



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

**NOTICE OF REGULAR MEETING**

**TIME:** 6 p.m.

**DATE:** Tuesday, August 15, 2017

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

**AGENDA**

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

1. CALL TO ORDER
2. PLEDGE TO THE FLAG
3. ROLL CALL – Members: Duarte, Halket, Howard, Misheloff, Vonheeder-Leopold
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)  
At this time those in the audience are encouraged to address the Board on any item of interest that is within the subject matter jurisdiction of the Board and not already included on tonight’s agenda. Comments should not exceed five minutes. Speakers’ cards are available from the District Secretary and should be completed and returned to the Secretary prior to addressing the Board. The President of the Board will recognize each speaker, at which time the speaker should proceed to the lectern, introduce him/herself, and then proceed with his/her comment.
6. REPORTS
  - 6.A. Reports by General Manager and Staff
    - Event Calendar
    - Correspondence to and from the Board
  - 6.B. Joint Powers Authority and Committee Reports
  - 6.C. Agenda Management (consider order of items)
7. APPROVAL OF MINUTES
  - 7.A. Regular Meeting Minutes of August 1, 2017  
**Recommended Action:** Approve by Motion
8. CONSENT CALENDAR  
Matters listed under this item are considered routine and will be enacted by one Motion, in the form listed below. There will be no separate discussion of these items unless requested by a Member of the Board of Directors or the public prior to the time the Board votes on the Motion to adopt.

- 8.A. Approve Resolution Supporting Grant Application to Federal Bureau of Reclamation for the DSRSD Recycled Water Treatment Facilities Expansion Phase 2 Project (CIP 16-R014)  
**Recommended Action:** Approve by Resolution
- 8.B. Accept the Following Regular and Recurring Report: Warrant List  
**Recommended Action:** Accept by Motion
9. BOARD BUSINESS
- 9.A. Consider a Letter of Support for a Permanent Valley Children’s Museum in Dublin and Provide Direction  
**Recommended Action:** Discuss and Provide Direction
- 9.B. Revise the Utility Billing Adjustments Policy and Rescind Resolution No. 35-13  
**Recommended Action:** Adopt Policy by Resolution
10. BOARD MEMBER ITEMS
- Submittal of Written Reports from Travel and Training Attended by Directors
11. CLOSED SESSION
- 11.A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957  
Title: District General Counsel
12. REPORT FROM CLOSED SESSION
13. ADJOURNMENT

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

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

**August 1, 2017**

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

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

District staff present: Dan McIntyre, General Manager; Carol Atwood, Administrative Services Manager/Treasurer; Rhodora Biagtan, Principal Engineering-Supervisory; Jeff Carson, Operations Manager; Carl P.A. Nelson, General Counsel; and Vivian Chiu, Administrative Analyst I.

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

General Manager McIntyre reported on the following:

- The District received a certificate of appreciation from the City of Dublin City Council for its contribution to the Annual Dublin Pride Week from April 29 to May 6. District staff created a bill insert delivered to the Dublin residents to promote a drug take-back. Another event is tentatively scheduled for October, and District staff will create a bill insert to promote the event.
- The Association of California Water Agencies (ACWA) is accepting nominations for its committees. Mr. McIntyre and another staff member are applying to serve on two ACWA committees. Their nominations require the Board President's signature, which President Halket confirmed he has provided.

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

6. REPORTS

A. Reports by General Manager and Staff

- Event Calendar – General Manager McIntyre reported on the following:
  - The Annual Tri-Valley Mayor's Summit will be held on Wednesday, August 16 at the Shannon Community Center in Dublin. Boardmembers need to contact staff by the end of tomorrow if they wish to attend.
  - The California Association of Sanitation Agencies (CASA) annual conference will be held August 22 to 24 in San Diego. Boardmembers should contact staff if they wish to attend.
  - A Special Board meeting is scheduled for Tuesday, August 29 at 6 p.m. to hold a closed session regarding labor negotiations.

- Correspondence to and from the Board on an Item not on the Agenda – None
  - B. Joint Powers Authority and Committee Reports – None
  - C. Agenda Management (consider order of items) – No changes were made.
7. APPROVAL OF MINUTES – Special Meeting of July 17, 2017  
Regular Meeting of July 18, 2017

Director Misheloff MOVED for the approval of the July 17, 2017 minutes. Director Howard SECONDED the MOTION, which CARRIED with FIVE AYES.

Director Howard MOVED for the approval of the July 18, 2017 minutes. Vice President Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

8. CONSENT CALENDAR

Director Duarte MOVED for approval of the item on the Consent Calendar. Director Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

- A. Adopt Alameda County Operational Area Emergency Management Organization Agreement and the California Disaster and Civil Defense Master Mutual Aid Agreement and Rescind Resolution No. 68-05 – Approved – Resolution No. 39-17 and Resolution No. 40-17

9. BOARD BUSINESS

- A. Receive Presentation of Development Activities in the City of Dublin

Principal Engineer-Supervisory Biagtan introduced Ms. Linda Smith, Assistant City Manager of the City of Dublin. Ms. Smith presented an overview on Dublin's facts and statistics, population and demographics, and current and planned residential and commercial developments. She ended the presentation with Dublin's incentive programs and remarked that the sewer capacity assistance program in partnership with DSRSD, helped to attract great tenants.

The Board inquired about other developments in Dublin. Vice President Vonheeder-Leopold expressed concerns about the issues posted on Yelp regarding The Wave, Dublin's new aquatic facility. Ms. Smith commented that the City of Dublin will evaluate all the elements and public concerns in developing strategies for the next season. The Board thanked Ms. Smith for an informative presentation.

- B. Public Hearing: Adopt Engineer's Report and Direct Levy of Annual Assessments in the Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2017-2018

President Halket announced the item and declared the Public Hearing open. He asked for the staff presentation.

Administrative Services Manager Atwood reviewed the item for the Board and explained that the assessment is not a District fee, but a fee passed through from the Department of Water Resources.

Hearing no comments from the public, Director Howard MOVED to close the Public Hearing. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

Director Howard MOVED to adopt Resolution No. 41-17, adopting Engineer's Report and Directing the Levy of Annual Assessments in the Dublin San Ramon Services District Dougherty Valley Standby Charge District 2001-1 for Fiscal Year 2017-2018. Vice President Vonheeder-Leopold SECONDED the MOTION.

The Board and staff discussed future assessments to cover the actual costs, and the Board requested staff prepare and schedule an agenda item for further discussion.

President Halket asked for a vote on the MOTION, which CARRIED with FIVE AYES.

C. Receive Presentation on Overview of the District's Geographic Information System (GIS)

General Manager McIntyre prefaced the item for the Board and introduced GIS Analyst II Aaron Johnson, who presented an overview of the District's GIS program. Mr. Johnson explained what GIS is and how it is used in the District. He commented that the system contains a vast amount of data and is connected with other systems. In addition to mapping of pipelines and facilities, GIS is used in different areas such as maintenance management, asset management, customer service, analytics (hydraulic modeling and replacement modeling), and emergency response. Mr. Johnson noted that the District's GIS was used in a Tri-Valley Water Retailers emergency training scenario in spring 2017 to provide a common operations picture among the agencies involved. He reported that the agencies were impressed with the system's capabilities and that the system may become a standard for Emergency Operations Centers of the Tri-Valley Water Retailers.

The Board and staff discussed utilization of the system to calculate costs for future pipe replacements and the number of core staff to support the system. Operations Manager Carson noted that GIS is used daily by Field Operations staff. The Board thanked Mr. Johnson for his presentation.

10. BOARDMEMBER ITEMS

Vice President Vonheeder-Leopold submitted a written report to Administrative Analyst I Chiu. She reported she attended the dedication of an archway in the McCormick Family Rose Garden at Emerald Glen Park on July 27. She summarized the activities at the ceremony. She also informed the Board that the Valley Children's Museum is requesting letters of support for a permanent location in Dublin. She requested that a letter of support from the District be placed on the next agenda, although she will not be at the meeting, and provided two sample letters to General Manager McIntyre.

Director Misheloff commented that she had compiled information about the museum for U.S. Representative Eric Swalwell and would be happy to share it.

Director Duarte noted that he is the museum's President and that Director Misheloff is also on the museum's Board of Directors.

11. CLOSED SESSION

At 7:24 p.m. the Board went into Closed Session.

- A. Conference with Labor Negotiators – Pursuant to Government Code Section 54957.6  
Agency Negotiators: Dan McIntyre, General Manager  
Carol Atwood, Administrative Services Manager  
Michelle Gallardo, Human Resources and Risk Supervisor  
Employee Organizations: 1. Stationary Engineers Local 39  
2. Mid-Management Employees Bargaining Unit  
3. Professional Employees Bargaining Unit  
Additional attendees: Carl P. A. Nelson, General Counsel
- B. Public Employee Performance Evaluation Pursuant to Government Code Section 54957  
Title: General Manager
- C. Public Employee Performance Evaluation Pursuant to Government Code Section 54957  
Title: District General Counsel

12. REPORT FROM CLOSED SESSION

General Counsel Nelson left from Closed Session at 7:50 p.m. after the conclusion of Item 11.B.

At 8:05 p.m. the Board came out of Closed Session. President Halket announced that there was no reportable action.

13. ADJOURNMENT

President Halket adjourned the meeting at 8:06 p.m.

Submitted by,

Vivian Chiu, MMC  
Administrative Analyst I

FOR: Nicole Genzale, CMC  
Executive Services Supervisor



**TITLE:** Approve Resolution Supporting Grant Application to Federal Bureau of Reclamation for the DSRSD Recycled Water Treatment Facilities Expansion Phase 2 Project (CIP 16-R014)

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Resolution, support of the grant application to the Federal Bureau of Reclamation for the DSRSD Recycled Water Treatment Facilities Expansion Phase 2 Project under the WaterSMART Title XVI Water Recycling Projects through the Water Infrastructure for Improvements to the Nation (WIIN) Act.

**SUMMARY:**

The District is seeking federal funding for the DSRSD Recycled Water Treatment Facilities Expansion Phase 2 Project (CIP 16-R014, Project) to provide an additional 6.5 million gallons of recycled water treatment capacity to the District, East Bay Municipal Utility District, and the City of Pleasanton. This Project will reduce ultimate water demands from the State Water Project and the San Francisco Bay Delta.

