



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

**NOTICE OF REGULAR MEETING**

**TIME:** 6:00 p.m.  
**PLACE:** Regular Meeting Place  
7051 Dublin Boulevard, Dublin, CA

**DATE:** Tuesday, March 17, 2015

**AGENDA**

(NEXT RESOLUTION NO. 17-15)

(NEXT ORDINANCE NO. 336)

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

**BUSINESS:**

**REFERENCE**

**Recommended Action**      **Anticipated Time**

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)

At this time those in the audience are encouraged to address the Board on any item of interest that is within the subject matter jurisdiction of the Board and not already included on tonight’s agenda. Comments should not exceed five minutes. Speakers’ cards are available from the District Secretary and should be completed and returned to the Secretary prior to addressing the Board. The President of the Board will recognize each speaker, at which time the speaker should proceed to the lectern, introduce him/herself, and then proceed with his/her comment.

6. REPORTS
  - A. Reports by General Manager and Staff
    - Event Calendar
    - Correspondence to and from the Board
  - B. Agenda Management (consider order of items)
  - C. Committee Reports  
Financial Affairs

March 17, 2015

7. APPROVAL OF MINUTES - Special Meeting of  
*March 3, 2015*  
Regular Meeting of  
*March 3, 2015*

District Secretary	Approve by Motion
District Secretary	Approve by Motion

**BUSINESS:**

**REFERENCE**

<b><u>Recommended Action</u></b>	<b><u>Anticipated Time</u></b>
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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. | Review Three District Policies: Infrastructure Responsibilities and Funding, No-Net Demand Service, and Annexation and Utility Extension | Engineering Services Manager | Approve Policies (3) by Motion |  |
| B. | Appoint New Trustee/Custodian and New Plan Administrator for the Dublin San Ramon Services District Defined Contribution 457(b) Plan     | General Manager              | Approve by Resolution          |  |
| C. | Accept the Following Regular and Recurring Reports: District Financial Statements, Warrant List and Upcoming Board Business              | General Manager              | Accept by Motion               |  |

9. **BOARD BUSINESS**

- |    |  |                                 |                   |        |
|----|--|---------------------------------|-------------------|--------|
| A. | Discuss Drought Management Program   | General Manager                 | Provide Direction | 5 min  |
| B. | Accept Water Supply and Demand and Drought Response Action Plan Status Reports and Find that the Need for the Community Drought Emergency Still Exists | General Manager                 | Accept by Motion  | 10 min |
| C. | Consideration of Budget Programs for Fiscal Years 2016 and 2017  | Administrative Services Manager | Provide Direction | 20 min |

10. **BOARDMEMBER ITEMS**

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

11. **CLOSED SESSION**

- |    |   |  |  |        |
|----|---|--|--|--------|
| A. | Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6 |  |  | 10 min |
|    | Agency Negotiators:   | Bert Michalczyk, General Manager                           |  |        |
|    |   | Michelle Gallardo, Interim Organizational Services Manager |  |        |
|    | Employee Organizations:   | 1. Mid-Management Employees Bargaining Unit (MEBU)         |  |        |
|    | Additional Attendee:  | General Counsel, Carl P.A. Nelson                          |  |        |

**BUSINESS:**

**REFERENCE**

	<b><u>Recommended Action</u></b>	<b><u>Anticipated Time</u></b>
B.	Conference with Legal Counsel – Anticipated Litigation. Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9: Two potential cases.	10 min
C.	Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9	10 min
D.	Conference with Real Property Negotiator-Pursuant to Government Code Section 54956.8 Property: Potential Water Supply Contract Agency Negotiators: Bert Michalczyk, General Manager Dan Gallagher, Operations Manager John Archer, Administrative Services Manager Carl P.A. Nelson, General Counsel Robert B. Maddow, Assistant General Counsel Negotiating Parties: East Bay Municipal Utility District and Yuba County Water Agency Under Negotiation: Price and Terms	5 min

12. **REPORT FROM CLOSED SESSION**

13. **ADJOURNMENT**

**BOARD CALENDAR\***

<b><u>Committee &amp; Board Meetings</u></b>	<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Location</u></b>
Regular Board Meeting	April 7, 2015	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 SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**March 3, 2015**

A special meeting of the Board of Directors was called to order at 5:30 p.m. by President Edward R. Duarte. Boardmembers present: President Edward R. Duarte, Vice President D.L. (Pat) Howard, Director Richard M. Halket, and Director Georgean M. Vonheeder-Leopold. Director Dawn L. Benson was absent. District staff present: Bert Michalczyk, General Manager; Dan McIntyre, Engineering Services Manager; John Archer, Administrative Services Manager/Treasurer; Dan Gallagher, Operations Manager; Robert B. Maddow, Assistant 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. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 5:31 p.m. – There was no public comment received.

President Duarte stated that there was a need for the Board to add an item to the agenda to hold a closed session conference with District General Counsel concerning a significant exposure to litigation.

Assistant General Counsel Maddow announced the need for this conference arose in the last 90 minutes, and it therefore was appropriate for the Board of Directors to add it to the agenda.

V.P. Howard MOVED to add a Closed Session concerning significant exposure to litigation to tonight’s agenda under Government Code section 54956.9(d)(2). Director Vonheeder-Leopold SECONDED the MOTION.

The MOTION CARRIED with FOUR AYES, ONE ABSENT (Benson).

President Duarte announced the attendees for the Closed Session will be: Directors Vonheeder-Leopold, Halket, Howard, Duarte; Carl Nelson, General Counsel, Robert Maddow, Assistant General Counsel; Administrative Services Manager John Archer; Operations Manager Dan Gallagher; Engineering Services Manager Dan McIntyre; and General Manager Bert Michalczyk.

- 6.B ADDED CLOSED SESSION – Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9

At 5:33 p.m. the Board went into Closed Session.

7. REPORT FROM CLOSED SESSION

At 5:53 p.m. the Board came out of Closed Session. President Duarte announced that there was no reportable action.

5. BOARD BUSINESS

A. CEQA Notice of Exemption for Agreement between EBMUD and DSRSD for 2015 Wheeling of Transfer Water

Operations Manager Gallagher reported this agenda item was for the Board to consider approval of a filing of a Notice of Exemption for the proposed water transfer and wheeling through EBMUD.

Assistant General Counsel Maddow stated the recommendation before the Board addresses a limited portion of all of the facilities and activities related to the subject transaction. Mr. Maddow noted the Board is aware the District seeks to purchase water from Yuba County Water Agency (YCWA) pursuant to the Yuba Accord. This project would take advantage of existing facilities and existing regulatory approvals that Yuba has attained that enable Yuba to transfer water to the District. Water would be collected at an authorized diversion location which is the EBMUD intake at Freeport on the Sacramento River.

The District is considering accepting deliveries of transfer water during the continuing drought at existing emergency interties with EBMUD. The proposal qualifies as a categorical exemption from the California Environmental Quality Act (CEQA).

Mr. Maddow explained that CEQA has a statutory exemption that deals with measures necessary to mitigate an emergency. He explained that in this particular instance, there are a number of declarations of emergency in place including a declaration and extended declarations by Governor Brown, by the Zone 7 Water Agency, and by the District Board. The statutory exemption available enables the District Board to use this exemption for actions related to addressing the drought, so that no further environmental documentation is necessary for this action that is intended to help mitigate the drought emergency.

Speaker: Zone 7 General Manager Jill Duerig – Ms. Duerig stated that she had no specific objections or comments on the CEQA analysis. She stated that she wanted to go on record and object in general to the transfer and import of water from the Yuba Accord by way of the EBMUD Wheeling agreement. She noted the District has already received a letter of opposition sent by her earlier today.

Director Vonheeder-Leopold MOVED to adopt Resolution No. 9-15, authorizing the General Manager to Execute and File a Notice of Exemption from the

California Environmental Quality Act for the Wheeling of up to 1,500 Acre-Feet of Yuba Accord Transfer Water to the District's Service Area during 2015. V.P. Howard SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Benson).

- B. Water Purchase Agreement between DSRSD and Yuba County Water Agency (YCWA) for 2015 Transfer Water

Operations Manager Gallagher presented the proposed water purchase agreement between Yuba County Water Agency and Dublin San Ramon Services District for 1,500 AF of transfer water. Mr. Gallagher submitted a revised resolution and explained the revision includes additional detail in several of the recitals. He also noted the agenda packet inadvertently did not include a copy of the proposed agreement with Yuba County Water Agency, so a copy was distributed tonight.

Speaker: Zone 7 General Manager Jill Duerig – Ms. Duerig stated she wanted to go on record to say Zone 7 strongly objects to the Yuba water acquisition and that they feel it violates the contract between Zone 7 and the District. She also expressed dismay with the urgency and quickness this item is being considered and what she stated as the lack of meetings and open and transparent discussions between the staffs to analyze the impacts of the District's actions on the rest of the Valley.

Director Vonheeder-Leopold MOVED to adopt the revised Resolution No. 10-15, authorizing the General Manager to Execute an Agreement with the Yuba County Water Agency (YCWA) for the Purchase of up to 1,500 Acre-Feet of Transfer Water during 2015. V.P. Howard SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Benson).

- C. Warren Act Contract between DSRSD and the US Bureau of Reclamation to Facilitate 2015 Transfer Water

Operations Manager Gallagher reported this item is for a proposed Warren Act Contract between the District and the United States Bureau of Reclamation (USBOR). This contract is necessary because the proposed transfer water will be conveyed from the EBMUD Freeport facilities through the Folsom South Canal, which is a Federal facility. The actual Warren Act Contract will not be prepared by USBOR until the agency completes its environmental review of the proposed diversion. For the Board's reference, the agenda materials contained a sample Warren Act Contract.

Mr. Gallagher submitted a revised resolution that contained additional detail in several of the recitals. Approval of the resolution will authorize the General Manager to execute the Warren Act Contract when it is prepared within the next few weeks.

Speaker: Zone 7 General Manager Jill Duerig – Ms. Duerig stated she wanted to go on record opposing this action along with the other actions taken earlier this evening by the Board.

Director Halket asked Mr. Maddow if there was any risk to approve the pro forma Warren Act Contract.

Mr. Maddow stated he did not have a reason to suspect any problems with the Warren Act Contract, but if any areas of concern developed, staff would return to the Board for further consideration.

V.P. Howard MOVED to adopt the revised Resolution No. 11-15, authorizing the General Manager to Execute an Agreement with the United States Bureau of Reclamation (USBOR) for the District’s use of the Folsom South Canal to convey up to 1,500 Acre-Feet of Transfer Water during 2015. Director Halket SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Benson).

D. Wheeling Agreement between DSRSD and EBMUD for 2015 Transfer Water

Operations Manager Gallagher presented the proposed Wheeling Agreement between DSRSD and EBMUD to move the transfer water from the Freeport intake through EBMUD facilities to the Folsom South Canal. From the Folsom South Canal, water will be pumped up into the Mokelumne Aqueduct and moved to EBMUD’s terminal reservoirs in the Oakland Hills where it would be stored, treated and delivered to the District on a daily basis between June 1, 2015 and September 30, 2015.

Mr. Gallagher submitted a revised resolution that contained additional detail in several of the recitals. Approval of the resolution will authorize the General Manager to execute the Wheeling Agreement with EBMUD, and to provide notice to EBMUD to begin start up procedures for the Freeport Facilities at a time deemed appropriate by the General Manager.

Mr. Gallagher acknowledged in the audience EBMUD Manager of Water Supply Improvements Mike Tognolini.

Speaker: Zone 7 General Manager Jill Duerig – Ms. Duerig stated that Zone 7 opposes this action because they feel it violates the contract terms between Zone 7 and the District.

Director Halket MOVED to adopt the revised Resolution No. 12-15, approving and authorizing the General Manager to Execute an Agreement with the East Bay Municipal Utility District (EBMUD) for the Wheeling of up to 1,500 Acre-Feet of Transfer Water during 2015. Director Vonheeder-Leopold SECONDED the MOTION.

Director Halket noted the series of agreements approved tonight do not obligate the District to move any water but rather set the framework to do so in several weeks. He applauded and thanked the work by Mr. Gallagher and EBMUD staff to improve the associated costs with this water transfer.

The MOTION CARRIED with FOUR AYES, and ONE ABSENT (Benson).

E. Consider Financial Impact of Potential Water Transfer from Yuba County Water Agency

Administrative Services Manager Archer reported this agenda item is a summary of the financial impacts on the District for the water transfer transaction. The District will buy water for future use and the approximately \$2.2 million costs will be spread over two fiscal years. The District has sufficient reserves to make the purchase if so desired, and will not lose money with this transaction as customers will be billed for the cost of the water. Approval of the resolution will authorize the General Manager to direct staff to make payments for the water transfer transactions approved tonight and any required budget adjustments.

Speaker: Zone 7 General Manager Jill Duerig – Ms. Duerig commented that the financial impacts will not be solely to the District. She stated there will probably be \$1 million or more out of Zone 7's funds that will likely have to be managed by the other Valley retailers, and the Zone believes that is an imposition to the other retailers. She stated the Zone opposes approval of these transactions.

Director Halket MOVED to adopt Resolution No. 13-15, authorizing and approving payments for the Purchase and Transfer of Water from the Yuba County Water Agency, for Costs related to the Warren Act Contract, and for costs related to the Agreement with East Bay Municipal Utility District for 2015 Wheeling of Transfer Water, and to direct related Budget Adjustments for Fiscal Year Ended June 30, 2015. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FOUR AYES, and ONE ABSENT (Benson).

6. CLOSED SESSION

A. NOT HELD Conference with Real Property Negotiator-Pursuant to Government Code Section 54956.8

Property: Potential Water Supply Contract

Agency Negotiators: Bert Michalczyk, General Manager  
 Dan Gallagher, Operations Manager  
 John Archer, Administrative Services Manager  
 Carl P.A. Nelson, General Counsel  
 Robert B. Maddow, Assistant General Counsel

Negotiating Parties: East Bay Municipal Utility District and Yuba County Water Agency

Under Negotiation: Price and Terms



8. ADJOURNMENT

President Duarte adjourned the meeting at 6:12 p.m.

Submitted by,

Nancy Gamble Hatfield  
District Secretary

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

**March 3, 2015**

A regular meeting of the Board of Directors was called to order at 6:20 p.m. by President Edward R. Duarte. Boardmembers present: President Edward R. Duarte, Vice President D.L. (Pat) Howard, Director Richard M. Halket, Director Dawn L. Benson, and Director Georgean M. Vonheeder-Leopold. District staff present: Bert Michalczyk, General Manager; Dan McIntyre, Engineering Services Manager; John Archer, Administrative Services Manager/Treasurer; Dan Gallagher, Operations 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

President Duarte announced that a Special Board meeting of the Dublin San Ramon Services District Board of Directors was held today, March 3, 2015 at 5:30 p.m. Directors attending the Special Board meeting were Halket, Vonheeder-Leopold, Howard and Duarte. Director Benson did not attend the special meeting. Pursuant to Government Code section 54952.3, no Director will receive any compensation or stipend for participating in more than one meeting on this date as specified in District policy P100-14-2, Day of Service.

Director Benson announced that she recused herself from the entirety of the DSRSD Special Meeting that she understood commenced at 5:30 p.m. today, to avoid any participation in any discussions, decisions, or voting on any potential DSRSD water supply contract with EBMUD to ensure that she neither influence nor attempt to influence another member of the DSRSD Board regarding any matters pertinent to the contract, consistent with applicable provisions of the Government Code, because she is a salaried employee of EBMUD. She also stated she did not receive or review any of the Agenda materials pertaining to the Special Meeting.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:22 p.m. – There was no public comment received.
6. REPORTS
  - A. Reports by General Manager and Staff
    - Event Calendar – General Manager Michalczyk reported on the following:

- o Wednesday, March 25, 2015 the Dublin Chamber of Commerce will host the State of the City Address luncheon where newly-elected Mayor Haubert will be the featured speaker. Unfortunately, the City of San Ramon State of the City Address by Mayor Clarkson has already passed and was held on February 10, 2015. The San Ramon Chamber communicates exclusively by email so staff has requested to be included on all future communications about their events.
- o May 5 – 9, 2015 ACWA will hold the semi-annual conference in Sacramento. He encouraged Directors to notify District Secretary Hatfield or the General Manager if they wanted to attend.
- o Late this afternoon, March 3, 2015 an emailed letter was sent to General Manager Michalczyk from Zone 7 General Manager Jill Duerig regarding “Objection to EBMUD Wheeling Agreement for Yuba Transfer Water.” It was distributed to the Board at the Special Meeting.

- Correspondence to and from the Board on an Item not on the Agenda – None

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

C. Committee Reports

Special DSRSD/Pleasanton Liaison	February 20, 2015
DERWA	February 23, 2015
Special LAVWMA	March 2, 2015

President Duarte invited comments on recent committee activities. Director Vonheeder-Leopold mentioned the DERWA Chair and V.C. will be selected at the next meeting.

7. APPROVAL OF MINUTES – Special Meeting of *February 17, 2015* and Regular Meeting of *February 17, 2015*

V.P. Howard MOVED for the approval of the February 17, 2015 Special and Regular minutes. Director Benson SECONDED the MOTION, which CARRIED with FIVE AYES.

8. CONSENT CALENDAR

Director Halket MOVED for approval of the items on the Consent Calendar. V.P. Howard SECONDED the MOTION, which CARRIED with FIVE AYES.

A. Adopt the Board Minutes Policy – Approved – Resolution No. 14-15

B. Approve Master Consulting Services Agreement and Task Order No. 1 with HydroScience Engineers, Inc., for the Recycled Water Expansion Phase 1 - Distribution to West Dublin and Alameda County Facilities (CIP 15-R009) – Approved – Resolution No. 15-15

- C. Approve Budget Adjustment and Authorize Task Order No. 2 to the Master Consulting Agreement with West Yost Associates for the Wastewater Treatment Plant and Biosolids Master Plan (CIP 14-P004) – Approved
- D. Approve Categorical Exemption for R200 Security Fence Installation (derwcip.r200sf.sup) – Approved – Resolution No. 16-15

9. BOARD BUSINESS

- A. Discuss Drought Management Program

General Manager Michalczyk reported this is a standing item on each agenda during the drought emergency to allow the community to address the Board on the Drought Management Program. At the Special Meeting tonight the Board took action to approve a water transfer as outlined in that program. The Department of Water Resources (DWR) revised their delivery allocation from 15% to 20%, which is still the second lowest delivery allocation in the history of the SWP. Today, the DWR conducted a snow survey that shows there is only a snowpack that is 5% of normal in some locales.

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

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

- B. Receive Debt Disclosure Training

Administrative Services Manager Archer reviewed that the Board adopted a Debt Disclosure policy on December 16, 2014 as a result of the recent Municipalities Continuing Disclosure Cooperative Initiative. As part of the policy, Directors must receive training on the requirements of debt disclosure and their responsibilities. Mr. Archer invited Mr. Chris Lynch from Jones Hall to lead the Board through this training.

Using the slide presentation materials contained in the agenda packet titled “What Issuers of Municipal Securities Should Know about Federal Securities Laws,” Mr. Chris Lynch from Jones Hall gave Directors an informative training session on the materials. Key messages were: 1) adopt written disclosure policies and procedures; 2) provide appropriate training to agency officials and employees; 3) focus on big picture issues facing the agency; 4) disclose the bad facts with the good facts; and, 5) hire competent professionals.

Mr. Lynch also emphasized three points: 1) The federal securities law applies to initial and continuous disclosure for bonds and also anything that is intended to reach the investor marketplace; 2) elected officials and public agency employees should take reasonable steps to ensure that disclosure documents include all

material facts, e.g., website, audit, etc.; and, 3) there are personal liability risks, and be aware of the law and take the obligation seriously.

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

The Board thanked Mr. Lynch for his informative presentation.

C. Discuss Strategic Goals for the Fifth Edition of the District's Five Year Strategic Plan - FYE 2016 - 2020

General Manager Michalczyk reviewed that at previous meetings this year, the Board reviewed and tentatively agreed on the Mission, Vision, and Core Values that are contained in the Strategic Plan. He noted that the current Strategic Plan contains 7 Strategic Elements with 57 Goals. He stated that after a thorough review of the Strategic Plan staff is proposing a streamlined version that would include 4 Strategic Elements with 22 Goals.

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

The Board concurred with having 4 Elements as presented and with the 22 Strategic Goals, asking only that one goal (2.03) be broadened to state "Participate in the implementation of recycled water deliveries to the Tri-Valley communities outside our service area."

10. BOARDMEMBER ITEMS

Director Halket reminded Directors of the Green and White Gala dinner that is scheduled for Friday, March 13, 2015 at 6:00 p.m. at the Shannon Center.

Director Vonheeder-Leopold reported on a forum she attended where the Tri-Valley was discussed. Alameda County Supervisor Scott Haggerty was also involved in the forum. She made available a booklet titled "Tri-Valley Rising: Its Vital Role in the Bay Area Economy," which is a report prepared by the Bay Area Council Economic Institute. She also asked Directors when at the Employee Recognition Event to express her appreciation to District employees for their service. She will be on vacation and unable to attend the event.

Director Benson attended the March 2, 2015 Special LAVWMA meeting last night and noted they will have a few issues to address in the future.

President Duarte submitted a written report and gave a detailed account of his attendance at the CASA and ACWA conferences in Washington, D.C. the week of February 23, 2015.

11. CLOSED SESSION

At 7:30 p.m. the Board went into Closed Session.

- A. Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6  
Agency Negotiators: Bert Michalczyk, General Manager  
Michelle Gallardo, Interim Organizational Services Manager  
Employee Organizations: 1. Mid-Management Employees Bargaining Unit (MEBU)  
Additional Attendee: General Counsel, Carl P.A. Nelson

12. REPORT FROM CLOSED SESSION

At 7:47 p.m. the Board came out of Closed Session. President Duarte announced that there was no reportable action.

13. ADJOURNMENT

President Duarte adjourned the meeting at 7:48 p.m.

Submitted by,

Nancy Gamble Hatfield  
District Secretary



Reference Engineering Services Manager	Type of Action Review Status Quo Policies	Board Meeting of March 17, 2015
Subject Review Three District Policies: Infrastructure Responsibilities and Funding, No-Net Demand Service, and Annexation and Utility Extension		
<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	D. McIntyre	<input type="checkbox"/> Board Member

**Recommendation:**

The Engineering Services Manager recommends the Board review and approve, by Motion, no changes to the following three existing Board policies: Infrastructure Responsibilities and Funding, No-Net Demand Service, and Annexation and Utility Extension.

**Summary:**

All adopted District policies are reviewed on a periodic schedule, approximately once every four years. This allows for reconsideration of previously adopted policies, and also allows all new Boardmembers the opportunity to become acquainted with existing policies during their initial term of office. The three policies for Board review are:

1. Infrastructure Responsibilities and Funding (Policy P600-10-1) – The Policy was last revised in 2010. It defines how certain major sewer, water, and recycled water infrastructure would be financed. Infrastructure defined by the policy as “major infrastructure” is to be funded by the District through utility connection fee programs. Other infrastructure is to be funded directly by new development.
2. No-Net Demand Service (Policy P600-10-3) – The Policy was approved in 1994 and last reviewed in 2010. It addresses certain types of development projects that would not have a net demand on District sewer or water facilities and which are to be addressed in unique ways, such as modified connection fee programs.
3. Annexation and Utility Extension (Policy P600-10-4) – The Policy was last revised in 2010 to define the circumstances under which the District would annex new areas to the District, and under what general circumstances the District would provide utility services to new users.

Staff has reviewed the three policies and determined that the policies are still appropriate in their current form and that no changes are needed. The next review of these policies will be targeted for approximately 2019.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR D. McIntyre	DEPARTMENT Engineering	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. Policy P600-10-1 Infrastructure Responsibilities and Funding 2. Policy P600-10-3 No-Net Demand Service 3. Policy P600-10-4 Annexation and Utility Extension				



# POLICY

## Dublin San Ramon Services District

<b>Policy No.:</b>		<b>Type of Policy:</b>	Service
<b>Policy Title:</b>	Infrastructure Responsibilities and Funding		
<b>Policy Description:</b>	Defines responsibility for major and non-major infrastructure planning, design & construction. Establishes use of connection fees as primary source of funding for major infrastructure.		
<b>Approval Date:</b>	Jan 19, 2010	<b>Last Review Date:</b>	2015
<b>Approval Resolution No.:</b>	4-10	<b>Next Review Date:</b>	2019
<b>Rescinded Resolution No.:</b>	53-05	<b>Rescinded Resolution Date:</b>	Nov 15, 2005

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

1. To retain the right to define specific major infrastructure on a “case by case” basis. For the purposes of this policy, major infrastructure is defined as follows:
  - (a) In the potable water system, or any portion of the District’s potable water service area served thereby, major infrastructure includes, but is not limited to, all turnouts, pump stations, reservoirs, chemical addition and other similar facilities as well as the primary interconnecting pipeline loop between facilities and all pipelines with a diameter equal to or greater than 24 inches.
  - (b) In the wastewater system, or any portion of the District’s potable water service area served thereby, major infrastructure includes, but is not limited to, all wastewater pumping, treatment, storage and disposal facilities, sludge and other residuals processing and disposal facilities, and other similar facilities, all force mains; and all sewers in the collection system with a diameter equal to or greater than 24 inches.
  - (c) In the recycled water system, or any portion of the District’s potable water service area served thereby, major infrastructure includes, but is not limited to, all treatment, pump stations,



reservoirs or other forms of storage, and other similar facilities as well as the primary interconnecting pipelines between facilities and all pipelines with a diameter equal to or greater than 24 inches.

2. To retain direct responsibility for the planning, design, and construction of major infrastructure directly through the District's organization. This policy applies to major infrastructure regardless of its location or portion of the District's service area benefitted thereby. However, the design and construction responsibilities for such major infrastructure within a development project may, at the sole discretion of the District, be revised. The terms of such revisions shall be included in a written agreement between the District and the Developer (as used in this policy, Developer means the owner of property being developed, or his or her agent acting as the Developer).

3. To maintain major infrastructure that is sized to meet future demands in suitable operating condition to provide service to future customers using the excess capacity built into major infrastructure. A renewal and replacement component shall be incorporated into connection fees related to the portion of the capacity of the major infrastructure that is reserved for future growth within all or a portion of the District's service area.

4. For the Developer to retain direct responsibility for the planning, design, and construction of all minor infrastructure in full compliance with the requirements of the District Code, District Specifications and Drawings and standard District practices, and such other pertinent requirements specified by the District; and for the Developer to dedicate minor infrastructure to the District upon acceptance thereof by the District.

5. To require dedication of sufficient and necessary real property interests to the District for all infrastructure. For all items of major infrastructure, excluding pipelines, such real property interest shall be fee title. For pipelines, such real property interests may be an easement interest that provides the District with the perpetual right to operate, maintain, repair and replace the facilities, or an alternative property right determined by the District to be sufficient for its purposes, such as use of a public right of way.

6. To fund planning, design, construction, renewal and replacement costs of major infrastructure from connection fees or other special financing arrangements paid by those within the District's service area, or portion thereof, that receive the benefit of the major infrastructure. In accordance with this principle, the planning, design, construction, renewal and replacement costs of major infrastructure that benefit only a defined portion of the District's service area shall be fully funded from

connection fees or other special financing arrangements paid by those developments within the benefited portion of the service area.

7. For the Developer to plan, design, and construct all non-major infrastructure at the Developer's sole expense. For minor infrastructure installed outside of the Developer's project, the design and construction responsibilities may, at the sole discretion of the District, be revised. The terms of such revision shall be included in a written agreement between the District and the Developer. Such planning, design, and construction requirements shall be in accordance with the requirements of the District Code, the District's Standard Procedures, Specifications and Drawings and standard District practices, and such other pertinent requirements specified by the District.

8. To determine, from time to time, at the sole discretion of the District, the size and location of all major and non-major infrastructure, and the portion of the District's service area benefited thereby, and to revise the requirements of the District Code, the District's Specifications and Drawings and standard District practices, and such other pertinent requirements specified by the District.



# POLICY

## Dublin San Ramon Services District

<b>Policy No.:</b>		<b>Type of Policy:</b>	Service
<b>Policy Title:</b>	No-Net Demand Service		
<b>Policy Description:</b>	Defines conditions and terms under which the District would provide non-traditional methods of providing wastewater disposal and/or potable water service		

<b>Approval Date:</b>	August 16, 1994	<b>Last Review Date:</b>	2015
<b>Approval Resolution No.:</b>	34-94	<b>Next Review Date:</b>	2019
<b>Rescinded Resolution No.:</b>	N/A	<b>Rescinded Resolution Date:</b>	N/A

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

1. "No-net-demand service" is a non-traditional method of providing wastewater disposal and/or potable water service by which such services are provided without increasing the demand upon the District's sewerage treatment and/or disposal capacity or the demand upon the District's potable water resources. No-net-demand facilities are subject to the policy on Infrastructure Responsibilities and Funding. Detailed planning and engineering studies must be undertaken in accordance with the District's policy on Infrastructure Responsibilities and Funding to provide no-net-demand services.
2. The provision of no-net-demand service to a given area shall be at the sole discretion of DSRSD and may be accomplished by such alternative means as the District shall select.
3. When a no-net-demand system is to be implemented, the property owners, developers, and land use planning agencies (as applicable) so effected shall:
  - (a) Enter into a written agreement with the District acknowledging that the District has analyzed its ability to provide traditional service on a regional basis and concluded that in order to provide service, the district must do so in a non-traditional no-net-demand fashion which will require different terms and conditions of service as compared to non-no-net-demand service areas as well as when compared to other no net demand service areas;
  - (b) Agree that the terms and conditions of the no-net-demand service shall be recorded in the official records of the County in which the property so affected is located and agree to disclose such terms and conditions to all parties having an interest in the property;
  - (c) Agree to defend, indemnify, and hold harmless the District from claims, suits, and actions arising out of the no-net-demand policy and implementation thereof;
  - (d) Agree that the no-net-demand policy and implementation thereof shall be binding on all successors in interest to the property affected thereby; and
  - (e) Agree to such other terms and conditions as shall be just and equitable in furtherance of the no-net-demand policy.

4. A no-net-demand system for wastewater disposal shall:
  - (a) Provide for complete reuse and storage, as necessary, of all wastewater generated by the project subject to the no-net-demand policy on a monthly basis within the project development or, alternatively, and at the sole discretion of the District, participate in the funding of recycled water infrastructure in other areas within the service area of the District which will allow this goal to be met;
  - (b) Provide storage (above ground or below ground) or, alternatively, use of, recycled water generated by such project during those months when wastewater generation exceeds recycling ability in order to address the requirement of no-net-demand service that storage of wastewater during the wet weather season shall be provided; and
  - (c) Maximize the amount of recycled water stored and/or used on such project site before consideration will be given to off-site uses.
  
5. A no-net-demand system for potable water service shall:
  - (a) Include the acquisition of long-term water rights, contractual entitlements or similar acquisition of water sufficient to meet the ultimate needs of the proposed development with equal or greater reliability than the existing water supply; and
  - (b) Be conditioned upon agreements and approvals necessary for the conveyance, treatment, and storage of water from its point of origin to the District's turnouts, including provision of pumping, storage, and treatment facilities.
  
6. No-net-demand service shall be provided on a permanent basis for any development to which it initially is subjected.
  
7. Acknowledging the difficulties in implementing a no-net-demand service, the District reserves the right to pursue such projects on a regional basis involving areas larger than any particular development so long as the region is subject to land use regulations and plans consistent with no-net-demand service.
  
8. The no-net-demand policy established hereby is subject to the District's policy regarding Annexation and Utility Extension.
  
9. All other provisions and requirements pertaining to implementation of the no-net-demand policy hereby established shall be subject to the District's sound discretion.

Policy is current and no changes need to be adopted by the Board of Directors.

Status Quo Chronology

Date Adopted August 16, 1994

Reviewed by

Committee Wastewater Date July 13, 2006

Committee Wastewater Date May 3, 2010

Committee \_\_\_\_\_ Date \_\_\_\_\_

Committee \_\_\_\_\_ Date \_\_\_\_\_



# POLICY

## Dublin San Ramon Services District

<b>Policy No.:</b>		<b>Type of Policy:</b>	Service
<b>Policy Title:</b>	Annexation and Utility Extension		
<b>Policy Description:</b>	Defines conditions under which annexation and utility extension will be considered and the steps to develop an annexation application		
<b>Approval Date:</b>	May 4, 2010	<b>Last Review Date:</b>	2015
<b>Approval Resolution No.:</b>	17-10	<b>Next Review Date:</b>	2019
<b>Rescinded Resolution No.:</b>	54-05	<b>Rescinded Resolution Date:</b>	Nov 15, 2005

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

To consider annexations that are economically sound, do not place a burden on constituents currently served by the District, are consistent with contractual obligations of the District and are requested either by public agencies having land use planning jurisdiction over the territory or by the owners of the territory. Annexation decisions by the District are subject to the following:

1. Areas Within Sphere of Influence: In the absence of contractual provisions that preclude the District from annexing an area, the District will advocate its ability to serve those areas within its sphere of influence.
2. Areas Outside Sphere of Influence: In the absence of contractual provisions that preclude the District from annexing an area, the District will consider, on a case-by-case basis, annexing territories outside of its sphere of influence at the time such a decision is being made, weighing the relative merits of providing services, either via annexation or under contract.
3. Cost Recovery: The District will enter into standard planning period agreements with the owners of the property to be annexed (or their representatives, provided that the owners of the property has so consented in writing) to recover costs (fully burdened staff time and/or direct costs such as consultants) for the advanced planning work.
4. Direct Utility Planning: The District will cooperate with the property owners and/or the land use planning agencies having jurisdiction and, after entering into standard planning period agreements with the owners of the property to be annexed (or their representatives, provided that the owners of the property has

so consented in writing), will undertake the necessary advanced planning to determine the requirements and costs to provide utility services to the areas being considered for service.

