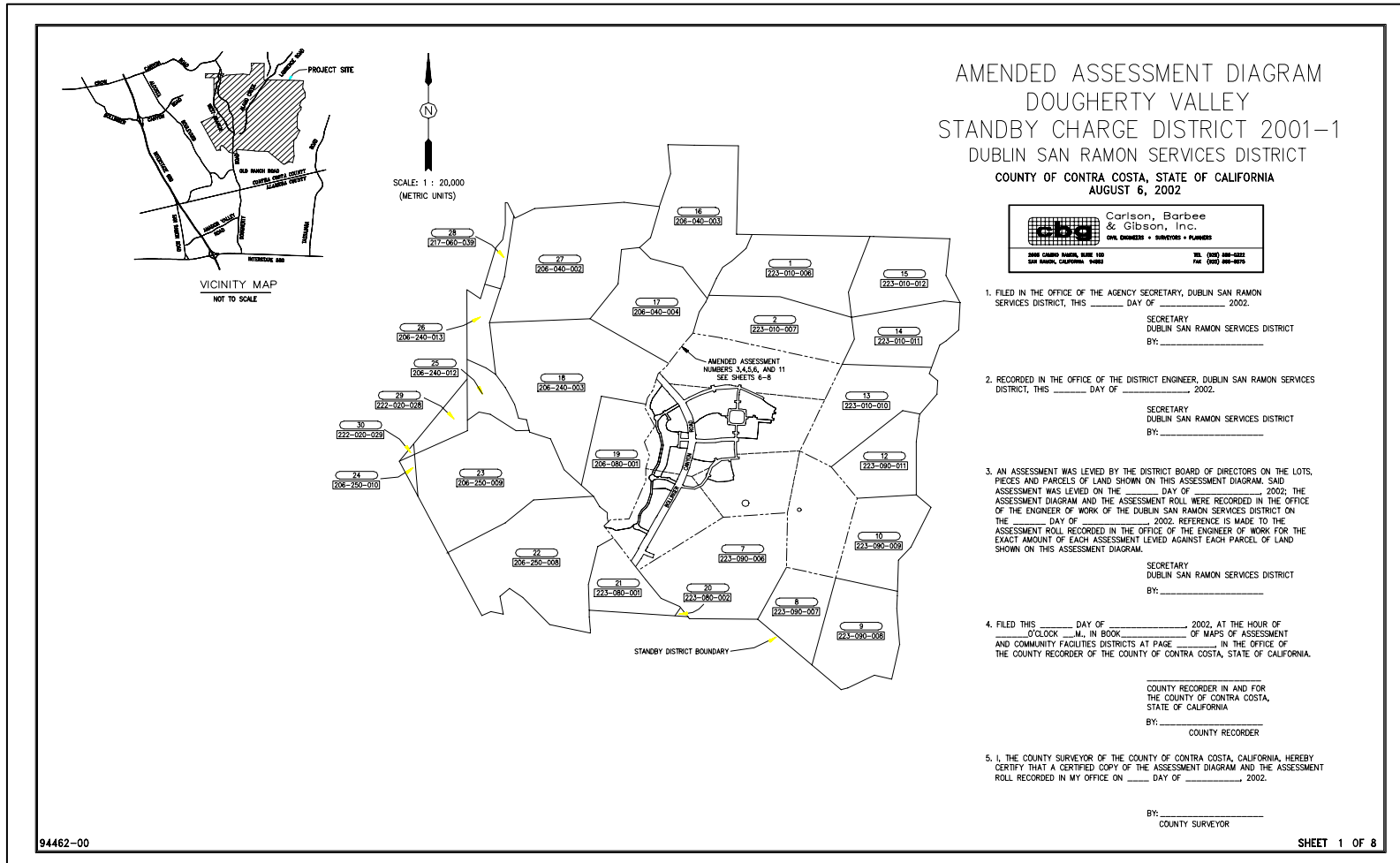
With respect to Windemere Ranch, the number of EDUs per parcel were originally determined at the time of district formation from the approved tentative subdivision maps for Phase 1, and for future phases, the number of EDUs per parcel were estimated by evenly distributing the remaining approved dwelling units within the project per the Dougherty Valley Specific Plan over the developable acreage within each parcel because the zoning is the same. No EDUs were assigned to parks, schools or open space areas. For this Report, the estimate of EDUs per parcel was updated based on current development for parcels that were subdivided.