On July 17, the Bureau of Reclamation (BOR) released an announcement for grant opportunities for water recycling projects under the WIIN Act and will award \$10 million in federal grants to selected projects. The grant would pay for up to 25 percent of the project costs. The grant application to the BOR requires the District to adopt and submit a copy of a Resolution by the DSRSD Board of Directors in support of the application within 30 days of the application. The application will be submitted on or before the due date of August 17, 2017. Award of the grant is anticipated by fall 2017.

The Project construction commenced in January 2017 and is on track to be substantially complete by March 2018, with the new facilities fully operational by summer 2018. The estimated cost for the Project is \$18.2 million. If the District is awarded a grant, the District may receive reimbursement for a portion of project costs incurred between July 12, 2017 and the close of the project, but before September 30, 2019.

Originating Department: Engineering Services	Contact: R. Biagtan	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT COMMITTING THE DISTRICT TO THE FINANCIAL AND LEGAL OBLIGATIONS ASSOCIATED WITH THE RECEIPT OF FEDERAL FINANCIAL ASSISTANCE FROM THE BUREAU OF RECLAMATION FOR THE DSRSD RECYCLED WATER TREATMENT FACILITIES EXPANSION PHASE 2 PROJECT (CIP 16-R014) UNDER THE WATERSMART TITLE XVI WATER RECYCLING PROJECTS UNDER THE WIIN ACT

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WHEREAS, to augment its water supply and reduce ultimate water demand, Dublin San Ramon Services District (District) is committed to expanding the use of recycled water in the District's service area and has implemented various projects in its service area to expand the supply and use of recycled water; and

WHEREAS, the District is part of the DSRSD-EBMUD Recycled Water Authority (DERWA), a joint powers authority that implements and operates the San Ramon Valley Recycled Water Project, which distributes recycled water to the region; and

WHEREAS, the District has commenced construction of its DSRSD Recycled Water Treatment Facilities Expansion Phase 2 Project (CIP 16-R014) ("Project"), which is part of its Recycled Water Expansion Project and will produce additional recycled water for the San Ramon Valley Recycled Water Project, increasing recycled water supply for Dublin and the surrounding region; and

WHEREAS, the District has submitted an application for federal financial assistance; specifically, a grant from the Bureau of Reclamation for the DSRSD Recycled Water Expansion Project under the WaterSMART Title XVI Water Recycling Projects under the Water Infrastructure for Improvements to the Nation (WIIN) Act (Funding Opportunity Number BOR-DO-17-F028); and

WHEREAS, the grant application requires the District and its Board of Directors support the application, and provide financial commitment for the non-federal portion of the project costs for the Project; and

WHEREAS, the District has already expended funds to complete the planning (including California Environmental Quality Act and National Environmental Policy Act environmental planning documentation) and design for the Project; and

WHEREAS, the District commenced construction of the Project in January 2017 and has already partially expended funds to complete the construction and other associated project costs for the Project; and

WHEREAS, the District has exhibited the financial ability to provide the funding for the non-federal portion of the project costs to the Project; and



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

WHEREAS, the District has delegated certain staff to manage and implement the Project and desires to delegate to staff the specific authority to enter into an agreement with the Bureau of Reclamation and to implement the provisions of that agreement.

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 District commits to the financial and legal obligations associated with the receipt of federal financial assistance from the Bureau of Reclamation for the DSRSD Recycled Water Treatment Facilities Expansion Phase 2 Project under the WaterSmart Title XVI Water Recycling Projects under the WIIN Act.
2. The District is capable of and committed to providing the non-federal share of the cost of the Project.
3. Upon award of federal financial assistance, the General Manager is hereby authorized and directed to enter into agreements with the Bureau of Reclamation for the funding of the Project and completion of the work.
4. The General Manager is hereby authorized and directed to submit a copy of this resolution to the Bureau of Reclamation no later than September 16, 2017.

ADOPTED by the Board of Directors of Dublin San Ramon Services District at its regular meeting held on the 15th day of August, 2017 and passed by the following vote:

AYES:

NOES:

ABSENT:

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Richard M. Halket, President

ATTEST:

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Nicole Genzale, District Secretary



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

**RECOMMENDATION:**

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

**SUMMARY:**

To maximize openness and transparency and to allow the Board to be informed about key aspects of District business 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 as referenced below. Reports presented this month for acceptance are:

Ref item A: Warrant List

Originating Department: Administrative Services	Contact: K. Vaden	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Summary of Regular and Recurring Reports	
		10 of 45

## SUMMARY OF REGULAR AND RECURRING REPORTS

Ref.	Description	Frequency	Authority	Last Acceptance	Acceptance at this Meeting?	Next Acceptance
A	Warrant List	Monthly	Board Direction	July 2017	Yes	Sep 2017
B	District Financial Statements <sup>1</sup>	Quarterly	Board Direction	July 2017		Oct 2017
C	Low Income Assistance Program Report	Annually – Fiscal Year	Resolution 41-10	July 2017		July 2018
D	Strategic Work Plan Accomplishments Report	Annually – Fiscal Year	Resolution 24-17	July 2017		July 2018
E	Outstanding Receivables Report	Annually – Fiscal Year	District Code 1.50.050	July 2017		July 2018
F	Employee and Director Reimbursements greater than \$100 <sup>2</sup>	Annually – Fiscal Year	CA Government Code 53065.5	July 2017		July 2018
G	Utility Billing Adjustments <sup>3</sup>	Annually – Fiscal Year	Utility Billing Adjustment Policy	August 2016	FYE2017 Adjustments <\$5,000. Per Policy, no report required	August 2018
H	Annual Rate Stabilization Fund Transfer Calculation	Annually – After Audit	Financial Reserves Policy	Dec 2016		Dec 2017
I	“No Net Change” Operating Budget Adjustments	As they occur but not more frequently than monthly	Board Direction Budget Accountability Policy (See table below)	Oct 2016		Before end of month after occurrence
J	Capital Outlay Budget Adjustments			May 2016		
K	Capital Project Budget Adjustments			Oct 2014		
L	Unexpected Asset Replacements			Mar 2017		

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

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

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

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

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

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**Check History Description Listing**

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Printed on: 08/07/2017 9:48AM

Dublin San Ramon Services District

From: 7/7/2017

To: 8/6/2017

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/07/2017	8555560	00591 NEOPOST USA INC.	POSTAGE ADVANCE 07/07/17	1,000.00	1,000.00
07/10/2017	8071	05511 CALIFORNIA STATE	CHILD SUPPORT GARNISHMENT: PAYMENT	86.31	86.31
07/10/2017	7102017	03718 HR SIMPLIFIED	IRS 125 2017 POS/DCA/FSA	1,914.27	1,914.27
07/10/2017	607071017	01098 NATIONWIDE RETIREMENT	NATIONAL DEFERRED COMPENSATION: PAYMENT	47,063.50	47,063.50
07/10/2017	1000880337	01111 CALPERS	JULY 2017 - ER CODE 7316 (NON-PERS)	2,165.47	2,165.47
07/10/2017	1000880340	01111 CALPERS	JULY 2017 - ER CODE 0740 (PERS)	183,429.80	183,429.80
07/10/2017	1000883533	00494 PERS	RETIREMENT: PAYMENT	93,743.98	93,743.98
07/11/2017	62733657	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	151,804.43	151,804.43
07/11/2017	469887872	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	28,655.81	28,655.81
07/11/2017	1000886003	01108 CALPERS	FY17/18 ANNUAL LUMP SUM UAL - CLASSIC	272,892.00	272,892.00
07/11/2017	1000886005	01108 CALPERS	FY17/18 ANNUAL LUMP SUM UAL - PEPRA	813.00	813.00
07/13/2017	93540	03460 ACCO ENGINEERED SYSTEMS	CHILLER #2 SERVICE CALL ON 05/31/17 - SC	592.00	592.00
07/13/2017	93541	00031 ALLIED FLUID PRODUCTS CO	SPARE 2" T-1B JOHN CRANE MECHANICAL SEAL	3,317.76	3,317.76
07/13/2017	93542	01013 BARRETT BUSINESS SERVICES	C. HENDRIX: W/E 7/2/17	1,126.40	
			J. HAAS: W/E 7/2/17	1,094.40	
			C. PATTERSON: W/E 7/2/17	1,094.40	
			D. TOSTADO: W/E 7/2/17	972.80	
			D. STEENFOTT: WE 07/02/17	854.78	
			K. RAMOS: W/E 7/2/17	691.20	
			J. CRIST: W/E 7/2/17	619.52	
			S. AMARAL: W/E 7/2/17	563.20	
			N. POON: WE 07/02/17	413.44	7,430.14
07/13/2017	93543	07954 BENEFIT COORDINATORS CO	7/17 - EE LIFE & DISABILITY INSURANCE PR	10,486.57	10,486.57

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Printed on: 08/07/2017 9:48AM