5. Commitments to Provide Service: The District will not commit to provide service to a development project at any time prior to the time of annexation into the District, and then will commit to provide service only under the terms and conditions specified in the annexation ordinance. Furthermore, the District will make no commitment to provide service until all State laws regarding coordinated land use and utility planning satisfied.

6. No Obligation to Continue Planning: The District retains the right in its sole discretion to suspend or terminate planning period activities for any development if a written engineering analysis and report demonstrates that the District does not have a sufficient supply, treatment, collection, or distribution capacity to serve the needs of the proposed development, or if the District otherwise determines it is not in the fiscal, institutional or environmental best interest of the District to continue such activities.

7. Compliance with LAFCO Decisions: Notwithstanding the above, the District will provide services as ordered by LAFCO.



Reference General Manager	Type of Action Approve Appointments	Board Meeting of March 17, 2015
Subject Appoint New Trustee/Custodian and New Plan Administrator for the Dublin San Ramon Services District Defined Contribution 457(b) Plan		
<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 the Board of Directors approve, by Resolution, the appointment of John Archer, Administrative Services Manager/Treasurer, as Trustee/Custodian of the Dublin San Ramon Services District Defined Contribution 457(b) Plan. The General Manager also recommends the Board approve, by the same Resolution, appointment of the Administrative Services Manager/Treasurer, Human Resources Supervisor, Financial Analyst, and Human Resources Analyst II as the Plan Administrator/Plan Administrative Committee for the Dublin San Ramon Services Defined Contribution 457(b) Plan.

**Summary:**

In July 2014, Human Resources staff conducted an assessment of the District’s Defined Contribution, 457(b) Plan (Plan). The objectives of the assessment were to: a) determine and update Plan roles and responsibilities, b) ensure compliance with regulatory requirements, and c) ensure the plan is competitive in the market and provides value to Plan participants. With the help of benefits attorney Jeff Chang, Attorney at Law with Chang, Ruthenberg and Long, PC, staff found that Plan documents and appointment of appropriate administrators to be out-of-date, and also in need of a market comparison to bring the Plan in alignment with current market rates and products.

As a result of the findings from this assessment, the General Manager recommends the Board:

1. Delegate authority (by resolution of the Board of Directors) to John Archer, Administrative Services Manager/District, as Trustee/Custodian. This appointment is necessary to facilitate any future transfer of assets from the current plan to a new platform.
2. Delegate authority (by resolution of the Board of Directors) to an administrative committee as the "plan administrator" of the plan. Given that the plan administrator is considered to be the main plan fiduciary and is held to high standards of care in connection with the operation and investment of the plan as set forth in the California Constitution and the Government Code, it is important to clarify and appoint this role. Staff recommends the following employees to be appointed to the Administrative Committee:
  - a. Administrative Services Manager
  - b. Financial Analyst
  - c. Human Resources Supervisor
  - d. Human Resources Analyst II

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 checked="" 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 TO APPOINT NEW TRUSTEE/CUSTODIAN AND NEW PLAN ADMINISTRATOR FOR THE DUBLIN SAN RAMON SERVICES DISTRICT DEFINED CONTRIBUTION 457(B) PLAN

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WHEREAS, Dublin San Ramon Services District (hereinafter “District”) has employees and board members currently participating in an IRC 457(b) defined contribution retirement savings plan (hereinafter “Plan”) administered by Nationwide Retirement Solutions (hereinafter “NRS”) , in accordance with the restated and amended Plan document adopted by Resolution No. 48-01 of the Board of Directors on December 18, 2001; and

WHEREAS, outside benefits counsel and District staff have recommended the appointment of a new Trustee/Custodian for the Plan and the creation of a new committee to serve as Plan Administrator in order to clarify who is responsible for various legal duties and responsibilities with respect to the operation and administration of the Plan.

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

1. The Administrative Services Manager/Treasurer, John J. Archer, is appointed as the “Trustee/Custodian” of the Plan.
2. The Administrative Services Manager/Treasurer, John J. Archer; Human Resources Supervisor, Michelle Gallardo; Financial Analyst, Herman Chen; and, Human Resources Analyst II, Christine Hoffmann are appointed as the Administrative Committee of the Plan to fulfill the role of “Plan Administrator” to operate and administer the Plan and to select any appropriate advisers, consultants, recordkeepers, and investment providers as the committee deems necessary and appropriate to the proper administration of the Plan in the best interests of Plan participants.
3. The Administrative Services Manager/Treasurer, John J. Archer, in his capacity as Trustee/Custodian, is hereby authorized to take any and all further actions, and to execute any



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

documents, on behalf of the District that he deems reasonable and necessary to carry out the purposes of these resolutions, including but not limited to the retention of new service providers to the Plan as selected by the Administrative Committee, in its capacity as Plan Administrator.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency located in the counties of Alameda and Contra Costa, California, at its regular meeting held on the 17th day of March 2015, and passed by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Edward R. Duarte, President

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

# STAFF REPORT



Prepared by: Michelle Gallardo, Interim Organizational Services Manager

Date: March 5, 2015

## 457(b) Deferred Compensation Plan - Administration Review

### EXECUTIVE SUMMARY

Human Resources staff conducted an assessment of the District's deferred compensation, 457(b) plan (Plan) in July 2014. The objectives of the assessment were to: a) determine and update Plan roles and responsibilities, b) ensure compliance with regulatory requirements, and c) ensure the plan is competitive in the market and provides value to Plan participants. With the help of benefits attorney Jeff Chang, staff discovered that the Plan documents and delegation of authority is sorely out of date and that the plan requires realignment with current market rates. This review provides background on the history of the 457 Plan since it was established in 1983, a review of the Plan's required roles and responsibilities, and recommendations for Plan administration updates and delegation of authority as required.

### STRATEGIC PLAN 2014-2018

This item supports the Strategic Plan Objective No. 4, Personnel/Organization – Sustain a high-performing, highly qualified, motivated, safe and innovative workforce and an adaptable organization, to address appropriate and sustainable compensation and benefits, in support of Work Plan items 4.1.1, 4.1.3, and 4.3.11 in the 2014-2018 Dublin San Ramon Services District Strategic Plan.

### BACKGROUND

In July 2014, staff began the process of conducting a historical review of the District's deferred compensation plan, a governmental (IRS 457(b)) defined contribution retirement savings plan sponsored by the District. The plan was initially adopted by the Board of Directors on April 1, 1983. Since that time, the plan has been amended and restated several times as a result of organizational changes, vendor/company changes, and regulatory changes (**Attachment A**, history of 457 plan changes since 1983). The plan is currently administered by Nationwide Retirement Solutions (NRS).

Staff was asked to conduct an assessment of the District's plan to determine:

- a) current roles and responsibilities (i.e. designated plan custodian/trustee, other fiduciary responsibility);
- b) regulatory updates which may be required to comply with federal/state regulations;
- c) Plan design changes which may be required to align with the market.

After discussion with NRS representatives, and a legal review conducted by Jeff Chang, attorney with Chang, Ruthenberg and Long, in October 2014, staff learned that the plan documents, as well as the plan design and structure, are quite out of date and in need of update and alignment to the current market and regulatory standards. The following discussion outlines what was discovered in this assessment, and suggested action to be taken to bring the plan into alignment and to meet regulatory compliance guidelines.

# DISCUSSION

## Roles and Responsibilities

In review of the plan roles and responsibilities prepared by Jeff Chang, the following are the current and recommended role assignments for the District’s plan with NRS:

Roles	Responsibilities	Current	Recommended
a. Sponsor or employer	The entity that establishes and maintains a plan. It also employs the employees who are covered by a plan. The employer (i.e., its governing body) has the authority to establish a plan for its employees. It also has the responsibility for determining the terms of the plan and whether to modify it or it.	DSRSD	<i>No change</i>
b. Participants and beneficiaries	The employees of the Employer who are eligible to participate in a plan (along with their spouses and beneficiaries).	DSRSD Employees and Board Members	<i>No change</i>
c. Trustees/custodian	The person(s) or entity(ies) with responsibility for holding title to the plan's assets. Trustees can either be: discretionary, having the ability to make decisions with respect to the investment and distribution of plan assets; or nondiscretionary, subject to the direction of others such as the employer or the participants.	Administrative Services Manager/Finance Officer	<b>DECIDE:</b> Initially appoint John Archer (as District Treasurer [bonded for fiduciary duties]); consider appointment of an institutional trustee/custodian as part of a new recordkeeping arrangement.
d. Plan administrator	The person(s) or entity responsible for the day to day administration of the plan. Not to be confused with the "third party administrator" or TPA.	Michelle Gallardo (currently named in NRS records)	<b>DECIDE:</b> Appoint administrative committee as "plan administrators" -Admin Services Manager -HR Supervisor -HR Analyst -Financial Analyst
e. Investment provider(s)	This can be one or more mutual fund companies, insurance companies, bank collective trusts, etc. In many "bundled" arrangements, the investment provider also serves as the record-keeper.	NRS	<b>A new investment provider will likely be selected by the Plan Administrator based on recommendations from counsel and the new investment advisor to be selected (see below)</b>
f. Record-keeper	The entity responsible for keeping track of the respective account balance or accrued benefit of each participant.	NRS	<b>A new record-keeper will likely be selected by the Plan Administrator based on recommendations from counsel and the new investment advisor to be selected (see below)</b>
g. Third party administrator (TPA)	A contracted entity that "assists" the plan administrator in fulfilling some of its duties with respect to the administration of the plan.	None	<i>No change</i>
h. Investment consultant or advisor	The person or entity that provides investment advice to the plan Sponsor, the Plan Administrator, the Investment Committee, and/or the Participants. An investment consultant and advisor can be a non-fiduciary, co-fiduciary or an independent fiduciary. The Government Code specifically authorizes the hiring of	NRS	<b>A new investment advisor will be selected by the Plan Administrator from a limited list of qualified registered investment advisors identified and</b>

	investment advisors. Mr. Chang strongly recommends that the District hire an investment advisor who will contractually accept all of the District's responsibility for selecting and monitoring the investment line-up.		<b>preliminarily vetted with the help of legal counsel</b>
i. Investment Committee (if separate from the Plan Administrator)	Many plan structures provide for an investment committee that is separate from the person or staff responsible for plan administration.	None	<b>Administrative Committee will also be responsible for overseeing plan investments and any consultants or advisors hired for this purpose.</b>

**Trustee/Custodian**

The District’s plan document currently designates the duty of Trustee/Custodian to the Administrative Services Manager/Finance Officer. Although this title was recently updated to just Administrative Services Manager, since it is unclear, and for clarity in assignment of role responsibilities, best practice would be to designate this role by name of the person or entity to act. Staff is recommending the appointment of John Archer as Trustee/Custodian. This appointment and delegation of authority would be accomplished through the adoption of appropriate board resolution and a plan amendment. Mr. Chang recommends in his legal review that this step be done first because someone needs to have the legal ability to transfer plan assets and investments to a new investment provider and recordkeeper.

**Plan Administrator**

The District’s Plan currently specifies that Michelle Gallardo, HR Supervisor (Interim Organizational Services Manager) is acting as the plan administrator. With the recent reorganization of the Organizational Services Department (including Human Resources) and the Financial Services Department, the responsibility for all contract approvals is assigned internally to the Department Manager or designee.

Mr. Chang advised that it is critical to clarify who the "plan administrator" of the plan is. Without adequate clarity, the District's board might be held responsible as plan fiduciaries. This is because the plan administrator is the main plan fiduciary and is held to high standards of care in connection with the operation and investment of the plan as set forth in the California Constitution and the Government Code. Mr. Chang recommends that a new "plan administrator" immediately be appointed by the Board which would consist of an administrative committee (typically between 3 -5 mid-level to senior level staff members) who work with the plan on a regular basis and who understand all of the various servicing relationships necessary to the operation of the plan. This arrangement is similar to having multiple check signers, and internal policy will still require that any policy interpretations or changes be approved by the appropriate manager/supervisor. The new administrative committee would, among other things, be responsible for:

- a. Overseeing the administration and operation of the plan;
- b. Interpreting and construing the terms of the plan as necessary;
- c. The hiring and replacing all service providers to the plan (i.e., investment advisors, record-keepers, investment providers, third party administrators, etc.);
- d. Establishing and maintaining all appropriate policies and procedures to facilitate the proper administration of the plans (i.e., QDRO, loan, hardship, investment policies, as appropriate);
- e. Selecting and monitoring of the plan's investment line-up (this responsibility can and should be delegated by contract to a registered investment advisor); and
- f. Monitoring of services and fees provided to the plan and its participants – to make sure that the fees charged are reasonable and appropriate.

Given the current functional responsibility for employee benefits administration and financial analysis charged to the Human Resources and Finance Divisions, staff recommends the following employees to be appointed to the administrative committee:

- a. Administrative Services Manager, John Archer
- b. Financial Analyst, Herman Chen
- c. Human Resources Supervisor, Michelle Gallardo (Interim Organizational Services Manager)
- d. Human Resources Analyst II, Christine Hoffmann

**Investment Provider(s)**

The District currently relies on NRS to provide investment options available under the District’s Plan. As the Plan contract specifies, the responsibility and discretion to make changes in Plan investment options is a responsibility of the Trustee/Custodian, which may or may not be the appropriate assignment for the investment and distribution duties going forward.

Mr. Chang recommends the District consider contracting with an independent mutual fund company, insurance company, bank collective trust, etc., to provide the investment options recommended by and in conjunction with the plan's new investment advisor.

**Independent Investment Advisor**

The District also relies on NRS to provide investment information and recommendations for the funds made available to plan participants. As the District’s plan currently specifies, the responsibility and discretion to make changes is a responsibility of the Trustee/Custodian, which may or may not be the appropriate assignment for the investment and distribution duties going forward.

Mr. Chang recommends that the District contract with an independent registered investment advisor to be responsible for the selection and monitoring of the District’s investment choices. This will relieve the District of this responsibility (and the potential liability). Part of this process is evaluating the investment alternatives and fees and costs of providing a “best in class” investment environment for the District’s plan participants while keeping all fees to a fair and reasonable level. The independent registered investment advisor would contractually agree to assume the fiduciary duty for selecting and monitoring the Plan’s investments.

The engagement of any advisor should be conditioned on the negotiation and execution of an appropriate service agreement.

**Recordkeeper**

The District’s current Plan record-keeper is Nationwide. This service is provided by payment of fees (which are paid by plan participants). Mr. Chang recommends that the District select a new “unbundled” record-keeper arrangement. With the record-keeper services separate from the investment services, this provides participants with greater transparency in costs and reduces conflict of interest in services which are intended to provide a benefit to plan participants. The engagement of any record-keeper service provider should be conditioned on the negotiation and execution of an appropriate service agreement and would in part be based upon the recommendations of the plan's new investment advisor.

### **Third-Party Administrator**

Currently, the District processes all enrollments, changes, payroll deductions, and other day-to-day Plan administration using internal staff. This level of support is currently sufficient to meet the District's transactional administration needs; therefore, no changes are being recommended.

### **Investment Committee**

The District currently does not have a designated Investment Committee to review 457 Plan investments. Mr. Chang believes that it is not necessary to establish a separate Investment Committee. He recommends that these functions can easily be handled by the new Administrative Committee – particularly if it is hiring a new investment advisor that will assume much of the Committee's investment responsibilities.

## **RECOMMENDATION**

In consideration of the findings from this assessment, and in review of the assessment objectives, to review:

- a) current roles and responsibilities (i.e. designated plan custodian/trustee, other fiduciary responsibility);
- b) regulatory updates which may be required to comply with federal/state regulations;
- c) Plan design changes which may be required to align with the market.

Staff recommends the following actions:

1. Delegate authority (by resolution of the Board of Directors) to John Archer, Administrative Services Manager/District Treasurer, as Trustee/Custodian. Since it is not clear who the current trustee/custodian of the plan is, the board is being asked to appoint John Archer to serve as the trustee/custodian under the current Nationwide Retirement Services (NRS) arrangement. This appointment is necessary to facilitate any future transfer of assets from the current plan to a new platform. On a more permanent basis, the District may find it in its best interest to utilize an institutional trustee/custodian. This can be done as part of any new recordkeeping and investment arrangement the District may move to.
2. Delegate authority (by resolution of the Board of Directors) to an administrative committee as the "plan administrator" of the plan. Given that the plan administrator is considered to be the main plan fiduciary and is held to high standards of care in connection with the operation and investment of the plan as set forth in the California Constitution and the Government Code, it is important to clarify and appoint this role. Staff recommends the following employees to be appointed to the administrative committee:
  - a. Administrative Services Manager
  - b. Financial Analyst
  - c. Human Resources Supervisor
  - d. Human Resources Analyst
3. Attempt to renegotiate the Administrative Services Agreement (ASA), last updated in May 1995. This document specifies the fee structure paid by plan participants, and was designed specific to the plan (as designed) 20 years ago. In an effort to realign the District's plan with current market rates, staff recommends that the newly-designated administrative committee immediately begin working with NRS to renegotiate a new agreement. Counsel has cautioned that NRS may not be willing to do a

substantive renegotiation if it knows that the District may switch investment providers and recordkeepers.

4. Begin targeted search for the following services:
  - a. Independent investment advisor
  - b. Investment provider (mutual fund company, etc.)
  - c. Record-keeping services

To ensure the District obtains the specific plan compliance and investment advice contemplated by this review and the most cost-effective arrangement for plan participants, staff recommends that the newly-appointed administrative committee work with benefits counsel to review and hire an independent investment advisor, investment provider (such as a mutual fund company, etc.) and a record-keeping service – all of whom will be able to work together in a seamless and transparent manner.

Attachment

Resolution	Rescinded By	Date	Plan	Service Provider	Designated Plan Admin/Signers	Notes
15-83		4/1/1983	457(b)	Glendale Federal Savings and Loan Association	Assistant to the GM	CASA Deferred Compensation Investment Agreement
30-84		5/1/1984	Amendment	Glendale Federal Savings and Loan Association	Assistant to the GM	CASA Deferred Compensation Investment Agreement
25-85	44-97	4/16/1985	457(b)	Great Western Savings	General Manager	Terminate Glendale Federal Eff: 5/15/85; authorized signers Assistant to the GM and
		4/21/1986	Plan Doc	Great Western Bank		
36-89		7/27/1989	Amendment	Great Western Bank	Acting GM	include new mutual funds
28-90		5/1/1990	New plan agreement	Great Western Bank	President of the Board	
25-95		5/1/1995	New plan agreement	Great Western Bank	President of the Board	
44-97		8/19/1997	Adopt Plan Doc	Great Western Bank	Admin Services Mgr and Finance Officer	Admin Services Mgr and Finance Officer to serve as trustee/custodian
		6/1/1998	Admin Agreement	Great Western Bank		
81-98		12/15/1998	Adopt amended Plan & Custodial Doc	Name changed to Washington Mutual Bank	Designated officer	Name eventually changed to Nationwide Financial Services
48-01		1/1/2002	Restated & Amended Plan and Custodial Doc	WaMu to Nationwide Financial	Designated officer	
		5/3/2005	Assignment of 457 Admin Agreement	WaMu to Nationwide Financial	General Manager	
67-05		1/1/2006	Restated & Amended Plan and Custodial Doc	Nationwide Retirement Solutions	General Manager & District Secretary	Implement final regs for IRC 457
4-11		2/15/2011	Restated & Amended Plan and Custodial Doc	Nationwide Retirement Solutions	General Manager & District Secretary	Amend to allow participant loans
45-11		8/16/2011	457(b)	Nationwide Retirement Solutions		Provide matching contributions for Board Members, to max of \$10/month.





Reference General Manager	Type of Action Accept Report(s)	Board Meeting of March 17, 2015
Subject Accept the Following Regular and Recurring Reports: District Financial Statements, Warrant List and Upcoming Board Business		
<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
<input checked="" type="checkbox"/> Staff	B. Michalczyk	<input type="checkbox"/> Board Member

**Recommendation:**

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

**Summary:**

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

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

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

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR B. Michalczyk	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. Summary of Regular and Recurring Reports 2. 3.				

**SUMMARY OF REGULAR AND RECURRING REPORTS**

Ref.	Description	Frequency	Authority	Last Acceptance	Acceptance at this Meeting?	Next Acceptance
A	Water Supply and Conservation Report <sup>1 2</sup>	Monthly	Board Direction	Feb 2015	YES	April 2015
B	District Financial Statements <sup>3</sup>					
C	Warrant List					
D	Upcoming Board Business					
E	Strategic Work Plan Accomplishments Report	Annually. Fiscal Year Cycle	District Code	Oct 2014		Aug 2015
F	Employee Retention Statistics <sup>4</sup>			Aug 2014 to Per. Com.		
G	Outstanding Receivables Report			Aug 2014		
H	Employee and Director Reimbursements greater than \$100 <sup>5</sup>			CA Government Code Aug 2014		
I	Board Committee Goal Status Report	Annually, Calendar Year Cycle	Board Direction	Jan 2015		Jan 2016
J	“No Net Change” Operating Budget Adjustments	As they occur but not more frequently than monthly	Budget Accountability Policy (See Note A)	None in FYE 2014		Before end of month after occurrence
K	Capital Outlay Budget Adjustments			Jan 2015		
L	Capital Project Budget Adjustments			Oct 2014		
M	Unexpected Asset Replacements			Dec 2014		

Note A: For the current fiscal year the totals for these reports are as follows:

Category	YTD	This Meeting	Total
“No Net Change” Operating Budget Adjustments	\$0	\$0	\$0
Capital Outlay Budget Adjustments	\$13,453	\$0	\$13,453
Capital Project Budget Adjustments	\$45,000	\$0	\$45,000
Unexpected Asset Replacements	\$35,751	\$0	\$35,751

<sup>1</sup> Monthly during Community Drought Emergency; monthly during the winter season in non-drought years.  
<sup>2</sup> Separate agenda item presented to Board as a Board Business item during Community Drought Emergency.  
<sup>3</sup> Except in July.  
<sup>4</sup> In Jan 2015 administratively moved to FY rather than CY cycle to accommodate data access issues which are reported on CY cycle  
<sup>5</sup> Reimbursements also reported monthly in the Warrant List (Item C).

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

February, 2015

**Monthly Financial Report**

Report Name	Page
Revenue Summary	1
Working Capital Summary	2
Expense Summary by Fund	3
Expense Summary by Department	4
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*Jed  
3/10/15*

## Dublin San Ramon Services District

### Revenue Summary

February 2015

Revenue Source	Budget	Budget to Date	YTD Actual	Amount Remaining	%f Budget Received	% Revenue Expected
Local Sewer Operations	\$ 2,138,511	\$ 1,252,312	\$ 1,297,323	\$ 841,188	60.66%	58.56%
Regional Sewer Operations	\$ 19,374,765	\$ 10,494,665	\$ 10,478,546	\$ 8,896,220	54.08%	54.17%
<b>Service Charges - Sewer</b>	<b>\$ 21,513,276</b>	<b>\$ 11,746,977</b>	<b>\$ 11,775,868</b>	<b>\$ 9,737,408</b>	<b>54.74%</b>	<b>54.60%</b>
Water Operations	\$ 24,001,250	\$ 13,000,677	\$ 13,190,871	\$ 10,810,379	54.96%	54.17%
Water Expansion	\$ 0	\$ 0	\$ (640)	\$ 640	100.00%	66.67%
<b>Service Charges - Water</b>	<b>\$ 24,001,250</b>	<b>\$ 13,000,677</b>	<b>\$ 13,190,231</b>	<b>\$ 10,811,019</b>	<b>54.96%</b>	<b>54.17%</b>
Local Sewer Replacement	\$ 523,747	\$ 349,165	\$ 364,019	\$ 159,728	69.50%	66.67%
Local Sewer Expansion	\$ 509,233	\$ 339,489	\$ 353,967	\$ 155,266	69.51%	66.67%
Regional Sewer Replacement	\$ 1,663,501	\$ 1,109,000	\$ 1,274,812	\$ 388,689	76.63%	66.67%
Regional Sewer Expansion	\$ 10,846,201	\$ 7,230,801	\$ 8,396,124	\$ 2,450,077	77.41%	66.67%
<b>Capacity Reserve Fees - Sewer</b>	<b>\$ 13,542,682</b>	<b>\$ 9,028,455</b>	<b>\$ 10,388,923</b>	<b>\$ 3,153,759</b>	<b>76.71%</b>	<b>66.67%</b>
Water Replacement	\$ 2,063,802	\$ 1,375,868	\$ 1,096,597	\$ 967,205	53.13%	66.67%
Water Expansion	\$ 5,656,349	\$ 3,770,899	\$ 3,072,974	\$ 2,583,375	54.33%	66.67%
<b>Capacity Reserve Fees - Water</b>	<b>\$ 7,720,151</b>	<b>\$ 5,146,767</b>	<b>\$ 4,169,571</b>	<b>\$ 3,550,580</b>	<b>54.01%</b>	<b>66.67%</b>
<b>Fees &amp; Permits</b>	<b>\$ 3,836,199</b>	<b>\$ 2,557,466</b>	<b>\$ 2,464,674</b>	<b>\$ 1,371,525</b>	<b>64.25%</b>	<b>66.67%</b>
<b>Interest</b>	<b>\$ 659,744</b>	<b>\$ 439,830</b>	<b>\$ 536,541</b>	<b>\$ 123,203</b>	<b>81.33%</b>	<b>66.67%</b>
<b>Other Income</b>	<b>\$ 3,796,215</b>	<b>\$ 2,530,810</b>	<b>\$ 3,866,215</b>	<b>\$ (70,000)</b>	<b>101.84%</b>	<b>66.67%</b>
	<b><u>\$ 75,069,518</u></b>	<b><u>\$ 44,450,981</u></b>	<b><u>\$ 46,392,023</u></b>	<b><u>\$ 28,677,494</u></b>	<b><u>61.80%</u></b>	<b><u>59.21%</u></b>

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

**Dublin San Ramon Services District**  
**Working Capital Summary**  
**February, 2015**

<b>Enterprise Funds</b>					
<b>Fund</b>	<b>Dollars (\$)</b>		<b>In Months</b>		
	<b>YTD Actual</b>	<b>Budget</b>	<b>Target (Months)</b>	<b>Last Month</b>	<b>Current Month</b>
Local Enterprise	\$ 1,064,504	\$ 745,512	4	5.78	5.71
Regional Enterprise	\$ 8,100,263	\$ 5,531,747	4	5.94	5.86
Water Enterprise	\$ 11,543,813	\$ 6,625,683	4	6.45	6.97

<b>Replacement Funds</b>			
<b>Fund</b>	<b>In Dollars (\$)</b>		
	<b>Actual</b>	<b>Target</b>	<b>Above (Below)</b>
Local Replacement	\$ 9,212,512	\$ 3,764,249	\$ 5,448,263
Regional Replacement	\$ 14,284,810	\$ 7,950,853	\$ 6,333,957
Water Replacement	\$ 10,437,473	\$ 10,453,012	\$ (15,539)

<b>Expansion Funds</b>			
<b>Fund</b>	<b>In Dollars (\$)</b>		
	<b>Actual</b>	<b>Target</b>	<b>Above (Below)</b>
Local Expansion	\$ 6,020,460	\$ 141,000	\$ 5,879,460
Regional Expansion	\$ 42,528,981	\$ 15,075,272	\$ 27,453,709
Water Expansion	\$ 15,496,290	\$ 8,373,072	\$ 7,123,218

<b>Temporary Infrastructure Charge Status</b>			
<b>Revenue Type</b>	<b>In Dollars (\$)</b>		
	<b>Amount Collected</b>	<b>Amount Repaid</b>	<b>Net</b>
Temporary Infrastructure Charge Status	\$ 8,208,152	\$ (4,037,358)	\$ 4,170,795

**Dublin San Ramon Services District**

**Expense Summary by Fund**

February 2015

% of Year Completed= 67%

Expense Summary by Fund	Budget	Budget to Date	Year To Date Actual	Dollars Remaining	Percent Used
200 - Local Sewer Operations	\$ 1,683,340	\$ 1,122,227	\$ 893,521	\$ 789,819	53.08 %
210 - Local Sewer Replacement	\$ 848,900	\$ 565,933	\$ 795,381	\$ 53,519	93.70 %
220 - Local Sewer Expansion	\$ 265,347	\$ 176,898	\$ 227,063	\$ 38,283	85.57 %
300 - Regional Sewer Operations	\$ 13,613,842	\$ 9,075,894	\$ 9,031,783	\$ 4,582,059	66.34 %
310 - Regional Sewer Replacement	\$ 147,509	\$ 98,339	\$ 87,872	\$ 59,637	59.57 %
320 - Regional Sewer Expansion	\$ 7,070,891	\$ 4,713,927	\$ 4,435,416	\$ 2,635,475	62.73 %
600 - Water Operations	\$ 17,925,177	\$ 11,950,118	\$ 8,932,770	\$ 8,992,407	49.83 %
605 - Water Rate Stabilization Fund	\$ 50,000	\$ 33,333	\$ 8,622	\$ 41,378	17.24 %
610 - Water Replacement	\$ 389,588	\$ 259,725	\$ 300,619	\$ 88,969	77.16 %
620 - Water Expansion	\$ 3,860,821	\$ 2,573,881	\$ 2,551,065	\$ 1,309,756	66.08 %
900 - Administrative Overhead	\$ 7,002,215	\$ 4,668,143	\$ 3,740,172	\$ 3,262,043	53.41 %
965 - Other Post Employment Benefits	\$ 764,050	\$ 509,367	\$ 489,951	\$ 274,099	64.13 %
995 - DV Standby Assessment	\$ 1,429,211	\$ 952,807	\$ 218	\$ 1,428,994	0.02 %
	<u>\$ 55,050,890</u>	<u>\$ 36,700,593</u>	<u>\$ 31,494,452</u>	<u>\$ 23,556,438</u>	<u>57.21 %</u>

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

**Dublin San Ramon Services District**  
**Expense Summary By Department**  
**February 2015**

% of Year Completed= 67%

Expense Summary by Department	Budget	Budget To Date	Year To Date Actual	Dollars Remaining	Percentage Used
<b>Executive</b>	\$ 1,532,148	\$ 1,021,432	\$ 836,527	\$ 695,621	54.60%
<b>Organizational Services</b>	\$ 2,442,217	\$ 1,628,145	\$ 1,251,221	\$ 1,190,996	51.23%
<b>Financial Services</b>	\$ 3,981,849	\$ 2,654,566	\$ 2,151,335	\$ 1,830,514	54.03%
<b>Engineering</b>	\$ 4,160,502	\$ 2,773,668	\$ 2,275,422	\$ 1,885,080	54.69%
<b>Operations</b>	\$ 13,603,249	\$ 9,068,832	\$ 8,259,775	\$ 5,343,473	60.72%
<b>Non-Departmental</b>	\$ 29,330,926	\$ 19,553,951	\$ 16,720,172	\$ 12,610,754	57.01%
	<u>\$ 55,050,890</u>	<u>\$ 36,700,593</u>	<u>\$ 31,494,452</u>	<u>\$ 23,556,438</u>	<u>57.21%</u>

**Dublin San Ramon Services District**

**Expense Summary by Category**

February 2015

% of Year Completed= 67%

Expense Summary by Category	Budget	Budget to Date	Year to Date Actual	Budget Remaining	Percentage Used
Personnel	\$ 20,548,611	\$ 13,699,074	\$ 11,704,576	\$ 8,844,035	56.96%
Materials and Supplies	\$ 12,874,914	\$ 8,583,276	\$ 6,052,940	\$ 6,821,974	47.01%
Contract Services	\$ 4,698,436	\$ 3,132,291	\$ 2,094,582	\$ 2,603,854	44.58%
Other Expenses	\$ 15,746,270	\$ 10,497,513	\$ 10,722,256	\$ 5,024,014	68.09%
Capital Outlay	\$ 1,182,659	\$ 788,439	\$ 920,098	\$ 262,561	77.80%
	<u>\$ 55,050,890</u>	<u>\$ 36,700,593</u>	<u>\$ 31,494,452</u>	<u>\$ 23,556,438</u>	<u>57.21%</u>



Dublin San Ramon Services District

Capital Outlay by Division  
February, 2015

<u>Capital Outlay - Identified</u>	<u>Budget</u>	<u>Year To Date Actual</u>	<u>Dollars Remaining</u>	<u>Percent Used</u>
License wireless point-to-point radio	\$ 40,000	\$ -	\$ 40,000	0.00%
<b>Information Systems</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>0.00%</b>
Backflow Program Software	(1) \$ 25,000	\$ 26,045	\$ (1,045)	104.18%
<b>Planning &amp; Permitting</b>	<b>\$ 25,000</b>	<b>\$ 26,045</b>	<b>\$ (1,045)</b>	<b>104.18%</b>
GeoKNXMobile for Lucity Software	\$ 26,500	\$ -	\$ 26,500	0.00%
F-350 truck w/utility bed and accessories	59,000		59,000	0.00%
New CCTV camera w/ inclinometer & lift	43,000		43,000	0.00%
F-450 truck with utility bed, crane, compressor	59,000		59,000	0.00%
Vac Con Jetter / Combo Truck (with vacuum)	(2) 350,000	380,912	(30,912)	108.83%
Combination Vacuum/Jetter truck	(3) 400,000	408,052	(8,052)	102.01%
<b>Field Operations</b>	<b>\$ 937,500</b>	<b>\$ 788,964</b>	<b>\$ 148,536</b>	<b>0.00%</b>
Truck for LAVWMA operations	(3) \$ 23,000	\$ 23,132	\$ (132)	100.57%
<b>Plant Operations</b>	<b>\$ 23,000</b>	<b>\$ 23,132</b>	<b>\$ (132)</b>	<b>100.57%</b>
WWTP Primary Sludge End Collectors	\$ 60,000	\$ -	\$ 60,000	0.00%
Fleet pool vehicle	20,000	18,677	1,323	93.38%
FLS Mixer (2)	(4)			
Used Bucket Truck	35,000		35,000	0.00%
<b>Mechanical Maintenance</b>	<b>\$ 115,000</b>	<b>\$ 18,677</b>	<b>\$ 96,323</b>	<b>16.24%</b>
Truck for Operations Control Sys Specialist	\$ 25,000	\$ 21,253	\$ 3,747	85.01%
WWTP Aeration Blowers	17,159	17,159	-	100.00%
<b>Electrical Maintenance</b>	<b>\$ 42,159</b>	<b>\$ 38,412</b>	<b>\$ 3,747</b>	<b>91.11%</b>
<b>Total Capital Outlay - Identified</b>	<b>\$ 1,182,659</b>	<b>\$ 895,230</b>	<b>\$ 287,429</b>	<b>75.70%</b>
<b>Unexpected Capital Outlay</b>				
Cogen#1 Intercooler heat exchanger	\$ 11,651	\$ 11,325	\$ 326	
Chlor-a-vac chemical induction unit	10,500			
Replacment pump#2 for FSL sludge	13,600	\$ 13,542	\$ 58	
<b>Total Unexpected Capital Outlay</b>	<b>\$ 35,751</b>	<b>\$ 24,867</b>	<b>\$ 384</b>	
<b>Total All Capital Outlay</b>	<b>\$ 1,218,410</b>	<b>\$ 920,097</b>	<b>\$ 287,813</b>	