With respect to Gale Ranch, the number of EDUs per parcel was originally determined at the time of district formation from the approved tentative subdivision map for Phase 2, and the tentative subdivision map dated May 27, 2001, submitted to the Contra Costa County for review for Phase 3. For the remaining areas of Gale Ranch (Phase 4), the number of EDUs was estimated based on the total approved dwelling units and non-residential land uses per the Dougherty Valley Specific Plan. No EDUs were assigned to parks, schools, or open space areas. For this Report, there have been no subdivisions or changes to the assumptions.

(Note: Phase 1 of Gale Ranch is not included in the Standby Charge District)

## **4. ASSESSMENT BOUNDARY MAP**

An Assessment Diagram for the Standby Charge District has been submitted to the Secretary of the Board in the format required under the provisions of the Act. The lines and dimensions shown on maps of the County Assessor of the County of Contra Costa for the current year are incorporated by reference herein and made part of this Report. A reduced copy is attached.



## **5. ASSESSMENT ROLL**

**The entire list of properties on the assessment roll may be reviewed at the District's office during regular business hours at 7051 Dublin Boulevard, Dublin, CA 94568**

The following pages show the assessment roll for Fiscal Year 2013/14.



**Dublin San Ramon Services District  
Summary & Recommendation**

Reference District Engineer	Type of Action Discuss and Provide Direction	Board Meeting of August 6, 2013
Subject Discuss Extension of Expiring Capacity Rights		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	D. Requa
		<input type="checkbox"/> Board Member

**Recommendation:**

The District Engineer recommends that the Board discuss and provide direction to its Finance Committee and staff regarding changes to the District Code related to the extension of expiring water and wastewater capacity rights.

**Summary:**

Currently, the District Code provides that water and sewer capacity rights expire and the fees paid are forfeited three years after the rights are purchased if not vested through the issuance of a city building permit. With the sudden economic downturn in 2008, a large number of capacity rights were scheduled to expire. In response, the Board enacted two separate resolutions extending the expiration date of water and sewer capacity rights until various dates through June 30, 2014. In early 2013 the Board approved an extension of capacity rights for Charter Properties and Shapell. At that time, the Board informally endorsed an alternative system for capacity rights and asked staff to develop the necessary Code language for its formal consideration. That alternative system would provide that capacity rights do not expire but, if not used within three years of purchase then the holder of those rights would be required to “true-up” the cost of those rights to the then-current fee in effect at the time.

Staff has developed the necessary Code language to do so which was recently reviewed by the Finance Committee. The Committee also received written and verbal comments from the development community. Staff’s interpretation of those comments is that the development community is generally supportive of eliminating the three year expiration of capacity rights but that there are concerns regarding the details of the “true-up.” After hearing the comments, the Committee asked staff to meet with the interested parties to better understand their concerns. Staff and the development community met on Tuesday, July 30th. Staff has summarized the issues and options discussed with the development community (Attachment 3). The Committee also requested that the Code revision be presented in concept to the Board for informal input before the formal Code revision process is started as that process involves published notices, public hearings, etc., which will cause schedule delays if changes are directed in the middle of that process. The goal is to have this matter resolved by October 31st to avoid the first set of expiring capacity rights.

In particular, staff is seeking Board direction on: (1) Is the Board supportive of considering revisions to the District Code that would eliminate the loss of capacity rights and the forfeiture of fees paid if the capacity rights are not used within three years of purchase?; and, (2) Does the Board have any issues or comments regarding the details of the “true-up” methodology?