Dublin San Ramon Services District

From: 7/7/2017

To: 8/6/2017

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/13/2017	93544	00937 GRAINGER, INC.	DERWA: REPLT MOTOR FOR S/F CHEMICAL PUMP	155.74	
			PPE - EAR MUFFS	92.69	
			PPE - LENS CLEANING WIPES	50.30	
			DREDGE: BATTERY CONNECTORS FOR FSL HARVE	42.75	
			DREDGE: BATTERY CONNECTORS FOR FSL HARVE	18.34	359.82
07/13/2017	93545	04424 GRAYBAR ELECTRIC COMP/	RETURN: LIGHTING FORM ORIGINAL INVOICE #	-67.65	
			16-P023: WWTP LED LIGHTING UPGRADES - PA	27,392.04	
			16-P023: WWTP LED LIGHTING UPGRADES - PA	6,676.51	
			ELE PARTS/SUPPLIES FOR STOCK	864.22	
			LAVWMA: REPLT LAMPS @ PUMP STATION	86.00	
			LIGHTING (ITEMS WERE RETURNED - REF CRED	67.65	35,018.77
07/13/2017	93546	06791 HYLAND SOFTWARE, INC.	HYLAND SOFTWARE, INC.- SOFTWARE MAINTENA	25,542.00	25,542.00
07/13/2017	93547	00473 KEMIRA WATER SOLUTIONS	KEMIRA PAX-XL8 (POLYANUMINUM CHLORIDE) F	12,011.00	12,011.00
07/13/2017	93548	00478 FLORENCE KHAW	KHAW REIMB ERGONOMIC CHAIR	462.34	462.34
07/13/2017	93549	01171 MCGUIRE & HESTER	REPAIRS FOR WATER AND SEWER WORK - FOD	72,783.02	72,783.02
07/13/2017	93550	07109 DANIEL MCINTYRE	MCINTYRE REIMB EXP THRU W/E 06/30/2017	182.28	182.28
07/13/2017	93551	00608 OFFICE TEAM	K. BURRUSS: WE 06/18/17	1,108.80	
			S MONTAGUE: W/E 070717	694.80	1,803.60
07/13/2017	93552	01293 PK SAFETY SUPPLY	PPE - KNEE PADS	181.14	181.14
07/13/2017	93553	00666 RUDY PORTUGAL	PORTUGAL REIMB EXP FOR CARPET REPLACEMEN	36.39	36.39
07/13/2017	93554	01403 PRAXAIR DISTRIBUTION INC	GAS SUPPLIES AND RENTAL	619.49	
			GAS SUPPLIES AND RENTAL	69.96	689.45
07/13/2017	93555	00762 TESTAMERICA LABORATORI	J80101-1 DRINKING WATER MONITORING	68.50	
			SAMPLE ANALYSES	26.50	95.00
07/13/2017	93556	00762 TESTAMERICA LABORATORI	SAMPLE ANALYSES	26.50	26.50

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Printed on: 08/07/2017 9:48AM

Dublin San Ramon Services District

From: 7/7/2017

To: 8/6/2017

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
07/13/2017	93557	01516 BOB TREPPA	TREPPA REIMB EXP AT CORNERSTONE OF TRUST	100.00	100.00
07/13/2017	93558	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE: WWTP ON 06/21/17	2,194.07	2,194.07
07/13/2017	93559	05490 JESSIE VALDEZ	VALDEZ EXCEL PIVOT TABLE SEMINAR-WC	18.73	18.73
07/13/2017	93560	03831 JACKIE YEE	YEE REIMB EXP FOR DISTRICT VEHICLE - GAS	53.35	53.35
07/13/2017	93561	00019 A-1 ENTERPRISES	LAVWMA: WEEKLY STREET SWEEPING MAY '17	220.00	220.00
07/13/2017	93562	00021 AAF INTERNATIONAL	AIR FILTERS FOR WWTP	1,089.97	1,089.97
07/13/2017	93563	03731 APPLE STORE	QTY (1) APPLE IMAC AND QTY (1) APPLE FIN	3,492.22	3,492.22
07/13/2017	93564	00058 ARROWHEAD MOUNTAIN SF	WATER FOR THE LAB	59.97	59.97
07/13/2017	93565	00622 AT&T	LAVWMA: PS & SAN LEANDRO DECHLOR JUN '17	102.20	102.20
07/13/2017	93566	03883 B&H PHOTO - VIDEO, INC.	SONY VIDEO CAMERA AND ACCESSORIES	3,964.80	
			SONY VIDEO CAMERA WARRANTY AND MONOPOD K	438.98	4,403.78
07/13/2017	93567	03798 BALLESTEROS, MONA - PET	PETTY CASH WWTP - W/E 06/19/2017 FY 2017	6.52	6.52
07/13/2017	93568	00091 BOLD, POLISNER, MADDOW	MONTHLY LEGAL SERVICES - 06/2017	10,791.65	10,791.65
07/13/2017	93569	00105 CAL-STEAM	DERWA: BUSHINGS FOR MF COMPRESSOR FILTER	85.08	
			DERWA: 1/4" COPPER TUBE FOR MF COMPRESSO	20.53	105.61
07/13/2017	93570	04820 COASTAL IGNITION & CONTI	CO-GEN PARTS: SPARK PLUG, GASKET, DIAPHR	1,014.85	1,014.85
07/13/2017	93571	06107 COGENT COMMUNICATIONS	INTERNET SERVICE - JULY 2017	2,350.00	
			INTERNET SERVICE - JUNE 2017	2,350.00	4,700.00
07/13/2017	93572	00014 COUNTY OF ALAMEDA	FY 2017 FUELING - FOD/INSP/CFRS - MAY 20	1,855.32	1,855.32
07/13/2017	93573	00212 CUMMINS PACIFIC LLC.	FILTERS FOR UNIT #521E	23.82	23.82
07/13/2017	93575	00280 ECOWATER SYSTEMS	OPS SOFTENER EXCHANGE TANK SERVICE: JUL	211.20	
			RO TANKS (QTY 2) JUL '17	19.00	230.20
07/13/2017	93576	00307 FAIRWAY EQUIPMENT & SUF	PLUMBING PARTS FOR INFLUENT PUMP ROOM DR	434.26	434.26

apCkHistDesc

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07/13/2017	93577	02656 FASTENAL COMPANY	PPE - NITRILE GLOVES FOD	489.36	
			PPE - RESTOCK BLDG S VENDING MACHINE	422.13	
			CAPS FOR RES 1A PAX SYSTEM	24.17	935.66
07/13/2017	93578	00313 FASTSIGNS	FOD - BOD LOBBY SIGN	3,131.13	3,131.13
07/13/2017	93579	00314 FEDEX	WWTP: OVERNIGHT DELIVERY CHARGES JUN '17	44.91	44.91
07/13/2017	93580	03900 GARTON TRACTOR INC	FSL HARVEST - TRACTOR FUEL, OIL, COUPLER	1,733.33	1,733.33
07/13/2017	93581	04482 HAZARD MANAGEMENT SEF	TRAINING: ASBESTOS CONCRETE PIPE CUTTIN	1,000.00	1,000.00
07/13/2017	93582	07652 HUNT & SONS, INC.	OIL FOR FLEET SHOP	1,540.39	1,540.39
07/13/2017	93583	00417 IDEXX DISTRIBUTION, INC	CHEMICALS AND SUPPLIES	3,436.62	3,436.62
07/13/2017	93584	01225 KAESER COMPRESSORS, IN	DERWA: FILTER BRACKETS FOR MF COMPRESSOR	227.44	227.44
07/13/2017	93585	00468 KAMAN INDUSTRIAL TECHN	(2QTY) BUSHING FOR GRIT PUMP; (6QTY) SEA	173.35	173.35
07/13/2017	93586	07827 KANTOR'S OFFICE FURNITU	HR OFFICE FURNITURE	9,327.35	9,327.35
07/13/2017	93587	04452 LOWE'S	FOD SUPPLIES: BATTERIES, WATER, MISC.	298.71	298.71
07/13/2017	93588	07614 MAHLER CONSULTING SER	DEV PROJECT INSPECTION SUPPORT - PROF SV	12,839.75	12,839.75
07/13/2017	93589	00536 MC MASTER-CARR SUPPLY	SAFETY CHAIN FOR EQPT GALLERY AND PRIMAR	290.03	290.03
07/13/2017	93590	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 06/11/17 & 06/18/17	2,713.50	2,713.50
07/13/2017	93591	07812 MOHAWK GROUP	16-P031 LAB CARPET	1,191.90	1,191.90
07/13/2017	93592	04231 MSC INDUSTRIAL SUPPLY C	OFFICE TABLE	329.60	
			DLD DREDGING: SLING LINKS & SPRING LOADE	262.58	592.18
07/13/2017	93593	04796 NAPA AUTO PARTS	FILTERS FOR UNIT #521E	57.95	
			FUEL FILTER FOR UNIT #33	7.10	65.05
07/13/2017	93594	06203 NAVEX GLOBAL, INC.	HOTLINE/HELPLINE - WEB INTAKE SITE MODIF	495.00	495.00
07/13/2017	93595	03963 OLDCASTLE PRECAST, INC.	17-A008 MANHOLE CONE FOR MH V20B3-9	655.32	655.32

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07/13/2017	93596	01257 OMEGA INDUSTRIAL SUPPL	BRAKE KLEEN AEROSOL FOR WWTP	336.80	336.80
07/13/2017	93597	02109 ONE HOUR DELIVERY SERV	ONE HOUR DELIVERY - BOD MAIL 6/6/2017	92.00	92.00
07/13/2017	93598	00620 P G & E	WWTP ELECTRICITY - JUNE 2017	65,370.86	
			PUMP STATION R200B ELECTRICITY - JULY 20	7,224.34	
			DISTRICT OFFICE ELECTRICITY - JUNE 2017	6,017.44	
			DISTRICT OFFICE GAS SERVICE - JUNE 2016	361.39	
			DO UTILITY BUILDING ELEC - JUNE 2017	81.32	
			RESERVOIR R100 -DERWA TANK 1 ELEC - JULY	35.82	
			DO UTILITY BUILDING GAS SVC - JUNE 2017	14.44	79,105.61
07/13/2017	93599	03173 BETH FREELAND PETTY CA	PETTY CASH REIMBURSE WE 06/30/2017	47.58	47.58
07/13/2017	93600	04211 PLATT ELECTRIC SUPPLY	REPLT CONTACTOR FOR CO-GEN STARTING COMP	163.54	163.54
07/13/2017	93601	07727 PURE HEALTH SOLUTIONS,	WWTP: OPS WATER FILTRATION SERVICE JUN '	131.10	131.10
07/13/2017	93602	02316 RECORDS CONTROL SERVI	RCS - RECORDS INVENTORY SERVICES, INDUST	3,105.72	
			RCS - RECORDS INVENTORY SERVICES, INDUST	2,393.48	5,499.20
07/13/2017	93603	00756 SECURITY ETC.	FIRE ALARM & INTRUSION ALARM MONITORING	252.00	
			FIRE ALARM SYSTEM MONITORING - DERWA	165.00	
			FIRE ALARM SYSTEM MONITORING - WWTP	165.00	
			SECURITY SYSTEM MONITORING - 7035 COMMER	78.00	660.00
07/13/2017	93604	02698 SHAMROCK OFFICE SOLUTI	OVERAGE USAGE COLOR COPIES 06/06 - 07/05	299.01	
			SHIPPING COSTS FOR TONER - WWTP	10.87	309.88
07/13/2017	93605	08023 ATTN: TOM MAJIC THE BACK	BACKFLOW TESTS FOR DISTRICT DEVICES	2,265.00	2,265.00
07/13/2017	93606	08030 HYACINTH UDEH	REFUND 557 ADRIATIC CT	226.00	226.00
07/13/2017	93607	04969 UTILITY TRAINING ACADEM	UNDERGROUND UTILITY LOCATING & MARKING C	3,800.00	3,800.00
07/13/2017	93608	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT JUN '17	625.86	625.86
07/13/2017	93609	00933 VWR INTERNATIONAL, INC.	CHEMICALS AND SUPPLIES	280.81	