- (1) Cost for software support needs to be moved to Div 42 operating budget
- (2) General Manager approved overage due to bids coming in higher than estimated.
- (3) General Manager approved overage to cover tax and license cost
- (4) Purchase of both FLS Mixers was completed in FY2014

# Capital Project Expense Summary Report

Dublin San Ramon Services District

February, 2015

<u>Fund #</u>		<u>Budget</u>	<u>Year-to-date Expenditures</u>	<u>Balance</u>	<u>Prct Used</u>
210	Local Sewer Replacement	786,000.00	295,425.32	490,574.68	37.59%
220	Local Sewer Expansion	101,000.00	8,239.88	92,760.12	8.16%
310	Regional Sewer Replacement	3,666,000.00	832,334.12	2,833,665.88	22.70%
320	Regional Sewer Expansion	865,000.00	46,081.50	818,918.50	5.33%
610	Water Replacement	4,062,500.00	709,326.47	3,353,173.53	17.46%
620	Water Expansion	3,003,500.00	325,493.43	2,678,006.57	10.84%
	<b>Grand Total</b>	<u>12,484,000.00</u>	<u>2,216,900.72</u>	<u>10,267,099.28</u>	<u>17.76%</u>

**Financing Administration Agreement Calculations  
February, 2015**

**Bond Target Level Calculation**

	Max Annual Debt	
LAVWMA 2011 Refunding Bonds (Expansion Portion) highest fiscal year debt service (2024)	\$ 4,332,552	
DSRSD Expansion Amount Outstanding	\$48,866,096	
<b><u>Bank of America Refunding Bond</u></b>	<b>\$ 2,300,289</b>	
Expansion Amount Outstanding	\$10,229,315	
<b>BOND TARGET LEVEL (7c) or 2X</b>		<b>\$ 13,265,682</b>
<b>ADMINISTRATIVE TARGET LEVEL (7d) or 5XMADS</b>		<b>\$ 33,164,204</b>
<b>Working Capital in Rate Stabilization/Regional Sewer Expansion Fund</b>		<b>\$ 42,528,981</b>
Number of Years of Maximum Debt Service on Hand (Working Capital/Max Annual Debt)	\$ 6,632,841	6.41
Capacity Fee Revenue this Fiscal Year		\$ 8,396,124
Debt Service for FY 14/15		\$ 6,613,538
Capacity fees in excess (deficiency) of this amount		\$ 1,782,586
<b>Amount in Rate Stabilization Fund in Excess of (below) 5XMADS</b>		<b>\$ 9,364,777</b>

**Dublin San Ramon Services District**  
**Dublin San Ramon Services District**  
**February, 2015**

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**Comparison of Actual DUE's to Budget**

	Budget	Actual	Above (Below)
<b>Sewer</b>			
<i>DSRSD</i>	682	401	(281)
<i>Pleasanton</i>	250	254	4
<b>Water</b>	631	337	(294)

Dublin San Ramon Services District  
Treasurer's Report - Portfolio Management Summary  
As of : February 28, 2015

Description	Face Amount	Market Value	Book Value	% of Portfolio	Permitted by Policy	In Compliance	YTM @ Cost
CAMP	5,818.89	5,818.89	5,818.89	0.01%	100%	Yes	0.060%
Certificate of Deposit	4,250,000.00	4,246,339.00	4,250,000.00	3.89%	30%	Yes	0.724%
Corporate Bonds	22,500,000.00	22,888,714.50	22,801,849.45	20.60%	30%	Yes	1.559%
Federal Agency Callables	50,880,000.00	50,750,114.04	50,886,127.93	46.59%	100%	Yes	1.011%
LAIF - Operating	31,561,381.91	31,561,381.91	31,561,381.91	28.90%	\$50 million	Yes	0.266%
<b>Total Investments</b>	<b>\$ 109,197,200.80</b>	<b>\$ 109,452,368.34</b>	<b>\$ 109,505,178.18</b>	100.00%			<b>0.898%</b>
Bank of America	22,710,343.78	22,710,343.78	22,710,343.78				
<b>Total Cash &amp; Investments</b>	<b>\$ 131,907,544.58</b>	<b>\$ 132,162,712.12</b>	<b>\$ 132,215,521.96</b>				<b>0.898%</b>

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

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

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

\_\_\_\_\_  
John Archer, Interim Financial Services Manager

\_\_\_\_\_  
Date

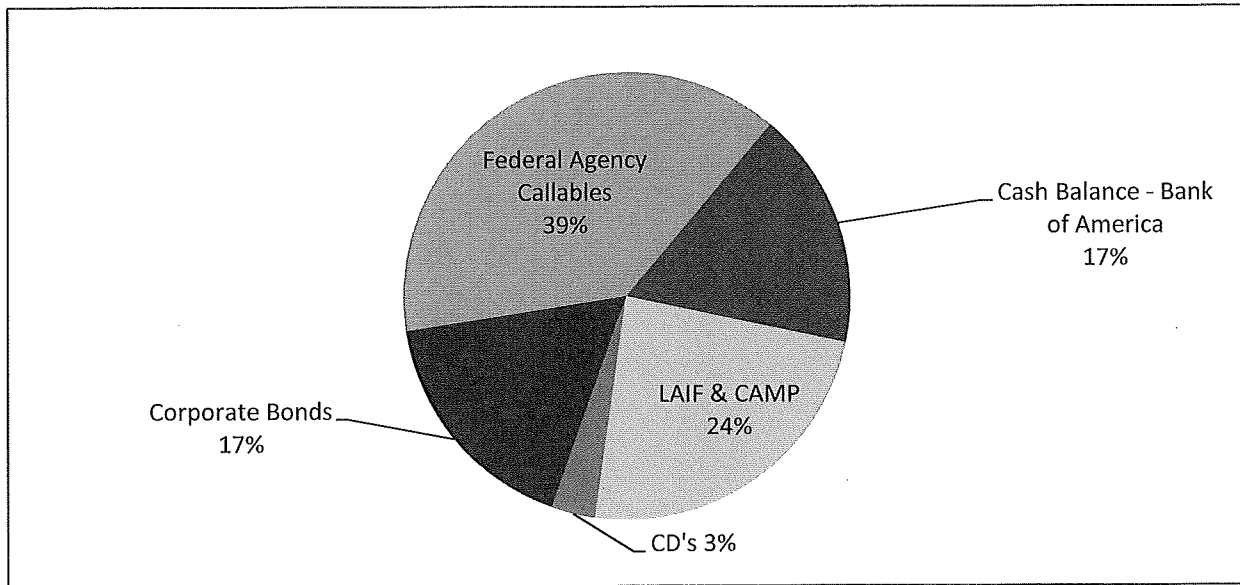
For comparison - prior month summary as of: 1/31/2015

Description	Face Amount	Market Value	Book Value	% of Portfolio	Permitted by Policy	In Compliance	YTM @ Cost
CAMP	5,818.89	5,818.89	5,818.89	0.01%	100%	Yes	0.070%
Certificate of Deposit	4,250,000.00	4,243,419.00	4,250,000.00	3.89%	30%	Yes	0.724%
Corporate Bonds	22,500,000.00	22,938,142.00	22,821,408.59	20.60%	30%	Yes	1.497%
Federal Agency Callables	50,880,000.00	50,903,135.64	50,886,127.93	46.59%	100%	Yes	1.011%
LAIF - Operating	31,561,381.91	31,561,381.91	31,561,381.91	28.90%	\$50 million	Yes	0.262%
<b>Total Investments</b>	<b>\$ 109,197,200.80</b>	<b>\$ 109,651,897.44</b>	<b>\$ 109,524,737.32</b>	100.00%			<b>0.884%</b>
Bank of America	22,979,371.95	22,979,371.95	22,979,371.95				
<b>Total Cash &amp; Investments</b>	<b>\$ 132,176,572.75</b>	<b>\$ 132,631,269.39</b>	<b>\$ 132,504,109.27</b>				<b>0.884%</b>

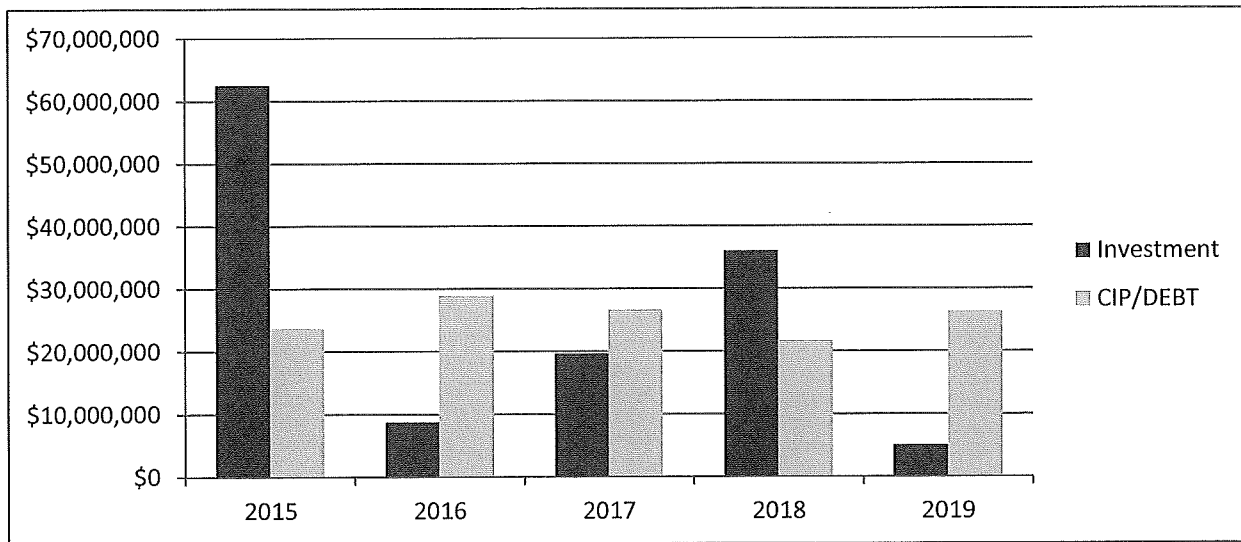
**Investment Review for :  
Summary of Current Investments**

**February 28, 2015**

	Face Amount	% of Portfolio	Avg Maturity (in Years)	Avg Yield
Cash Balance - Bank of America	\$ 22,710,343.78	17%		
LAIF & CAMP	31,567,200.80	24%		0.266%
Certificates of Deposit	4,250,000.00	3%	1.7	0.724%
Corporate Bonds	22,500,000.00	17%	2.0	1.559%
Federal Agency Callables	50,880,000.00	39%	3.5	1.011%
	<u>\$ 131,907,544.58</u>			



**Investment / Cash needs next 5 years**



FYE	Investment	CIP/DEBT
2015	\$ 62,527,544.58	\$ 23,625,684.29
2016	8,750,000.00	\$ 28,908,068.29
2017	19,630,000.00	\$ 26,589,591.29
2018	36,000,000.00	\$ 21,568,996.29
2019	5,000,000.00	\$ 26,353,901.29
	<u>\$ 131,907,544.58</u>	<u>\$ 127,046,241.45</u>

Dublin San Ramon Services District

Treasurer's Report - Portfolio Management Detail

As of 02/28/2015

Description	CUSIP/Ticker	Settlement Date	Face Amount	Market Value	Book Value	Coupon Rate	YTM @ Cost	Next Call Date	DTC/M	DTM	Maturity Date	Accrued Interest
<b>CAMP</b>												
CAMP LGIP	LGIP6300	6/30/2011	5,818.89	5,818.89	5,818.89	0.060%	0.060%	N/A	1	1	N/A	N/A
<b>Sub Total / Average</b>			<b>\$ 5,818.89</b>	<b>\$ 5,818.89</b>	<b>\$ 5,818.89</b>	<b>0.060%</b>	<b>0.060%</b>		<b>1</b>	<b>1</b>		<b>-</b>
<b>Certificate of Deposit</b>												
Ally Bank 0.9 3/2/2015	02005QZE6	3/1/2012	250,000.00	250,000.00	250,000.00	0.900%	0.900%		2	2	3/2/2015	1,109.59
GE Cap Retail Bk 0.8 9/28/2015	36157PRM3	9/27/2013	250,000.00	250,423.00	250,000.00	0.800%	0.800%		212	212	9/28/2015	843.84
SAFRA NB 0.5 9/30/2015	78658QFS7	9/30/2014	250,000.00	249,996.75	250,000.00	0.500%	0.500%		214	214	9/30/2015	517.12
SYNOVUS Bank 0.5 9/30/2015	87164DFR6	9/30/2014	250,000.00	249,996.75	250,000.00	0.500%	0.500%		214	214	9/30/2015	517.12
Sterling Svgs Bank 0.5 3/22/2016	8595316H3	3/22/2013	250,000.00	250,595.50	250,000.00	0.500%	0.500%		388	388	3/22/2016	544.52
Comenity Capital 0.7 3/29/2016	20033AGY6	9/29/2014	250,000.00	249,861.75	250,000.00	0.700%	0.700%		395	395	3/29/2016	-
Flushing Bank 0.7 3/29/2016	34387AAQ2	9/30/2014	250,000.00	249,888.00	250,000.00	0.700%	0.700%		395	395	3/29/2016	62.33
BMW Bk 0.5 5/16/2016	05580AAB0	5/16/2014	250,000.00	249,588.50	250,000.00	0.500%	0.500%		443	443	5/16/2016	356.16
Customers Bk 0.5 5/31/2016	23204HBF4	5/28/2014	250,000.00	249,542.00	250,000.00	0.500%	0.500%		458	458	5/31/2016	315.07
Oriental Bank 0.5 5/31/2016-14	686184UH3	5/29/2014	250,000.00	249,542.50	250,000.00	0.500%	0.500%		458	458	5/31/2016	-
First Fed S&L 0.5 5/31/2016	32023HAC2	5/30/2014	250,000.00	249,511.00	250,000.00	0.500%	0.500%		458	458	5/31/2016	-
Compass Bnk 0.5 5/31/2016	20451PJX5	5/28/2014	250,000.00	249,511.25	250,000.00	0.500%	0.500%		458	458	5/31/2016	315.07
American Exp Centr 1.15 9/26/2016	02587DTW8	9/26/2013	250,000.00	250,997.25	250,000.00	1.150%	1.150%		576	576	9/26/2016	1,220.89
Everbank 0.95 11/30/2016	29976DPX2	11/30/2012	250,000.00	249,771.25	250,000.00	0.950%	0.950%		641	641	11/30/2016	585.62
Washington Fed Seattle 0.75 5/30/2017-13	938828AB6	5/30/2013	250,000.00	250,078.25	250,000.00	0.750%	0.750%	3/31/2015	31	822	5/30/2017	-
Discover Bank 1.2 3/13/2018	254671LE8	3/13/2013	250,000.00	248,777.00	250,000.00	1.200%	1.200%		1109	1109	3/13/2018	1,380.82
State Bk of India 1.15 5/14/2018	856283UK0	5/14/2013	250,000.00	248,258.25	250,000.00	1.150%	1.150%		1171	1171	5/14/2018	834.93
<b>Sub Total / Average</b>			<b>\$ 4,250,000.00</b>	<b>\$ 4,246,339.00</b>	<b>\$ 4,250,000.00</b>	<b>0.724%</b>	<b>0.724%</b>		<b>448</b>	<b>495</b>		<b>8,603.08</b>
<b>Corporate Bonds</b>												
Commonwealth Bk 1.95 3/16/2015-12	20271RAA8	6/11/2012	2,000,000.00	2,001,134.00	2,001,924.92	1.950%	1.750%		16	16	3/16/2015	17,550.00
Wal-Mart 1.5 10/25/2015	931142CX9	5/21/2012	2,000,000.00	2,015,824.00	2,014,634.98	1.500%	0.757%		239	239	10/25/2015	10,250.00
GE Capital Var. Corp 2/8/2016	36962G5T7	2/8/2012	2,000,000.00	2,012,170.00	2,000,000.00	1.039%	1.034%		345	345	2/8/2016	1,173.33
GE Capital Corp 2.3 4/27/2017	36962G5W0	5/21/2012	3,000,000.00	3,080,139.00	2,995,698.46	2.300%	2.361%		789	789	4/27/2017	23,191.67
Barclays Bank PLC Var. Corp 5/11/2017	06738K4G3	5/11/2012	3,000,000.00	2,996,730.00	3,000,000.00	2.000%	2.000%		803	803	5/11/2017	2,833.33
JPMorgan Chase 2 8/15/2017	48126EAA5	12/22/2014	2,000,000.00	2,027,628.00	2,024,087.36	2.000%	1.506%		899	899	8/15/2017	1,444.44
Gen Elec Co 5.25 12/6/2017	369604BC6	12/17/2012	2,500,000.00	2,774,052.50	2,778,377.96	5.250%	1.396%		1012	1012	12/6/2017	29,895.83
AUST/NZ Bank Grp 1.5 1/16/2018	05253JAH4	1/26/2015	3,000,000.00	2,990,304.00	3,003,450.00	1.500%	1.460%		1053	1053	1/16/2018	5,250.00
Coca-cola 1.15 4/1/2018	191216BA7	2/20/2015	3,000,000.00	2,990,733.00	2,983,675.77	1.150%	1.330%		1128	1128	4/1/2018	14,087.50
<b>Sub Total / Average</b>			<b>\$ 22,500,000.00</b>	<b>\$ 22,888,714.50</b>	<b>\$ 22,801,849.45</b>	<b>2.088%</b>	<b>1.559%</b>		<b>749</b>	<b>749</b>		<b>105,676.10</b>
<b>Federal Agency Callables</b>												
FHLB 0.55 6/5/2015	313379P78	6/5/2012	3,000,000.00	3,002,862.00	3,000,000.00	0.550%	0.550%		97	97	6/5/2015	3,804.17
FHLMC 0.5 6/27/2016-14	3134G4PX0	12/27/2013	2,000,000.00	1,995,780.00	2,000,000.00	0.500%	0.500%	3/27/2015	27	485	6/27/2016	1,694.44
FHLMC 0.625 9/26/2016-14	3134G4YA0	3/26/2014	2,500,000.00	2,497,402.50	2,500,000.00	0.625%	0.625%		576	576	9/26/2016	6,597.22
FHLMC 0.75 12/27/2016-14	3134G4NQ7	12/27/2013	2,500,000.00	2,499,422.50	2,500,000.00	0.750%	0.750%	3/27/2015	27	668	12/27/2016	3,177.08
FHLB 0.875 3/10/2017	3133782N0	8/22/2014	4,000,000.00	4,014,232.00	4,004,427.76	0.875%	0.830%		741	741	3/10/2017	16,333.33
FFCB 0.65 3/28/2017	3133ECKC7	5/8/2013	1,380,000.00	1,378,217.04	1,381,700.17	0.650%	0.600%		759	759	3/28/2017	3,737.50
FHLMC 1 6/27/2017-14	3134G4PB8	12/27/2013	2,500,000.00	2,501,450.00	2,500,000.00	1.000%	1.000%	3/27/2015	27	850	6/27/2017	4,236.11
FNMA Step 9/27/2017-13	3134G0C74	9/27/2012	3,000,000.00	3,005,043.00	3,000,000.00	1.000%	1.119%	9/27/2015	211	942	9/27/2017	12,583.33
FNMA Step 12/19/2017-13	3136G14A4	12/19/2012	5,000,000.00	5,001,835.00	5,000,000.00	0.625%	1.043%	3/19/2015	19	1025	12/19/2017	9,583.33
FNMA Step 1/30/2018-13	3136G1BD0	1/30/2013	5,000,000.00	4,991,835.00	5,000,000.00	0.750%	1.045%	4/30/2015	61	1067	1/30/2018	2,916.67
FFCB 1.08 2/26/2018-14	3133ECGC2	2/26/2013	5,000,000.00	4,989,900.00	5,000,000.00	1.080%	1.080%		1094	1094	2/26/2018	300.00
FHLMC 1.2 6/12/2018-13	3134G46D5	6/12/2013	5,000,000.00	4,969,295.00	5,000,000.00	1.200%	1.200%	3/12/2015	12	1200	6/12/2018	12,666.67
FHLB 1 6/28/2018-13	313381HD0	12/28/2012	5,000,000.00	4,946,985.00	5,000,000.00	1.000%	1.000%		1216	1216	6/28/2018	8,333.33
FHLMC 1.5 4/30/2020-15	3134G42U1	5/1/2013	2,500,000.00	2,467,480.00	2,500,000.00	1.500%	1.500%	4/30/2015	61	1888	4/30/2020	12,291.67
FHLB Step 5/22/2020-13	313382YF4	5/22/2013	2,500,000.00	2,488,375.00	2,500,000.00	0.700%	1.910%	5/22/2015	83	1910	5/22/2020	500.00
<b>Sub Total / Average</b>			<b>\$ 50,880,000.00</b>	<b>\$ 50,750,114.04</b>	<b>\$ 50,886,127.93</b>	<b>0.936%</b>	<b>1.011%</b>		<b>372</b>	<b>999</b>		<b>98,754.85</b>
<b>LAIF - Operating</b>												
LAIF LGIP	LGIP1001	6/30/2011	31,561,381.91	31,561,381.91	31,561,381.91	0.266%	0.266%	N/A	1	1	N/A	N/A
<b>Sub Total / Average</b>			<b>\$ 31,561,381.91</b>	<b>\$ 31,561,381.91</b>	<b>\$ 31,561,381.91</b>	<b>0.266%</b>	<b>0.266%</b>		<b>1</b>	<b>1</b>		<b>-</b>
<b>Total / Average</b>			<b>\$ 109,197,200.80</b>	<b>\$ 109,452,368.34</b>	<b>\$ 109,505,178.18</b>	<b>0.974%</b>	<b>0.898%</b>		<b>345</b>	<b>639</b>		<b>213,034.03</b>

	200 Local Sewer Operations	205 Local Rate Stabilization (RSF)	210 Local Sewer Replacement	220 Local Sewer Expansion	Total
<b>BALANCE SHEETS</b>					
CASH & INVESTMENTS	874,222	686,813	9,214,023	6,019,723	16,794,782
RECEIVABLES	245,095	703	11,848	6,546	264,191
OTHER	0	0	0	2,483	2,483
<b>CURRENT ASSETS</b>	<b>1,119,317</b>	<b>687,516</b>	<b>9,225,871</b>	<b>6,028,752</b>	<b>17,061,456</b>
FIXED ASSETS	31,688,253	0	398,230	12,928	32,099,411
LONG-TERM ASSETS	0	0	0	8,294	8,294
<b>TOTAL ASSETS</b>	<b>32,807,570</b>	<b>687,516</b>	<b>9,624,101</b>	<b>6,049,975</b>	<b>49,169,161</b>
ACCOUNTS PAYABLE	1,930	0	21	270	2,221
DEPOSITS	(7,346)	0	4,331	0	(3,015)
OTHER CURRENT LIABILITIES	60,229	0	9,007	8,022	77,258
<b>CURRENT LIABILITIES</b>	<b>54,813</b>	<b>0</b>	<b>13,359</b>	<b>8,292</b>	<b>76,464</b>
DEFERRED REVENUE	0	0	0	405,794	405,794
<b>LONG-TERM LIABILITIES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>405,794</b>	<b>405,794</b>
RETAINED EARNINGS	32,752,757	687,516	9,610,742	5,635,889	48,686,903
<b>TOTAL LIABILITIES &amp; RETAINED EARNINGS</b>	<b>32,807,570</b>	<b>687,516</b>	<b>9,624,101</b>	<b>6,049,975</b>	<b>49,169,161</b>

<b>INCOME STATEMENT</b>					
<b>OPERATING REVENUE</b>					
SERVICE CHARGES	1,297,323	0	0	0	1,297,323
OTHER OPERATING REVENUE	5,906	0	0	562,808	568,714
<b>TOTAL OPERATING REVENUE</b>	<b>1,303,229</b>	<b>0</b>	<b>0</b>	<b>562,808</b>	<b>1,866,037</b>
<b>NON-OPERATING REVENUE</b>					
CONNECTION FEES	0	0	364,019	353,967	717,987
INTEREST	3,790	2,638	40,560	24,136	71,125
OTHER NON-OPERATING REVENUE	589,380	0	0	0	589,380
<b>TOTAL NON-OPERATING REVENUE</b>	<b>593,170</b>	<b>2,638</b>	<b>404,579</b>	<b>378,103</b>	<b>1,378,491</b>
TRANSFERS IN	0	108,869	191,333	0	300,202
<b>TOTAL RECEIPTS</b>	<b>1,896,399</b>	<b>111,507</b>	<b>595,913</b>	<b>940,911</b>	<b>3,544,730</b>
<b>DISBURSEMENTS</b>					
OPERATING EXPENSES	1,169,451	0	795,381	279,399	2,244,231
CAPITAL PROJECTS	0	0	295,425	8,240	303,665
TRANSFER OUT	300,202	0	0	0	300,202
<b>TOTAL DISBURSEMENTS</b>	<b>1,469,653</b>	<b>0</b>	<b>1,090,806</b>	<b>287,639</b>	<b>2,848,098</b>
<b>NET INCOME (LOSS)</b>	<b>426,746</b>	<b>111,507</b>	<b>(494,893)</b>	<b>653,272</b>	<b>696,632</b>

EXPENSE BUDGET FOR FY 2015	2,236,537				
WORKING CAPITAL TARGET FOR FY 2015	745,512				
WORKING CAPITAL TARGET (in months)	4.00				
WORKING CAPITAL	1,064,504	687,516	9,212,512	6,020,460	16,984,992
WORKING CAPITAL ON HAND (in months) WC / (ExpBudget / 12)	5.71				
CURRENT EXCESS (DEFICIENCY) <i>Working Capital - Working Capital Target</i>	318,992				



	300 Regional Sewer Operations	305 Regional Rate Stabilization (RSF)	310 Regional Sewer Replacement	320 Regional Sewer Expansion	Total
<b>BALANCE SHEETS</b>					
CASH & INVESTMENTS	6,689,869	7,734,748	14,286,938	37,963,858	66,675,412
RECEIVABLES	1,058,085	7,599	19,552	387,402	1,472,637
OTHER	1,384,479	0	0	4,689,534	6,074,013
<b>CURRENT ASSETS</b>	<b>9,132,432</b>	<b>7,742,347</b>	<b>14,306,489</b>	<b>43,040,793</b>	<b>74,222,062</b>
FIXED ASSETS	98,169,692	0	10,698,290	32,397,174	141,265,156
LONG-TERM ASSETS	0	0	48,134	893,648	941,782
<b>TOTAL ASSETS</b>	<b>107,302,124</b>	<b>7,742,347</b>	<b>25,052,913</b>	<b>76,331,615</b>	<b>216,428,999</b>
ACCOUNTS PAYABLE	359,607	0	7,944	0	367,552
DEPOSITS	85,861	0	0	3,704	89,565
OTHER CURRENT LIABILITIES	586,702	0	13,735	508,109	1,108,545
<b>CURRENT LIABILITIES</b>	<b>1,032,170</b>	<b>0</b>	<b>21,679</b>	<b>511,813</b>	<b>1,565,662</b>
BONDS PAYABLE	7,931,987	0	0	44,344,467	52,276,454
ACCRUED EXPENSES/OTHER	690,000	0	0	0	690,000
DEFERRED REVENUE	0	0	48,134	763,216	811,350
<b>LONG-TERM LIABILITIES</b>	<b>8,621,987</b>	<b>0</b>	<b>48,134</b>	<b>45,107,683</b>	<b>53,777,804</b>
RETAINED EARNINGS	97,647,968	7,742,347	24,983,100	30,712,119	161,085,533
<b>TOTAL LIABILITIES &amp; RETAINED EARNINGS</b>	<b>107,302,124</b>	<b>7,742,347</b>	<b>25,052,913</b>	<b>76,331,615</b>	<b>216,428,999</b>
<b>INCOME STATEMENT</b>					
<b>OPERATING REVENUE</b>					
SERVICE CHARGES	10,478,546	0	0	0	10,478,546
OTHER OPERATING REVENUE	308,213	0	0	28,709	336,921
<b>TOTAL OPERATING REVENUE</b>	<b>10,786,758</b>	<b>0</b>	<b>0</b>	<b>28,709</b>	<b>10,815,467</b>
<b>NON-OPERATING REVENUE</b>					
CONNECTION FEES	0	0	1,274,812	8,396,124	9,670,936
INTEREST	27,542	29,161	56,238	153,687	266,628
OTHER NON-OPERATING REVENUE	0	0	0	0	0
<b>TOTAL NON-OPERATING REVENUE</b>	<b>27,542</b>	<b>29,161</b>	<b>1,331,050</b>	<b>8,549,812</b>	<b>9,937,565</b>
TRANSFERS IN	0	1,483,399	1,716,304	0	3,199,703
<b>TOTAL RECEIPTS</b>	<b>10,814,300</b>	<b>1,512,560</b>	<b>3,047,354</b>	<b>8,578,520</b>	<b>23,952,734</b>
<b>DISBURSEMENTS</b>					
OPERATING EXPENSES	10,519,312	0	87,872	4,450,825	15,058,008
CAPITAL PROJECTS	0	0	832,334	46,082	878,416
TRANSFER OUT	3,199,703	0	0	0	3,199,703
<b>TOTAL DISBURSEMENTS</b>	<b>13,719,015</b>	<b>0</b>	<b>920,206</b>	<b>4,496,907</b>	<b>19,136,127</b>
<b>NET INCOME (LOSS)</b>	<b>(2,904,715)</b>	<b>1,512,560</b>	<b>2,127,148</b>	<b>4,081,613</b>	<b>4,816,607</b>
EXPENSE BUDGET FOR FY 2015	16,595,241				
WORKING CAPITAL TARGET FOR FY 2015	5,531,747				
WORKING CAPITAL TARGET (in months)	4.00				
WORKING CAPITAL	8,100,263	7,742,347	14,284,810	42,528,981	72,656,400
WORKING CAPITAL ON HAND (in months) WC / ( ExpBudget / 12)	5.86				
CURRENT EXCESS (DEFICIENCY) <i>Working Capital - Working Capital Target</i>	2,568,516				

	600 Water Operations	605 Water Rate Stabilization (RSF)	610 Water Replacement	620 Water Expansion	Total
<b>BALANCE SHEETS</b>					
CASH & INVESTMENTS	11,551,691	10,311,263	10,429,729	16,382,739	48,675,422
RECEIVABLES	832,114	39,702	10,120	20,356	902,292
OTHER	0	0	0	0	0
<b>CURRENT ASSETS</b>	<b>12,383,805</b>	<b>10,350,964</b>	<b>10,439,849</b>	<b>16,403,095</b>	<b>49,577,714</b>
FIXED ASSETS	120,725,516	0	2,740,399	23,074,651	146,540,567
LONG-TERM ASSETS	0	0	0	2	2
<b>TOTAL ASSETS</b>	<b>133,109,321</b>	<b>10,350,964</b>	<b>13,180,249</b>	<b>39,477,749</b>	<b>196,118,283</b>
ACCOUNTS PAYABLE	30,925	0	54	0	30,979
DEPOSITS	462,916	0	0	0	462,916
OTHER CURRENT LIABILITIES	346,150	0	2,322	906,805	1,255,277
<b>CURRENT LIABILITIES</b>	<b>839,991</b>	<b>0</b>	<b>2,376</b>	<b>906,805</b>	<b>1,749,173</b>
BONDS PAYABLE	0	0	0	35,192,488	35,192,488
ACCRUED EXPENSES/OTHER	0	0	0	264,138	264,138
DEFERRED REVENUE	0	0	0	6,178,283	6,178,283
<b>LONG-TERM LIABILITIES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>41,634,909</b>	<b>41,634,909</b>
RETAINED EARNINGS	132,269,330	10,350,964	13,177,872	(3,063,965)	152,734,201
<b>TOTAL LIABILITIES &amp; RETAINED EARNINGS</b>	<b>133,109,321</b>	<b>10,350,964</b>	<b>13,180,249</b>	<b>39,477,749</b>	<b>196,118,283</b>
<b>INCOME STATEMENT</b>					
<b>OPERATING REVENUE</b>					
SERVICE CHARGES	13,190,871	0	0	(640)	13,190,231
OTHER OPERATING REVENUE	386,712	50,955	2,907	1,643,386	2,083,960
<b>TOTAL OPERATING REVENUE</b>	<b>13,577,583</b>	<b>50,955</b>	<b>2,907</b>	<b>1,642,746</b>	<b>15,274,190</b>
<b>NON-OPERATING REVENUE</b>					
CONNECTION FEES	0	0	1,096,597	3,072,974	4,169,571
INTEREST	53,020	34,398	39,814	65,298	192,529
OTHER NON-OPERATING REVENUE	550,821	335,708	31,607	0	918,136
<b>TOTAL NON-OPERATING REVENUE</b>	<b>603,841</b>	<b>370,106</b>	<b>1,168,018</b>	<b>3,138,272</b>	<b>5,280,236</b>
TRANSFERS IN	0	3,673,016	1,941,853	450,000	6,064,869
<b>TOTAL RECEIPTS</b>	<b>14,181,424</b>	<b>4,094,077</b>	<b>3,112,777</b>	<b>5,231,017</b>	<b>26,619,295</b>
<b>DISBURSEMENTS</b>					
OPERATING EXPENSES	9,907,979	8,622	300,619	2,652,251	12,869,471
CAPITAL PROJECTS	0	0	709,326	325,493	1,034,820
TRANSFER OUT	5,790,352	274,517	0	0	6,064,869
<b>TOTAL DISBURSEMENTS</b>	<b>15,698,331</b>	<b>283,139</b>	<b>1,009,946</b>	<b>2,977,745</b>	<b>19,969,160</b>
<b>NET INCOME (LOSS)</b>	<b>(1,516,907)</b>	<b>3,810,938</b>	<b>2,102,832</b>	<b>2,253,273</b>	<b>6,650,135</b>
EXPENSE BUDGET FOR FY 2015	19,877,050				
WORKING CAPITAL TARGET FOR FY 2015	6,625,683				
WORKING CAPITAL TARGET (in months)	4.00				
WORKING CAPITAL	11,543,813	10,350,964	10,437,473	15,496,290	47,828,541
WORKING CAPITAL ON HAND (in months) WC / (ExpBudget / 12)	6.97				
CURRENT EXCESS (DEFICIENCY) <i>Working Capital - Working Capital Target</i>	4,918,130				