Committee Review			Legal Review	Staff Review		
COMMITTEE Finance	DATE 07/22/13	RECOMMENDATION ---	Not Required	ORIGINATOR D. Requa	DEPARTMENT Engineering	REVIEWED BY D. Requa
<b>ATTACHMENTS</b> <input type="checkbox"/> None						
<input type="checkbox"/> Resolution	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Task Order	<input type="checkbox"/> Staff Report	<input type="checkbox"/> Ordinance		
<input checked="" type="checkbox"/> Cost None at this time	<input type="checkbox"/> Funding Source A. N/A B.		Attachments to S&R 1. Excerpt from Finance Committee Minutes of July 22, 2013 2. Written comments received (2) 3. July 30, 2013 Meeting notes 4. Examples of the "true-up" calculations under staff proposal			

**EXCERPT FROM FINANCE COMMITTEE MINUTES  
JULY 22, 2013**

Proposed Revisions to District Code Chapters 3.60 and 3.70 to Address Expiring Capacity Rights

Principal Engineer Biagtan provided the Committee a summary of the background regarding the item. Under the terms of the District Code, water and sewer capacity rights expire and the fees paid are forfeited three years after the rights are purchased if not vested through the issuance of a city building permit. With the sudden economic down turn in 2008, a large number of capacity rights were set to expire, worsening the economic impact on the development community. In response, the Board enacted two separate resolutions. The result was that all water capacity rights could be extended to December 31, 2013 or for up to five years if purchased after December 31, 2008, with the payment of additional fees (\$1,000 or \$1,500). The associated wastewater capacity rights were extended with the water capacity rights at no cost. Because the rate of economic recovery of the building industry was unknown, the Board directed staff to develop a proposal prior to December 2013 for consideration regarding capacity rights.

Ms. Biagtan then outlined the staff proposal, which applies equally for water and sewer, for vesting capacity rights. The three year automatic expiration would be eliminated. Instead, any water or sewer capacity right not vested within three years from the initial date of purchase evidenced by obtaining a city building permit would be vested only upon the payment of a “true-up” capacity reserve fee. The fee would be the difference between the original fee paid and the fee in affect at the time of building permit issuance. The three year time limit was enacted when the District was small and capacity was limited. The Board did not want one developer to acquire all the available capacity at a lower cost and hold it to the disadvantage of other developers. To secure financing, the developers also wanted certainty that the capacity would be there when they pulled their billing permits. The District has more capacity available now and is projected to have adequate capacity into the future. However, given issues associated with the District’s delta water supply, capacity limitation could once again arise at some future date. The proposed Code revisions also would give the Board authority to suspend or regulate the use of capacity rights not vested within three years of purchase if a capacity shortage occurs.

The Finance Committee received two letters regarding the agenda item, from Shapell and the Builders Industry Association (copies attached). In addition, six individuals representing three development companies attended the Committee meeting. All input favored the District eliminating the automatic expiration of capacity rights. However, there were a number of concerns expressed regarding the specifics of the “true-up” aspect of the proposal. General comments included the need for any additional administrative fees, the basis for calculating the true-up fee, the length of time before the true-up fee was required, the timing of the payment for the original fee as well as the true-up fee and the introduction of conditional capacity rights after some period of time (three or more years). There were several issues specific to the status of each developer’s capacity rights.

After consideration, the Committee asked staff to meet further with the development community to get and consider the specifics of their suggestions and to also present the matter for conceptual discussion by the Board. After gathering and considering that information, staff was asked to return to the Finance Committee with an update, and, if appropriate, a formal Code revision recommendation. The Committee asked staff to plan to complete the Code revision process, if there is one, by October 31, 2013.



**SHAPELL  
H O M E S**  
*discover your path home*

Received via email  
7/22/13

July 22, 2013

President Dawn L. Benson  
DSRSD Board of Directors  
7051 Dublin Blvd.  
Dublin, CA 94568

Dear President Benson,

Shapell Homes would like to go on record to support eliminating the "expiration" of capacity rights.