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			CHEMICALS AND SUPPLIES	197.00	
			CHEMICALS AND SUPPLIES	71.55	549.36
07/13/2017	93610	00957 WEST YOST & ASSOCIATES	16-S001 PROF SERVICES 5/6 - 6/2	18,477.96	
			14-P004 TO NO. 2 5/6/17 TO 6/2/17	14,059.99	32,537.95
07/13/2017	93611	00966 WHITLEY BURCHETT & ASS	16-R014 PROF SERVICES 3/30 - 5/5	3,040.00	
			16-R014 PROF SERVICES 3/30 - 5/5	570.00	
			15-R009 PROF SERVICES 5/6 - 6/2	475.00	4,085.00
07/13/2017	93612	00987 ZONE 7 WATER AGENCY	JUNE 2017 CONNECTION FEES	499,178.40	499,178.40
07/19/2017	7192017	03718 HR SIMPLIFIED	IRS 125 2017 DCA/FSA/POS	3,841.20	3,841.20
07/20/2017	93613	03536 U S BANK/ CORP PMT SYSTI	QTY (5) DELL P2417H 24" LCD MONITORS FOR	1,343.53	
			QTY (1) HP COLOR LASERJET CP4025DN PRINT	1,310.99	
			PID HP PRINTER TONERS	907.58	
			BARRACUDA SPAM FIREWALL RENEWAL 2017-18	759.05	
			SUPERVIOSR 101 TRAINING 8/17/17 - REGIST	740.00	
			IDS SOFTWARE UPDATE FOR LAPTOP (SCAN TOO	703.62	
			BIAGTAN - WATEREUSE SYMPOSIUM REGISTRATI	655.00	
			STAPLES	601.85	
			NIKON CAMERA FLASH	596.95	
			OFFICE SUPPLIES - DO, CS AND PI	480.32	
			LLANTIN: PRESCRIPTION SAFETY GLASSES	409.45	
			OFFICE SUPPLIES: POST-ITS, SCISSORS, DRY	393.97	
			SECURITY SUPPLIES	391.11	
			REPLT TOILET BOWLS AND FITTINGS FOR BLDG	381.13	
			ACOUSTIC SOUND PANELS - HR DIVISION	368.70	
			R.PENA - DISTRICT RETIREMENT GIFT	350.00	
			LAVWMA QUICKBOOKS UPGRADE	299.95	
			STAPLES OFFICE SUPPLIES	275.17	

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			WWTP: MEMBRANE REPLACEMENT - SCAFFOLDING	270.31	
			FOLDING, ADJUSTABLE WORK STATION - HR	256.54	
			DERWA: MEMBRANE REPLACEMENT - SCAFFOLDIN	254.62	
			CAMPO DI BOCCE	245.15	
			ONLINE JOB POSTING - FOD SUPERVISOR	200.00	
			09-6101 LUNCH/TRAINING	196.32	
			OFFICE SUPPLIES - DO AND CS	195.49	
			MISC SUPPLIES FOR FOD	191.38	
			DHIGARES: CRANE OPERATOR RECERTIFICATION	185.00	
			GALLARDO - CSRMA MEETING 8/21/17 AIRFARE	179.96	
			STAPLES - DESK PRINTER, INK CARTRIDGES &	179.49	
			LAVWMA: O-RINGS FOR ARV PM REBUILDS	179.38	
			BIAGTAN - AIRFARE FOR WATEREUSE SYMPOSIU	177.95	
			OFFICE SUPPLIES: PRINTER	177.85	
			STAPLES FOR P.I.	174.79	
			STEPHENSON - CASA 2017 ANNUAL CONFERENCE	173.96	
			JBAGAKIS: MEMBERSHIP RENEWAL, EXP 06/30/	172.00	
			CWEA RENEWAL C. BYRUM	172.00	
			CWEA RENEWAL D. LEONARDO	172.00	
			CWEA RENEWAL: S. ROBERSON & R. LAWRENCE	171.00	
			30 DAY SUBSCRIPTION	169.00	
			TONERS FOR KYOCERA PRINTER - HR	168.22	
			QTY (1) JBL CHARGE3BLKAM PILL SPEAKER FO	163.86	
			EXTERNAL MONITOR FOR SCADA LAPTOP	147.53	
			SUPPLIES FOR BLDG S OFFICE REPAIRS	136.56	
			QTY (1) HP P1102 DESKTOP B&W PRINTER QUI	131.09	
			OFFICE SUPPLIES: MAGAZINE HOLDERS, TAPE,	125.37	
			SHADE CANOPY (HEAT SAFETY)	117.98	
			JOINT IT LUNCH MEETING DSRSD/CITY OF DUB	117.43	

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			BUDGET DOCUMENT SUPPLIES	116.89	
			STAPLES OFFICE SUPPLIES	113.26	
			SUPPLIES/TOOLS - COMMUNICATION DIVISION	110.52	
			09-6101 QUICKSHADE	109.24	
			WIRELESS KEYBOARD AND MOUSE	109.24	
			MISC FOD SUPPLIES	105.60	
			3 WASTEBASKETS FOR OPERATORS	105.12	
			AWWA RENEWAL - S. ROBERSON	105.00	
			MECHANICS METAL TOOL BOX FOR DERWA OPS	104.91	
			DIV54 1ST QTR 2017 RECOGNITION BREAKFAST	102.28	
			DERWA: MOUNTING HARDWARE FOR MODIFYING U	101.50	
			CORNERSTONE OF TRUST 2017 CONFERENCE	100.00	
			STAPLES OFFICE SUPPLIES	98.75	
			JMILLER: E/I-4 CERTIFICATE RENEWAL, EXP	98.00	
			SQUINLAN: MT-3 CERTIFICATE RENEWAL, EXP	93.00	
			BSMITH: MT-3 CERTIFICATE RENEWAL, EXP 07	93.00	
			CWEA RENEWAL C. BYRUM	93.00	
			OFFICE SUPPLIES: PAPER, DOORSTOPS, PENS	88.62	
			RRAMOS: MT-2 CERTIFICATE RENEWAL, EXP 06	88.00	
			SHALLIDAY: MT-2 CERTIFICATE RENEWAL, EXP	88.00	
			BLOHMAN: E/I-2 CERTIFICATE RENEWAL, EXP	88.00	
			CWEA RENEWAL D. LEONARDO	88.00	
			BUG SPRAY	87.96	
			DIV 41 TEAMBUILDING LUNCH	85.17	
			STAPLES OFFICE SUPPLIES	82.67	
			FUEL FOR WORK TRUCK	80.00	
			AWWA RENEWAL D. LEONARDO CROSS CONNECTIO	80.00	
			EMPLOYEE WORKOUT DVD	79.53	
			AMAZON - 2 ROLLING ADJUSTABLE STOOLS	79.36	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			DERWA: NIP BRS FOR MF/RO COMPRESSOR	78.89	
			2017 LET'S TALK SAFETY: 52 TALKS ON COMM	76.50	
			S. OLSON - WEBINAR GUIDANCE ON CROSS CON	75.00	
			FUEL FOR TRUCK #119-C. BYRUM	72.21	
			FOD SUPPLIES	70.88	
			REPLT CONTACTORS FOR CO-GEN ELECTRIC ROO	70.85	
			QTY (5) DIYMALL VK-172 USB GPS FOR FIELD	69.80	
			NAMEPLATE INSERTS FOR RECRUITMENTS	66.67	
			COFFEE CREAMER	65.94	
			STAPLES	65.27	
			DRY CLEANING - OSCAR OTTER COSTUME	65.00	
			WWSO I - IV APPRAISAL BOARD EXPENSE	62.17	
			SAFETY OFFICER APPRAISAL BOARD 05/23/17	61.60	
			WWSO I - IV APPRAISAL BOARD EXPENSE	60.12	
			ENR RENEWAL 6/2017 TO 6/2018	59.00	
			16-A006 CABLE CONCEALER/CABLE MANAGEMENT	58.97	
			LIVERMORE STATE OF THE CITY LUNCHEON	58.00	
			WATER COOLERS & BUG SPRAY	56.73	
			OFFICE SUPPLIES - LABEL MAKER, LABEL TAP	55.72	
			QTY (1) LIFEFORCE FRE PHONE CASE FOR BRA	55.71	
			QTY (1) LOGITECH R400 PRESENTATION CLICK	54.61	
			RECIP SAW BLADES & METAL CUT OFF DISCS F	51.51	
			SPRAY PAINT FOR DO GATE	50.74	
			EE RECOGNITION PROGRAM - 1ST QTR 2017 ST	50.00	
			BOTTLED WATER & GARBAGE BAGS FOR ELECTRI	46.69	
			W/WWSO I-IV PRACTICAL EXAM EXPENSE	46.14	
			TEAM BUILDING: SITE VISIT TO SAN JOSE T	44.08	
			JMILLER: REG FEE RE: CWEA 9TH ANNUAL SUP	42.99	
			DERWA: SUPPLIES TO INSTALL VENT COVER FO	38.94	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			QTY (1) 32GB USB DRIVE, QTY (1) 3 PACK C	38.20	
			QTY (1) OTTERBOX DEFENDER JOHNSTON	37.38	
			09-6101 QUIK SHADE	36.49	
			W/WWSO I-IV PRACTICAL EXAM 05/31/17 EXPE	33.57	
			STAFF MEETING: TEAM BUILDING REFRESHMENT	33.50	
			W/WWSO I-IV PRACTICAL EXAM EXPENSE	32.57	
			GASOLINE - DISTRICT POOL VEHICLE	32.52	
			PLUMBING PARTS FOR RES 1A	31.63	
			MCINTYRE - HIPAA ONLINE TRAINING REGISTR	29.99	
			GE MEETING 5/24/17 EXPENSE	29.47	
			OFFICE SUPPLIES FOR BLDG S	28.37	
			PARTS FOR RES 1A PAX SYSTEM	27.71	
			QTY (1) LOGITECH Z130 DESKTOP SPEAKERS F	27.30	
			TOASTER FOR DO ADMINISTRATIVE SERVICES B	27.30	
			ADMIN SVCS MGR MEETING 6-15-17	27.15	
			PRO SUBSCRIPTION (JUNE 2017)	26.00	
			DERWA: SUPPLIES TO MOUNT KAESER COMPRESS	25.63	
			GE MEETING EXPENSE - 05/24/17	25.26	
			COMMERCIAL DRIVER TRAINING - R. FREITAS	25.00	
			SAFETY TRAINING 6/13/2017 - DONUTS	22.00	
			SAFETY TRAINING 6/14/2017 - DONUTS	22.00	
			QTY (1) IPHONE CHARGING BLOCK AND (1) CA	21.83	
			ERGONOMIC MOUSE - R. BIAGTAN	18.56	
			FOD SUPPLIES	17.53	
			(10QTY) 5/8-11 S/S HEVHXNUT FOR GRIT PUM	17.31	
			WWSO I-IV APPRAISAL BOARD EXPENSE	16.88	
			QTY (1) SPARE IPHONE CHARGING CABLE FOR	16.38	
			PLUMBING PARTS FOR PS 20A SEAL WATER	15.27	
			FULL MGMT MEETING 6-6-17	12.00	