	900 Administrative Overhead	965 OPEB	995 DV Standby Assessment	Total	
<b>BALANCE SHEETS</b>					
CASH & INVESTMENTS	(560,278)	254,124	1,745,897	0	1,439,743
RECEIVABLES	123,405	223	153,942	0	277,569
OTHER	757,580	0	0	0	757,580
<b>CURRENT ASSETS</b>	<b>320,707</b>	<b>254,347</b>	<b>1,899,838</b>	<b>0</b>	<b>2,474,892</b>
LONG-TERM ASSETS	125,413	12,134,452	0	0	12,259,864
<b>TOTAL ASSETS</b>	<b>446,119</b>	<b>12,388,799</b>	<b>1,899,838</b>	<b>0</b>	<b>14,734,757</b>
ACCOUNTS PAYABLE	19,270	50,572	0	0	69,842
OTHER CURRENT LIABILITIES	426,849	475,245	0	0	902,094
<b>CURRENT LIABILITIES</b>	<b>446,119</b>	<b>525,817</b>	<b>0</b>	<b>0</b>	<b>971,936</b>
RETAINED EARNINGS	0	11,862,982	1,899,838	0	13,762,820
<b>TOTAL LIABILITIES &amp; RETAINED EARNINGS</b>	<b>446,119</b>	<b>12,388,799</b>	<b>1,899,838</b>	<b>0</b>	<b>14,734,757</b>
<b>INCOME STATEMENT</b>					
<b>OPERATING REVENUE</b>					
OTHER OPERATING REVENUE	832,448	0	1,001,331	0	1,833,779
<b>TOTAL OPERATING REVENUE</b>	<b>832,448</b>	<b>0</b>	<b>1,001,331</b>	<b>0</b>	<b>1,833,779</b>
<b>NON-OPERATING REVENUE</b>					
INTEREST	125	1,045	5,320	0	6,490
OTHER NON-OPERATING REVENUE	0	0	0	0	0
<b>TOTAL NON-OPERATING REVENUE</b>	<b>125</b>	<b>1,045</b>	<b>5,320</b>	<b>0</b>	<b>6,490</b>
TRANSFERS IN	0	0	0	0	0
<b>TOTAL RECEIPTS</b>	<b>832,573</b>	<b>1,045</b>	<b>1,006,651</b>	<b>0</b>	<b>1,840,268</b>
<b>DISBURSEMENTS</b>					
OPERATING EXPENSES	832,573	489,951	218	0	1,322,741
CAPITAL PROJECTS	0	0	0	0	0
TRANSFER OUT	0	0	0	0	0
<b>TOTAL DISBURSEMENTS</b>	<b>832,573</b>	<b>489,951</b>	<b>218</b>	<b>0</b>	<b>1,322,741</b>
<b>NET INCOME (LOSS)</b>	<b>0</b>	<b>(488,906)</b>	<b>1,006,433</b>	<b>0</b>	<b>517,527</b>
EXPENSE BUDGET FOR FY 2015	0				
WORKING CAPITAL TARGET FOR FY 2015	0				
WORKING CAPITAL TARGET (in months)	0.00				
WORKING CAPITAL	(125,413)	(271,470)	1,899,838	0	1,502,956
WORKING CAPITAL ON HAND (in months) WC / ( ExpBudget / 12)	0.00				
CURRENT EXCESS (DEFICIENCY) <i>Working Capital - Working Capital Target</i>	(125,413)				

## February Budget Variance Report

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

Expected Expense: 66.67%  
 Tolerance Level: 2.00%

Target Expense: 68.67%

Accounting Period: 8  
 Accounting Year: 2015

**Division: 10. Legislative**

	<u>2015</u> <u>Adjusted Budget</u>	<u>YTD</u> <u>Expenditure</u>	<u>MTD</u> <u>Expenditure</u>	<u>% of YTD</u> <u>to Budget</u>	<u>Flag</u>
Employee Memberships & Certifications	0.00	0.00	0.00	-	
Medical	36,647.28	11,325.00	1,569.00	30.90%	
Other Benefits	9,817.99	5,311.66	647.04	54.10%	
Retirement	4,126.92	1,216.04	120.97	29.47%	
Salaries	56,160.00	16,206.00	1,606.00	28.86%	
Salary / Benefit Credit	0.00	0.00	0.00	-	
Training Costs	20,000.00	5,646.33	0.00	28.23%	
<b>1. Personnel</b>	<b>126,752.19</b>	<b>39,705.03</b>	<b>3,943.01</b>	<b>31.32%</b>	
Office Supplies	4,800.00	2,997.11	127.84	62.44%	
<b>2. Materials and Supplies</b>	<b>4,800.00</b>	<b>2,997.11</b>	<b>127.84</b>	<b>62.44%</b>	
Advertising	0.00	0.00	0.00	-	
Other Services	101,500.00	10,812.00	803.82	10.65%	
Professional Services	33,000.00	15,474.00	0.00	46.89%	
Telephone Service	0.00	0.00	0.00	-	
<b>3. Contract Services</b>	<b>134,500.00</b>	<b>26,286.00</b>	<b>803.82</b>	<b>19.54%</b>	
Meetings	700.00	381.06	22.25	54.44%	
Permits, Licenses & District Mbrshps	0.00	0.00	0.00	-	
Subscriptions & Publications	0.00	0.00	0.00	-	
<b>4. Other</b>	<b>700.00</b>	<b>381.06</b>	<b>22.25</b>	<b>54.44%</b>	
<b>10. Legislative Total</b>	<b>266,752.19</b>	<b>69,369.20</b>	<b>4,896.92</b>	<b>26.01%</b>	

apCkHistDesc

## Check History Description Listing

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Printed on: 03/06/2015 2:16PM

Dublin San Ramon Services District

From: 2/9/2015

To: 3/8/2015

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/09/2015	7972	05511 CALIFORNIA STATE	CHILD SUPPORT GARNISHMENT: PAYMENT	276.92	276.92
02/09/2015	519780	00494 PERS	RETIREMENT: PAYMENT	46,460.53	46,460.53
02/09/2015	607020915	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	54,013.71	54,013.71
02/10/2015	2102015	03718 HR SIMPLIFIED	2014 POS / 2015 POS, DCA, FSA	1,948.56	1,948.56
02/10/2015	57197056	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	24,735.23	24,735.23
02/10/2015	195914477	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	140,528.62	140,528.62
02/10/2015	1000519784	01111 CALPERS	FEBRUARY 2015 - ER CODE 0740 & 7316	176,897.03	176,897.03
02/12/2015	84215	03536 U S BANK/ CORP PMT SYSTEMS	2015 MEMBERSHIP DUES	1,081.00	
			BLOHMAN: SEMINAR FEE RE: HIGH VOLTAGE EL	749.00	
			BJOHNSON: SEMINAR FEE RE: HIGH VOLTAGE E	749.00	
			CSDA - REGISTRATION - LEADERSHIP ACADEMY	650.00	
			BIAGTAN CASA D.C. REGISTRATION	600.00	
			CASA - REGISTRATION - DUARTE - CASA WASH	600.00	
			AIRFARE: D. LOPEZ CASA WINTER CONFERENCE	565.20	
			HP CAREPACK RENEWAL HP SN USE529C2BK	517.00	
			REGISTRATION: WINTER CONFERENCE 2015 D.	500.00	
			A TASTEFUL AFFAIR- DEPOSIT-ERE2014	500.00	
			BIAGTAN CWEA 4/28 REGISTRATION	475.00	
			S. DELIGHT - FLIGHT FOR CASA 2015 CONFER	474.20	
			VIRGIN AMERICA - DUARTE - SFO TO WASHING	461.20	
			BIAGTAN CASA D.C. AIRFARE	457.20	
			OFFICE SUPPLIES:MARKERS, LETTER OPENERS,	422.19	
			TOOL AND HOT WATER CHROME FOR DO HOT WAT	414.18	
			F. KHAW - REGISTRATION FOR 2015 P3 ANNUA	385.00	
			ANNUAL P3S CONFERENCE K. MOHAN	385.00	

## Check History Description Listing

Dublin San Ramon Services District

From: 2/9/2015

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Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			STEEL DOOR FOR BATHROOM	349.24	
			DIV 53 RECOGNITION EVENT	332.31	
			POSITION SENSOR FOR PLEASANTON SLUICE GA	308.75	
			DIV 54 RECOGNITION EVENT	280.64	
			REPLT INTERCOM FOR WWTP MAIN GATE	263.47	
			LLANTIN: PRESCRIPTION SAFETY GLASSES	250.00	
			DSRSD Retirement Gift - Scott Amaral	250.00	
			TOOLS FOR TRUCK; MATLS FOR 21KV SWITCH #	241.63	
			FRAMING OF 1961 PHOTO OF THE WWTP	237.05	
			TRANSCRIPTION SERVICES	224.44	
			GENERATOR FOR INST CALIBRATION	213.63	
			REPLT MOTOR FOR CONTACT TANK SAMPLE PUMP	204.90	
			EASTBAY LEADERSHIP COUNCIL - SPEAKER SER	200.00	
			SLUDGE JUDGE FOR ANN CIGLIUTI	191.33	
			AIRFARE: L. FULLER CASA WINTER CONFERENC	188.20	
			COOLING VEST & NECK WRAP FOR OSCAR COSTU	185.45	
			REPLT CONTROLLER FOR WWTP MAIN GATE	173.28	
			SSD HARD DRIVE AND MEMORY UPGRADE FOR ST	152.85	
			VIDEO EXTENDER FOR OPS ADMIN SECURITY MO	141.34	
			CO-GEN: OXYGEN SENSOR	137.43	
			EXTERNAL HARD DRIVE FOR A. JOHNSON	137.33	
			LUNCH FOR CWEA SAFETY COMMITTEE MTG	132.61	
			S DELIGHT - FLIGHTS FOR 2015 CASA WINTER	127.70	
			QTY (1) LAPTOP BATTERY FOR RUSSELL BAKER	122.61	
			WIRE LABEL PRINTER FOR BRIAN	117.47	
			CONCRETE FOR WWTP REPAIR	114.45	
			VADEN - CSMFO DUES CY2015	110.00	
			OFFICE SUPPLIES:VELLUM PAPER, SCISSORS,	104.79	
			R. ROBLES AWWA MEMBERSHIP RENEWAL	104.00	

## Check History Description Listing

Dublin San Ramon Services District

From: 2/9/2015

To: 3/8/2015

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			OFFICE SUPPLIES:BATTERIES, HANGING FOLDE	97.44	
			OFFICE SUPPLIES - 2015 FIELD DIARY AND 2	95.90	
			VISTAPRINT - EMPLOYEE RECOGNITION 2014	87.18	
			SUPPLIES:MASONRY CUTOFFS, HACKSAW BLADES	76.62	
			(21.073G) DIESEL FOR CRANE TRUCK	75.00	
			D.LEONARDO ONLINE TRAINING CWDSO - CA ME	75.00	
			PARTS FOR SHOP PRESSURE WASHER	71.86	
			ELE & SCADA DIVISION MEETING - 12/31/14	69.32	
			AIRFARE: CASA WINTER CONFERENCE D. GALLA	68.10	
			OPERATING SUPPLIES	66.84	
			KITCHEN BAGS, COLUMBIA ASSTD KNIVES & UT	64.59	
			STEAM CLEANER HOSE REPLACEMENT	64.32	
			PARTS/SUPPLIES TO REPAIR 3WATER LEAK	62.85	
			BATTERIES FOR TDS TESTERS AND PORTABLE S	58.28	
			REGISTRATION RENEWAL (OLD MTCE TRAILER)	57.00	
			REGISTRATION RENEWAL (OLD MTCE TRAILER)	57.00	
			MATERIALS FOR SECURITY MONITOR IN OPS AD	54.35	
			CHAINS FOR CHAIN SAW	51.68	
			MISC OFFICE SUPPLIES	50.13	
			(2) WEDGE ANCHORS	49.09	
			SUPPLIES FOR EVERY DROP COUNTS CLASSROOM	48.81	
			QTY (1) MOTION COMPUTING DIGITIZER FOR F	48.50	
			ELECTRICIANS' 2015 PLANNING MEETING, WEE	43.52	
			ASTM STANDARD NO. F1216-09 STANDARD PRAC	43.00	
			KPETERSON: REGN FEE FOR NCBPA GEN MEMBER	40.00	
			DLOPEZ: DINNER RE: CASA CONF	39.79	
			FLEET MECHANIC APPRAISAL BOARD EXPENSE (	36.81	
			MT. DIABLO ARMA CHAPTER MEETING - N. GEN	32.64	
			PRO SUBSCRIPTION (JANUARY 2015)	26.00	

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			FASTRAK REPLENISHING CHARGE JAN '15	25.00	
			CANNED AIR, LCD SCREEN CLEANER FOR IT ST	24.61	
			DONUTS FOR JOINT MAINT MEETING - 01/15/1	20.00	
			QTY (1) MOTAB STYLUS TETHER FOR FOD	19.07	
			MONITOR STAND FOR OPS SECURITY MONITOR	15.99	
			FLEET MECHANIC APPRAISAL BOARD EXPENSE (	15.51	
			LAVWMA: VALVE FOR LAVWMA WATER HEATER	15.25	
			PAINT FOR TURNOUT #1 GRAFITTI	12.36	
			POST-IT NOTES	9.80	
			FAX SERVICE - JANUARY 2015	7.95	
			CO-GEN: PTEX ULTRA GREY	5.44	
			FABRIC SOFTENER	4.91	
			MICHAELS - SUPPLIES FOR 2014 EMPLOYEE	2.73	
			RETURN: CHAIN (ORIG INV 0629 24 62166 12	-23.95	
			OFFICE SUPPLIES RETURN FROM OFFICE DEPOT	-35.96	17,412.40
02/12/2015	84216	00710 AAI TERMITE & PEST CONTROL	JANUARY PC RODEN SERVICE & INSPECTION @	45.00	
			JAN PC RODENT SERV & INSP @ 10653 DUBLIN	45.00	90.00
02/12/2015	84217	00031 ALLIED PACKING & SUPPLY INC.	(3) MECHANICAL SEAL FOR CCT PUMP	138.50	138.50
02/12/2015	84218	01013 BARRETT BUSINESS SERVICES	C. OLMSTEAD: W/E 1/18/15	1,013.76	
			N. POON: W/E 1/18/15	378.88	
			N. POON: W/E 1/11/15	368.64	
			S. TRAN: W/E 1/18/15	115.20	
			C. DARCY: W/E 1/4/2015	88.32	
			C. DARCY: W/E 1/18/15	88.32	
			S. SWANSON: W/E 1/18/15	84.48	
			S. TRAN: W/E 12/28/14	84.48	
			M. ZAVALA: W/E 1/18/15	80.64	2,302.72



## Check History Description Listing

Dublin San Ramon Services District

From: 2/9/2015

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Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/12/2015	84219	00085 RHODORA BIAGTAN	BIAGTAN REIMB EXP AT ACWD FREMONT	53.12	53.12
02/12/2015	84220	03614 CAROLLO ENGINEERS	15-W017 TO OC-14 12/1/14-12/31/14	2,459.55	
			DERWA TO OC-12 12/1/14-12/31/14	2,409.55	
			13-P007 TO OC-8 12/1/14-12/31/14	1,384.28	
			15-W012 TO OC-11 12/1/14-12/31/14	507.80	6,761.18
02/12/2015	84221	00228 STEVE DELIGHT	DELIGHT REIMB EXP AT 2015 WINTER CASA CO	285.86	285.86
02/12/2015	84222	00335 LEVI FULLER	FULLER COMPUTER LOAN	383.18	383.18
02/12/2015	84223	04424 GRAYBAR ELECTRIC COMPANY	VOLTAGE TESTER FOR BRIAN, BOB AND RUSS	759.31	
			13-P007: PARTS FOR POWER TO VACTOR STATI	611.73	1,371.04
02/12/2015	84224	06850 BRIAN JOHNSON	JOHNSON CERT REIMB FOR ELECTRICIAN CERTI	100.00	100.00
02/12/2015	84225	00478 FLORENCE KHAW	KHAW REIMB EXP AT P3 CONFERENCE NAPA, CA	83.00	83.00
02/12/2015	84226	00488 STANLEY KOLODZIE JR.	KOLODZIE REIMB EXP FOR AWWA WORKSHOP 01/	50.00	50.00
02/12/2015	84227	01078 STEFANIE OLSON	OSLON REIMB EXP POLLUTION PREVENTION SUP	52.71	52.71
02/12/2015	84228	01403 PRAXAIR DISTRIBUTION INC 186	ARGON LIQUID	554.03	
			CYLINDER RENTAL	62.40	616.43
02/12/2015	84229	00685 R.S. HUGHES CO., INC.	FACESHIELD-GOGGLE COMBO (PPE)	53.65	53.65
02/12/2015	84230	00805 SUE STEPHENSON	STEPHENSON REIMB EXP AT 2015 WINTER CASA	35.44	35.44
02/12/2015	84231	00762 TESTAMERICA LABORATORIES I	SAMPLE TESTING	115.00	
			SAMPLE TESTING	45.00	
			SAMPLE TESTING	25.00	185.00
02/12/2015	84232	04694 VULCAN MATERIALS CO	23.54 TON OF 3/4IN CL 2 BASE SHIPPED 1/1	263.13	263.13
02/12/2015	84233	00937 W.W. GRAINGER, INC.	FOLDING WORKBENCH FOR MAINT BLDG T	925.12	
			ALUMINUM OXIDE BLAST MEDIA; GUN ASSEMBLY	586.02	
			STANDARD CABLE TIE WRAPS	22.69	1,533.83

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/12/2015	84234	01738 3T EQUIPMENT COMPANY INC.	2015 CAMEL SEWER CLEANER/VACCUUM TRUCK REPAIR CCTV CAMERA 12-17-14	380,912.49 518.24	381,430.73
02/12/2015	84235	02158 AMADOR VALLEY INDUSTRIES	JANUARY FOD DUMPSTER RENTAL	308.90	308.90
02/12/2015	84236	02158 AMADOR VALLEY INDUSTRIES	DO GARBAGE- DO 107786 JANUARY 2015	307.67	307.67
02/12/2015	84237	06552 BILLING SOLUTIONS INC. AMERI	AMCOBI MONTHLY SERVICE CONTRACTG	1,250.00	1,250.00
02/12/2015	84238	06140 AMERICAN RED CROSS	FIRST AID & CPR TRAINING CARDS CERT FEE	216.00	216.00
02/12/2015	84239	06349 ARCSINE ENGINEERING	09-6101 AMENDMENT 1 TO TASK ORDER 1 DESI	29,552.05	29,552.05
02/12/2015	84240	00091 BOLD, POLISNER, MADDOW, NEI	MONTHLY LEGAL SERVICES - 01/15 MONTHLY LEGAL SERVICES - 12/14	15,105.62 8,100.00	23,205.62
02/12/2015	84241	02217 BSK ASSOCIATES INC.	SAMPLE TESTING	160.00	160.00
02/12/2015	84242	02026 C.H.BULL CO.	COGEN: STAINLESS 4" FLEX CONNECTIONS (QT	2,125.50	2,125.50
02/12/2015	84243	00105 CAL-STEAM	PLUMBING SUPPLIES	266.53	266.53
02/12/2015	84244	00118 CALTEST ANALYTICAL LAB	SAMPLE TESTING	180.50	180.50
02/12/2015	84245	06974 KATHRYN CHIU	REFUND 9792 BELLADONNA DR	6.93	6.93
02/12/2015	84246	01156 CWEA	MEMBERSHIP RENEWAL: CONNIE SANCHEZ 2015 Membership Renewal: David Bonn 2015-2016 MEMBERSHIP RENEWAL: DU-TRI (TROY) TO 201	250.00 156.00 156.00	562.00
02/12/2015	84247	00280 ECOWATER SYSTEMS	LAB WATER SOFTENER EXCHANGE TANKS FEB '1 RO TANKS (QTY 2) EXCHANGED ON A QTRLY BA	205.20 17.00	222.20
02/12/2015	84248	00307 FAIRWAY EQUIPMENT & SUPPLY	PLANT SUPPLIES/STEM COVERS PLANT SUPPLIES PLANT SUPPLIES PVC PIPES FOR EALS 3WATER SUPPLY SMALL SQUARE TUBING FOR STOCK	900.74 899.23 856.85 327.33 284.89	3,269.04

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/12/2015	84249	00313 FASTSIGNS	DROUGHT 2015 - RW MAGNETIC TRUCK SIGNS	2,589.84	2,589.84
02/12/2015	84250	00699 FLYERS ENERGY, LLC	GASOLINE DELIVERY TO THE WWTP ON 1/22/15	277.76	277.76
02/12/2015	84251	00368 HACH COMPANY	ANALYZER CHEMICALS	1,449.09	1,449.09
02/12/2015	84252	05887 HACH TECHNICAL TRAINING CEI	MAINTENANCE CONTRACT DR2800 BENCH SERVIC	1,588.00	1,588.00
02/12/2015	84253	00388 HEATH'S WELDING SUPPLY	LPG FOR SHOP USE	196.20	196.20
02/12/2015	84254	00394 HILTI, INC.	EXP ANCHORS; HAMMER DRILL BITS	1,038.63	1,038.63
02/12/2015	84255	02930 JOHN DEERE LANDSCAPES	PAYING INVOICE - JOHN DEERE SENT A CHECK	64.29	64.29
02/12/2015	84256	00468 KAMAN INDUSTRIAL TECHNOLO	V-BELTS	63.44	63.44
02/12/2015	84257	06973 KEIF LOW	REFUND 5171 SALERNO DR	1,171.90	1,171.90
02/12/2015	84258	04452 LOWE'S	MISC SUPPLIES FOR FOD	142.27	142.27
02/12/2015	84259	05406 MAAS BROTHERS POWDER CO/	CO-GEN: POWDER COATING FOR GENERATOR CAR	566.35	566.35
02/12/2015	84260	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 1/18/15	1,227.40	1,227.40
02/12/2015	84261	04231 MSC INDUSTRIAL SUPPLY CO	51PC PRECISION SCREWDRIVER SET W/ TRAY	216.91	216.91
02/12/2015	84262	00595 NEWARK ELECTRONICS	LAWWMA: POWER RELAY & RELAY SOCKET	82.17	82.17
02/12/2015	84263	02109 ONE HOUR DELIVERY SERVICE,	ONE HOUR DELIVERY - BOD MAIL DELIVERIES	120.00	
			ONE HOUR DELIVERY - BOD MAIL DELIVERIES	120.00	
			ONE HOUR DELIVERY - BOD MAIL DELIVERIES	92.00	332.00
02/12/2015	84264	00620 P G & E	WWTP ELECTRICITY - JANUARY 2015	15,566.89	
			DISTRICT OFFICE ELECTRICITY - JANUARY 20	3,501.99	
			PUMP STATION 200A ELEC - JANUARY 2015	2,894.02	
			PUMP STATION 4A ELEC - JANUARY 2015	481.09	
			PUMP STATION R300B ELEC - JANUARY 2015	221.13	
			DO UTILITY BUILDING ELEC - JANUARY 2015	114.84	
			RESERVOIR R100 ELEC - JANUARY 2015	21.86	

## Check History Description Listing

Dublin San Ramon Services District

From: 2/9/2015

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Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			ALAMO TRUNK SEWER ELEC - JANUARY 2015	14.23	
			JOHNSON DRIVE STREETScape ELEC - JANUARY	11.87	22,827.92
02/12/2015	84265	04211 PLATT ELECTRIC SUPPLY	FRONT GATE DISTRICT LOGO SIGN LIGHTING F	795.18	795.18
02/12/2015	84266	00696 RED WING SHOE STORE	J. CHALK EXCHANGE FOR DIFFERENT SAFETY B	39.24	39.24
02/12/2015	84267	04301 RESOURCE TRENDS, INC.	CONSULTING SERVICES	3,500.00	3,500.00
02/12/2015	84268	06444 RICHERT LUMBER	MATLS FOR RECYCLED WATER ATTENDANT BUILD	94.55	94.55
02/12/2015	84269	05841 SABAH INTERNATIONAL, INC.	FLOW SWITCH FOR DO FIRE SPRINKLER SYSTEM	584.57	584.57
02/12/2015	84270	06980 SHOOTING STARS PRESCHOOL	REFUND OF OVERPAYMENT OF LOCAL SEWER CAP	292.22	292.22
02/12/2015	84271	00829 T & T VALVE & INSTRUMENTS IN	LAVWMA: EXIT GATE FOR BASIN # 3	18,867.80	18,867.80
02/12/2015	84272	01016 THE BANK OF NEW YORK MELL	2/01/15-01/31/16 TRUSTEE FEE	1,250.00	1,250.00
02/12/2015	84273	00862 TIFCO INDUSTRIES	OPERATING SUPPLIES	380.04	380.04
02/12/2015	84274	02902 TORRENT LABORATORY, INC	Sample Testing of SAG Siloxanes	668.00	668.00
02/12/2015	84275	05498 TRI VALLEY AUTO GLASS	#93 WINDSHIELD	482.94	
			DOOR GLASS FOR #110	252.55	
			#70 WINDSHIELD	249.45	984.94
02/12/2015	84276	00891 U S POSTMASTER - DUBLIN	12 MONTH RENTAL - PO BOX CC 2015	266.00	266.00
02/12/2015	84277	02449 VALLEY POWER SYSTEMS INC	CO-GEN: SEAL W/ SHAFT & REPAIR KIT	1,715.50	1,715.50
02/12/2015	84278	00933 VWR INTERNATIONAL, INC.	500ML 34/45-24/40 FLASK	290.57	
			CALCIUM STD	15.19	305.76
02/12/2015	84279	02884 WEST VALLEY CONSTRUCTION	LEAK REPAIR & BACKFILL @ 8163/8176 VIA Z	12,041.97	
			DIG OUT 2" LINE & RECONNECT SERV 12/22/1	3,006.96	15,048.93
02/12/2015	84280	00987 ZONE 7 WATER AGENCY	JANUARY 2015 CONNECTION FEES	1,817,895.62	1,817,895.62
02/13/2015	84281	06982 OSAKA RAMEN, INC.	REFUND OSAKA RAMEN CHECK #1643 NOT DSRSD	6,824.40	6,824.40

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02/17/2015	2172015	03718 HR SIMPLIFIED	2014/2015 POS	1,525.79	1,525.79
02/20/2015	84282	01013 BARRETT BUSINESS SERVICES	S. TRAN: W/E 1/25/15	1,024.00	
			C. OLMSTEAD: W/E 1/25/15	1,013.76	
			N. POON: W/E 1/25/15	163.84	
			M. ZAVALA: W/E 1/25/15	153.60	
			C. DARCY: W/E 1/25/15	88.32	
			S. SWANSON: W/E 1/25/15	84.48	
			M. ZAVALA: W/E 1/11/15	69.12	2,597.12
02/20/2015	84283	05359 BURKE, WILLIAMS & SORENSEN	GENERAL COUNSEL SVCS - DECEMBER 2014	1,896.29	1,896.29
02/20/2015	84284	00249 DLT SOLUTIONS, LLC.	SOLARWINDS DAMEWARE REMOTE SUPPORT	200.44	200.44
02/20/2015	84285	06114 EID, INC.	15-A006 VENDOR OVERSIGHT AND MANAGEMENT	18,480.00	18,480.00
02/20/2015	84286	00319 FISHER SCIENTIFIC	AMMONIA ELECTRODE, HOTPLATE STIR, AUTO D	1,874.72	1,874.72
02/20/2015	84287	04424 GRAYBAR ELECTRIC COMPANY	13-P007: PARTS FOR POWER TO VACTOR STATI	2,723.23	
			13-P007: LIGHT FIXTURES FOR VACTOR STATI	1,268.04	3,991.27
02/20/2015	84288	00386 HDR ENGINEERING INC.	15-R009 PROF SERVICES 11/30 - 12/1 2014	23,987.10	23,987.10
02/20/2015	84289	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SVCS JAN. 15	321.76	321.76
02/20/2015	84290	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,186.09	
			LOCAL 39 UNION DUES: PAYMENT	58.08	4,244.17
02/20/2015	84291	00473 KEMIRA WATER SOLUTIONS INC	FERROUS CHLORIDE DELIVERY ON 01/29/15	5,029.26	5,029.26
02/20/2015	84292	00608 OFFICE TEAM	TEMP SVCS W/E 12/26/14 - MONTAGUE	570.00	570.00
02/20/2015	84293	00688 RMC WATER & ENVIRONMENT	CLEAN WATER PROGRAM ASSISTANCE	4,748.86	4,748.86
02/20/2015	84294	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	111.23	111.23
02/20/2015	84295	00991 ACCU STANDARD, INC.	624 STD	241.40	241.40
02/20/2015	84296	05728 ALAMEDA COUNTY SHERIFF	CASE FILE # 14-10334: PAYMENT	479.19	479.19

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02/20/2015	84297	05872 ALL INDUSTRIAL ELECTRIC SUP	DERWA: LED LIGHTING REPLACEMENT FOR MF/R	12,115.11	12,115.11
02/20/2015	84298	06349 ARCSINE ENGINEERING	09-6101 AMENDMENT 1 TO TASK ORDER NO. 1	31,038.16	31,038.16
02/20/2015	84299	06349 ARCSINE ENGINEERING	09-6101 MENDMENT 1 TO TASK ORDER 1 DESIG	5,948.76	5,948.76
02/20/2015	84300	00058 ARROWHEAD MOUNTAIN SPRIN	OPS DEPT BOTTLED WATER FEB '15	271.79	
			LAB BOTTLED WATER	55.93	327.72
02/20/2015	84301	01697 B & C TRUCK PARTS, INC	#80 LIGHTS	26.74	26.74
02/20/2015	84302	00077 BAWWA	R. BIAGTAN - ATTEND BAWWA TOUR AND DINNE	70.00	70.00
02/20/2015	84303	02217 BSK ASSOCIATES INC.	SAMPLE TESTING	570.00	570.00
02/20/2015	84304	06889 BUCCANEER DEMOLITION INC	REFUND METER # 1629806	551.12	551.12
02/20/2015	84305	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
02/20/2015	84306	04574 CALTROL, INC.	REPLACEMENT ASCO SOLENOID VALVES FOR WWT	240.65	
			REPLACEMENT ASCO SOLENOID VALVES FOR WWT	240.53	481.18
02/20/2015	84307	05196 COMCAST	BUSINESS TV BASIC 02/07/15 - 03/06/15	15.59	15.59
02/20/2015	84308	00202 CREATIVE SUPPORTS INC	CREATIVE SUPPORTS, INC. - ROLLER MOUSE -	228.85	228.85
02/20/2015	84309	06700 DETECTOR SERVICE CENTER, II	ECD WIPE TEST	35.00	35.00
02/20/2015	84310	00277 EBMUD	NDPES SEMI ANNUAL SAMPLE ANALYSES MARCH	1,320.00	1,320.00
02/20/2015	84311	00307 FAIRWAY EQUIPMENT & SUPPLY	STEEL & PVC SUPPLIES FOR CO-GEN GANTRY C	1,617.30	1,617.30
02/20/2015	84312	00699 FLYERS ENERGY, LLC	COGEN GREASE	63.22	63.22
02/20/2015	84313	00352 GOLDEN STATE FLOW MEASURI	30 SEN-2100 METERS	4,253.70	4,253.70
02/20/2015	84314	03529 GRAHAM CONTRACTORS INC	REFUND METER # 64727124	448.05	448.05
02/20/2015	84315	02803 INTELLITIME SYSTEMS CORP	ANNUAL SUPPORT 10/1/13 - 09/30/15	3,200.00	3,200.00
02/20/2015	84316	00468 KAMAN INDUSTRIAL TECHNOLO	20YRDS CROCUS CLOTH	53.76	53.76
02/20/2015	84317	06166 KBA	COPIERS UCC & LEASE 02/01-02/28/15	805.52	805.52