Shapell would like to enter future discussions with the District regarding:

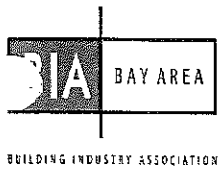
- Extending water capacity rights to five years
  - i) Ordinance 23-11, extended the lifetime of capacity rights from 3 to 5 years. Would the District consider using the five year term rather than the three year term for future capacity rights?
  - ii) Allowing Ordinance 23-11 to apply to those projects issued capacity rights since June 2011 (including those expiring in June 2014) until the present.
  - iii) Consideration of allowing an additional extension of rights for those projects scheduled to have rights expire on December 31, 2013.
- Further explanation on the criteria used to suspend the issuance of the certificates of capacity rights. As you can imagine, the introduction of "conditional" capacity rights is concerning.
- Also, it appears that the District is proposing to enter into the code a "preference" or a granting of a "higher status" for affordable housing. How many affordable housing units will receive this "preference"? What premeditated this policy change?

Based on existing District Code, once the water capacity rights expire, the previously paid fees (\$6.14 million) for the projects listed on Attachment 2, would be forfeit. Developers would then be required to pay current fees (\$10.33 million) to regain the right to use these existing services, which would in effect be a \$6.14 million fee overpayment. Shapell does feel that he proposed "true up" system of paying the incremental increase in capacity rights merits further discussions and consideration.

13 343  
Finance 7/22/13

Received  
7/22/13  
MR

Item 3



July 22, 2013

Dawn L. Benson, President  
Richard M. Halket, Director  
Dublin San Ramon Services District  
7051 Dublin Boulevard  
Dublin, CA 94568

**Re: Expiring Capacity Rights**

Dear President Benson & Director Halket:

On behalf of the Building Industry Association of the Bay Area I would like to indicate our support for extension of expiring capacity rights and respectfully request that a stakeholder meeting be held to gather input from those in the development community that will be impacted by the proposed action.

I would like to thank the District for its prior action to ensure the success of these projects and for its continued willingness to discuss ways to improve the ability of the remaining projects to move forward.

When the District took action in 2011 to extend various developments "in response to unprecedented reduction in economic development in the District's service area" all of us involved hoped that the economic situation would dramatically improve in the coming years. While the construction industry is experiencing a more favorable period it is still in the midst of a long recovery that is taking a bit longer than anticipated.

In light of the continuing economic recovery we would like to discuss with staff, the Finance Committee and District Board the likelihood of modifying the proposed "true up" provision with the goal of ensuring the success of these projects and the housing opportunities and amenities they will provide for the District residents. Additionally, we have some questions regarding the language within the proposed changes that we feel may lead to some unintended consequences.

Thank you again for your continued efforts to assist our industry and for your consideration of BIA's request for further discussion of this issue.

Sincerely,

**Bob Glover**  
Executive Officer  
Building Industry Association of the Bay Area

Mailing Address:  
101 Ygnacio Valley Rd  
Suite 210  
Walnut Creek  
California 94596  
  
Tel (925) 951-6840  
(925) 951-6847  
www.biabayarea.org



**Code Revision – Capacity Rights Expiration Stakeholders Meeting**  
**July 30, 2013, 2:00 p.m.**  
**MEETING NOTES**

**Attendees:**

Dave Requa, DSRSD  
 Rhodora Biagtan, DSRSD  
 Carl Nelson, DSRSD  
 Jeff Lawrence, Nuvera Homes  
 James Wang, Nuvera Homes  
 Bob Glover, Building Industry Association  
 Rick Nelson, Toll Brothers  
 Ricardo Maliel, Toll Brothers  
 Prem Dhoot, Toll Brothers  
 Jerry Hunt, Quattro Realty Group  
 Debby Milichichi, Charter Properties  
 Scribe: Sara Tom, DSRSD

**Summary:**

District staff reviewed the current requirements of the District Code regarding obtaining capacity rights. Staff then summarized the interim actions the Board had taken as a result of the economic downturn. Finally, staff outlined the proposal to change the process for vesting capacity rights as presented to the Finance Committee. A summary of the issues specific to the proposal identified and articulated by the attendees during the ensuing discussion follows.