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			SPRING LINK & EYE BOLTS FOR PRIMARY DECK	10.99	
			(3QTY) 1X3/4 GALV MI BUSH FOR EPS 2 MECH	9.96	
			TANK LEVER FOR BLDG A RESTROOM	9.79	
			EXHAUST FAN BELT FOR PS 20A	8.73	
			GE MEETING 5/24/17 EXPENSE	8.72	
			WWSO I-IV APPRAISAL BOARD EXPENSE	8.55	
			NUT (WRONG ITEM - RETURNED)	8.53	
			MEETING W/ RENEE COLLINS ITS	7.85	
			USB ADAPTOR FOR COMPUTER MIC	7.09	
			TARGET - BATTERIES FOR MP3 PLAYERS	6.00	
			SYMPATHY CARD	5.12	
			BATTERIES FOR VIDEO CAMERA MICROPHONE	4.91	
			PARTS FOR RES 1A PAX SYSTEM	4.57	
			PLUMBING PARTS FOR RES 1A PAX SYSTEM	3.47	
			CONCRETE MIX FOR RES 1A PAX SYSTEM	3.27	
			QTY (1) BLUESTACKS APP PLAYER FROM WINDO	2.49	
			RETURN FROM ORIGINAL INV #CAPLE27566	-8.53	
			REFUND: JMILLER REG FEE RE: CWEA 9TH ANN	-42.99	
			FOLDING, ADJUSTABLE WORK STATION - HR	-71.75	21,417.52
07/20/2017	93614	00085 RHODORA BIAGTAN	BIAGTAN REIMB EXP FOR EBMUD MILEAGE AND	29.02	
			BIAGTAN REIMB EXP FOR ZONE 7 MEETING 07/	7.33	36.35
07/20/2017	93615	00099 BUCKLES SMITH	ON-SITE TECHNICAL SUPPORT FOR ROCKWELL A	10,302.53	10,302.53
07/20/2017	93616	00103 C. OVERAA & CO.	16-R014 PP#5 06/01/17-06/30/17	691,186.79	
			CIP 16-R010: COMPRESSOR REMOVE & REPLACE	18,603.84	
			WINDOW INSTALLATION IN BUIDLING A SAFETY	8,045.29	717,835.92
07/20/2017	93617	00216 DAIOHS U.S.A. INC.	FY2018 HOT BEVERAGE SERVICE DO - JULY 20	298.57	298.57
07/20/2017	93618	00258 DUBLIN SAN RAMON SERVIC	UB REFUND ACCT# 04-80-983844-005	101.49	101.49

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07/20/2017	93619	04691 INC. EQUIFAX INFORMATION	EQUIFAX	667.50	667.50
07/20/2017	93620	07205 GLENMOUNT GLOBAL SOLU	09-6101 PP#22 06/01/17-06/30/17	16,017.00	16,017.00
07/20/2017	93621	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SERVICES JUN	2,126.17	2,126.17
07/20/2017	93622	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,429.13	4,429.13
07/20/2017	93623	00608 OFFICE TEAM	S MONTAGUE: W/E 07/14/17	733.40	733.40
07/20/2017	93624	08165 DAVID ROBESON	REFUND 7198 EMERALD AVE	33.36	33.36
07/20/2017	93625	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	111.23	111.23
07/20/2017	93626	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE: WWTP ON 06/29/17 SODIUM HYPOCHLORITE: DERWA ON 06/30/17	2,039.22 1,928.00	3,967.22
07/20/2017	93627	00019 A-1 ENTERPRISES	LAVWMA: WEEKLY STREET SWEEPING JUN '17 WWTP: BI-MONTHLY STREET SWEEPING JUN '17	220.00 170.00	390.00
07/20/2017	93628	00007 AA FIRE SYSTEMS, INC.	COMMERCE CIRCLE: FIRE SPRINKLER QTRLY I	225.00	225.00
07/20/2017	93629	01180 ADS REPROGRAPHICS, INC.	PLOTTER CONSUMABLES	109.59	109.59
07/20/2017	93630	08042 AIR SYSTEMS SERVICE & C	REPLACE LOW PRESSURE SAFETY SWITCH OF BL	1,294.27	1,294.27
07/20/2017	93631	02158 AMADOR VALLEY INDUSTRI	DO GARBAGE SVC - JUNE 2017	337.37	337.37
07/20/2017	93632	01954 ANDERSON'S UNIFORMS	ANDERSON'S UNIFORMS	69.70	69.70
07/20/2017	93633	06349 ARCSINE ENGINEERING	09-6101 TO NO. 2 5/1/17 TO 5/31/17	12,731.06	12,731.06
07/20/2017	93634	00058 ARROWHEAD MOUNTAIN SF	OPS DEPT BOTTLED WATER SERVICE JUN '17	71.53	71.53
07/20/2017	93635	00058 ARROWHEAD MOUNTAIN SF	LAVWMA BOTTLED WATER SERVICE JUN '17	8.73	8.73
07/20/2017	93636	04042 BAY AREA NEWS GROUP	BAY AREA NEWS GROUP - CHEMICAL BID 7 & O	304.20	304.20
07/20/2017	93637	07138 CALIFORNIA WATER TECHN	FERROUS CHLORIDE DELIVERY 06/16/17 FERROUS CHLORIDE DELIVERY 06/29/17	3,539.19 3,400.50	6,939.69
07/20/2017	93638	01085 CALPERS LONG-TERM CARI	LONG-TERM CARE: PAYMENT	68.12	68.12

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07/20/2017	93639	00105 CAL-STEAM	DERWA: (3QTY) LF 2X1 BRS BUSH FOR MF/RO SOLDERING WIRE FOR SHOP	85.08 80.08	
			LAVWMA: PIPE FITTINGS & PIPE TAP FOR SUR	59.09	224.25
07/20/2017	93640	05196 COMCAST	BUSINESS TV BASIC 07/07/17 - 08/06/17	20.91	20.91
07/20/2017	93641	03995 CORELOGIC SOLUTIONS, LL	METROSCAN FOR MONTH OF JUNE	324.58	324.58
07/20/2017	93642	01633 CPS HUMAN RESOURCE SV	ADMINISTRATIVE ASSISTANT I-II RECRUITMEN	2,662.00	2,662.00
07/20/2017	93643	08029 ATTN: TREASURY MANAGEM	16-R014 PP#5 OVERAA ESCROW ACCT	36,379.83	36,379.83
07/20/2017	93644	00307 FAIRWAY EQUIPMENT & SUF	SPARE/REPLT REGULATORS FOR PLANT PNEUMAT	549.21	549.21
07/20/2017	93645	00314 FEDEX	WWTP: OVERNIGHT DELIVERY CHARGES JUN '17	36.32	36.32
07/20/2017	93646	02914 STATE OF CALIFORNIA FRA	FRANCHISE TAX BOARD: PAYMENT	788.55	788.55
07/20/2017	93647	06732 HIRERIGHT, INC.	BACKGROUND CHECK SERVICES (SAFETY OFFICE	483.29	483.29
07/20/2017	93648	07623 DAVID HUFF	REFUND 7853 OXBOW LN	53.17	53.17
07/20/2017	93649	07523 ID ARCHITECTURE	16-A005 TO NO. 1 MAY DESIGN SERVICES	2,560.19	2,560.19
07/20/2017	93650	06931 IWATER, INC	INFRAMAP SUPPORT, ANNUAL MAINTENANCE	3,000.00	3,000.00
07/20/2017	93651	07848 LLP JARVIS, FAY, DOPORTO	GENERAL COUNSEL SVCS - JUNE 2017	1,464.00	1,464.00
07/20/2017	93652	06166 KBA	COPIER FOD/ENGR/MAINT 06/01/17 - 06/30/1	359.80	359.80
07/20/2017	93653	00474 KEN GRADY CO. INC.	(3QTY) CHLORINE ANALYZER FOR WWTP, TURN- LAVWMA: (2QTY) CHLORINE ANALYZER FOR SLS	15,143.14 10,096.83	25,239.97
07/20/2017	93654	00509 LIEBERT CASSIDY WHITMOF	EMPLOYMENT RELATED LEGAL SERVICES (06/17 GENERAL LEGAL SERVICES (06/17)	420.50 400.50	821.00
07/20/2017	93655	07888 CHI PING LO	REFUND 5113 WHETSTONE WAY	110.94	110.94
07/20/2017	93656	05310 BILL LOHMAN	LOHMAN REIMB EXP CWEA TECHNICAL CERT PRO	67.94	67.94
07/20/2017	93657	07614 MAHLER CONSULTING SER\	DEVELOPMENT PROJECT INSPECTION SUPPORT 6	12,175.00	