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02/20/2015	84318	06166 KBA	COPIER FOD/ENGR/MAINT 1/1/15 - 1/31/15	287.13	287.13
02/20/2015	84319	06187 KODIAK UNION ROOFING SRVC	BLDG A ROOF REPAIRS	821.00	821.00
02/20/2015	84320	03958 LIVERMORE AUTO GROUP	#105 FRONT BRAKES	507.48	507.48
02/20/2015	84321	03127 LUHDORFF & SCALMANINI	ANNUAL MONITORING REPORT - PROF SRVCS TH	1,035.00	1,035.00
02/20/2015	84322	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 1/25/15	1,162.80	1,162.80
02/20/2015	84323	04796 NAPA AUTO PARTS	OIL ABSORBER FOR SHOP	26.45	26.45
02/20/2015	84324	00585 NCBPA	F. KHAW - NCBPA 2015 MEMBERSHIP	30.00	30.00
02/20/2015	84325	04970 NCM ODOR CONTROL	SL-200 REODORANT FOR THE WWTP	7,943.32	7,943.32
02/20/2015	84326	02447 NEOGEN CORP	EC MEDIUM	78.53	78.53
02/20/2015	84327	00595 NEWARK ELECTRONICS	LAVWMA: JUMPER SOCKET	26.18	26.18
02/20/2015	84328	02109 ONE HOUR DELIVERY SERVICE,	15-R009 - COURIER OF ENV DEC FOR NOTICE	172.42	172.42
02/20/2015	84329	00620 P G & E	MISC PUMP STNS; DUBLIN LIFT STN - JANUAR FSL AERATORS; LAB HVAC; FLEET - JANUARY DISTRICT OFFICE GAS SERVICE - JANUARY 20 PUMP STATION R300A ELEC - JANUARY 2015 PUMP STATION 300A ELEC - JANUARY 2015 PUMP STATION R200B ELEC - JANUARY 2015 PUMP STATION 2B ELEC - JANUARY 2015 LAVWMA PIPELINE & LIVERMORE LINE FEB '15 PUMP STATION 10A ELEC - JANUARY 2015 DO UTILITY BUILDING GAS SVC - JANUARY 20	6,720.25 1,918.96 988.67 828.80 513.31 350.45 342.31 309.96 183.03 24.79	12,180.53
02/20/2015	84330	00663 PLEASANTON GARBAGE SVC IN	TRANSPORT OF SOLIDS/GRIT SCREENINGS JAN	5,334.63	5,334.63
02/20/2015	84331	02939 ROYAL WHOLESALE ELECTRIC	REPLT CONTACTORS FOR COMPACTOR WASHER	728.99	728.99
02/20/2015	84332	02125 SEEVER & SONS TIRE	#63 TIRES	353.00	353.00

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02/20/2015	84333	01096 SHAPE INC	PUMP REBUILD	3,928.80	
			PUMP REBUILD: LABOR, HAZMAT AND PREP ON	1,026.00	4,954.80
02/20/2015	84334	06915 SHARPS SOLUTIONS, LLC	PHARMACEUTICAL WASTE HAULING FOR POLLUTI	286.95	286.95
02/20/2015	84335	00779 SIGMA-ALDRICH, INC.	EPA 601 PURGEABLE HALOCARBONS	65.98	
			VOLATILES MIX, BTEX MIX	64.78	130.76
02/20/2015	84336	00829 T & T VALVE & INSTRUMENTS IN	REPLT VALVES & GASKETS FOR PS R300B	1,014.76	1,014.76
02/20/2015	84337	00847 THE IMPRINT WORKS	2X8 BLK/WHT SIGNS (LAVWMA)	22.76	22.76
02/20/2015	84338	02845 TYLER TECHNOLOGIES	TOP SERVER MIGRATION	49.50	49.50
02/20/2015	84339	01806 U.S. BANK	COPIER LEASE LAB/CUST SVC/ EXEC. - FEB.	546.10	546.10
02/20/2015	84340	06702 UNIFIRST INC.	JAN 2015: WEEKLY DELIVERY OF FLAME RESIS	305.19	305.19
02/20/2015	84341	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	243.93	243.93
02/20/2015	84342	01143 USA BLUE BOOK	PULSATION DAMPENER (QTY 3) FOR FERROUS	314.91	314.91
02/20/2015	84343	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT JAN '15	1,059.33	1,059.33
02/20/2015	84344	00924 VERIZON WIRELESS	DIV. 54 (LI) CELL PH SVC 01/04 -02/03/15	17.80	17.80
02/20/2015	84345	00933 VWR INTERNATIONAL, INC.	ELECTRD PH	238.27	
			STARCH INDICATOR, GLOVES MED	143.86	382.13
02/20/2015	84346	00957 WEST YOST & ASSOCIATES	14-W007 PROF SERVICES FROM DEC 6 - JAN 2	19,693.50	19,693.50
02/23/2015	7974	05511 CALIFORNIA STATE	CHILD SUPPORT GARNISHMENT: PAYMENT	276.92	276.92
02/23/2015	524349	00494 PERS	RETIREMENT: PAYMENT	136.32	136.32
02/23/2015	607022315	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	48,302.16	48,302.16
02/23/2015	1000524349	00494 PERS	RETIREMENT: PAYMENT	46,149.99	46,149.99
02/24/2015	2242015	03718 HR SIMPLIFIED	2014 FSA, POS / 2015 POS, DCA, FSA	3,485.43	3,485.43
02/24/2015	44991856	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	133,018.36	133,018.36



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02/24/2015	150558056	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	23,382.15	23,382.15
02/26/2015	22615	06456 CIGNA GROUP INSURANCE	2/15 - EE LIFE & DISABILITY INSURANCE PR	9,572.93	9,572.93
02/26/2015	84347	00019 A-1 ENTERPRISES	DROUGHT: PORT-A-POTTY & HANDWASHING STAT LAWWMA: WEEKLY STREET SWEEPING JAN '15	236.46 220.00	456.46
02/26/2015	84348	02578 ALPHA OMEGA WIRELESS	Annual Maintenance & Support Agreement	4,500.00	4,500.00
02/26/2015	84349	06565 AM CONSERVATION GROUP	DROUGHT 15 - WATER HERO CAMPAIGN WC DEVI	513.34	513.34
02/26/2015	84350	00622 AT&T	TELE SVCS & USAGE THRU 02/12/2015 T1 WWTP TO PS300 DV THRU 02/12/2015 T1 SCADA FOD TO DO THRU 02/12/2015 DO T-1 TO FOD THRU 02/12/2015	1,698.41 257.00 189.99 189.99	2,335.39
02/26/2015	84351	00622 AT&T	LAWWMA PS PHONE & DSL FEB '15	226.29	226.29
02/26/2015	84352	03813 AT&T CONFERENCING	CONF CALL 01/14/15	31.02	31.02
02/26/2015	84353	04042 BAY AREA NEWS GROUP	LEGALS SIGNIFICANT NONCOMPLIANCE 2014	102.66	102.66
02/26/2015	84354	00096 BROWN & CALDWELL	14-S013 TO NO. 1 SERVICES THROUGH 1/22/1	6,299.58	6,299.58
02/26/2015	84355	04574 CALTROL, INC.	DERWA: REPLACEMENT ASCO SOLENOID VALVES DERWA: REPLACEMENT ASCO SOLENOID VALVES	364.96 189.36	554.32
02/26/2015	84356	00148 CHEVRON & TEXACO CARD SVC	DO GASOLINE PURCHASE 01/23/15 - 02/23/15	72.85	72.85
02/26/2015	84357	01167 CITY OF DUBLIN	ENCROACHMENT PERMIT 7993 CROSSRIDGE RD.,	478.00	478.00
02/26/2015	84358	01167 CITY OF DUBLIN	CITY OF DUBLIN - FACILITY RENTAL - 2014	330.00	330.00
02/26/2015	84359	04376 CONVERGINT TECHNOLOGIES L	OUTPUT CARD TO INTERFACE SECURITY TO SCA	833.85	833.85
02/26/2015	84360	03995 CORELOGIC SOLUTIONS, LLC	METROSCAN MONTH OF JANUARY	324.58	324.58
02/26/2015	84361	00014 COUNTY OF ALAMEDA	DECEMBER 2014 FUEL CHARGES FEBRUARY 2015 FUEL CHARGES	3,490.59 2,702.42	6,193.01

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02/26/2015	84362	00202 CREATIVE SUPPORTS INC	DESK CHAIR FOR JACLYN YEE	380.56	380.56
02/26/2015	84363	00244 DICKSON	USB PRESSURE LOGGERS FOR INSPECTOR FIELD	1,038.00	1,038.00
02/26/2015	84364	06592 DRAKE CONTROLS INC.	CO-GEN #1 SPARE PARTS - SENSOR & MAGNETI	471.34	471.34
02/26/2015	84365	01559 EATON CORPORATION	TECH SUPPORT: POWERNET ENGINEER ONSITE-2	4,093.00	4,093.00
02/26/2015	84366	00307 FAIRWAY EQUIPMENT & SUPPLY	FLANGE & SOLVENT CEMENT FOR CHILLER	221.08	221.08
02/26/2015	84367	02656 FASTENAL COMPANY	PADLOCKS AND KEYS	266.28	266.28
02/26/2015	84368	00314 FEDEX	PICTOMETRY ALAMEDA COUNTY	19.59	19.59
02/26/2015	84369	00699 FLYERS ENERGY, LLC	CHEVRON OIL FOR THE WWTP AND LAVWMA	2,322.03	
			CHEVRON OIL FOR THE WWTP AND LAVWMA	2,315.80	4,637.83
02/26/2015	84370	05964 HAYWARD RUBBER STAMP	DSRSD DATE STAMP FOR CS	49.42	49.42
02/26/2015	84371	06732 HIRERIGHT, INC.	EMPLOYMENT BACKGROUND SCREENING (FLEET M	134.74	134.74
02/26/2015	84372	04747 HOSE AND FITTINGS	#110 AND #109 HYD FITTINGS	364.40	364.40
02/26/2015	84373	04298 INDUSTRIAL AIR POWER LLC	DERWA: FILTERS FOR UV COMPRESSORS	481.12	481.12
02/26/2015	84374	03976 JMB CONSTRUCTION, INC	13-P007 PP#5 VACTOR RECEIVING STA	41,483.65	41,483.65
02/26/2015	84375	00509 LIEBERT CASSIDY WHITMORE	EMPLOYMENT RELATED LEGAL SERVICES	4,704.50	
			GENERAL LEGAL SERVICES 01/15	2,119.22	6,823.72
02/26/2015	84376	05239 M&S TECHNOLOGIES	SOPHOS ANTIVIRUS RENEWAL THRU 12/25/2019	12,554.85	12,554.85
02/26/2015	84377	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 2/1/15	1,292.00	1,292.00
02/26/2015	84378	04231 MSC INDUSTRIAL SUPPLY CO	OVERBOOT, SAFETY GLASSES, GLOVES (PPE)	1,627.00	
			STEP LADDER / PLATFORM FOR CO-GEN	371.00	
			CO-GEN: MICROMETER (TOOL)	308.78	
			RUBBER PALM GLOVES (PPE)	193.58	
			N95 FACE MASKS	117.61	
			TRAFFIC VEST - ANN CIGLIUTI	42.15	2,660.12

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02/26/2015	84379	06917 MUNICIPAL DISCLOSURE ADVIS	MCDC -LAVWMA RELATED REVIEW OF 5 YEAR CO	1,500.00	1,500.00
02/26/2015	84380	02109 ONE HOUR DELIVERY SERVICE,	15-P002 ALAMEDA COUNTY RECORDERS OFFICE ONE HOUR DELIVERY - BOD MAIL DELIVERIES	123.17 120.00	243.17
02/26/2015	84381	00620 P G & E	LAWWMA PS FEEDER A FEB '15 LAWWMA PS FEEDER B FEB '15 PUMP STATION 20B ELEC - JANUARY 2015 PUMP STATION R20 ELEC - FEBRUARY 2015 RESERVOIR 10B ELECTRICITY - FEBRUARY 201 ALTITUDE VALVE (RES 10B) ELEC - FEBRUARY	92,939.43 20,758.17 7,735.54 1,592.15 47.18 9.88	123,082.35
02/26/2015	84382	04951 PLEASANTON TRUCKING	TRANSPORTING VULCAN ROCK MATERIAL TO FOD	177.30	177.30
02/26/2015	84383	06526 RES ENVIRONMENTAL SERVICE	DERWA: REMOVE SAND AND WASH DOWN SAND FI	15,577.00	15,577.00
02/26/2015	84384	02466 RICOH AMERICAS CORP	COPIER LEASES MAIL RMS, DO MAILROOM MARC COPIER LEASES MAIL RMS, WWTP MARCH 15 COPIER LEASES MAIL RMS, HR/FIN MARCH 15	696.08 414.34 387.46	1,497.88
02/26/2015	84385	05449 SAMBA HOLDINGS, INC.	DMV REPORTING FOR 01-15	166.95	166.95
02/26/2015	84386	06915 SHARPS SOLUTIONS, LLC	PHARMACEUTICAL WASTE HAULING FOR POLLUTI	286.95	286.95
02/26/2015	84387	00774 SIEMENS INDUSTRY, INC	LEVEL CONTROLLER FOR WATER RESERVOIRS	1,164.22	1,164.22
02/26/2015	84388	00912 VALLEY CARE HEALTH SYSTEM	DOT EXAMS - ROBERSON & FREITAS PRE-EMPLOYMENT PHYSICAL/DRUG SCREEN EMPLOYEE BBP HEP B TESTING	170.00 153.00 64.50	387.50
02/26/2015	84389	06004 VANGUARD CLEANING SYSTEM	FEB 2015: CUSTODIAL SERVICES AT THE DO A	1,675.00	1,675.00
02/26/2015	84390	00924 VERIZON WIRELESS	CELL PHN SVC AND EQUPTMNT CHARGES 01/04	19,806.95	19,806.95
02/26/2015	84391	00933 VWR INTERNATIONAL, INC.	LAB COAT BOD BOTTLE LAB COAT	-21.67 243.06 216.70	

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			BOD STOPPER	50.73	
			LAB COAT	43.34	532.16
02/26/2015	84392	03878 WASTE RECOVERY WEST. INC.	DISPOSAL OF 60 TIRES AND MANIFEST FEE	70.50	70.50
02/26/2015	84393	05785 WAUKESHA PEARCE INDUSTRIE	CO-GEN: NBL BUSHING	441.33	441.33
02/26/2015	84394	05541 WINZER CORPORATION	JANITORIAL SUPPLIES	1,669.16	
			JANITOR SUPPLIES - TOILET PAPER, HARDWOOD	1,280.45	
			GREEN OXGENATED CLEANING ITEMS - DISTRICT	261.06	
			GREEN OXGENATED CLEANER FOR DO	122.30	3,332.97
02/26/2015	84395	00710 AAI TERMITE & PEST CONTROL	LAVWMA: TERMITE & PEST CONTROL FEB '15	72.00	72.00
02/26/2015	84396	04797 BANC OF AMERICA LEASING & C	ACCT#2044500 03/2015 PMT	1,150,144.28	1,150,144.28
02/26/2015	84397	01013 BARRETT BUSINESS SERVICES	S. TRAN: W/E 2/1/15	1,024.00	
			C. OLMSTEAD: W/E 2/1/15	1,013.76	
			C. DARCY: W/E 2/1/15	157.44	
			S. SWANSON: W/E 2/1/15	84.48	
			M. ZAVALA: W/E 2/1/15	84.48	2,364.16
02/26/2015	84398	00103 C. OVERAA & CO.	LAVWMA: BASIN #3 SLIDE GATE REPLACEMENT	13,987.00	13,987.00
02/26/2015	84399	03572 BONIFACIO DUENAS	DUENAS COMPUTER LOAN	1,336.73	1,336.73
02/26/2015	84400	04691 INC. EQUIFAX INFORMATION SV	EQUIFAX	362.02	362.02
02/26/2015	84401	00319 FISHER SCIENTIFIC	PROBE ASSEMBLY FOR YSI DO	350.72	350.72
02/26/2015	84402	04424 GRAYBAR ELECTRIC COMPANY	ELE PARTS & SUPPLIES FOR STOCK	176.31	176.31
02/26/2015	84403	00485 KOFF & ASSOCIATES INC.	CLASSIFICATION STUDY - SENIOR ENVIRONMEN	1,090.00	1,090.00
02/26/2015	84404	04529 LAI & ASSOCIATES, INC.	13-P007 GEOTECHNICAL SERVICES	3,504.08	3,504.08
02/26/2015	84405	01134 DANIEL LEONARDO	LEONARDO REIMB WATER DISTRIBUTION CERTIF	105.00	105.00
02/26/2015	84406	02072 KAPIL MOHAN	MOHAN REIMB EXP AT CWEA ANNUAL P3S CONFE	241.32	241.32

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Date	Check #	Vendor	Description	Amount Paid	Check Total
02/26/2015	84407	00608 OFFICE TEAM	TEMP SVCS W/E 02/13/15 - MONTAGUE	647.64	647.64
02/26/2015	84408	04553 PACHECO BROTHERS GARDENI	MONTHLY LANDSCAPE MAINTENANCE - FEBRUARY LANDSCAPE MTCE - DERWA PUMP STATION R200	3,360.00 75.00	3,435.00
02/26/2015	84409	01389 SCOTT ROBERSON	ROBERSON CERT REIMB D3 RENEWAL	90.00	90.00
02/26/2015	84410	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE FOR DERWA OPERATIONS	1,834.80	1,834.80
02/26/2015	84411	00937 W.W. GRAINGER, INC.	BLDG K DOOR LOCKSETS: RIM PULLMAN BOLT BLDG K DOOR LOCKSETS: SURFACE VERTICAL R BLDG K DOOR LOCKSETS: SURFACE VERTICAL R EAR MUFF PAD REPLACEMENTS - RAFAEL RAMOS EAR MUFF PAD REPLACEMENTS - RUSS BAKER	649.77 585.06 585.06 83.41 42.75	1,946.05
02/26/2015	84412	06643 WEIR TECHNICAL SERVICES	MANAGEMENT SERVICES - JANUARY 2015	4,819.80	4,819.80
03/02/2015	3022015	03718 HR SIMPLIFIED	2014 / 2015 POS	730.53	730.53
03/02/2015	608030215	01098 NATIONWIDE RETIREMENT SOLI	NATIONAL DEFERRED COMPENSATION: PAYMENT	65.00	65.00
03/03/2015	85167518	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	637.58	637.58
03/03/2015	188636056	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	10.00	10.00
03/05/2015	84413	03460 ACCO ENGINEERED SYSTEMS II	FEB 2015: HVAC QUARTERLY MAINTENANCE - W FEB 2015: HVAC QUARTERLY MAINTENANCE - D	580.00 248.00	828.00
03/05/2015	84414	02786 ALEXANDER & ASSOCIATES, INC	15-R009 SURVEYING 1/16/15-1/31/15 14-S013 SURVEYING 1/16/15-1/31/15	5,150.00 1,760.00	6,910.00
03/05/2015	84415	01013 BARRETT BUSINESS SERVICES	S. TRAN: W/E 2/8/15 C. OLMSTEAD: W/E 2/8/15 N. POON: W/E 2/8/15 N. POON: W/E 2/1/15 S. SWANSON: W/E 2/8/15 M. ZAVALA: W/E 2/8/15	1,024.00 1,013.76 409.60 245.76 84.48 80.64	2,858.24

Printed on: 03/06/2015 2:16PM

Dublin San Ramon Services District

From: 2/9/2015

To: 3/8/2015

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
03/05/2015	84416	05190 DAWN BENSON	DIRECTOR BENSON-2015 JANUARY REIMBURSABL	918.86	918.86
03/05/2015	84417	03614 CAROLLO ENGINEERS	15-W012 TO OC-11 1/1/15-1/31/15	3,664.55	
			13-P007 TO OC-8 1/1/15-1/31/15	1,802.10	
			15-W017 TO OC-13 1/1/15-1/31/15	1,734.85	
			DERWA TO OC-12 1/1/15-1/31/15	917.60	8,119.10
03/05/2015	84418	00216 DAIOHS U.S.A. INC.	HOT BEVERAGE @ DO - MAR. 2015	171.13	171.13
03/05/2015	84419	00231 DELTA DIABLO SANITATION DIST	2015 COST SHARE FOR FED ADVOCACY AND ADM	8,712.41	8,712.41
03/05/2015	84420	04424 GRAYBAR ELECTRIC COMPANY	13-P007: LIGHTING POLE FOR VACTOR STATIO	2,583.62	
			ELE PARTS & SUPPLIES FOR STOCK	449.17	
			ELE PARTS & SUPPLIES FOR STOCK	162.40	3,195.19
03/05/2015	84421	04529 LAI & ASSOCIATES, INC.	FIELD DENSITY TESTING 1/17/15 @ 7993 CRO	651.93	
			1/17/15 FIELD DENSITY TESTING @ 7253 TIN	581.54	1,233.47
03/05/2015	84422	00503 LEADERSHIP SERVICES LTD	LEADERSHIP COACHING SESSION W/ MARK GROS	889.05	889.05
03/05/2015	84423	00608 OFFICE TEAM	TEMP SVCS W/E 02/20/15 - MONTAGUE	683.62	683.62
03/05/2015	84424	00685 R.S. HUGHES CO., INC.	FACE SHIELD AND SAFETY GLASSES - PPE	108.54	108.54
03/05/2015	84425	00688 RMC WATER & ENVIRONMENT	14-P005 TO NO. 1 12/27/14-1/30/15	285.50	285.50
03/05/2015	84426	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	111.23	111.23
03/05/2015	84427	00801 STATE CHEMICAL MFG. CO.	PRO LUBE AP-L GREASE	203.40	203.40
03/05/2015	84428	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE FOR THE WWTP ON 01/2	2,268.56	
			SODIUM HYPOCHLORITE FOR THE WWTP ON 1/12	2,244.47	
			SODIUM HYPOCHLORITE FOR DERWA OPERATIONS	2,094.59	
			SODIUM HYPOCHLORITE FOR DERWA OPERATIONS	2,085.83	8,693.45
03/05/2015	84429	05127 VISION SERVICE PLAN - CA (VSF	MARCH 2015 - VISION	2,591.69	2,591.69
03/05/2015	84430	05305 GEORGEAN VONHEEDER-LEOPOLD	DIRECTOR VONHEEDER-LEOPOLD - REIMBURSABL	585.52	585.52

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
03/05/2015	84431	00937 W.W. GRAINGER, INC.	DRILL FOR CO-GEN FAB	335.67	
			REPLT AIR GUN FOR TRUCK #60	292.67	
			REPLT MOTOR CAPACITOR FOR EPS PUMP #2 VF	9.57	637.91
03/05/2015	84432	01719 A & M PRINTING, INC.	DROUGHT 15 - WATER HERO CAMPAIGN TICKET	1,111.36	
			DROUGHT 15 - WATER HERO CAMPAIGN CATALOG	538.28	
			DROUGHT 15 - WATER HERO CAMPAIGN CHECKLI	286.97	1,936.61
03/05/2015	84433	06959 A TASTEFUL AFFAIR	A TASTEFUL AFFAIR - 2014 EMP RECOG EVENT	1,803.02	1,803.02
03/05/2015	84434	05729 ACME RIGGING & SUPPLY CO.	CRANE SUPPLIES	2,010.56	2,010.56
03/05/2015	84435	03872 ACSDA	ACSDA - ANNUAL DINNER MEETING - MARCH	177.00	177.00
03/05/2015	84436	01180 ADS REPROGRAPHICS, INC.	INK CARTRIDGES FOR HP PLOTTER	199.78	199.78
03/05/2015	84437	06831 ADVANCED INDUSTRIAL SVCS IN	15-P002 PP #2 FINAL PAYMENT/RELEASE RETE	7,845.00	7,845.00
03/05/2015	84438	05728 ALAMEDA COUNTY SHERIFF	CASE FILE # 14-10334: PAYMENT	479.19	479.19
03/05/2015	84439	01076 ALSCO INC	WWTP TOWEL SERVICE FEB '15	204.40	
			FOD TOWEL SERVICE FEB '15	137.80	342.20
03/05/2015	84440	01979 ARIZONA INSTRUMENT LLC	JEROME 860 MONITOR	805.00	805.00
03/05/2015	84441	01568 ASBURY ENVIRONMENTAL SVCS	OIL DISPOSAL	35.00	35.00
03/05/2015	84442	05097 BATTERIES PLUS	UPS BATTERIES	259.35	
			DERWA: BATTERIES FOR EMERGENCY LIGHTS	126.40	385.75
03/05/2015	84443	07003 TRIPTI BAWARI	REFUND 5082 S FORESTDALE CIR	105.71	105.71
03/05/2015	84444	03079 CALCON SYSTEMS INC	01/13/15: PROVIDE INST, CTRL, AND PLC/SC	674.00	674.00
03/05/2015	84445	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
03/05/2015	84446	00105 CAL-STEAM	PARTS FOR BARSCREEN REPAIR	145.74	145.74
03/05/2015	84447	00118 CALTEST ANALYTICAL LAB	SAMPLE TESTING	180.50	180.50

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
03/05/2015	84448	01579 CHANNING-BETE COMPANY	WC - 2ND GRADE ACTIVITY BOOKLETS	1,999.57	1,999.57
03/05/2015	84449	06965 CJ COX FALLON GATEWAY CHEV	REFUND METER # 1628473	807.69	807.69
03/05/2015	84450	00241 DGS OFS SVC REVOLVING FUNE	NATURAL GAS SERVICE AT THE WWTP - JANUAR	14,742.01	14,742.01
03/05/2015	84451	06856 DME EXPANSION JOINTS	EXPANSION JOINT 13" (QTY 1)	689.38	689.38
03/05/2015	84452	06821 EARTHWORKS/MORTENSON JV	REFUND METER # 64833113	914.20	914.20
03/05/2015	84453	06996 MARC ELBIRT	REFUND 4346 FITZWILLIAM ST	12.23	12.23
03/05/2015	84454	00307 FAIRWAY EQUIPMENT & SUPPLY	STEEL FOR TRUCK #77 (WATER TRUCK)	965.44	
			FILTERS FOR LAB DI	606.25	1,571.69
03/05/2015	84455	02656 FASTENAL COMPANY	NITRILE GLOVES	704.47	704.47
03/05/2015	84456	00314 FEDEX	WWTP: OVERNIGHT DELIVERY CHARGES FEB '15	13.66	13.66
03/05/2015	84457	06992 RICHARD FISET	REFUND 7561 SILVERTREE LN	118.59	118.59
03/05/2015	84458	00699 FLYERS ENERGY, LLC	GASOLINE DELIVERY TO THE WWTP ON 2/5/15	855.22	855.22
03/05/2015	84459	06991 FYI GROUP	REFUND 6757 HYDE CT	103.07	103.07
03/05/2015	84460	06997 SASHIKANTH GADDAM	REFUND 4365 FITZWILLIAM ST	29.00	29.00
03/05/2015	84461	06994 MICHAEL HOYT	REFUND 7615 SHADY CREEK RD	9.93	9.93
03/05/2015	84462	01988 JOS J ALBANESE INC	REFUND METER # 63983847	561.14	561.14
03/05/2015	84463	00464 JWC ENVIRONMENTAL	CARTRIDGE REPAIR FOR EQUIPMENT GALLERY M	9,031.74	9,031.74
03/05/2015	84464	06993 MARK KLEINDIENST	REFUND 8381 CREEKSIDE DR	172.35	172.35
03/05/2015	84465	06562 KMG ENTERPRISES, LLC	BIAGTAN ADDTL 12 COACHING SESSIONS	2,700.00	2,700.00
03/05/2015	84466	07008 KPIX 5 - SAN FRANCISCO	REFUND DUPLICATE PYMT DSRSD INV #13316 &	1.00	1.00
03/05/2015	84467	04433 RENICK LEONI	REFUND 11890 SILVERGATE DR	70.19	70.19
03/05/2015	84468	06999 SHIH HUA LIN	REFUND 1262 BELLINGHAM SQ	178.98	178.98



## Check History Description Listing

Dublin San Ramon Services District

From: 2/9/2015

To: 3/8/2015

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Date	Check #	Vendor	Description	Amount Paid	Check Total
03/05/2015	84469	06990 BRIGETTE LOWE	REFUND 8674 GALINDO DR	8.81	8.81
03/05/2015	84470	00536 MC MASTER-CARR SUPPLY CO.	CO-GEN PARTS	223.92	223.92
03/05/2015	84471	06762 MEGA PRO CAPITAL INC	REFUND 6781 HYDE CT	176.53	176.53
03/05/2015	84472	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: W/E 2/8/15	1,227.40	1,227.40
03/05/2015	84473	07001 MIHALIS MICHAEL	REFUND 2129 WATERMILL RD	96.19	96.19
03/05/2015	84474	06968 MK PIPELINES INC	REFUND METER # 65492095	902.79	902.79
03/05/2015	84475	07002 JESSAMIN MONZON	REFUND 2420 MILLSTREAM LN	66.39	66.39
03/05/2015	84476	06864 MRC GLOBAL	LAVWMA: REPLACEMENT ACTUATOR AT EXIT GAT LAVWMA: PLATE FOR REPLACEMENT ACTUATOR A	500.00 277.06	777.06
03/05/2015	84477	04796 NAPA AUTO PARTS	HOLE SAW FOR GOLF CARTS	115.49	115.49
03/05/2015	84478	06971 NETAWARE INC.	TAP-5000 SERVICE - PERIOD OF 02/05/15 -	450.00	450.00
03/05/2015	84479	06898 OPENGOV, INC	OPENGOV 11/2014-11/2015	7,000.00	7,000.00
03/05/2015	84480	00620 P G & E	PUMP STATION 300C ELEC - FEBRUARY 2015 TO NO. 4; RES 3B W/PS 4B ELEC - FEBRUARY RESERVOIR R200 DERWA TANK 2 ELEC - FEBRU	902.99 766.89 36.37	1,706.25
03/05/2015	84481	06998 RICHARD PHILLIPS	REFUND 3632 ROCKING HORSE CT	177.49	177.49
03/05/2015	84482	05543 ADMINISTRATORS (PBIA) PREFE	MARCH 2015 - DENTAL	21,661.20	21,661.20
03/05/2015	84483	05475 PRESIDIO SYSTEMS, INC.	4 HOURS CCTV LABOR FOR FALLON GATEWAY GA	1,000.00	1,000.00
03/05/2015	84484	06444 RICHERT LUMBER	STEP LADDERS PLANT SUPPLIES	708.48 120.63	829.11
03/05/2015	84485	00716 RIVERS PLUMBING, HEATING & /	EMERGENCY PLUMBING REPAIR (BROKEN METER	1,167.00	1,167.00
03/05/2015	84486	00756 SECURITY ETC.	BURGLAR ALARM AND FIRE ALARM MONITORING	252.00	252.00
03/05/2015	84487	02470 SHRED-IT	SHREDDING SERVICES FEB. 2015	86.19	86.19

## Check History Description Listing

Dublin San Ramon Services District

From: 2/9/2015

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Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
03/05/2015	84488	00596 SPRINT/NEXTEL	CELL PHONES JAN. 15 - FEB. 14, 2015 (FI	44.14	44.14
03/05/2015	84489	02654 STAINLESS DISTRIBUTORS	PLUMBING FOR TRUCK #77 RETROFIT (WATER T PLUMBING FOR TRUCK #77 RETROFIT (WATER T	356.44 9.15	365.59
03/05/2015	84490	00848 THE LIGHTHOUSE	#111 PARTS - ELECTRICAL	608.43	608.43
03/05/2015	84491	05824 TJC AND ASSOCIATES, INC.	22CI276 ELECTRICAL MODELING SERVICES	548.25	548.25
03/05/2015	84492	06989 DAVID TURK	REFUND 7921 FIREBRAND DR	69.31	69.31
03/05/2015	84493	02845 TYLER TECHNOLOGIES	TOP SERVER MIGRATION	300.00	300.00
03/05/2015	84494	06129 DIRECTORATE RESOURCE MGM	JAN-MAR 15 EMERGENCY SVCS (FOD)	1,613.50	1,613.50
03/05/2015	84495	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	243.93	243.93
03/05/2015	84496	01143 USA BLUE BOOK	PULSATION DAMPENER (QTY 2) FOR FERROUS	613.09	613.09
03/05/2015	84497	02449 VALLEY POWER SYSTEMS INC	CO-GEN: REPAIR KIT	969.18	969.18
03/05/2015	84498	06995 CHRISTINA VARGAS	REFUND 3671 WHITWORTH	78.80	78.80
03/05/2015	84499	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT FEB '15	1,043.19	1,043.19
03/05/2015	84500	00933 VWR INTERNATIONAL, INC.	LAB COAT, THERMOMETER, POT IODIDE	734.79	734.79
03/05/2015	84501	00938 WALLACE ENTERPRISES INC	EVENTS BY WALLACE/2014 EE RECOG/EVENT PL	750.00	750.00
03/05/2015	84502	04061 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES: CLEAN TOUCH LX TOUC	955.28	955.28
03/05/2015	84503	07007 WENDY'S RESTAURANT	REFUND PARTIAL RECEIPT #: 05251/APPLIED	30.00	30.00
03/05/2015	84504	00966 WHITLEY BURCHETT & ASSOCIA	LAWWMA EXPORT PUMP STN EVALUATION-JAN 15 13-S004 TO NO. 1 JANUARY 2015 SERVICES	13,284.50 798.90	14,083.40
03/05/2015	84505	07000 STEVE WILEY	REFUND 316 BLAKESLEY CT	7.29	7.29
03/05/2015	84506	00987 ZONE 7 WATER AGENCY	TREATED WATER SERVICE FOR 01/01/15 THROU RENT OF WORKING STORAGE 4-1-15 THROUGH 3 DOUGHERTY VALLEY O&M 10-26-2014 - 01-31-	506,132.05 31,000.00 3,250.03	540,382.08

Check History Description Listing

Dublin San Ramon Services District

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
03/06/2015	84507	06916 THE GROOVE DOCTORS	THE GROOVE DOCTORS- FINAL PAYMENT - 2014	1,650.00	1,650.00
313 checks in this report				<b>Total Checks:</b>	<b>5,441,957.99</b>



# TENTATIVE BOARD ITEMS

3/9/2015 4:41:05 PM

Board Mtg	Agenda Item	Admin Affairs	Financial Affairs	Technical Affairs	Executive	TVWPR
4/7/2015	Policy - Election and Rotation of Board Officers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Consider Appeal by {name} of Staff Denial of a Waiver of Enforcement Action Related to Violation of Water Use Limitations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Award Construction Agreement to _____ for the Water and Recycled Water SCADA Improvements Project (CIP 09-6101)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Proposed DERWA O&M Budget	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Proposed LAVWMA O&M Budget	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Drought Related Customer Issues and Concerns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	LAVWMA Agenda Review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Consider Appeal by {name} of Staff Denial of an Exemption to Water Use Limitations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Policy - Joint Powers Agency Rotation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Long-Term Water Supply Contingency Plan Workshop #2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Policy - Candidate Statement - Seek Guidance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Approve Budget Adjustment to the Capital Improvement Program (CIP) Two-Year Budget for Fiscal Years 2014 & 2015 to Increase Budget for Water Distribution System Water Quality Improvements (CIP 15-W017)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Approve Master Consulting Agreement with Arcsine Engineering for Design Services During Construction and Construction Management for the Water and Recycled Water SCADA Improvements Project (CIP 09-6101)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Board Mtg	Agenda Item	Admin Affairs	Financial Affairs	Technical Affairs	Executive	TVWPR
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4/7/2015	Policy - Web Site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Approve Developer Reimbursement Agreement with Bay West for the OSH Sewer Replacement Project (CIP 08-2102)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Policy - Update to Green Business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4/21/2015	Conflict of Interest Code Update (2012) - Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Receive Presentation and Direct Staff Regarding FOD Corp Yard Alternatives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Board Review of Draft Work Plan and Consideration of Needed Budgetary Resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Drought Related Customer Issues and Concerns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Regular and Recurring Reports: March District Financial Statements, Warrant List, Board Calendar, (list),	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Review of Preliminary CIP 10-Year Plan for FYEs 2016 through 2025 and 2-Year Budget for FYEs 2016 & 2017	<input type="checkbox"/>	5/5/2015	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Consider Appeal by {name} of Staff Denial of an Exemption to Water Use Limitations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Accept Water Supply and Demand and Drought Response Action Plan Status Reports and Find that the Need for the Community Drought Emergency Still Exists	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	DERWA Agenda Review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Policy - Fund Reserve	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Board Mtg**

**Agenda Item**

**Admin  
Affairs**

**Financial  
Affairs**

**Technical  
Affairs**

**Executive**

**TVWPR**

4/21/2015

Approval of Auditor Contract

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Consider Appeal by {name} of Staff Denial of a Waiver of Enforcement Action Related to Violation of Water Use Limitations

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Reference General Manager	Type of Action Provide Direction	Board Meeting of March 17, 2015
Subject Discuss Drought Management Program		
<input type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input checked="" type="checkbox"/> Other
REPORT:	<input checked="" type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	B. Michalczyk
		<input type="checkbox"/> Board Member

**Recommendation:**

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

**Summary:**

On May 5, 2014 the Board established the District’s Drought Management Program for 2014; on December 2, 2014 the Board took various actions to extend the Drought Management Program through June 30, 2015. The elements of the program include the following:

- Declared a Community Drought Emergency;
- Established Water Use Curtailment Goals;
- Adopted Water Use Limitations;
- Adopted Penalties and Enforcement Provisions (subsequently amended on August 5, 2014);
- Adopted Water Shortage Rate Stage 3;
- Approved a Wise Water User Credit for 2015;
- Approved an Enhanced Rebate Program;
- Endorsed the 2015 Drought Response Action Plan; and
- Approved budget amendments for FYE 2015 related to Drought Management Activities.