- **Code Revision Process.** Everyone who has commented is supportive and appreciative that the District is considering revising the capacity rights vesting process.
- **3 Year Grace Period.**
  - **Issue:** When fees are paid at the start of infrastructure, the 3 year grace period for many development projects is too short in the current economy. Upon issuance of the DSRSD infrastructure permit, it takes 9 – 12 months before the model homes can be available for viewing, leaving only 2 years to sell out the subdivision or pay the additional vesting fee.
  - **Suggestions:** Make the grace period at least 5 years or have a graduated grace period based on the size of the development.

- **Basis of Vesting Fee.**
  - **Issue:** Basing the fee calculation on the original purchase price is too much of a financial impact. Some of the outstanding capacity rights the Board has allowed the expiration date to advance to December 2013 were purchased in 2006. The vesting fee could be as much as the original purchase price in some cases and almost 50% of the current fee. In addition, a fee of \$1,000 or \$1,500 has already been paid.
  - **Suggestions:** Base the fee calculation on the fees in effect at the end of the grace period and/or give credit to those that have already paid the \$1,000 or \$1,500 fee.
  - **Staff Comment:** The fee was an administrative charge to cover the cost of the program and not related to capacity.
  
- **Time of Capacity Reserve Fee Payment.**
  - **Issue:** Developers are faced with paying many fees far in advance of home sale; and in this economy, the cash flow problems are almost too much to overcome.
  - **Suggestions:** Have capacity reserve fees paid at time of meter set.
  - **Staff Comment:** (1) The Code was originally written as requested by the development community so that the developer had certainty that capacity would be available – needed for many developers to obtain building loans. (2) Payment at meter set would eliminate the developers’ ability to make large purchases of capacity rights prior to a fee increase.
  
- **Equity of a Vesting Fee.**
  - **Issue:** The developers pay many fees such as traffic mediation, parks and schools. Those fees do not have a grace period and expire. No vesting fee after a period of time is required.
  - **Suggestions:** A vesting fee is not justified, the developer has already paid the projected cost of the facilities required to serve the development.
  
- **Time of Vesting Fee Payment.**
  - **Issues:** At building permit issuance, the developer already has to pay a variety of fees.
  - **Suggestions:** If a vesting fee is required, make it payable at meter set.