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			DEVELOPMENT INSPECTION SUPPORT - R. RODG	10,690.00	22,865.00
07/20/2017	93658	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 06/25/17	410.25	410.25
07/20/2017	93659	00536 MC MASTER-CARR SUPPLY	LAVWMA: PIPE FITTINGS & HOSE COUPLINGS F REPLT RACHET FOR 1" DRIVE SOCKET SET	976.67 175.52	1,152.19
07/20/2017	93660	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 06/25/17	469.00	469.00
07/20/2017	93661	04796 NAPA AUTO PARTS	(3QTY) RELAY FOR UNIT #521E GROVE CRANE (2QTY) OIL ABSORBER FOR SHOP BELT FOR UNIT #70 BULB FOR UNIT #521E GROVE CRANE	42.05 19.10 13.81 12.83	87.79
07/20/2017	93662	06596 NATIONAL PLANT SERVICES	REFUND METER # 63883844	1,000.00	1,000.00
07/20/2017	93663	00620 P G & E	MISC PUMP STNS; DUB LIFT STN; COMM CIR E FSL AERATORS; LAB HVAC; FLEET - JUNE 201 LAVWMA PIPELINE & LIVERMORE LINE JUL '17	31,655.72 1,985.13 479.23	34,120.08
07/20/2017	93664	00663 PLEASANTON GARBAGE SV	SOLIDS/GRIT SCREENINGS P/U AND HAUL TO L JUNE GARBAGE SERVICE FOR FOD	4,574.75 480.43	5,055.18
07/20/2017	93665	00708 RESTEK CORP	LAB SUPPLIES AND CHEMICALS	559.02	559.02
07/20/2017	93666	04698 SAMPLE TRAPS, LLC	LAB SUPPLIES	65.55	65.55
07/20/2017	93667	00800 STATE BOARD OF EQUALIZA	2017 2ND QRT USE TAX RETURN (4Q FY 2017)	1,564.00	1,564.00
07/20/2017	93668	00810 STUDIO BLUE REPROGRAPI	16-A002 CONFORMED DOCUMENTS 16-S021 CONFORMED DOCUMENTS	813.33 587.07	1,400.40
07/20/2017	93669	00848 THE LIGHTHOUSE	LIGHT BARS FOR UNIT #112	3,998.83	3,998.83
07/20/2017	93670	00861 THYSSEN KRUPP ELEVATOF	ELEVATOR SERVICE CALL 6/7/2017 BLDG A ELEVATOR SERVICE CALL 6/6/2017 BLDG A	390.75 260.50	651.25
07/20/2017	93671	01806 U.S. BANK	COPIER LEASE MAINT/ENGIN/ FOD - JULY 201 COPIER LEASE LAB/CUST SVC/ EXEC - JULY 2	758.11 597.44	1,355.55

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07/20/2017	93672	06129 RESOURCE MANAGEMENT I	REFUND USAG-CAMP PARKS DUBLIN CA RENT MO	7,352.06	7,352.06
07/20/2017	93673	06702 UNIFIRST INC.	FINAL BILL: FIRE RESISTANT UNIFORM SERVI	66.90	66.90
07/20/2017	93674	00556 UNITED WAY OF THE BAY AF	UNITED WAY: PAYMENT	217.40	217.40
07/20/2017	93675	00924 VERIZON WIRELESS	CELL PHN SVC AND EQUPTMNT CHARGES 06/04	3,674.27	3,674.27
07/20/2017	93676	00933 VWR INTERNATIONAL, INC.	CHEMICALS AND SUPPLIES	142.83	
			CHEMICALS AND SUPPLIES	135.71	
			CHEMICALS AND SUPPLIES	120.96	
			CHEMICALS AND SUPPLIES	99.31	
			CHEMICALS AND SUPPLIES	25.23	524.04
07/20/2017	93677	07950 PHILLIP WANG	REFUND 2762 E SUGAR HILL TERR	146.01	146.01
07/20/2017	93678	05486 WECO INDUSTRIES	FOD SEWER PARTS	8,492.08	8,492.08
07/20/2017	93679	00957 WEST YOST & ASSOCIATES	14-P004 TO NO. 2 6/3/17 TO 6/30/17	19,387.00	19,387.00
07/20/2017	93680	07728 CHUNLIN XU	REFUND 2014 POINSETTIA ST	193.27	193.27
07/20/2017	93681	00987 ZONE 7 WATER AGENCY	DOUGHERTY VALLEY O&M CHARGES 4/23 THRU 6	2,587.40	2,587.40
07/20/2017	7202017	00501 LAVWMA	LAVWMA FY2018 DEBT AND O&M	5,853,093.00	5,853,093.00
07/24/2017	8072	05511 CALIFORNIA STATE	CHILD SUPPORT GARNISHMENT: PAYMENT	86.31	86.31
07/24/2017	607072417	01098 NATIONWIDE RETIREMENT :	NATIONAL DEFERRED COMPENSATION: PAYMENT	46,270.50	46,270.50
07/24/2017	1000891711	00494 PERS	RETIREMENT: PAYMENT	93,189.42	93,189.42
07/25/2017	7252017	03718 HR SIMPLIFIED	IRS 125 2017 POS	124.41	124.41
07/25/2017	11385124	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	161,359.87	161,359.87
07/25/2017	975647104	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	30,277.61	30,277.61
07/27/2017	93682	00710 AAI TERMITE & PEST CONTF	LAVWMA: TERMITE & PEST CONTROL JUL '17	74.00	74.00
07/27/2017	93683	03460 ACCO ENGINEERED SYSTEME	DERWA: BLDG R HVAC SERVICE CALL - SC #18	338.00	338.00

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07/27/2017	93684	00031 ALLIED FLUID PRODUCTS C	HOSE FOR UNIT #109	966.11	
			MECHL SEAL REPAIR FOR 3 WATER PUMP	478.88	
			HOSE FOR UNIT #109	234.77	1,679.76
07/27/2017	93685	01013 BARRETT BUSINESS SERVIC	C. PATTERSON: W/E 7/9/17	953.60	
			C. HENDRIX: W/E 7/9/17	768.00	
			J. HAAS: W/E 7/9/17	748.80	
			K. RAMOS: W/E 7/9/17	563.20	
			D. STEENFOTT: WE 07/09/17	510.50	
			D. TOSTADO: W/E 7/9/17	486.40	
			N. POON: WE 07/09/17	413.44	4,443.94
07/27/2017	93686	03614 CAROLLO ENGINEERS	16-R014 TO NO. 1 6/1/17 TO 6/30/17	40,706.92	
			16-S021 TO NO. OC-20 6/1/17 TO 6/30/17	9,255.00	
			16-A002 TO NO. OC-10 6/1/17 TO 6/30/17	7,987.60	
			15-P018 TO NO. OC-8 6/1/17 TO 6/30/17	1,091.70	
			12-P003 TO NO. OC-11 6/1/17 TO 6/30/17	700.00	59,741.22
07/27/2017	93687	00258 DUBLIN SAN RAMON SERVIC	CLOSING BILL 071917 ACCT #04-80-983844-0	260.32	260.32
07/27/2017	93688	01623 EAST BAY DISCHARGERS AI	O&M ASSESSMENT - JULY 1, 2017 QTR	174,076.72	174,076.72
07/27/2017	93689	04424 GRAYBAR ELECTRIC COMP/	ELE PARTS/SUPPLIES FOR EQPT GALLERY SUMP	1,056.63	
			ELE PARTS FOR STOCK: CONDUIT NIPPLE, RED	36.14	1,092.77
07/27/2017	93690	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SERVICES JUL	197.46	
			MAILING - BILL INSERT ANNUAL WATER QUALI	178.26	375.72
07/27/2017	93691	00473 KEMIRA WATER SOLUTIONS	KEMIRA PAX-XL8	12,156.62	12,156.62
07/27/2017	93692	00608 OFFICE TEAM	K. BURRUSS: WE 07/02/17	1,152.00	
			K. BURRUSS: WE 07/09/17	921.60	
			S MONTAGUE: W/E 07/21/17	810.60	
			R. COTTON: WE 07/09/2017	698.88	3,583.08

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07/27/2017	93693	02470 SHRED-IT USA LLC	FY 2018 SHREDDING SERVICE - JULY 2017	108.55	108.55
07/27/2017	93694	00843 THE COVELLO GROUP INC	16-R014 TO NO. 1 6/1/17 TO 6/30/17	62,847.49	
			16-S021 TO NO. OC-8 6/1/17 TO 6/30/17	21,795.00	
			07-3203 TO NO. OC-9 5/1/17 TO 6/30/17	5,535.00	90,177.49
07/27/2017	93695	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE: WWTP ON 06/28/17	2,572.32	2,572.32
07/27/2017	93696	00027 AICPA	ATWOOD AICPA MEMBERSHIP RENEWAL FY 2018	265.00	265.00
07/27/2017	93697	07554 AIRGAS USA, LLC	GASES AND CYLINDER RENTAL	297.31	297.31
07/27/2017	93698	03473 ALAMEDA COUNTY CHAPTE	ALAMEDA COUNTY - SDA - DUES 2017-2018	100.00	100.00
07/27/2017	93699	00015 ALAMEDA COUNTY LAFCO	2017 ALAMEDA LAFCO COSTS - BUDGETED	17,836.00	17,836.00
07/27/2017	93700	01076 ALSCO INC	WWTP TOWEL SERVICE APR/MAY/JUN '17	1,248.65	
			FOD TOWEL SERVICE APR/MAY/JUN '17	1,058.49	
			DO TOWEL SERVICE APR/MAY/JUN '17	297.91	2,605.05
07/27/2017	93701	06552 BILLING SOLUTIONS INC. AM	AQUAHAWK CUSTOMER PORTAL - AUG 2017	2,083.00	2,083.00
07/27/2017	93702	06349 ARCSINE ENGINEERING	16-A005 TO NO. 1 6/1/17 TO 6/30/17	15,619.90	15,619.90
07/27/2017	93703	00622 AT&T	C3 - TELE SVCS AND USAGE THRU 07/12/17	1,789.89	
			C3 - CC DO T1 X 2 THRU 07/12/17	328.48	
			C3 - T1 WWTP TO PS300 DV THRU 07/12/17	241.18	2,359.55
07/27/2017	93704	03813 AT&T CONFERENCING	CONF CALL 06/12/2017	3.92	3.92
07/27/2017	93705	03883 B&H PHOTO - VIDEO, INC.	VIDEO CAMERA GAFFER TAPE	18.95	18.95
07/27/2017	93706	01676 BANK OF AMERICA	BANK CHARGES JUNE 2017	2,760.68	2,760.68
07/27/2017	93707	08174 TIM BOOHER	REFUND FOR 11504 TREELINE PL	27.27	27.27
07/27/2017	93708	00118 CALTEST ANALYTICAL LAB	LAB ANALYSES	184.30	184.30
07/27/2017	93709	00133 CCCSD (CSDA CONTRA COS	CONTRA COSTA -CCSDA - 2017 DUES	100.00	100.00