The various aspects of the Drought Management Program affect all customers of the District in various ways. To be as open and transparent as possible, the Board wishes to allow the public an opportunity to address the Board on the various aspects of the Drought Management Program in a manner that can lead to a productive outcome. The public may always address the Board under the “Public Comment” portion of the Board agenda. However, for public comment made at that time, the Board is precluded from having substantive discussions in response to the public comment received. This agenda item allows the Board to engage in a substantive discussion of issues that may be raised by the public and also to provide staff or a Board Committee appropriate direction related to the Drought Management Program in a timely fashion. This item will be a standing item on the Board agenda throughout the duration of the Community Drought Emergency which is currently scheduled to expire on June 30, 2015.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR B. Michalczyk	DEPARTMENT Executive	REVIEWED BY
<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	<input type="checkbox"/> Funding Source A. B.	Attachments to S&R 1. 2. 3.				



Reference General Manager	Type of Action Accept Reports and Make Finding	Board Meeting of March 17, 2015
Subject Accept Water Supply and Demand and Drought Response Action Plan Status Reports and Find that the Need for the Community Drought Emergency Still Exists		
<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Minute Order	<input type="checkbox"/> Resolution
<input type="checkbox"/> Ordinance	<input type="checkbox"/> Informational	<input type="checkbox"/> Other
REPORT:	<input checked="" type="checkbox"/> Verbal	<input type="checkbox"/> Presentation
	<input checked="" type="checkbox"/> Staff	B. Michalczyk
		<input type="checkbox"/> Board Member

**Recommendation:**

The General Manager recommends the Board of Directors, by Motion, (a) accept the Water Supply and Demand Report and the Drought Response Action Plan Status Report, and (b) find that there still exists a need for continuing the Community Drought Emergency which the Board initially declared on May 5, 2014 and which the Board recently extended through June 30, 2015.

**Summary:**

On May 5, 2014 the Board declared a State of Community Drought Emergency. On December 2, 2014 the Board extended the duration of the State of Emergency through June 30, 2015. As part of those actions, the Board directed the General Manager to inform the Board, on a monthly basis while the State of Emergency remains in effect, of:

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

The Water Supply and Demand Report, included as Attachment 1, provides the requested information and is the basis for the Board’s finding of a continuing need for the State of Community Drought Emergency. Based on information in the report, there is no substantial change in conditions that would warrant the Board changing or rescinding the Community Drought Emergency at this time.

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

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR B. Michalczyk	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. Water Supply and Demand Report 2. 2015 Drought Response Action Plan Status Report 3.			



*The information in this Water Supply and Demand Report is current through Feb 28, 2015.*

## **SUMMARY AND BACKGROUND**

***As documented herein, there have been no changed conditions or situations that would warrant changes to or the rescission of the State of the Community Drought Emergency.***

On May 5, 2014 the Board declared a State of Community Drought Emergency. On December 2, 2014 the Board extended that State of Community Drought Emergency through June 30, 2015. The Board also directed the General Manager to inform the Board, on a monthly basis of each calendar month that the Declaration remains in effect, of:

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

This report satisfies that direction for the month of March 2015 (report complete through February 2015) and serves as the basis for the Board's consideration of the continued need for the State of Community Drought Emergency.

### **1 - DEVELOPMENTS REGARDING THE WATER SUPPLY**

***While there was one good storm in February, snowpack and reservoir storage remain significantly below normal at the end of the month. The Water year is more than half way complete and the chances of "game changing" weather events is decreasing. As such, the continuation of the State of the Community Drought Emergency is warranted.***

In terms of the supply, Water Year 2015 began on October 1, 2014 and five months of data is now available. This period now includes two of the three traditionally wettest months of the season (those being January, February and March). The following is a summary of the most hydrological information available as of February 28, 2015. A seven year historic summary of this same information is presented in Table 1 below. Table 2 presents a month by month summary for the current water year showing how the situation evolved over the course of the winter season.

Precipitation to Date. WY 2015 Northern Sierra precipitation for the Water Year 2015 has dropped dramatically during January and even the storms in February did little to improve the overall picture so that precipitation remains below average for the year at 87.7% of normal for this point in the year in the Sacramento and Feather River basins

where our water supply physically originates. Furthermore, as of February 28 there are only 6 to 8 weeks of the traditional wet season remaining so conditions could still change dramatically.

Forecast Precipitation. The National Weather Service's Climate Prediction center is forecasting approximately average precipitation through the middle of May 2015.

Snowpack. Snowpack (really snow water content) remains significantly low at only 17% of normal in the Northern Sierra.

Reservoir Storage. Lake Oroville is filled to only 49% capacity and is 70% of what it would normally be at this time of the year; both of these improved a bit in February as runoff from the early month and warm storms resulted in runoff albeit little snowpack improvement.

Unimpaired Runoff. DWR projects that unimpaired runoff in the Sacramento River watershed is expected to be about 60% of normal and at this time of the year there is virtually no chance of normal runoff in 2015.

Water Year Type. DWR is currently classifying the water year as "Critical" in terms of unimpeded runoff from the Sacramento River watershed.

Drought Conditions. The United States Drought Monitor presents the drought situation in the western United States. This Drought Watch factors in not only precipitation but also includes temperature, soil moisture and evaporative potential due to wind. The Drought Monitor upgraded its classification for the District's service as being in a state of "Extreme Drought" (the second worst category)/ The Drought Monitor now categorizes 67% of the entire State of California in either Exceptional Drought or Extreme Drought Conditions an improvement of about 10% over the end of January.

DWR Allocation. During February, DWR made no changes to water allocations to its contractors remaining at 15% for 2015.

Zone 7 Supply. The District has submitted its "normal" supply request for Calendar Year 2015 to Zone 7. Zone 7 has not yet acted on that request, informally stating that they will not do so until April 2015.

Possible Water Transfers. On November 19, 2014 the Zone 7 Board conceptually approved a water exchange with Contra Costa Water District on 2,500 AF for 2015 and separately approved the Fifth Amendment to the Yuba Accord which has yielded an average of about 550 AF per year for the past several years. The District, EBMUD and the Yuba County Water Agency have approved agreements for the transfer of a net of 1275 AF of water to the District's service area. Zone 7 has stated their opposition to the transfer Informally, Dublin, San Ramon and Pleasanton are supportive. Work is ongoing with the Bureau of Reclamation regarding a Warrant Act Contract to allow the water to pass through the Folsom South Canal.

## **2 - WATER DEMAND**

***There have been no substantial changes to the water demands in either a positive or negative way. As such, the continuation of the State of the Community Drought Emergency is warranted.***

Water demand (really water furnished to District customers) is monitored on a weekly basis. The declaration of Community Drought Emergency calls for system wide water use curtailment of twenty five percent (25%) overall with five percent (5%) coming from indoor curtailment and fifty to sixty percent (50-60%) from outdoor curtailment as compared to the same period in calendar year 2013. Zone 7 has not yet provided the District with a 2015 water delivery allocation schedule stating that they will not be able to accurately do so until April of this year. Thus, the District continues to use the adjusted delivery projections for 2014 as the standard until an allocation letter is received.

Annual Demand. Since the beginning of 2015 the District's service area has used 1030 AF of water as compared to 1164 AF used during the same period in 2013; this represents an overall system wide curtailment of 11.5%.

Actual Usage vs. Zone 7 Delivery Allocation. The District monitors how demand in the District's service area in 2015 has tracked as compared to the adjusted Zone 7 allocation schedule for 2014 (one has not yet been received for 2015). Under that assumption, allocated deliveries in 2015 would be 1,083 AF. Given the actual demand in the District's service as above for the same period, the District's service area thus used 4.9% LESS water than allocated for the calendar year to date.

Gallons per capital per day. The District monitors this metric on a monthly basis as of the end of each calendar month as part of monitoring our 20% by 2020 mandated usage. In the month of February 2013 (2013 is used because it is considered to be the "baseline" year) the District delivered water at a rate of 96.1 gpcpd while in February 2015 the rate was only 72.7 gpcpd representing a 24.3% reduction. On a "residential use alone" basis water use in February 2013 and 2015 were 76.2 and 64.1 gpcpd, respectively representing a 15.9% usage reduction. It should be noted that on January 1, 2015 revised new population estimates from the State of California were incorporated into the metrics which had the net effect of increasing per capita consumption all other things being equal.

Tri-Valley Wide Demand. At this time the District does not have information as to how the other Tri-Valley Retailers have done to date in 2015.

## **3 - OPERATIONAL CONDITIONS**

***There have been no substantial changes to Operational Conditions in either a positive or negative way. As such, the continuation of the State of the Community Drought Emergency is warranted.***

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

Reservoir Storage. At no time has overall reservoir storage been compromised due to the water supply. In addition, at no time has reservoir storage within any single pressure zone been compromised. Minimum total system storage so far during 2015 fluctuated between about 6 MG and about 7 MG. During February the minimum quantity that was in storage was 6.84 MG, which occurred at 10:00 AM on February 28. This as compared to 6.30 MG required system-wide per standard operating criteria for health and safety and fire storage. Reservoir 10A (approx. 4 MG) remains drained and out of service to help preserve chlorine residuals and water quality during the winter months when the demand is typically the lowest, so the latter reduces the quantity maintained in storage. Meanwhile staff are investigating possible strategies for maintaining higher chlorine residuals in the distribution system once Res 10A is returned to service in the spring.

System Operation During 2015 Drought Emergency. During 2015 DSRSD has been receiving water only through turnouts No. 2 (Stagecoach Road) and No. 5 (Fallon Road). Turnout No. 3 (Camp Parks) is for emergency only and generally is not used. Turnouts No. 1 (Dougherty Road) and No. 4 (Arnold) remain out of service at the request of Zone 7. This change allowed Zone 7 to reduce the pressure on their western loop from about 90 PSI to about 70 PSI, which allows an increase of about 400 GPM in the maximum flow that the wells connected to the western loop can produce. The District has been able to move sufficient amounts of water from the two turnouts to each District pressure zone where it is needed.

#### **4 - PERTINENT POLICY DECISIONS**

***During the past month there were no new policy decisions made at the Local, Regional, State or Federal level that materially altered the water supply situation either positively or negatively. As such, the continuation of the State of the Community Drought Emergency is warranted.***

2014 Policy Decisions Still in Effect. Over the course of 2014 there have been many policy level decisions made at the local, regional, State and Federal levels as have been identified in earlier versions of this report during Water Year 2014. Key decisions that remain in effect include:

- U.S. Dept. of Agriculture declared Contra Costa and Alameda Counties natural disaster areas due to drought;
- The Zone 7 Water Agency directed the local water supply retailers and untreated water customers to assure a 25% total reduction with 5% coming from indoor curtailment and 50-60% from outdoor curtailment, and adopting mandatory conservation measures to achieve these reductions;

- The District declared a State of Community Drought Emergency and extended that through June 30, 2015;
- The City of Dublin declared a Local Drought Emergency;
- The City of Pleasanton approved an urgency ordinance amending their water conservation plan as needed to protect the immediate threat of the potentially significant drought to preserve public health and safety;
- The City of Livermore declared a Stage 3 drought emergency; and
- Governor Edmund G. Brown proclaimed a Continued State of Emergency in the State of California and ordered that California residents should refrain from wasting water, specifying many practices that waste water and directing urban water suppliers to implement drought response plans to limit outdoor irrigation and other wasteful water practices.

2015 Policy Actions. The following policy actions have been taken in 2015:

- Pleasanton took formal action to suspend enforcement of its water use curtailment restrictions on January 20, 2015; and
- Zone 7 has stated that they will not approve the District's water supply request for 2015 until at least April.

Water Supply Uncertainties. There also remains a great deal of legal and regulatory uncertainty about the reliability of water supplies from the Sacramento-San Joaquin Delta. This uncertainty develops due to interwoven legislation, regulation, legal actions and basic hydrology of the Delta. This situation has existed in some form for several decades but has become particularly critical in recent years. It is very likely that the uncertainties will continue for at least several years into the future. *Attachment A* to this report provides specific information about what is driving the various legislative, regulatory and legal uncertainties related to the Delta water supply.

## **5 - OTHER RELEVANT INFORMATION**

***There is no other relevant information to report at this time. As such, the continuation of the State of the Community Drought Emergency is warranted.***

<b>TABLE 1</b>								
<b>TABULAR SUMMARY OF HISTORIC HYDROLOGICAL AND WATER SUPPLY CONDITIONS<sup>1</sup></b>								
	<b>WY2007</b>	<b>WY2008</b>	<b>WY2009</b>	<b>WY 2010</b>	<b>WY 2011</b>	<b>WY 2012</b>	<b>WY 2013</b>	<b>WY 2014</b>
Precipitation <sup>2</sup>	75%	73%	93%	107%	145%	80%	85%	62%
Snowpack <sup>3</sup>	52%	101%	89%	126%	165%	74%	49%	23%
Oroville Storage (% of Normal)	101%	90%	59%	78%	135%	115%	92%	49%
Oroville Storage (% of Capacity)	62%	55%	38%	50%	86%	99%	79%	31%
<b>Unimpaired Runoff</b>								
Percent of Normal Year <sup>4</sup>	53%	58%	64%	84%	138%	63%	64%	39%
Water Supply Index	Critical	Critical	Dry	Below Normal	Wet	Below Normal	Dry	Critical
<b>Water Delivery Allocation</b>								
DWR to State Water Cont.	60%	35%	40%	50%	80%	65%	35%	5%
<b>Statewide and Regional Conservation</b>								
CA Short Term	----		20%		Strongly encourage conservation and minimal use			20%
CA Long Term	---		10% per capita reduction target by 2015; 20% per capita reduction mandate by 2020					
Zone 7	----	Voluntary 10%						25% Overall 5% Inside 50-60% Outside
<b>DSRSD CONSERVATION SUMMARY</b>								
<b>Pre SB 7X7 Methodology</b>								
Target	Voluntary 10%			Stage I- Vol. 20%				
% Achieved <sup>5</sup>	2.4%	4.5%	13.8%	21.1%	21.5%	26.8%		
<b>Post SB 7X7 Methodology</b>								
SB 7x7 Baseline							204	
2015 Target							183	
2020 Mandate							163	
UWMP Prediction							138	143
Actual							126	107

<sup>1</sup> Unless noted, data shown is for end of the Water Year shown.  
<sup>2</sup> Percent of Normal; 8 Station Northern Sierra for the water year  
<sup>3</sup> Percent of Normal; Northern Sierra Average as of April 1 which is historically peak snowpack for the year  
<sup>4</sup> Runoff in percent of average year for Sacramento River watershed  
<sup>5</sup> Expressed on a per account basis with the baseline year (July 06 to June 07 for WY 2007 through 2012).

<b>TABLE 2</b>								
<b>TABULAR SUMMARY OF HYDROLOGICAL AND WATER SUPPLY CONDITIONS FOR WY 2015<sup>6</sup></b>								
	<b>Oct 2014</b>	<b>Nov 2014</b>	<b>Dec 2015</b>	<b>Jan 2015</b>	<b>Feb 2015</b>	<b>Mar 2015</b>	<b>Apr 2015</b>	<b>May 2015</b>
Precipitation <sup>7</sup>	108%	75%	129%	86%	88%			
Snowpack <sup>8</sup>	No Data	No Data	48%	14%	17%			
Oroville Storage (% of Normal)	46%	42%	62%	62%	70%			
Oroville Storage (% of Capacity)	28%	26%	39%	41%	49%			
<b>Projected Unimpaired Runoff</b>								
Expected <sup>9</sup>	No Data	74%	92%	65%	60%			
Chance of Normal	No Data	25%	33%	20%	Nil			
<b>Projected Type of Water Year</b>								
WY Classification	No Data	Dry	Below Norm.	Critical	Critical			
<b>Water Delivery Allocation</b>								
DWR Allocation	No Data	No Data	10%	15%	15%			
<b>Adopted Statewide and Regional Conservation Targets</b>								
California Short Term Policy	20% curtailment as compared to 2013; with specific water use prohibitions							
California Long Term Policy	10% per capita reduction interim target by 2015 and 20% per capita reduction mandated by 2020							
Zone 7	<u>April 16, 2014</u> : Zone 7 declared a drought emergency within its service area and established curtailments at 25% system-wide (5% indoor curtailment and 50-60% outside curtailment) and adopted various mandatory prohibitions							
<b>DSRSD CONSERVATION SUMMARY<sup>10</sup></b>								
DSRSD Stage	<u>May 5, 2014</u> : declared Stage 3 Drought Emergency and set target curtailment consistent with Zone 7 (25% overall; 5% indoors and 50-60% outside – all as 2014 as compared to 2013)							
SB 7x7 Baseline	204							
2015 Target	183							
2020 Mandate	163							
UWMP Projection	143 for CY 2014			146 for CY 2015				
System Wide	93.0	75.8	66.8	73.6	72.7			
Residential Only	70.6	59.4	61.7	45.4	64.1			

<sup>6</sup> Data shown is current as of the last day of the month shown

<sup>7</sup> Percent of Normal at this time of year; <sup>8</sup> Station Northern Sierra

<sup>8</sup> Percent of Normal at this time of year; Northern Sierra Average

<sup>9</sup> Projected water year runoff in percent of average year for Sacramento River watershed

<sup>10</sup> Values shown are in gallons / person / day on a total system basis for the month shown excepting "Residential Only" which is Residential Use / No. Residents

## ATTACHMENT A LEGAL AND REGULATORY ISSUES

### ***SIGNIFICANT CHANGES SINCE THE LAST REPORT ARE HIGHLIGHTED***

#### **DELTA PLANNING**

**Bay Delta Conservation Plan:** The Bay Delta Conservation Plan (BDCP) is designed to be a planning process for meeting the requirements of endangered species laws and achieving the co-equal goals of (1) conservation and management of the Delta's ecological functions and (2) improving current water supplies and the reliability of Central Valley Project (CVP) and State Water Project (SWP) water deliveries. Significant opposition to the Plan and the process has been voiced by residents and entities from Delta and Central Valley communities, and by some state and federal water contractors which question who will pay for water for wildlife refuges and for environmental uses under the BDCP, as well as who will pay for construction and operations costs of any conveyance facilities. The end of the BDCP process cannot now be predicted with any degree of confidence. In July 2012, the state and federal governments announced their joint commitment to a proposed BDCP that would include two gravity-fed tunnels with a diversion capacity of 9,000 cubic feet of water per second (cfs), each of which would be 40 feet in diameter and 35 miles long, plus restoration of 113,000 acres of freshwater marsh, 50,000 of which would be restored in the next 15 years. Current estimates say the tunnels will take at least 10 years to build, will result in excavation and the need to dispose of 7 million cubic yards of "tunnel muck," and will cost an estimated \$24.5 - 28 Billion to construct and operate the conveyance facility as well as fund the mitigation and adaptive management for the 50-year implementation period. Current estimates indicate that 60 - 70% of that cost would be paid by water users (and approximately 60% of that amount would be paid by SWP contractors), with the balance coming from a variety of state and federal sources. Construction costs for the 9,000 cfs dual-bore tunnel are now estimated at \$14.5 Billion, but since that estimate is based on a 10% design, the draft BDCP says that the actual construction costs could be 50% higher or 25% lower than that number. On December 19, 2014, DWR announced that the tunnel plan is being revised to eliminate the 3 large intake pumps on the Sacramento River near Hood and Walnut Grove, and instead to put a new pump station near the end of the tunnels, adjacent to Clifton Court Forebay. In other words, when river conditions will not allow the water to flow under the Delta via gravity alone, the water will now be pulled across the Delta from the south, rather than pushed from the north.

The draft BDCP and draft EIR/EIS were released for public comment on December 9, 2013; the comment period was extended twice, and closed on July 29, 2014. The draft documents were more than 41,000 pages. Approximately 11,000 individual comments were received, including about 9,000 "standardized" letters from people organized by a group opposed to the BDCP. DWR's current schedule remains vague, especially since they announced on August 27 that the document would be "partially recirculated" in early 2015. The general scope of the recirculated document was announced on December 19, but no schedule for its release was provided. Intended beneficiaries do not yet fully know what benefits they can anticipate, and federal agencies have given no indication if or when they will do a feasibility analysis that is required before federal funds for the implementation of the BDCP could be appropriated. Current estimates are that only about 25% of CVP contractors would actually receive any water supply benefits if the project is fully implemented. The principal unknown is how the new system



would be operated, which will determine water supply, water quality, and fisheries impacts. Fisheries agencies have suggested that current science requires high flows through the Delta and to the sea; such flow requirements would mean that future exports would be less than what contractors currently receive. Export contractors – especially irrigation entities -- are hoping to see far lower flows for fish and water quality protection so that farmers and ranchers can avoid having to pay large amounts of money for less water. In July 2013, federal agencies submitted comments on the administrative draft EIR/EIS which raised numerous difficult issues; some commentators have suggested that the federal fisheries agencies may believe that the proposed project may not be “permissible” under the Federal Endangered Species Act (FESA). The interplay between state and federal fisheries agencies and the CVP and SWP will be critical to ultimate governmental determinations concerning the proposed BDCP. One month after the comment period on the Draft EIR/EIS closed, the US EPA sent a 43-page letter to the U.S. Fish & Wildlife Service asserting that as proposed, the BDCP would violate federal standards under the Clean Water Act, and the letter is viewed by many participants in BDCP the process to be a major setback. A recent addition to the list of interagency issues concerns the 1986 Coordinated Operations Agreement (COA), which was intended to ensure that the SWP and CVP each receives its share of available Delta water, and carries its fair share of obligations such as water releases for Delta water quality. Over time, the relative proportion of water available for CVP exports has decreased in an unanticipated amount, while the relative proportion of export water going to the SWP has increased in a similarly unanticipated amount, and the SWP has been carrying a much smaller water quality burden. Some analyses show the imbalance totaled as much as 400,000 AF per year of export water in past years, and both Reclamation and some federal export contractors (primarily in the San Joaquin Valley) want that imbalance corrected and the COA renegotiated before beginning to consider how any BDCP operations criteria will be determined, and even whether the US can be a partner in the BDCP. Renegotiation of the COA after 30 years would be very controversial, would entail CEQA and NEPA documentation and consideration under the state and federal Endangered Species Acts, and may need Congressional action.

Some stakeholders (including ACWD, CCWD, EBMUD, SFPUC, San Diego and the San Diego County Water Authority, numerous environmental groups, Contra Costa County, and the Contra Costa Council, plus 22 Democratic members of the State Senate or Assembly) urged DWR to add a “Portfolio Alternative” that would include, among other things, a smaller conveyance facility because their studies to date indicate a 3,000 cfs conveyance could meet the BDCP’s and Delta Plan’s water supply and ecosystem restoration goals. DWR now estimates that the capital construction cost for a single-bore 3,000 cfs tunnel would be \$8.56 Billion (down from the previously estimated \$11.5 billion). DWR did not analyze this alternative (or the suite of proposed actions making up the Portfolio Alternative) in the EIR. Zone 7 signed a multi-agency letter favoring the BDCP proposal and opposing the Portfolio Alternative. Recently, the US Bureau of Reclamation (Reclamation) announced that it was initiating a benefits analysis as part of Reclamation’s process for deciding whether and how it might make any long-term commitment to BDCP; the schedule for that analysis and commitment determination are not known. In early August, 13 federal water service contractors (including EBMUD, Placer County WA, Sacramento County WA, the City of Sacramento, CCWD, and Friant, plus the Northern California Water Association) expressed an interest in the analysis and an opportunity to be heard. A number of environmental groups have announced opposition to the BDCP, but some agricultural interests that joined them in opposing the proposed Peripheral Canal in 1982 support the current proposal. The key question for many water agencies will be their share of the costs burdens for the proposed project. DWR has indicated that up to \$1.2 billion will be needed from project beneficiaries for completion of engineering and design work once the EIR/EIS is completed. If the project is ultimately approved and implemented, the earliest construction could begin is 2017 (engineering work to date is only at the 10% level), and the

earliest date for operation of the new conveyance would be 2027. Largely because there is not yet an approved project, to date there are no firm funding commitments for the costs of construction or operation of the proposed facilities. DWR has estimated overall BDCP costs at about \$25 Billion; economists have indicated that total costs (including interest on bonds) could approach \$67 Billion. Entities both inside and outside the “water community” have raised questions about BDCP financing and cost-sharing. On November 14, the State Treasurer’s Office released a new report on financing of the tunnels, and estimated that SWP contractors would be expected to pay \$248 – 322/AF for the water they are entitled to receive under their SWP contract. CVP contractors who benefit from the tunnels would be expected to pay \$345 – 367/AF. The report says that these amounts are expected to be required on a “take-or-pay” basis – i.e., the annual payment would be required regardless whether any water is received. On Dec. 10, DWR held the initial negotiation session with the SWP contractors concerning amendments to their contracts to cover funding for the BDCP. Some close BDCP observers suspect that DWR may give up on the idea of the BDCP being a “Habitat Conservation Plan” under state law (HCP), which would mean that the fish and wildlife permits for the proposed Project could only be for 25 years. At least some BDCP supporters, primarily from irrigation water contractors, have been anxious for the permits to be HCP-based and for a term of 50 years, so they could more easily justify the substantial financial commitments they would face. The outcome of this concern cannot be predicted, but some observers expect that a decision could come from the State as early as April.

**Delta Stewardship Council’s Delta Plan and EIR:** The 2009 legislative package that included the Delta Reform Act tried to address long-standing issues about Delta planning and the possibility of insuring water supply reliability and simultaneously reaching the co-equal goal of restoring/enhancing the Delta ecosystem. At the heart of this measure was establishment of the Delta Stewardship Council and a mandate that it develop a Delta Plan and the necessary environmental analysis by December 31, 2011. The goal of the Plan was to provide guidance to state and local agency actions to meet the coequal goals. (That statutory deadline was not met.) On May 16-17, 2013, the Council adopted the Delta Plan, certified the completion of the EIR, and approved the process for implementing the regulations. The adopted Plan contains 14 policies, which the Council has attempted to turn into legally enforceable state regulations. No substantial action based on the Plan will happen very quickly, and the EIR has been the subject of substantial criticism from all sides. Numerous parties, including the State Water Contractors, filed suit in Sacramento Superior Court challenging the Plan and arguing that it is not consistent with the 2009 legislation because it does not achieve the co-equal goals of Delta ecosystem restoration and water supply reliability, and challenging the regulations. Those cases are all pending.

The Delta Plan called for adoption of Delta flow objectives by June 2014; implementation measures to reach those objectives would then be analyzed and recommended to the SWRCB in approximately one year after that. The SWRCB started the process for setting those objectives, in conjunction with its triennial review of the Water Quality Control Plan for the Delta (WQCP), and indicated that it would seek to set flow objectives for “primary tributaries to the Bay-Delta” by June, 2018. However, the heavy workload the SWRCB is facing due to the current and continuing drought has slowed that schedule. This effort will inevitably be controversial, since an earlier and non-precedential SWRCB decision related to flow objectives established criteria that would dedicate between 50% and 75% of the available flows in the Delta to in-stream uses, which would result in drastic cutbacks in water available for export.

On December 31, 2012, the SWRCB released its proposed revisions to flow requirements (plus a 2000-page environmental analysis) for the San Joaquin River and 3 tributaries (Merced, Stanislaus, and Tuolumne Rivers), which featured establishment of a threshold of 35% of the unimpaired flow of the

tributaries to be set aside for Delta protection. Historically about 20% of unimpaired flow in those rivers reached the Delta. Water users and water rights holders on those rivers are vigorously resisting implementation of that threshold, arguing that it would result in a supply cut of 15% in average water years, and up to 50% in dry years. The SWRCB began a hearing on San Joaquin flows on March 20, 2013. A “final” version of the WQCP objectives and environmental impact analysis was issued in May, but the SWRCB has now postponed any action on this still-controversial subject until an as-yet unknown date.

In the 2014 drought, the SWRCB curtailed diversion of water under many water rights (including some rights to divert from the Delta and some of its tributaries), and began to analyze the diversion of water by farmers and agricultural water districts in the Delta region. Renewed curtailments are likely to be ordered in 2015, and the newly appointed Delta Watermaster is leading an effort to achieve an open dialog among the many parties regarding in-Delta water diversions and use, in an effort to quiet the previously high degree of animosity between in-Delta water users and the export community. Each of those subjects is essentially unprecedented in California, and further illustrates the difficult challenges to water management in general, but in particular in the Delta.

## **LEGISLATION**

**2014 Water Bond:** The November 2009 water legislation package passed on to the voters the question of whether to authorize issuance of \$11.14 billion in General Obligation bonds, for which debt service payments of about \$700 million per year would have to come from the State’s General Fund. The bond issue was to be on the November 2010 ballot, but the Legislature subsequently passed a bill delaying the election to 2012, largely because of the state’s precarious financial situation. On August 13, 2014, the Legislature adopted AB 1471, the Water Quality, Supply, and Infrastructure Improvement Act of 2014; the vote was 77 – 2 in the Assembly and 37 – 0 in the Senate. 33 senators were either authors or co-authors of the bill, which was signed by the Governor. It replaced the 2009 bond measure, and called for voter approval of \$7.545 Billion in new general obligation bonds. It appeared on the November ballot as Proposition 1, and had elements calling for new surface and groundwater storage, regional reliability, sustainable groundwater management and cleanup, water recycling and conservation, watershed protection, and safe drinking water, especially for disadvantaged communities. Prop. 1 was supposed to be “tunnel-neutral,” and called for spending up to \$2.7 Billion on new surface or groundwater storage; surface storage projects that could meet the criteria in the measure include the proposed new Sites and Temperance Flat Reservoirs, and a further expansion of Los Vaqueros Reservoir. 67% of the voters voted for the bond, in a resounding victory. Significant efforts are now underway to develop the procedures and schedule for funding of projects based on passage of the new bond measure, and it is already obvious that there will be intense competition for the available money.

**Groundwater Legislation:** Governor Brown signed a package of bills in 2014 which will for the first time require a degree of oversight of groundwater production in California – all other western states have some form of such legislation already. The major thrust of the bills is to require that local entities in each of the several hundred groundwater basins begin now to draft, approve, and implement a plan for achieving sustainability of the local groundwater resource (i.e., essentially, an end of over-drafting) by 2040. The legislation is not expected to have significant impact in the Tri-Valley area, but may be of considerable significance in the Central and Salinas Valleys over time.