EXAMPLES OF "TRUE UP CALCULATION" AFTER INITIAL 3 YEAR PERIOD																																		
<u>Location &amp; Type</u>	<u>Fiscal Year of Purchase</u>	<u>Fiscal Year of Expiration</u>	<u>Original Fee</u>	<u>Fiscal Year of Vesting</u>	<u>Assumed Fee at Vesting</u>	<u>"True Up" Due at Vesting</u>																												
<b>HISTORIC CAPACITY RIGHTS</b>																																		
Example A																																		
Water	2006	2014	\$ 5,800	2016	\$ 12,658	\$ 6,858																												
Example 1																																		
Water	2007	2014	\$ 6,880	2014	\$ 11,931	\$ -																												
Sewer	2007	2014	\$ 11,310	2014	\$ 16,129	\$ -																												
			\$ 18,190		\$ 28,060	\$ -																												
Example 2																																		
Water	2007	2014	\$ 6,880	2015	\$ 12,289	\$ 5,409																												
Sewer	2007	2014	\$ 11,310	2015	\$ 16,613	\$ 5,303																												
			\$ 18,190		\$ 28,902	\$ 10,712																												
Example 3																																		
Water	2011	2014	\$ 6,993	2016	\$ 12,658	\$ 5,665																												
Sewer	2011	2014	\$ 13,840	2016	\$ 17,111	\$ 3,271																												
			\$ 20,833		\$ 29,769	\$ 8,936																												
<b>FUTURE CAPACITY RIGHTS</b>																																		
Example 4																																		
Water	2014	2017	\$ 11,931	2014	\$ 11,931	\$ -																												
Sewer	2014	2017	\$ 16,129	2014	\$ 16,129	\$ -																												
			\$ 28,060		\$ 28,060	\$ -																												
Example 5																																		
Water	2014	2017	\$ 11,931	2015	\$ 12,289	\$ -																												
Sewer	2014	2017	\$ 16,129	2015	\$ 16,613	\$ -																												
			\$ 28,060		\$ 28,902	\$ -																												
Example 6																																		
Water	2014	2017	\$ 11,931	2016	\$ 12,658	\$ -																												
Sewer	2014	2017	\$ 16,129	2016	\$ 17,111	\$ -																												
			\$ 28,060		\$ 29,769	\$ -																												
Example 7																																		
Water	2014	2017	\$ 11,931	2017	\$ 13,037	\$ -																												
Sewer	2014	2017	\$ 16,129	2017	\$ 17,625	\$ -																												
			\$ 28,060		\$ 30,662	\$ -																												
Example 8																																		
Water	2014	2017	\$ 11,931	2018	\$ 13,428	\$ 1,497																												
Sewer	2014	2017	\$ 16,129	2018	\$ 18,153	\$ 2,024																												
			\$ 28,060		\$ 31,582	\$ 3,522																												
Example 9																																		
Water	2014	2017	\$ 11,931	2019	\$ 13,831	\$ 1,900																												
Sewer	2014	2017	\$ 16,129	2019	\$ 18,698	\$ 2,569																												
			\$ 28,060		\$ 32,529	\$ 4,469																												
<table border="1"> <thead> <tr> <th colspan="3">1 - Illustration of Fees</th> </tr> <tr> <th>Year</th> <th>Water Fee</th> <th>Sewer Fee</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>\$ 11,931</td> <td>\$ 16,129</td> </tr> <tr> <td>2015</td> <td>\$ 12,289</td> <td>\$ 16,613</td> </tr> <tr> <td>2016</td> <td>\$ 12,658</td> <td>\$ 17,111</td> </tr> <tr> <td>2017</td> <td>\$ 13,037</td> <td>\$ 17,625</td> </tr> <tr> <td>2018</td> <td>\$ 13,428</td> <td>\$ 18,153</td> </tr> <tr> <td>2019</td> <td>\$ 13,831</td> <td>\$ 18,698</td> </tr> <tr> <td>Inflation Assumption</td> <td colspan="2">3%</td> </tr> </tbody> </table>								1 - Illustration of Fees			Year	Water Fee	Sewer Fee	2014	\$ 11,931	\$ 16,129	2015	\$ 12,289	\$ 16,613	2016	\$ 12,658	\$ 17,111	2017	\$ 13,037	\$ 17,625	2018	\$ 13,428	\$ 18,153	2019	\$ 13,831	\$ 18,698	Inflation Assumption	3%	
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<p>Note - the examples are shown as fiscal years - the calculation would actually be from date of purchase plus three years</p>																																		



**Dublin San Ramon Services District  
Summary & Recommendation**

Reference Organizational Services Manager	Type of Action Approve Logo Colors	Board Meeting of August 6, 2013
Subject Approve New District Logo Colors		
<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input checked="" type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	M. Gallardo
		<input type="checkbox"/> Board Member

**Recommendation:**

The Organizational Services Manager recommends the Board of Directors approve, by Motion, the new District logo colors.

**Summary:**

On July 9, 2013, Graphic Designer Joyce Chang presented the Board of Directors with three color schemes for the new District logo. However, color variations between the projector in the Board room, iPads, and photocopied versions in the Board packet made it clear that staff needed to have a printer produce something with the exact Pantone colors.

At the Board meeting, examples of three color variations will be available in four sizes for the Board to review and select the one most desired for the District's new logo.

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