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07/27/2017	93710	04723 CITY CLERKS ASSOCIATION	CCAC - REGISTRATION - EDUCATION WORKSHOP	40.00	40.00
07/27/2017	93711	00157 CITY OF PLEASANTON	FOD: POTABLE WATER JUN '17 (120 UNITS US	998.21	998.21
07/27/2017	93712	00160 CMTA	BAILEY/VADEN - 2017-18 CMTA MEMBERSHIP R	155.00	155.00
07/27/2017	93713	05082 CODE PUBLISHING INC.	CODE PUBLISHING - WEB HOSTING 1 YR - JUL	600.00	600.00
07/27/2017	93714	00014 COUNTY OF ALAMEDA	FY 2017 FUELING - FOD/INSP/CFRS - JUNE 2	4,981.79	4,981.79
07/27/2017	93715	05534 CSAC EXCESS INS. AUTHOF	EE ASSISTANCE: JULY - SEPTEMBER 2017 CHA	974.46	974.46
07/27/2017	93716	00208 CSRMA	WORKERS' COMP COVERAGE RENEWAL 17-18	302,158.00	
			PROPERTY INSURANCE PREMIUM RENEWAL 17-18	44,923.10	347,081.10
07/27/2017	93717	00222 DATCO SERVICES CORP.	JUL/AUG/SEP 2017 - MONTHLY CHARGES	409.50	409.50
07/27/2017	93718	00237 DERWA	DERWA OPS - JUNE 2017 BALANCE	331,603.98	331,603.98
07/27/2017	93719	08182 JIANHUA DONG	REFUND FOR 727 BOWEN CT	148.83	148.83
07/27/2017	93720	00297 ENVIRONMENTAL EXPRESS	LAB CHEMICALS AND SUPPLIES	94.48	94.48
07/27/2017	93721	00314 FEDEX	SHIPPING CHARGES 6/28/17 - B&H PHOTO RET	53.29	53.29
07/27/2017	93722	08172 ANLI GAN	REFUND FOR 6926 BAIRD ST	116.48	116.48
07/27/2017	93723	08175 SHANNON GARRISON	REFUND FOR 4683 VASARI ST	196.04	196.04
07/27/2017	93724	08161 GE INTELLIGENT PLATFORM	GE GLOBAL CARE ANNUAL SOFTWARE SUPPORT C	65,369.79	65,369.79
07/27/2017	93725	08184 YOUNG HAM	REFUND FOR 5032 HOLBORN WAY	69.88	69.88
07/27/2017	93726	00376 HARRINGTON INDUSTRIAL F	REPLT PUMPS & REPAIR KIT FOR TURN-OUTS	2,212.11	2,212.11
07/27/2017	93727	06787 HENSEL PHELPS	REFUND FOR METER #60661152	1,130.58	1,130.58
07/27/2017	93728	00394 HILTI, INC.	ANCHOR BOLTS FOR SECURING EQUIPMENT	923.88	923.88
07/27/2017	93729	08171 JUSTINE HSIAO	REFUND FOR 7455 STARWARD DR	169.66	169.66
07/27/2017	93730	07231 HUFF CONSTRUCTION INC	REFUND FOR METER#1535252	892.25	892.25

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07/27/2017	93731	07017 HYDROSCIENCE ENGINEER	PROF SERVICES JUNE 2017	4,053.98	4,053.98
07/27/2017	93732	08183 NIVEDITHA JAIN	REFUND FOR 131 SPALDING CT	149.78	149.78
07/27/2017	93733	08178 SHERMAN LEE	REFUND FOR 5778 SOUTHBRIDGE WAY	144.00	144.00
07/27/2017	93734	06048 LIBERTY AIR	START-UP SERVICES FOR BLDG A THERMAX CHI	2,015.66	2,015.66
07/27/2017	93735	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 07/02/17	415.72	
			M. ZAKLAN: WE 07/09/17	251.62	667.34
07/27/2017	93736	00536 MC MASTER-CARR SUPPLY	EXPANSION JOINT FOR RES 4B	447.02	447.02
07/27/2017	93737	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 07/09/17	1,072.00	
			A. MCCAFFERY: WE 07/02/17	536.00	1,608.00
07/27/2017	93738	01649 MISAC MUNI INFO SYS ASSI	MISAC AGENCY MEMBERSHIPS	550.00	550.00
07/27/2017	93739	08181 FELIPE MONTECLARO	REFUND FOR 2615 MELBOURNE WAY	144.80	144.80
07/27/2017	93740	04231 MSC INDUSTRIAL SUPPLY C	MALE CONNECTORS FOR PUMP STATIONS	85.22	85.22
07/27/2017	93741	04796 NAPA AUTO PARTS	CABIN AIR FILTER FOR UNIT #108	14.17	14.17
07/27/2017	93742	08180 DEANNA NASCIMENTO	REFUND FOR 2300 OLEASTER DR	218.13	218.13
07/27/2017	93743	06596 NATIONAL PLANT SERVICES	CCTV INSPECTION SERVICES THRU 6/30/17	106,950.13	
			CLEANING DUBLIN BLVD 18" SEWER LINE	11,521.90	118,472.03
07/27/2017	93744	00585 NCBPA	KHAW AND OLSON - NCBPA ANNUAL PRODUCT SH	80.00	80.00
07/27/2017	93745	08170 JOHN NG	REFUND FOR 11367 VILLAGE VIEW CT	153.31	153.31
07/27/2017	93746	08176 PATRICIA OST	REFUND FOR 4195 PRECIADO DR	371.41	371.41
07/27/2017	93747	00620 P G & E	MISC PUMP STATIONS, RESERVOIRS, TO'S ELE	58,433.45	
			RESERVOIR 3A ELECTRICITY - JUNE 2017	55.26	58,488.71
07/27/2017	93748	04211 PLATT ELECTRIC SUPPLY	REPLT CONTACTOR FOR PS R20 COMPRESSOR	64.33	64.33
07/27/2017	93749	08179 VEERA REEDIPALLI	REFUND FOR 5131 WHETSTONE WAY	52.55	52.55

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07/27/2017	93750	07707 RICE LAKE WEIGHING SYST	CALIBRATION SERVICES	50.00	50.00
07/27/2017	93751	02466 RICOH AMERICAS CORP	COPIER LEASES DO MAILROOM JULY 2017	697.68	
			COPIER LEASES WWTP MAIL RM AUG 2017	415.29	
			COPIER LEASES HR/FIN AUG. 2017	388.35	1,501.32
07/27/2017	93752	06345 RON DUPRATT FORD	SWITCH ASSY FOR UNIT #68	16.32	16.32
07/27/2017	93753	00731 RYAN HERCO PRODUCTS C	DERWA: BRINE TANKS	802.88	802.88
07/27/2017	93754	07230 SEFNCO COMMUNICATIONS	REFUND FOR METER# 65583843	866.04	866.04
07/27/2017	93755	00774 SIEMENS INDUSTRY, INC	ENVIRONMENTAL CONTROLS SYSTEM QUARTERLY	19,668.00	19,668.00
07/27/2017	93756	07846 SILICON VALLEY PAVING	REFUND FOR METER#65495588	861.91	861.91
07/27/2017	93757	00810 STUDIO BLUE REPROGRAP	16-S019 CONFORMED DOCUMENTS	655.34	655.34
07/27/2017	93758	05433 TAYLOR MORRISON	REFUND FOR 7256 KENWOOD RD	98.96	
			REFUND FOR 7274 KENWOOD RD	98.96	197.92
07/27/2017	93759	00862 TIFCO INDUSTRIES	FLEET: AUTO PARTS/SUPPLIES FOR STOCK, RE	546.54	
			FLEET: AUTO PARTS/SUPPLIES FOR STOCK, RE	218.86	765.40
07/27/2017	93760	05824 TJC AND ASSOCIATES, INC.	17-A007 TO NO. 4	11,677.00	11,677.00
07/27/2017	93761	06650 TOKAY SOFTWARE	WEB TEST REPORTS ENTERED JUNE 2017	533.00	533.00
07/27/2017	93762	08173 TAMI TUTT	REFUND FOR 8058 CREEKSIDE DR	37.26	37.26
07/27/2017	93763	07140 USA FLEET SOLUTIONS	JUL 2017: FLEET GPS TRACKING SYSTEM	1,686.05	1,686.05
07/27/2017	93764	05201 VERTIV SERVICES, INC	UPS MAINTENANCE FOR DO & WWTP - 1ST YR O	6,353.26	6,353.26
07/27/2017	93765	05201 VERTIV SERVICES, INC	WEB CARD FOR BLDG S UPS, SITE ID 120443,	600.87	600.87
07/27/2017	93766	00933 VWR INTERNATIONAL, INC.	LAB CHEMICALS AND SUPPLIES	291.57	
			LAB CHEMICALS AND SUPPLIES	170.63	
			LAB CHEMICALS AND SUPPLIES	121.22	
			LAB CHEMICALS AND SUPPLIES	37.27	620.69