**Federal Drought Relief Legislation:** Throughout 2014, efforts were made in both houses of Congress to pass drought relief legislation, but the efforts stalled. Since the mid-term election, renewed efforts in the Senate suggested that Senator Feinstein’s bill might move forward in the waning days of the current

Congress, but in November she decided to await the commencement of the new Congress and to try again. Closed-door meetings on the legislation were called by Sen. Feinstein in late January, but only with a few Democratic members of Congress. The major proponents of the legislation have been irrigation interests in the San Joaquin Valley, led by Westlands Water District. A much more aggressive bill was passed in the House, and Pres. Obama's administration indicated that if a bill in that form reached him, it would be vetoed. Further efforts to pass some form of legislation are expected to come from Republican members of Congress from the Central Valley, calling for more water and relaxation of regulatory limits on exports. **A number of bills have already been introduced regarding CVP operations and possible new reservoirs for CVP water..**

## **DELTA ECOSYSTEM ISSUES**

**Delta Smelt and Salmonid Species:** Federal litigation concerning the interaction of the Federal Endangered Species Act (FESA) and NEPA with the operations of the Bureau of Reclamation's Central Valley Project (CVP) and the Department of Water Resources' (DWR) State Water Project (SWP) has dominated all considerations of Delta water export operations in the last few years. Most of that litigation has concerned the balance between water exports and the need to restrict or limit exports in an effort to protect Delta smelt and a variety of salmonid species. For salmonids, litigation challenging the Biological Opinion is on appeal to the 9<sup>th</sup> Circuit US Court of Appeal; oral argument took place on September 11 and the Court told the litigants that it would be quite some time before a decision is issued. For Delta smelt, a trial court decision overturning the BiOp was reversed by the 9<sup>th</sup> Circuit in a 2 – 1 decision on March 13, but the Court held that Reclamation must complete additional NEPA documentation on certain actions before accepting the smelt BiOp. There is still some uncertainty as to the practical effect of that aspect of the ruling, but in the meantime, Delta operations are being managed in accordance with both BiOps, while the federal fisheries agencies are working on new ones under court-established deadlines (12/1/15 for smelt and 4/30/16 for salmon). On January 12, petitions by San Joaquin Valley growers, the State Water Contractors, and Westlands Water District asking the US Supreme Court to take the smelt case and invalidate the smelt BiOp were denied. In a second smelt case, on December 22 the 9<sup>th</sup> Circuit unanimously reversed another trial court decision which had found the BiOp invalid. In still another smelt-related case, the 9<sup>th</sup> Circuit ruled that environmental groups could challenge federal renewals of 41 long-term water service contracts for contractors in the Sacramento and San Joaquin Valleys, and the U. S. Supreme Court refused to take that case; the litigation will proceed, and the contracts remain in jeopardy. The 2014 fall mid-water trawl, one of the key scientific indicators of the abundance of critical fish species, showed that the four species of greatest concern were at near-record lows; in particular, Delta smelt were at the lowest year on record. Since the decline of pelagic organisms (i.e., aquatic species that feed in the middle of the water column) such as Delta smelt, began in the Delta in 2002, the smelt index has ranged from a high of 151 to a low of 4 (it was 7 in 2008 and 2013), as compared to values that were occasionally greater than 1000 in prior years). The population indices used to track 4 key fish species have declined by 95.6% to 99.8% since the trawl began in 1967. The combination of record low precipitation and fish-related operations restrictions made export operations particularly difficult for 2014, and limited the use of cross-Delta water transfers and recovery of water in groundwater banks that might otherwise have been available to assist in areas dependent on Delta export pumping. 2015 appears to be headed for similar difficulties. As of January 7, export pumps had "taken" (i.e., killed) 72% of the Delta smelt they were originally allowed to take during the water years; on January 9 the US F&WS increased the take limit by more than 150%. In related action, the SWRCB has now relaxed some streamflow requirements to allow the CVP and SWP to conserve more water in storage rather than release it for water quality and fisheries

protection. Three temporary stream barriers have been authorized to be constructed in the Delta to try to improve water operations and quality in spite of the drought conditions.

### **LOCAL WATER SUPPLY CONTRACTS**

**State Water Project Contract:** On May 1, 2013 DWR began what was originally planned to be three months of public negotiations with the SWC on contract amendments to the contract term and on certain financial provisions of the current basic water supply contract between DWR and each member of the SWC. DWR wants to issue 30-year bonds for its debt financing, but there are only 21 years left on the present contract. DWR urged a 40-year extension, but some of the SWC argued that it should be 75 years. DWR uses revenue bond financing for capital improvements and upgrades of existing systems; in recent years it has sold as much as \$200 Million in such bonds per year, and it estimates that it needs \$2.5 Billion to repair, restore, and strengthen existing infrastructure. DWR also estimates that the BDCP improvements would require the SWC to pay another \$10 Billion, and the current contract negotiations would put the necessary financial accounting and oversight mechanisms in place for that as well. Negotiations over an 11-month period culminated in Agreements in Principle (AIP) on March 8, 2014; one or more agreements to express the AIP were drafted, and the parties met again on June 18 in an effort to complete the AIP. By July 15, 26 of the 29 SWP contractors had indicated they would sign the AIP. DWR will conduct an environmental review process for an amendment to the SWP Contract, which is now anticipated to take from September 2014 through an indefinite date in 2016. The Notice of Preparation for the anticipated EIR was issued on Sep. 12, two scoping meetings were held on Sep. 23, and the scoping period for receipt of public comments ended on Oct. 13. Numerous environmental and fisheries groups filed critical comments during the scoping period. Once the EIR is certified, public contract negotiations are expected to commence in late 2016 or early 2017. The proposed amendment needs to be reviewed in the Legislature, but does not need legislative approval. Under the AIP, if adopted as the parties have tentatively agreed, the amendments would extend the current SWP contracts by 50 years, to 2085. Three Sacramento Valley SWP contractors (Butte and Plumas Counties, and Yuba City) want the new contract to expressly provide for them to opt out of the costs associated with the BDCP's conveyance facilities, but that issue has been set aside now pending separate negotiations on BDCP cost allocations among the SWP contractors. SWP North Bay Aqueduct (NBA) contractors (in Napa and Solano Counties) are also concerned about those facilities because the Draft EIR/EIS for the BDCP indicates that it would have an unavoidable significant adverse impact on water quality in the NBA, which may require relocation of the NBA intake at a preliminarily estimated cost of \$510 Million.

**BBID transfer to Zone 7:** Since 1995, an important part of Zone 7's water supply portfolio has been an annual transfer of up to 5,000 AF of Delta water to Zone 7 from Byron Bethany Irrigation District (BBID). On December 14, 2012, DWR told BBID that the transfer was being made without DWR's consent, and that the water had to be "repaid" to DWR. Both BBID and Zone 7 are vigorously objecting to DWR's position and resisting the demand that Zone 7 "repay" any previously transferred water. In 2014, BBID received about 1,600 AF of supplemental water via a transfer from CCWD (between August 28 and the end of October, resulting in a reduction in storage in Los Vaqueros of approximately 60 AF/day). The SWRCB-approved transfer was made possible because CCWD could rely on water stored in Los Vaqueros rather than diverting from the Delta, and BBID was allowed to divert what would otherwise be CCWD's water from its diversion point on the intake channel to the SWP's Banks Pumping Plant. Without this transfer, much or perhaps all of the Byron area in eastern Contra Costa County would have been out of water entirely this fall due to curtailment of its diversion rights.

## WATER SUPPLY RELIABILITY IMPROVEMENT EFFORTS

**Regional Activities:** Numerous discussions of a variety of water transfers, interties, and cooperative arrangements are underway, involving water agencies throughout the Bay Area region and in the Central Valley; e.g., Zone 7, CCWD, and EBMUD are discussing a possible link between CCWD facilities (which have a 100 million gallon per day (mgd) intertie with EBMUD's Mokelumne Aqueduct) and Bethany Reservoir, the forebay for the South Bay Aqueduct (SBA). Numerous transfer arrangements are under discussion or being implemented among irrigation agencies and individual farmers, with purchase prices expected to range as high as the 2014 peak published price of \$3,000 per AF (in Kern and Madera County). Semitropic Water Storage District (in Kern County) and the Delta Wetlands Project received SWRCB approval on May 12, 2014 for a transfer of approximately 20,700 AF intended for the benefit of SBA contractors to help them meet the "health and safety" needs of their service areas during the severe water supply cutback due to the SWP's 5% supply allocation. DSRSD, ACWD, and Zone 7 all supported the transfer. However, after the SWRCB issued its June curtailment order preventing of use of water under some water rights, it then refused to grant a health and safety exemption, so the transfer was not allowed to happen.

CCWD's Los Vaqueros Expansion Project (LVE) is complete, and the Reservoir currently holds about 109,000 AF. It is filling at a rate of about 300 AF/day during a hydrologic window of opportunity which will last about 10 days. The ability to quickly react to such opportunities has become increasingly important in the protracted drought. Federal and state agencies are leading a study effort to consider a further expansion of the Reservoir, and numerous water agencies have signed an updated Memorandum of Understanding continuing those studies through 2016, including Zone 7, the other South Bay Aqueduct agencies (ACWD and SCVWD), EBMUD, and the San Luis and Delta Mendota Water Authority. Federal legislation was introduced in 2014 by Congressmen Costa and Miller which would have expedited expansion of the Reservoir; it called for a phased approach, including near-term agreements to lease storage space in the existing 160,000 AF Reservoir, construction of a proposed \$200 Million pipeline to Bethany Reservoir to provide water directly to the South Bay Aqueduct (water that would not have to go through the SWP's Banks Pumping Plant, and that would be diverted through existing state-of-the art fish screens), and further expansion of the storage capacity to 275,000 AF. State funds for the studies were also provided for in Prop. 1. Congress did not act on the legislation before the end of the previous session. Environmental documentation and endangered species coverage has already been completed for each of these proposed projects. Federal and state studies dating back to the 1960's indicated that the Los Vaqueros site could accommodate a reservoir with as much as 1 million AF of storage capacity.

In January, 2013 the Boards of Directors of EBMUD and CCWD accepted principles of agreement for a new partnership arrangement concerning LVE, and a demonstration project under which 5,000 AF of EBMUD water would be stored in the reservoir for up to 5 years took place. (Under a separate agreement, EBMUD also wheeled about 1,600 AF of CCWD's CVP water to CCWD between July 17 and 24, 2014, and a similar arrangement could be made for the summer or fall of 2015.) CCWD reached a similar understanding with ACWD on April 3, 2013 for a 1,000 AF pilot project, which was expanded to 5,000 AF in 2014 due to the drought; that water was delivered to ACWD (via the SBA between mid-July and September 1. This transfer was approved by the SWRCB and required the cooperation and coordination of Reclamation and DWR. CCWD was able to forego diversion of a similar amount from the Delta because it is able to rely on storage in Los Vaqueros. The Zone 7 Board approved a similar one-year demonstration project on November 19, and Zone 7 will receive up to 2,500 AF in 2015; the transfer was approved by the SWRCB on Jan. 20, 2015. On February 25, 2014, the EBMUD Board agreed



to exercise an option to buy up to 20,000 AF of water from the Placer County Water Agency (PCWA) in 2014, and diverted the first 5,000 AF in April, at a price of \$75/AF. EBMUD chose to not exercise the option to take another 15,000 AF of PCWA water, and the water was purchased instead by Westlands Water District, which bought a total of 35,000 AF from Placer for \$325/AF; none of the SBA contractors apparently expressed interest in buying that water. In 2014, EBMUD also purchased 16,800 AF of CVP water under its 1970 water service contract, and diverted that water via its Freeport facilities – the initial use of that contract and facilities in that manner. About 230 to 250 AF/day were delivered to EBMUD’s San Pablo Reservoir and Upper San Leandro Reservoir. Those operations were necessary because the treatment plants that draw water from those reservoirs are “full treatment” plants that can adequately handle Sacramento River water; EBMUD’s other principal treatment plants (Orinda, Lafayette, and Walnut Creek) are in-line filter plants which can only treat EBMUD’s higher quality Mokelumne River water. Importation of the CVP water allowed EBMUD to slow the rate at which it used its Mokelumne River supply; as a result Pardee Reservoir is currently 90% full and their key local reservoirs are 75% full. (Overall, EBMUD imported almost 23,400 AF of supplemental water from non-Mokelumne River sources between April and July, 2014 and is contemplating similar operations in 2015.) EBMUD’s Freeport facilities can be used to convey CVP water or water made available by Yuba or Placer, but which cannot be delivered south of the Delta due to export restrictions at the DWR pumps; arrangements of this nature, especially if implemented jointly with CCWD, could provide supply and reliability benefits to numerous Bay Area water agencies. EBMUD’s Mokelumne River facilities were also used in 2013 to successfully convey 2,000 AF of transfer water from the Woodbridge Irrigation District (near Lodi) to CCWD. EBMUD has also renewed consideration of a conjunctive use idea with a number of entities in San Joaquin County, and has a MOU in place to begin a pilot program of wheeling north-of-Delta transfer water through Freeport to some of the entities that buy water at wholesale from San Francisco’s Hetch Hetchy system.

Many similar transactions happened in 2014 and again this year as a result of the drought, and regulatory agencies (especially the SWRCB) have been very helpful due to the drought crisis. Another such transaction in 2014 involved a SWRCB-approved transfer of 10,000 AF from South Sutter Water District across the Delta to five SWP entities, four of which will receive their share of the transfer water through the Banks Pumping Plant. When water can be found north of the Delta, similar such arrangements could conceivably be made to provide additional water that could then be pumped via the South Bay Aqueduct for the benefit of Zone 7 or the other SWP contractors on that Aqueduct, but a considerable amount of planning and negotiation is needed. Such efforts were quite successful for ACWD this year.

In 2014, Metropolitan Water District of Southern California increased subsidies it will pay to water retailers for their efforts to develop local water resources, including recycled water, desalination, and recovered groundwater. Previous subsidies were a maximum of \$250/AF; on October 14, the MWD Board increased the maximum to \$340/AF.

In anticipation of 2015 remaining dry, and Zone 7 again receiving a very small portion of its SWP water supply contract entitlement, DSRSD has negotiated a water transfer with the Yuba County Water Agency of up to 1,500 AF, to be delivered via EBMUD’s Freeport, Aqueduct, and local facilities. If the transaction goes forward, the water would be available for distribution to District customers in June through September.

Record volumes of groundwater are now being pumped in the San Joaquin Valley, where farmers in Westlands Water District pumped over 650,000 AF in 2014. As dry conditions persist, hundreds of new

deep wells are being installed in the Central Valley, and the pumping of old and new wells is resulting in declining aquifers (by as much as 200 feet in one year in some areas) and land subsidence in an area that may be as large as 1,200 square miles. Many of these new wells are needed to irrigate hundreds of thousands of acres of permanent tree and vine crops that have been planted in recent years (in lieu of previous field crops like tomatoes and cotton) despite the lack of reliable and consistent imported water supplies. California now has over 840,000 acres of almond trees, as compared to about 400,000 acres in 1995, and since such trees need an average of 3 to 4 acre-feet of water per acre to survive, this increase in almond production has “hardened” annual demand for water in areas which used to be annual field/row crops or pasture. Despite the drought, California almond production was expected to be 2.1 billion pounds in 2014, of which 80% is exported from the US, and uses 60% of the nation’s entire managed honeybee population for pollination. . Similarly, the acreage now in pistachio trees (approximately 300,000 acres) has probably doubled in the past 20 years, and is still expanding. On July 15, 2014, a trial court judge in Sacramento issued an unprecedented decision holding that the “public trust doctrine,” which had previously only been applied to certain surface water resources, is also applicable to groundwater resources. If that decision stands up on appeal, it could have significant impact on utilization of previously unregulated and unmanaged groundwater resources in California.

Five local water entities (Zone 7, ACWD, CCWD, EBMUD and the SFPUC) and the WaterReuse Foundation are participating in projects being funded by the Water Research Foundation to study the potential for Direct Potable Reuse (DPR). The projects began early in 2014 and support research needs of the California Department of Public Health for compliance with the statutory mandates of SB 918 (2010) to investigate the feasibility of developing regulatory criteria for protection of public health by 2016; as a result of this work, DPR could ultimately be permitted for groundwater recharge and/or for surface water augmentation.

**San Diego Desalination:** Construction of the plant and pipeline are now more than 75% complete, and the project is on schedule and under budget, on a 54 mgd desalination plant in San Diego County; the San Diego County Water Authority (SDCWA) views it as a new long-term reliable source of drinking water, and will be paying an estimated \$1900 to \$2200/AF to achieve that reliability and the concurrent reduction in demand for imported water. The key conveyance pipeline is more than 70% finished, and “wet-testing” began in February. Operations are expected to begin in 2016, but first water deliveries may be in November 2015. A second such plant, with a production capacity of about 56,000 AFA, is nearing the end of the planning and permitting phase; it will be located in Huntington Beach if the planning and permitting processes can be successfully completed. Both of these desalination plants are sponsored by Poseidon Water and utilize engineering and technology techniques that were developed in Israel; the Huntington Beach proposal is being done in cooperation with the Orange County Water District. After adopting a report on the success of the City’s 2-year 1 mgd demonstration project, San Diego’s City Council acted in April 2013 to pursue implementation plans for a “water purification” project to augment City drinking water supplies with up to 15 mgd of purified wastewater that would be conveyed to San Vicente Reservoir to blend with stored Colorado River water. A 2013 public opinion poll indicated that 73% of the San Diego residents who were surveyed favored the project. Initial estimates are that the project would cost about \$370 Million, and could eventually be expanded to 88 mgd. (The SDCWA has also recently completed a 152,000 AF storage addition to the City of San Diego’s 70-year old 90,000 AF San Vicente Reservoir, to increase reliability and emergency storage for that region.) On November 18, the San Diego City Council also approved a water recycling/purification project that will provide supplemental drinking water supplies of up to one-third of the City’s needs by 2035, for an anticipated cost of \$3.5 Billion.



**Central Coast Desalination:** On Sep. 23, the Santa Barbara City Council unanimously approved taking the first steps to reactivate the desalination plant that the City completed in 1992, but mothballed (and some parts sold) beginning in 1994. The work necessary to restore the plant to its original 5,000 AF per year capacity is estimated to cost \$32 Million and be completed in 2017. Expanding the capacity by 50% would add another \$28 Million. The two efforts together are estimated to result in a \$14 to \$20 per month increase in local water bills to City accounts.

**OTHER WATER SUPPLY RELIABILITY AND UNCERTAINTY FACTORS:**

**Colorado River:** Although it does not directly impact the District or Zone 7, a number of factors suggest that continuing uncertainty about southern California's reliance on the Colorado River will increase. The original 1922 allocation of Colorado River water (among 7 western states) was based on a short period of hydrologic history which was wetter than any period since then. The assumption then was that the River would yield 15 MAFA; the U.S. now believes that the actual yield is closer to 12 MAFA. Upper Colorado River Basin runoff was 94% of average for 2014, but the impacts of the last 14 years of dry conditions means that storage in Lakes Powell and Mead is still at a point where water deliveries to California are curtailed. Lake Powell is at 45% of capacity; Lake Mead is at 41% of capacity but may drop by another 20 feet this year, and is currently at the lowest water surface elevation since the Lake began filling in 1935 -- the lake level is 137 feet below a full reservoir pool. The total combined storage in the two lakes at the end of October was the lowest since 1968, when Lake Powell was first being filled. As a result, southern California's ability to rely on transfers from Imperial Irrigation District (IID) to San Diego (which gets 33% of its water from these transfers), or on full deliveries from the Colorado to the MWD is now less certain. The complex set of agreements which resulted in transfers of water from IID to San Diego requires IID to meet certain water conservation goals; this has proved to be difficult for IID, and the conservation programs are very controversial among its agricultural water users. MWD has put over 2.7 MAF in storage in southern California, but in the long run a reduction in Colorado River water would tend to put added emphasis (i.e., water demand) on exports from the Delta to southern California. 2013 marked the worst 14 years of hydrologic history on the River since records have been kept; in contrast, in 2000, the combined storage in Lakes Mead and Powell was 95% of capacity. It should also be noted that in contrast to the extremely high prices being paid for water in the San Joaquin Valley, some farmers in the Coachella Valley and in Imperial County are paying as little as \$20 - 40/AF for Colorado River water. In anticipation of further decline in the reliability of Colorado River supplies, Arizona adopted and refined its comprehensive groundwater management statutes in the 1980's and 1990's, and these laws are the basis for an extensive groundwater banking program. California has no such legislation, and although there is extensive groundwater management planning in many areas (such as the Tri-Valley), there is nothing on a statewide or Central Valley-wide basis that can be used to offset drought conditions.

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As of February 28, 2015

<b>DROUGHT EXPENSE BUDGET (Calendar Year 2015)</b>		
No.	Description	Activities / Status
1	FYE 2015	Budget CY 2015: \$165,500 Actual CY 2015: \$ 14,766 Remaining Drought Budget: \$ 150,734
<b>EXEMPTIONS FROM WATER USE LIMITATIONS (Calendar Year 2015)</b>		
No.	Description	Activities / Status
1	No. Requested	6
2	No. Approved by Drought Coordinator	3
3	No. Denied by Drought Coordinator	1
4	No. Pending with Drought Coordinator	1
5	No. Appealed to Board	1
6	No. Approved by Board	1
7	No. Denied by Board	0
	No. Pending with Board	0
<b>ENFORCEMENT OF WATER USE LIMITATIONS (Calendar Year 2015)</b>		
No.	Description	Activities / Status
1	No. Written Warnings Issued	20
2	No. \$250 Violations Issued	12
3	No. \$500 Violations Issued	4
4	No. \$1,000 Violations Issued	1
5	No. Flow Restrictors Installed	0
6	No. Service Shutoffs	0
7	No. Waivers Requested	4
8	No. Waivers Approved by Drought Coordinator	4
9	No. Waivers Denied by Drought Coordinator	0
10	No. Waivers Pending with Drought Coordinator	0
11	No. Waivers Appealed to Board	0
12	No. Waivers Approved by Board	0
13	No. Waivers Denied by Board	0
14	No. Waivers Pending with Board	0
<b>"DISTRICT AS AN ORGANIZATION" WATER USE CURTAILMENTS (Calendar Year 2015) review for changes</b>		
1	Comply with District-wide water use limitations at all District facilities	Potable irrigation at remote sites has been adjusted to be in compliance with District mandatory restrictions.
2	Clean sewers with recycled water only (except for SSO's and emergencies)	All sewer cleaning is being done with recycled water, except when responding to plug ups and other emergencies.
3	Cease all hydrant flushing (except for critical areas with identified water quality problems)	All routine hydrant flushing has been suspended, except for problem areas with water quality concerns.

<b>MEDIA BASED PUBLIC OUTREACH (Calendar Year 2015) review for changes / additions</b>		
<b>No.</b>	<b>Description</b>	<b>Activities / Status</b>
1	Run appropriate on-air drought awareness messages in coordination to the greatest extent possible with other Tri-Valley water agencies	<ul style="list-style-type: none"> <li>• 1/7/15: KGO Radio story: <i>Dublin San Ramon Services District recycles its billionth gallon of waste water, faces extra demand in the drought</i></li> <li>• 1/12/15: News release: <i>DSRSD Cuts Water Use 24 Percent in 2014</i>, generated 2 TV news stories:</li> </ul>
2	Run appropriate print media drought awareness messages in coordination to the greatest extent possible with other Tri-Valley water agencies	<ul style="list-style-type: none"> <li>• 1/12/15: News release: <i>DSRSD Cuts Water Use 24 Percent in 2014</i>, generated 5 print media stories</li> </ul>
3	Run appropriate on-line drought awareness messages in coordination to the greatest extent possible with other Tri-Valley water agencies	<ul style="list-style-type: none"> <li>• 1/12/15: News release: <i>DSRSD Cuts Water Use 24 Percent in 2014</i>, generated 3 online news stories</li> <li>• The regional website, <a href="http://www.trivalleydrought.org">www.trivalleydrought.org</a>, which links to the DSRSD website, has averaged two visits a day since the end of September. Advertising was suspended 9/3/14 on Facebook and 10/24/14 on KKIQ.</li> <li>• DSRSD website - New: 2 home page features no watering through March (coordinates with bill insert) and Catching Leaks Before They Happen (Your Dollars at Work story). Updates: watering restrictions language on Drought Emergency red banner across the top of all pages, Drought Watch, and Gardening and Irrigation; 2014 potable water use reduction, GPCD, and 2014 recycled water percentage of sales on How Are We Doing; Residential Fill station hours on 3 webpages and Facebook.</li> </ul>
<b>NON-MEDIA BASED PUBLIC OUTREACH (Calendar Year 2015) review for changes / additions</b>		
<b>No.</b>	<b>Description</b>	<b>Activities / Status</b>
1	Appropriate and timely direct mailers to District customers on drought related matters	<ul style="list-style-type: none"> <li>• None so far in 2015</li> </ul>
2	Appropriate and timely bill stuffers to District customers on drought related matters	<ul style="list-style-type: none"> <li>• 1/1, 1/5: Turn off automatic sprinklers through March (insert and bill message); check irrigation controller after power outage (bill message)</li> </ul>
3	Appropriate and timely social media messages on sites such as Facebook and Twitter	<ul style="list-style-type: none"> <li>• Twitter: 1/7/15: KGO Radio tweeted their story, <i>Dublin San Ramon Services District recycles its billionth gallon of waste water, faces extra demand in the drought</i>. DSRSD Tweets: 1/12/15, news release <i>DSRSD Cuts Water Use 24 Percent in 2014</i>; 1 retweet; 3 tweets regarding fill station hours; 2 new followers and 56 total followers in January.</li> <li>• Facebook, <a href="http://www.facebook.com/FreeRecycledWater">www.facebook.com/FreeRecycledWater</a>: January, Daily Reach: 54-94 people; Daily Impressions: 714-1411; Daily Engaged: 6-15 people; New Likes: 5; Lifetime Likes: 57</li> </ul>

4	Appropriate and timely presence at Community Events such as Farmer Markets etc.	<ul style="list-style-type: none"> <li>• None so far in 2015</li> </ul>
5	Appropriate and timely presentations to local City Councils	<ul style="list-style-type: none"> <li>• None so far in 2015</li> </ul>
6	Appropriate and timely meetings with major public customers (School District, Camp Parks, Alameda County, FCI etc)	<ul style="list-style-type: none"> <li>• None so far in 2015</li> </ul>
7	Appropriate and timely speaking engagements with local service organizations such as Rotary, Lions, etc	<ul style="list-style-type: none"> <li>• None so far in 2015</li> </ul>
8	Appropriate and timely speaking engagements with Home Owners Associations (HOA's) and similar groups of residents	<ul style="list-style-type: none"> <li>• None so far in 2015</li> </ul>
9	Continue to make appropriate yard signs available to customers; and	<ul style="list-style-type: none"> <li>• Free "golden lawn" signs are available to residential customers</li> <li>• 1 sign given away, 69 on hand (150 distributed in 2014)</li> </ul>
10	Coordinate with local businesses to jointly promote water conservation	<ul style="list-style-type: none"> <li>• None so far in 2015</li> </ul>
<b>DIRECT CONSERVATION ASSISTANCE (Calendar Year 2015)</b>		
<b>No.</b>	<b>Description</b>	<b>Activities / Status</b>
1	Continue small device give-away programs	45 devices given to 5 walk-in customers: <ul style="list-style-type: none"> <li>• 3 kitchen faucet aerators</li> <li>• 11 bathroom faucet aerators</li> <li>• 6 showerheads</li> <li>• 8 toilet flappers</li> <li>• 8 toilet leak detection kits</li> <li>• 4 hose nozzles</li> <li>• 5 shower/faucet flow measurement bags</li> </ul>
2	Conduct landscape water audits	0
3	Make home water audit kits available	0
<b>ENHANCED REBATE PROGRAMS (Calendar Year 2015)</b>		
<b>No.</b>	<b>Description</b>	<b>Activities / Status</b>
1	High Efficiency Toilet (HET)	<ul style="list-style-type: none"> <li>• 16 rebates processed</li> <li>• Total \$1,047 (average \$65/rebate)</li> </ul>
2	Waterless Urinals	<ul style="list-style-type: none"> <li>• None so far in 2015</li> </ul>
3	High Efficiency Clothes Washer (HEW)	<ul style="list-style-type: none"> <li>• 112 rebates processed</li> <li>• Total \$2,800 (average \$25/rebate)</li> </ul>
4	Pool and Spa covers (to reduce evaporation)	<ul style="list-style-type: none"> <li>• 1 Rebate processed</li> <li>• Total \$100 (average \$100 / rebate)</li> </ul>
5	Weather Based Irrigation Controller ("Smart Controller) - Single Family Homes	<ul style="list-style-type: none"> <li>• 1 Rebate processed</li> <li>• Total \$72 (average \$72 / rebate)</li> </ul>

6	Weather Based Irrigation Controller ("Smart Controller) – Multi-Family Dwelling	<ul style="list-style-type: none"> <li>• None so far in 2015</li> </ul>
7	Lawn Replacement Program - Single Family Homes	<ul style="list-style-type: none"> <li>• None so far in 2015</li> </ul>
8	Lawn Replacement Program - Multi-Family or Businesses	<ul style="list-style-type: none"> <li>• None so far in 2015</li> </ul>
9	Amount of District Rebates Issued (Fiscal Year)	Budget CY 2015:                   \$10,000 Actual CY 2015: <u>\$ 4,319</u> <b>Remaining Rebate Budget:        \$ 5,681</b>
<b>EXPANDED RECYCLED WATER USE (Calendar Year 2015) review for updates / additions</b>		
<b>No.</b>	<b>Description</b>	<b>Activities / Status</b>
1	Construct and place into operation extensions to Alameda County properties in eastern Dublin	The pipeline to Santa Rita Jail and other County facilities is currently under construction. Scheduled to be complete in the Spring
2	Construct and place into operation extensions to District irrigation customers on the west side of 680	The pipeline is currently under design. At this time Staff is reviewing 60% plans. The project is expected to be put out to bid in May.
3	Cooperate with EBMUD to extend recycled water service at Bishop Ranch	EBMUD decided that they will use their forces to install pipelines through Bishop Ranch.
4	Cooperate with EBMUD, if requested, to extend recycled water service to their customers west of 680	The pipeline under design in San Ramon Road can be sized adequately to support a portions of EBMUD's demands should they request to connect and extend the pipeline to their service area.
5	Cooperate with Pleasanton in accordance with existing agreements to implement recycled water service within the City of Pleasanton	<b><u>In progress:</u></b> <ul style="list-style-type: none"> <li>• DSRSD staff providing implementation guidance.</li> <li>• Val Vista Deliveries (YTD):   4.48 million gallons</li> </ul>
6	Retrofit appropriate District potable water customers to recycled water	Accounts retrofitted :               0 AF Converted to RW Use :           0
7	Continue to operate the WWTP truck fill station for construction contractors and other larger scale water haulers	Permitted Haulers:                   45 Volume:                                   1.34 million gallons
8	Continue to operate the WWTP residential recycled water fill station	Registered Customers:               510 Volume:                                   123,000 gallons
<b>ENHANCED CUSTOMER SERVICE (Calendar Year 2015)</b>		
<b>No.</b>	<b>Description</b>	<b>Activities / Status</b>
1	Continue to promote the AquaHawk customer service portal as a customer service feature to help customers manage their water use during the drought.	<ul style="list-style-type: none"> <li>• 405 new customers registered in 2015</li> <li>• 6,369 customers now registered</li> </ul>

<b>WISE WATER USER CREDIT PROGRAM (Calendar Year 2015)</b>		
<b>No.</b>	<b>Description</b>	<b>Activities / Status</b>
1	Administer the 2015 Wise Water User Credit Program	<ul style="list-style-type: none"> <li>• 1,373 eligible customers beginning of year</li> <li>• 1,245 customers remaining eligible this year</li> </ul> <p><i>(By limiting usage to Tier 1 volumes )</i></p>
<b>IRRIGATION ADJUSTMENTS AND REPAIRS CUSTOMER ASSISTANCE PROGRAM (Calendar Year 2015)</b>		
<b>No.</b>	<b>Description</b>	<b>Activities / Status</b>
1	Requests Handled (Calendar Year)	<ul style="list-style-type: none"> <li>• 0</li> <li>• Cost = (average \$0 per request)</li> </ul>
2	Cost of Repairs Handled (Fiscal Year)	Budget CY 2015:                   \$1,250 Actual CY 2015: <u>    0</u> <b>Remaining Program budget:       \$ 1,250</b>
<b>PURSUE SHORT-TERM TEMPORARY WATER SOURCES (Calendar Year 2015) check for updates / additions</b>		
<b>No.</b>	<b>Description</b>	<b>Activities / Status</b>
1	Upgrade the existing non-Dougherty Valley DSRSD-EMBUD interties to “semi-permanent” status	Operations is preparing plans for the maintenance staff to fabricate and install rigid piping connections for the Alcosta-Davona and Southwick interties.
2	Continue to encourage and support Zone 7’s efforts for water transfers	<ul style="list-style-type: none"> <li>• Continue to support Zone 7 efforts for CCWD Water Exchange</li> <li>• Continue to support Zone 7 efforts for Yuba Accord water</li> </ul>
3	Explore retail-level water transfers utilizing existing interties as a source of additional supply directly to the District.	<p>On March 3 the Board approved the purchase of up to 1,500 acre-feet of water from Yuba County Water Agency (YCWA) that would deliver up to 1,275 acre-feet to DSRSD customers via the interties with EBMUD between June 1 and Sept 30, 2015. The Board also approved a Wheeling Agreement with EBMUD to facilitate this transfer. EBMUD is handling most of the coordination with BOR, DDW, YCWA, and others. On March 3 Zone 7 submitted a letter opposing DSRSD’s water transfer. The US Bureau of Reclamation is currently considering whether or not to approve a Warren Act Contract that would be necessary for DSRSD to use the Folsom South Canal to convey the transfer.</p>

H:\Board\2015\03-17-15\9B Water Supply Report\Attachment 2 - Drought Response Action Plan Status Report REVISED.docx



Reference Administrative Services Manager	Type of Action Discuss and Provide Direction	Board Meeting of March 17, 2015
Subject Consideration of Budget Programs for Fiscal Years Ending 2016 and 2017		
<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	J. Archer
		<input type="checkbox"/> Board Member

**Recommendation:**

The Administrative Services Manager recommends the Board discuss and, by Consensus, provide direction for Fiscal Year Ending 2016 and Fiscal Year Ending 2017 regarding: (a) new, revised or enhanced services, programs, equipment and efforts for funding; and, (b) those existing services, programs, equipment and efforts for reduced or terminated funding.

**Summary:**

Staff is in process of developing the annual budgets for the Years Ending 2016 and 2017. On March 3, 2015 the Board tentatively endorsed various Strategic Goals for the same budget period. Staff is working on the funding implications of those tentative Strategic Goals and will present that analysis to the Board when the draft budget is assembled.

The purpose of this item is to give the Board an opportunity to do “blue sky” thinking about services, programs, equipment and efforts that are not necessarily at the Strategic level but which the Board may nevertheless feel are important to discuss. Staff desires this sort of input as early as possible in the budgetary process so that staff can efficiently and properly develop the cost implications of these sorts of items. With that, staff would be in a position to present cost implications to the Board as part of the budget review process.

It is suggested that the discussion focus:

- First, on new, revised or enhanced services, programs, equipment and efforts the Board may desire to implement if those ideas can be funded within budgetary constraints.
- Second, on existing services, programs, equipment and efforts the Board may desire to have reduced or eliminated. To aid this part of the discussion a list of programs and tasks contained in the currently adopted Strategic Plan is provided for reference. The Board’s discussion need not be limited to these items.

No formal decisions will be made at this meeting, only direction by Consensus is sought related to items that the Board would like to see developed for further consideration as part of the budget development and approval process.

Committee Review			Legal Review	Staff Review		
COMMITTEE ---	DATE ---	RECOMMENDATION ---	Not Required	ORIGINATOR J. Archer	DEPARTMENT Admin Services	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. Services, Programs, Efforts in Current Strategic Plan 2. 3.				

<b>REF. NO.</b>	<b>SERVICES, PROGRAMS EFFORTS IN CURRENT STRATEGIC PLAN</b>
<b>1.1</b>	<b>INTEGRATE MASTER PLANS WITH FEE STUDIES</b>
1.1.1	Working in concert with the cities to which we provide wastewater services develop equitable and acceptable programs to mitigate the impact capacity fees have on restaurants in the current economy
1.1.2	Update Water Capacity Reserve Fee study in conjunction with the update to the Water Master Plan
1.1.3	Prepare CIP ten year plan
1.1.4	Update Regional Capacity Reserve Fee study in conjunction with the update to the Regional Treatment Plant Master Plan
1.1.5	Update Local Capacity Reserve Fee study in conjunction with the update to the Collection System Master Plan
<b>1.2</b>	<b>SUSTAIN RATES THAT ACHIEVE THE POLICY OBJECTIVES ESTABLISHED BY THE BOARD</b>
1.2.1	Review annually the ability to pay back the funds advanced through the Temporary Infrastructure Charge to the water replacement fund from water capacity revenues that maintains expansion reserves at the levels set by Board Water Expansion Fund Management policy
1.2.2	Prepare an updated Regional rate study that includes appropriate cash reserves and debt coverage
1.2.3	Prepare an updated Local rate study that includes appropriate cash reserves
1.2.4	Update miscellaneous fees and charges
1.2.5	Prepare an updated water rate study that includes appropriate cash reserves and debt coverage
<b>1.3</b>	<b>BUDGET TO SUPPORT THE DISTRICT'S MISSION</b>
1.3.1	Work with DERWA and LAVWMA to transition to a two-year budgeting system
1.3.2	Prepare Biennial Operating Budget in odd numbered fiscal years
1.3.3	Prepare Biennial CIP budget in odd numbered fiscal years
1.3.4	Prepare DERWA O&M budget
1.3.5	Prepare LAVWMA O&M budget
1.3.6	Continue to work closely with Zone 7 to influence Zone 7 to raise rates the minimum amount to achieve their mission while maintaining prudent reserves
1.3.7	Develop long-term financial planning models to allow the Board to make more informed long-term rate and budget decisions
<b>1.4</b>	<b>ACTIVELY MANAGE DEBT AND MINIMIZE FUTURE DEBT COSTS BY HAVING AT LEAST AN AA CREDIT RATING</b>
1.4.1	Provide all required reports and disclosures mandated by indentures
1.4.2	Regularly evaluate the District's debt instruments (including Bank Bond) for refinancing and early repayment opportunities that would be beneficial to the District
1.4.3	Annually provide briefings to the Board regarding pension obligations and funding
1.4.4	Biannually review OPEB liability and funding obligations and maintain 100% funding
1.4.5	When PERS isolates District from pension pool, develop plan to fund pension obligations at an appropriate level
1.4.6	Develop a plan for revising or terminating the Regional Agreement once the debt is paid off



<b>1.5</b>	<b>SECURE AND GROW ALTERNATIVE REVENUE SOURCES WHILE BALANCING THE EFFECT ANY DISTRICT REVENUE-GENERATING ACTIVITY WILL HAVE ON THE ENVIRONMENT AND ON LOCAL RESIDENT AND BUSINESSES</b>
1.5.1	Investigate ways to generate revenue from the District’s Gleason property until such time as it is needed for District purposes or is sold
1.5.2	Participate with regional partners in the pursuit of Federal and State assistance for biosolids-to-energy projects
1.5.3	Collect cell phone tower lease revenue and renew expiring leases on favorable terms
1.5.4	Collect building lease payments
1.5.5	Advocate for continued receipt of property tax revenue
<b>1.6</b>	<b>MAINTAIN ADEQUATE RESERVES</b>
1.6.1	Explore in good faith the closeout of the Windemere BLC credit-against-fee agreement
1.6.2	Un-suspend the credit-against-fee agreement with Shapell, Lin and Pimm Brother or their successors
1.6.3	Manage reserve funds in accordance with Board policy and regularly report status
1.6.4	For regional treatment system, develop Excel replacement funding model
1.6.5	For local collection system, develop Excel replacement funding model
1.6.6	For LAVWMA export facilities, develop Excel replacement funding model
1.6.7	For potable water system, develop Excel replacement funding model
1.6.8	Review the District’s reserve policies to ascertain if revisions are needed to protect the District rate payers against a significant economic downturn
1.6.9	For DERWA recycled water facilities, develop Excel replacement funding model
<b>1.7</b>	<b>MANAGE INVESTMENTS</b>
1.7.1	Continually match short-and long-range investment maturities to short-and long-term cash needs
1.7.2	Regularly report on adherence of investments made to the investment policy and benchmark to market returns
1.7.3	Evaluate and recommend one of three investment options offered by PERS for District OPEB investments
1.7.4	Consider retaining an investment advisor and/or outsourcing portfolio management
1.7.5	Develop long-term investment goals
<b>2.1</b>	<b>IMPLEMENT ASSET MANAGEMENT PROGRAM</b>
2.1.01	Complete condition assessment of appurtenances in highly corrosive locations and prepare report of findings
2.1.02	For water system asset management, develop and implement an effective valve turning program based upon criticality
2.1.03	For WWTP Asset Management, identify and develop inspection schedule for critical processes and equipment
2.1.04	Conduct CCTV, as well as possible sonar and laser analysis, of large diameter sewers
2.1.05	Pilot test methods for assessing condition of underground water pipes
2.1.06	For LAVWMA Asset Management, identify inspection schedules and assessment protocols for critical equipment

2.1.07	For DERWA Asset Management, identify inspection schedules and assessment protocols for critical equipment
2.1.08	Implement asset management for critical aspects of the water system
2.1.09	For WWTP Asset Management, identify and develop assessment protocols for laboratory equipment and replacement
2.1.10	Continue to use Collection system asset management electronic storage, retrieval and closing of AMP work orders
2.1.11	Incorporate critical WWTP piping into GIS
2.1.12	Enter all District owned or operated assets in CMMS
2.1.13	Integrate asset management of the water system into routine operations
2.1.14	For Collection system asset management, based upon first three years of data evaluate cleaning and CTV program including trouble spots
<b>2.2</b>	<b>COMPLETE KEY CAPITAL IMPROVEMENT PROJECTS</b>
2.2.01	Study the feasibility, in association with Pleasanton, of constructing a compressed natural gas (CNG) fueling station at the WWTP
2.2.01	Rehabilitate the WWTP RAS line
2.2.02	Reservoir Access Road Improvements
2.2.03	Dougherty Road Utilities
2.2.04	Clarifier 4 Recoating
2.2.05	CoGen Engine 3 Fuel-switching
2.2.06	Digester Roof Recoating
2.2.07	Dublin Trunk Relief Sewer
2.2.08	Complete Water and Recycled Water SCADA Improvements Project
2.2.09	Plan and design corporation yard
2.2.10	Replace sections of Camp Parks water mains in coordination with development of Camp Parks Cantonment Area
2.2.11	Design and construct Reservoir 20B
2.2.12	Plan and design sixth recycled water sand filter
2.2.13	Complete WWTP SCADA Improvements
2.2.14	Implement wet weather capacity improvements at WWTP
2.2.15	Relocate Corp Yard
2.2.16	Issue bids and construct No. 4 Digester
2.2.17	Expand recycled water plant beyond sixth filter
<b>2.3</b>	<b>COMPLETE FACILITY MASTER PLANS</b>
2.3.1	Integrate the District's GIS database capabilities into the water system hydraulic model and CMMS (Lucity)
2.3.2	Prepare water master plan, including recycled water
2.3.3	Develop and maintain potable and recycled water system dynamic hydraulic modeling
2.3.4	Prepare regional treatment plant master plan including administrative spaces and biosolids handling
2.3.4	Review and optimize WWTP power use
2.3.5	Identify other systems for optimization other than power and chemicals (i.e. natural gas, water, etc.)

2.3.6	Prepare regional treatment plant master plan including administrative spaces and biosolids handling, power distribution and generation, alternative energy, odor control and NG fueling station
2.3.7	Prepare collection system master plan
<b>2.4</b>	<b>PREPARE FOR EMERGENCIES AND PROVIDE SECURITY</b>
2.4.01	Complete security improvements at District Office and WWTP
2.4.02	Improve emergency communications capabilities
2.4.03	Complete approved security improvement at Maintenance Building
2.4.04	Update a risk/vulnerability assessment of District facilities and identify needed assets
2.4.05	Complete security improvements to the water system pump stations and reservoirs
2.4.06	Implement modern inventory management and control system for maintenance
2.4.07	Regularly train employees regarding what to expect and how to act during a local, regional, and/or national emergency using a variety of exercises, drills and classroom venues
2.4.08	Regularly assess and test the security of the District's physical and cyber assets
2.4.09	Regularly Update Emergency Response Plan
2.4.10	Develop formal disaster accounting procedures
2.4.11	Biennially update the unified communication plan (network/radios/phones)
2.4.12	Conduct emergency preparedness training for elected officials
2.4.13	Finalize, maintain and regularly update disaster recovery/business continuity plan
<b>2.5</b>	<b>USE INFORMATION TECHNOLOGY EFFECTIVELY</b>
2.5.1	Provide secure access to fully integrated voice and data technology to provide relevant information to ensure good business and operational decisions
2.5.2	Have maps for new infrastructure available electronically
2.5.3	Prepare Master Plan for the business network
<b>3.1</b>	<b>WATER SUPPLY</b>
<b>3.1.1</b>	<b><i>Provide an Adequate Water Supply</i></b>
3.1.1.01	Manage the District's available water supply so as to achieve the necessary degree of water use conservation and/or curtailment (as compared to previous years) while: <ul style="list-style-type: none"> <li>- Communicating to our customers the necessity of doing so;</li> <li>- Maintaining the financial integrity of the water fund(s);</li> <li>- Minimizing the financial burden on low water using customers; and</li> <li>- Always maintaining sufficient water for health and safety and fire protection purposes</li> </ul>
3.1.1.02	Regularly assess, in conjunction with Zone 7 and Urban Water management Plans and Water Supply Assessments, the long term adequacy of the District's water supply
3.1.1.03	Encourage Zone 7 and other Tri-Valley retailers to develop a portfolio of local water supply options that can be implemented in the event efforts to fix the Delta are delayed or fail or which will supplement an improved Delta supply
3.1.1.04	Support regional desalination programs that will benefit District customers
3.1.1.05	Support regional operational interties between major water systems that will benefit District customers
3.1.1.06	Routinely monitor and analyze unaccounted loss for recycled and potable water take steps as appropriate to address issues that arise
3.1.1.07	Update Water Shortage Contingency/Conservation Plan

3.1.1.08	Assess water supply for UWMP 2015
3.1.1.09	Complete updated UWMP 2015
3.1.1.10	Possible reopen of the Zone 7-DSRSD Water Supply Contract if Zone 7 needs to do so because of financing issues related to Delta improvements
3.1.1.11	Explore the exchange of recycled water with regional agencies
3.1.1.12	Evaluate the benefits of the District exercising its option before 2022 to acquire the well built by Zone 7 on District property at the Camp Parks well field
<b>3.1.2</b>	<b><i>Sustain Compliance with Potable Water Use Reduction Mandates</i></b>
3.1.2.1	Examine the appropriateness of maintaining the District’s membership in the California Urban Water Conservation Council if that organization continues on its path of being a semi-regulatory body that prescribes rules beyond what are required to meet State policy (10% by 2015 and 20% by 2020)
3.1.2.2	Regularly monitor per capita water usage within the District to ensure the District continues to sustainably meet State water conservation targets (10% by 2015 and 20% by 2020)
3.1.2.3	Participate in, administer as reasonably needed, and promote Zone 7 rebate programs for water conservation
3.1.2.4	Maintain an active Public Information program to reflect the current conservation needs
3.1.2.5	Investigate and develop as appropriate and in partnership with agencies having regulatory approval, a local gray water reuse program
3.1.2.6	Investigate and develop as appropriate and in partnership with agencies having regulatory approval a local rainwater capture program
<b>3.1.3</b>	<b><i>Improve Water Quality</i></b>
3.1.3.1	Sunset the three-way (DSRSD, Pleasanton, Zone 7) joint water quality resolution and replace with Valley wide water quality policy developed by Zone 7 in cooperation with retailers
3.1.3.2	Monitor and evaluate the impact of the Zone 7 demineralization system for improving District water quality
3.1.3.3	Evaluate measures to reduce water age and maintain a chlorine residual in potable water system
3.1.3.4	Encourage Zone 7 to take all financially prudent operational and capital improvement steps to improve the overall quality of water served in the Tri-Valley
3.1.3.5	Appropriately participate as appropriate on emerging issues affecting the water supply (pharmaceuticals, endocrine disrupters, fluoride concentrations in drinking water, chromium)
3.1.3.6	Work with Zone 7 and other retailers to minimize abrupt variations in source water blends to retailers
3.1.3.7	Encourage Zone 7 to take proactive and appropriate steps to meet the terms of the DSRSD – Zone 7 Water Supply Agreement calling for the Zone to blend its different sources of water within its operational capabilities to provide water of approximately equal water quality to each of its contractors and to endeavor to provide treated water that is aesthetically acceptable to District customers
<b>3.2</b>	<b>WASTEWATER</b>
<b>3.2.1</b>	<b><i>Diversify Biosolids Management</i></b>
3.2.1.1	Make recommendation regarding participation in Regional Biosolids project
3.2.1.2	Facilitate Pleasanton membership in the BAB2E program
3.2.1.3	Pilot dewatering and waste-to-energy processing

3.2.1.4	Pilot test on-site composting
3.2.1.5	Annually harvest biosolids from the FSL's and land application on the DLD
3.2.1.6	Develop another standby landfill or land application contract for disposal
<b>3.2.2</b>	<b><i>Fully Develop Wet Weather Disposal Capacity</i></b>
3.2.2.1	Explore in good faith ways to closeout remaining regional agreement issues related to Clean Water Revival
3.2.2.2	Monitor flow to evaluate I/I reduction options
3.2.2.3	Evaluate and potentially seek reduction and/or transfer of LAVWMA member agency influent limits
<b>3.2.3</b>	<b><i>Good Neighbor Relations</i></b>
3.2.3.1	Complete improvements to landscaping and fencing on east side of WWTP
3.2.3.2	Hold meetings at least annually with the WWTP neighbors
3.2.3.3	Maintain odor control facilities in working order to meet objectives for performance
3.2.3.4	Identify and correct fugitive sources of odors at WWTP
3.2.3.5	Regularly communicate with neighbors at WWTP regarding odors
3.2.3.6	Reach a decision as to when the District has achieved appropriate odor mitigation for the treatment facilities
<b>3.2.4</b>	<b><i>Address Issues of Emerging Concern and Unresolved Local Issues</i></b>
3.2.4.1	Appropriately participate as regulations are formulated and developed related to emerging issues affecting wastewater operations (nutrient removal, plastics, endocrine disrupters, sediment quality, metals, total maximum daily loads (TMDLs), greenhouse gas emissions, air emissions)
3.2.4.2	Continue to educate our customers on the importance of proper disposal of pharmaceuticals and personal care products and work to provide them with viable options for doing so
3.2.4.3	Replace temporary struvite control equipment with permanent improvements
<b>3.3</b>	<b><i>RECYCLED WATER</i></b>
<b>3.3.1</b>	<b><i>Secure Additional Recycled Water from Other Sources</i></b>
3.3.1.1	Examine ways in the future to stretch the existing recycled water system in ways that are financially sound such as the use of seasonal storage and fringe basin or other unusable wells
3.3.1.2	Work with Zone 7 to fulfill the MOU commitment to provide up to 1,200 AF yield of seasonal recycled water storage within Zone 7's holdings in the chain of lakes/gravel quarries
3.3.1.3	Examine the long-term feasibility of intertying recycled water systems throughout the Tri-Valley
<b>3.3.2</b>	<b><i>Extend Recycled Water Service</i></b>
3.3.2.1	Complete planning of western Dublin and Camp Parks recycled water projects to a level sufficient to qualify for State and/or Federal funding
3.3.2.2	Investigate and develop as appropriate the extension of recycled water to the Alameda County Governmental properties in accordance with the 1996 Area Wide Facility Agreement between the District and Alameda County
3.3.2.3	When grant funding is approved, design and build as appropriate the extension of recycled water to western Dublin and Camp Parks
3.3.2.4	In conjunction with the California Department of Public Health investigate and develop as appropriate a pilot program for the use of recycled water in front yards of accepting customers

3.3.2.5	Investigate and develop as appropriate the extension of recycled water to the District service within Camp Parks
3.3.2.6	Investigate and develop as appropriate other uses for recycled water, such as toilet and urinal flushing in non-residential settings
<b>3.3.3</b>	<b><i>Promote Regional Cooperation Regarding Recycled Water</i></b>
3.3.3.1	Install and operate facilities to deliver recycled water to Val Vista Park in accordance with DSRSD – Pleasanton Agreements
3.3.3.1	Support recycled water research to promote indirect and direct potable reuse
3.3.3.2	Upon approval of DSRSD-Pleasanton and DERWA-Pleasanton agreements take appropriate steps to implement and operate facilities to deliver "interim" service of up to 500 AFA to Pleasanton
3.3.3.3	Appropriately participate as regulations are formulated and developed related to emerging issues affecting recycled water such as constituents of emerging concern in recycled water and indirect and direct potable reuse
3.3.3.4	Work with ACWA and other statewide agencies to implement the statewide RW policy on regional and local level
3.3.3.5	Support WaterReuse in the development of state-wide potable reuse policy and regulations
<b>3.3.4</b>	<b><i>Seek Financial Assistance for Recycled Water Projects</i></b>
3.3.4.1	Resolve the allocation of Water Resources Development Act grants to DERWA as called for in various DERWA agreements
3.3.4.2	Partner with Tri-Valley retailers to encourage Zone 7 to financially support recycled water expansion in a prudent and cost effective manner
3.3.4.3	Support and continue to participate in the Western Recycled Water Coalition seeking federal support for recycled water projects
<b>4.1</b>	<b>ENSURE EFFECTIVE WORKFORCE SUCCESSION</b>
4.1.1	Put in place any changes to the District's organizational structure
4.1.2	Transition to a permanent senior management team
4.1.3	Plan to hire a new General Manager within the time frame of this Strategic Plan
4.1.4	Support the ROP Water Pollution Control Program to ensure its continued success
4.1.5	Continue to develop and expand the existing OJT Program
4.1.6	Annually review and update electronic FOD O&M manuals
4.1.7	Annually review and update electronic WWTP O&M manuals
4.1.8	Update long-term staffing plan that is compatible with revenue projections
4.1.9	Assess training needs biennially
<b>4.2</b>	<b>PROVIDE A SAFE, NON-HOSTILE AND COLLEGIAL WORK PLACE</b>
4.2.01	Assess District wide safety program
4.2.02	Maintain a vigilant safety program and management attention on the importance of safety in the workplace
4.2.03	Promptly and thoroughly investigate all accidents and near misses
4.2.04	Routinely inspect work areas for hazards, and correct hazards when identified
4.2.05	Provide the necessary tools and equipment to ensure a safe work environment
4.2.06	Promptly investigate and take action related to allegations of workplace discrimination, harassment, or any other bias proscribed by law

4.2.07	Provide mandatory safety training in accordance with federal and state regulatory requirements
4.2.08	Provide workplace violence prevention training
4.2.09	Provide diversity training
4.2.10	Provide non-harassment training
4.2.11	Continue to formally recognize employees at events such as the annual recognition event and other similar venues and opportunities
<b>4.3</b>	<b>RECRUIT AND RETAIN A HIGH-PERFORMING WORKFORCE</b>
4.3.1	Fill IT Analyst position
4.3.2	Assess the District's Deferred Compensation (457) plan and conduct marketing review every 4 years
4.3.3	Assess hiring practices and procedures to ensure that the District is effectively and efficiently hiring the top candidates
4.3.4	Undertake timely and appropriate compensation and benefit surveys as job classifications are modified or created and in advance of labor contract negotiations
4.3.5	Maintain a viable suggestion program to improve business practices
4.3.6	Review current District work practices and personnel work rules to reflect the cultural shift towards a maintenance organization
4.3.7	Maintain an advisory committee to advise the full management team on matters of business process improvements, assuring that staff at all levels is prepared, empowered, and willing to make decisions that affect their work
4.3.8	Review and update the New Employee Orientation Program
<b>4.4</b>	<b>OPTIMIZE DISTRICT ORGANIZATIONAL STRUCTURE AND STAFFING TO IMPROVE PRODUCTIVITY WHILE ACHIEVING THE MISSION</b>
4.4.1	Assess alternative staffing strategies to meet the Mission on an ongoing basis given current economic conditions and labor markets
4.4.2	Regularly review organizational structures to identify opportunities for efficiencies and better alignment at least as often as whenever a key vacancy occurs
<b>4.5</b>	<b>EFFECTIVELY AND CONSISTENTLY MANAGE PERFORMANCE</b>
4.5.1	Conduct performance evaluations for all District employees at least annually and as new employees reach the end of probationary periods
4.5.2	Conduct annual performance evaluations for all Board-appointed positions
4.5.3	Assess the need for a new supervisory academy program triennially
4.5.4	Regularly assess, update and implement performance management program
<b>4.6</b>	<b>FOSTER POSITIVE EMPLOYEE-EMPLOYER RELATIONS</b>
4.6.1	Meet regularly with representatives of recognized employee groups to address labor issues
4.6.2	Seek to resolve all grievances at the lowest possible level
4.6.3	Evaluate and update District Code, Personnel Merit System
4.6.4	Every four years, evaluate and update employer-employee relations resolution process
<b>4.7</b>	<b>MAINTAIN FAIR AND EQUITABLE LABOR AGREEMENTS</b>
4.7.1	Assist the Board with the development of a long-term compensation and benefits philosophy
4.7.2	Monitor and implement as appropriate the provisions of the enacted California pension reform legislation and meet and confer as may be needed to address issues as they arise

4.7.3	Monitor and implement as appropriate the provisions of the enacted Federal health care reform legislation and meet and confer as may be needed to address issues as they arise
4.7.4	Conduct MEBU negotiations at an appropriate time
4.7.5	Conduct PEBU negotiations at an appropriate time
4.7.6	Conduct CEBU negotiations at an appropriate time
4.7.7	Conduct Local 39 negotiations at an appropriate time
<b>4.8</b>	<b>FOSTER POSITIVE EMPLOYEE MORALE</b>
4.8.1	Stay abreast of news stories, trends, issues and realities associated with public sector employment
4.8.2	Stay abreast of evolving legislation involving public sector employment
4.8.3	Regularly conduct employee exit interviews
4.8.4	Regularly conduct employee satisfaction surveys
4.8.5	Develop plan to address identified and legitimate issues regarding input received on employee satisfaction surveys
4.8.6	Host a periodic retiree luncheon
<b>5.1</b>	<b>SUSTAIN EFFECTIVE, EFFICIENT, OPEN AND TRANSPARENT GOVERNANCE OF THE DISTRICT</b>
5.1.01	Update Board Guidelines
5.1.02	Achieve CSDA Transparency certification
5.1.03	Improve experience for online users of Board and Committee agendas focusing of accessibility with tablet devices
5.1.04	Evaluate the operation of the Board's revised Committee system a year after it goes into operation
5.1.05	Conduct prospective Board member orientation programs
5.1.06	Conduct newly elected Board member orientation programs
5.1.07	Conduct consolidated District elections
5.1.08	Update the Strategic Plan Mission, Vision, Values and Goals every two years
5.1.09	Update the Strategic Work Plan Tasks every year
5.1.10	Annually review 25% of District policies
5.1.11	Ensure ease of communication from the public to their elected officials
5.1.12	Provide required notice and monitor compliance with regular Board Ethics Training
5.1.13	Conduct annual Conflict of Interest, Brown Act, and Public Records Act training for Board
5.1.14	Conduct regular harassment prevention training for Board
5.1.15	Respond to all Public Records Act requests within the "spirit of the law"
5.1.16	Encourage timely compliance of all FPPC filings by elected officials
<b>5.2</b>	<b>MANAGE THE DISTRICT IN ACCORDANCE WITH BOARD POLICY DIRECTION</b>
5.2.1	Evaluate and update Purchasing Guidelines
5.2.2	Undertake biennial review of Conflict of Interest Code
5.2.3	Regularly evaluate and update personnel rules
5.2.4	Maintain the District Code online on a continuous basis
5.2.5	Maintain District policies online on an ongoing basis
5.2.6	Encourage timely compliance of all FPPC filings by required filers



5.2.7	Provide information and ensure compliance regarding ethics training to designated employees
5.2.8	Conduct regular harassment prevention training for District staff
5.2.9	Post Board and Committee agendas, supporting materials, and minutes online
<b>5.3</b>	<b>PROVIDE COST EFFECTIVE, TIMELY AND HIGH QUALITY ADMINISTRATIVE SUPPORT OF GENERAL DISTRICT GOVERNANCE, MANAGEMENT AND OPERATIONS</b>
5.3.1	Continue to recover from backlog in records management
5.3.2	Examine and implement ways to streamline, enhance and update current records management and email retention programs District-wide
5.3.3	Examine and implement as appropriate a formal contract management and administration system
5.3.4	Conduct an annual review and update of the Sanitary Sewer Management Plan (SSMP)
5.3.5	Review insurance requirements of standard agreements and construction contracts triennially
<b>6.1</b>	<b>IDENTIFY AND IMPLEMENT VARIOUS COORDINATION ACTIVITIES AMONG TRI-VALLEY UTILITIES</b>
6.1.1	Finalize Intergovernmental Reciprocal Services Master Agreement (IRSMA) for Board consideration
6.1.2	Implement Task Orders involving DSRSD under IRSMA
<b>6.2</b>	<b>PARTICIPATE IN TRI-VALLEY DISCUSSIONS REGARDING UTILITY INTEGRATION</b>
6.2.1	Reconvene Tri-Valley Utility Ad Hoc Committee to assess progress since 2014 meeting
6.2.2	Move forward with implementation/further evaluation as directed by Board
<b>6.3</b>	<b>BE A DEPENDABLE PARTNER TO CAMP PARKS AS DEVELOPMENT OCCURS ON AND OFF THE BASE</b>
6.3.1	Complete Water Supply Assessment for Camp Parks Exchange Project
6.3.2	Plan, design and construct all major infrastructure needed for Camp Parks Exchange Project
6.3.3	Review and inspect all developer-dedicated infrastructure for Camp Parks Exchange project
6.3.4	Meet at least quarterly with the senior staff of Camp Parks to ensure broad cooperation
<b>6.4</b>	<b>TRANSITION TO A CONTRACTUAL RECYCLED WATER PARTNERSHIP</b>
6.4.1	Open discussions with EBMUD regarding transitioning from the DERWA JPA to a contractual relationship
6.4.2	Transition from a JPA to a contractual relationship
<b>6.5</b>	<b>MAINTAIN POSITIVE RELATIONSHIPS WITH OTHER PUBLIC AGENCIES WITHIN AND ADJACENT TO OUR SERVICE AREA</b>
6.5.1	Meet at least quarterly with the senior staff of the cities we serve to ensure broad cooperation
6.5.2	Meet at least annually with the elected officials of the cities we serve to coordinate broad policy matters
6.5.3	Meet as needed with the senior staff of the school districts in our service area to ensure broad cooperation
6.5.4	Meet as needed with the elected officials of the school districts in the service area to coordinate broad policy matters
6.5.5	Meet as needed with County staff to ensure broad cooperation
<b>6.6</b>	<b>WORK TOGETHER WITH REGIONAL UTILITIES</b>
6.6.1	Meet at least quarterly with the Tri-Valley Retailers Group senior staff to ensure broad cooperation

6.6.2	Meet with the City of Pleasanton in accordance with the Regional Agreement
6.6.3	Attend DERWA Board meetings in accordance with the DERWA JPA and Board-adopted meeting schedule
6.6.4	Meet at least quarterly with the DERWA Public Affairs Steering Committee to ensure broad cooperation
6.6.5	Meet periodically during the year with the DERWA and EBMUD recycled water senior operations staff to ensure broad cooperation
6.6.6	Attend LAVWMA Board meetings in accordance with the LAVWMA JPA and Board-adopted meeting schedule
6.6.7	Meet at least quarterly with the LAVWMA and member agency senior operations staff to ensure broad cooperation
<b>6.7</b>	<b>WORK COLLABORATIVELY WITH REGULATORY AGENCIES</b>
6.7.1	Develop and maintain professional working relationships with regulatory agencies that govern District operations
<b>6.8</b>	<b>PARTICIPATE IN THE ACTIVITIES OF INDUSTRY AND PROFESSIONAL ASSOCIATIONS THAT BRING REAL VALUE TO THE DISTRICT</b>
6.8.1	Participate in CASA governance and/or Committee and Task Force work
6.8.2	Participate in ACWA governance and/or Committee and Task Force work
6.8.3	Participate in CSRMA governance and/or Committee and Task Force work
6.8.4	Participate in WateReuse governance and/or Committee and Task Force work
6.8.5	Participate in CUWCC governance and/or Committee and Task Force work
6.8.6	Participate in BACWA governance and/or Committee and Task Force work
6.8.7	Participate in Tri-TAC governance and/or Committee and Task Force work
<b>7.1</b>	<b>SERVE OUR CUSTOMERS WELL</b>
7.1.1	Re-evaluate cost of the District paying the credit card fee for debit/credit card transactions currently being paid by customers who use this method of payment
7.1.2	Launch new internet platform
7.1.3	Develop content for new District website
7.1.4	Use technology to allow customers to readily access their customer accounts
7.1.5	Conduct a multi-year "branding" campaign emphasizing the value the District provides to the communities it serves
7.1.6	Continue to market electronic billing and payments
7.1.7	Conduct customer satisfaction surveys in a cost-effective manner and report the results annually
7.1.8	Bill customers accurately and in a timely manner
<b>7.2</b>	<b>PROMOTE KEY DISTRICT MESSAGES AND SOLICIT COMMUNITY INPUT</b>
7.2.1	Use social media platforms to communicate key District messages, especially emergency water alerts
7.2.2	Prepare and cost-effectively distribute key publications (e.g., CAFR, AWQR, budget, strategic plan, etc.)
7.2.3	Promote key District messages
7.2.4	Undertake appropriate community outreach activities

7.2.5	Provide means for cost-effective community input (such as an interactive web site, issue-specific open houses, brief surveys, social media, etc.)
7.2.6	Provide media training for appropriate staff
<b>7.3</b>	<b>PARTICIPATE IN EDUCATIONAL PROGRAMS</b>
7.3.1	Provide educational materials and instruction to area schools and institutions of higher learning
7.3.2	Undertake appropriate education and outreach to the continuation high schools in the District's service area
7.3.3	Coordinate with Zone 7 (which employs three credentialed teachers under contract) to assist with the District's educational program
7.3.4	Continue to participate and fund the Bay Area Consortium of Water and Wastewater Education program
7.3.5	Continue to host the Tri-Valley Regional Occupational Program for future wastewater operators at the District's WWTP
7.3.6	Continue lecture series to Advanced Placement Environmental Studies class (high school level) regarding water in California
7.3.7	Continue lecture series to upper division Urban Planning class (UC Berkeley) regarding recycled water in CA
7.3.8	Sponsor regional science fair awards related to the water sciences
7.3.9	Annually sponsor and promote the James B. Kohnen scholarship program