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07/27/2017	93767	04061 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES UPRIGHT VACUUM & HEPA FILTERS FOR BLDG S JANITORIAL SUPPLIES: TRASH CAN LINERS, P JANITORIAL SUPPLIES: GLASS CLEANER JANITORIAL SUPPLIES: GLASS CLEANER	2,022.01 594.41 278.72 75.40 75.40	3,045.94
07/27/2017	93768	00957 WEST YOST & ASSOCIATES	STANDARD SPECS UPDATE - PROF SERVICES 6/ 16-S001 TO NO 2 PROF SERVICES FROM 6/3 - STANDARD SPECS UPDATE PROF SERVICES 5/6	19,865.00 18,714.00 5,189.00	43,768.00
07/27/2017	93769	00966 WHITLEY BURCHETT & ASSOCIATES	15-R009 PROF SERVICES FROM 6/3 - 6/30 20 16-R014 PROF SERVICES	3,315.00 2,150.00	5,465.00
07/27/2017	93770	08177 LI FEN SHERMAINE YAP	REFUND FOR 4356 WESTPORT WAY	194.76	194.76
07/27/2017	93771	00987 ZONE 7 WATER AGENCY	JUNE TREATED WATER SERVICE	1,376,659.62	1,376,659.62
07/27/2017	93772	00987 ZONE 7 WATER AGENCY	JUNE 2017 CONNECTION FEES - 2	430,531.20	430,531.20
08/01/2017	608080117	01098 NATIONWIDE RETIREMENT SERVICES	NATIONAL DEFERRED COMPENSATION: PAYMENT	40.00	40.00
08/01/2017	2134140800	01280 EMPLOYMENT DEVELOPMENT	UNEMPLOYMENT INSURANCE REIMBURSEMENT	1,513.00	1,513.00
08/02/2017	20481990	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	421.29	421.29
08/02/2017	90215296	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	40.00	40.00
08/03/2017	93773	07915 JEFF CARSON	CARSON MEMBERSHIPS/CERT RENEWALS CARSON MONTHLY MILEAGE-JULY 2017	625.00 85.14	710.14
08/03/2017	93774	03572 BONIFACIO DUENAS	REFUND OVERPAYMENT PPE0 8/14 & 8/28	25.72	25.72
08/03/2017	93775	00937 GRAINGER, INC.	(4QTY) UPS FOR LAB COMPUTERS ANTI-SLIP TAPE BLACK & CLEAR	696.49 148.51	845.00
08/03/2017	93776	04424 GRAYBAR ELECTRIC COMPANY	16-P023: WWTP LED LIGHTING UPGRADES (4QTY) UTILITY CART ADMIN BLDG & MAINT S (2QTY) UTILITY CART FOR ELE SHOP	4,294.98 1,250.93 625.47	



apCkHistDesc

**Check History Description Listing**

Printed on: 08/07/2017 9:48AM

Dublin San Ramon Services District

From: 7/7/2017

To: 8/6/2017

Bank code: apbank

<u>Date</u>	<u>Check #</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
			ELE SUPPLIES FOR STOCK	197.02	6,368.40
08/03/2017	93777	01115 AARON JOHNSON	A JOHNSON ESRI USER CONF 07/10/2017 - 07	373.00	373.00
08/03/2017	93778	01171 MCGUIRE & HESTER	FOD REPAIRS APRIL - JUNE 2017	133,480.64	133,480.64
08/03/2017	93779	07109 DANIEL MCINTYRE	MCINTYRE MONTHLY MILEAGE-JULY 2017	95.71	95.71
08/03/2017	93780	01078 STEFANIE OLSON	OLSON BACWA MEETING EXP 07/11/17	6.00	6.00
08/03/2017	93781	01126 KEN PETERSON	PETERSON ESRI USER CONF 07/09/2017 - 07/	526.00	526.00
08/03/2017	93782	04973 NATERCIA SAUCEDA	CASE ID FL364781: PAYMENT	111.23	111.23
08/03/2017	93783	05026 UNIVAR USA INC.	SODIUM HYPOCHLORITE FOR WWTP OPERATIONS	2,573.87	
			SODIUM HYPOCHLORITE FOR WWTP OPERATIONS	2,418.46	4,992.33
08/03/2017	93784	05127 VISION SERVICE PLAN - CA	AUGUST 2017 - VISION	2,475.17	2,475.17
08/03/2017	93785	06643 WEIR TECHNICAL SERVICES	MANAGEMENT SERVICES - JUNE 2017	4,422.43	4,422.43
08/03/2017	93786	00057 ARMA INTERNATIONAL, INC.	ARMA - MEMBERSHIP RENEWAL - VIVIAN CHIU	220.00	220.00
08/03/2017	93787	00622 AT&T	LAVWMA PS PHONE & DSL JUL '17	346.53	346.53
08/03/2017	93788	00622 AT&T	LAVWMA PS & SANLEANDRO DECHLOR STATION J	102.21	102.21
08/03/2017	93789	00092 BORGES & MAHONEY CO	8 BUFFER SOLUTION PH4 CASE	1,463.92	1,463.92
08/03/2017	93790	01085 CALPERS LONG-TERM CARE	LONG-TERM CARE: PAYMENT	68.12	68.12
08/03/2017	93791	01167 CITY OF DUBLIN	16-S021 DEPOSIT FOR PLAN REVIEWS FCN#DV0	30,000.00	30,000.00
08/03/2017	93792	00157 CITY OF PLEASANTON	WWTP: POTABLE WATER JUL '17	753.77	
			FOD: POTABLE WATER - IRRIGATION JUL '17	207.31	
			DERWA: POTABLE WATER JUL '17	152.79	
			LAVWMA: POTABLE WATER JUL '17	136.64	1,250.51
08/03/2017	93793	00241 DGS OFS SVC REVOLVING F	NATURAL GAS SERVICE @ THE WWTP - 06/17	32,463.01	32,463.01
08/03/2017	93794	00252 DONALD R. WHITE, TAX COL	2017-2018 UNSECURED PROP TAX 941-2838-10	119.76	119.76

apCkHistDesc

**Check History Description Listing**

Printed on: 08/07/2017 9:48AM

Dublin San Ramon Services District

From: 7/7/2017

To: 8/6/2017

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
08/03/2017	93795	00277 EBMUD	LAVWMA LEWELLING WTR & SWR JUL '17	146.70	146.70
08/03/2017	93796	00314 FEDEX	WWTP: OVERNIGHT DELIVERY CHARGES JUL '17	17.03	17.03
08/03/2017	93797	02914 STATE OF CALIFORNIA FRAI	FRANCHISE TAX BOARD: PAYMENT	55.15	55.15
08/03/2017	93798	07652 HUNT & SONS, INC.	(1700G) DIESEL FUEL #2	3,418.99	3,418.99
08/03/2017	93799	01249 INTERNATIONAL INSTITUTE	IIMC - ANNUAL MEMBERSHIP FEE THROUGH 9/3	125.00	125.00
08/03/2017	93800	00620 P G & E	LAVWMA PS FEEDER B JUL '17	42,417.13	
			LAVWMA PS FEEDER A JUL '17	7,802.04	
			PUMP STATION R200A ELEC - JULY 2017	6,782.61	
			DEPARTING LOAD NON-BYPASSABLE CHARGES -	687.41	
			RESERVOIR R200 DERWA TANK 2 ELEC - JULY	69.83	57,759.02
08/03/2017	93801	05543 ADMINISTRATORS (PBIA) PR	AUGUST 2017 - DENTAL	21,551.30	21,551.30
08/03/2017	93802	00786 SNAP-ON INDUSTRIAL	TOOLS FOR FLEET SHOP	409.35	409.35
08/03/2017	93803	08193 THE MAISON PROPERTIES	REFUND 7022 LOCUST CT	226.00	226.00
08/03/2017	93804	00861 THYSSEN KRUPP ELEVATOR	JUL-SEP 2017: ELEVATOR MAINTENANCE SERVI	1,491.21	1,491.21
08/03/2017	93805	01222 UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	125.00	125.00
08/03/2017	93806	00556 UNITED WAY OF THE BAY AF	UNITED WAY: PAYMENT	217.40	217.40
08/03/2017	93807	06004 VANGUARD CLEANING SYST	JUL 2017: WWTP - JANITORIAL SERVICES	3,045.00	
			JUL 2017: FOD - JANITORIAL SERVICES	1,895.00	
			JUL 2017: DO - JANITORIAL SERVICES	1,675.00	
			JUL 2017: DO - JANITORIAL SERVICES (INC	904.76	7,519.76
08/03/2017	93808	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT: JUL '17	284.76	284.76

291 checks in this report

**Total Checks: 12,400,524.97**



**TITLE:** Consider a Letter of Support for a Permanent Valley Children’s Museum in Dublin and Provide Direction

**RECOMMENDATION:**

Staff recommends the Board of Directors consider a letter of support for a permanent Valley Children’s Museum in Dublin and, by Motion, provide direction to staff.

**SUMMARY:**

At the August 1 Board meeting, Vice President Vonheeder-Leopold reported that the Valley Children’s Museum (VCM) is requesting letters of support for a permanent museum in Dublin because there is a possible change in Dublin’s plan to include VCM in the development of Camp Parks, now known as the Dublin Crossing development. The Board scheduled consideration of a letter at its next meeting.

VCM is a non-profit organization aimed at providing play-based learning to children of the Tri-Valley and surrounding communities. Its traveling exhibits and programs have appeared at festivals, fairs, public libraries and classrooms, providing thousands of local children with hands-on, play-based activities, make-and-take projects and learning experiences. VCM started as a concept of a visionary group of parents and educators first introduced at a local children’s fair in Livermore. In spring and summer 2011, VCM opened a mobile museum in Emerald Glen Park in Dublin. The mobile museum is currently available at Super Saturdays every third Saturday and Dublin’s Farmers’ Market every Thursday evenings. Both events are held at Emerald Glen Park.

Directors Duarte and Misheloff are members of the VCM Board of Directors. Director Misheloff had provided to U.S. Representative Swalwell an informational sheet on VCM (Attachment 1). Attachment 2 is a letter of support from San Ramon Mayor Bill Clarkson. Attachment 3 is a draft letter of support for the Board’s consideration.

<b>Originating Department:</b> Executive Services	<b>Contact:</b> V. Chiu	<b>Legal Review:</b> Not Required
<b>Cost:</b> \$0	<b>Funding Source:</b> N/A	
<b>Attachments:</b> <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Information Sheet on VCM Attachment 2 – Letter of support from City of San Ramon Attachment 3 – Draft letter of support from DRSRD	35 of 45

## VALLEY CHILDREN'S MUSEUM

**Valley Children's Museum (VCM) Mission:** To spark the adventure of lifelong learning for children and their grown-ups.

### Key goals of VCM:

- To provide a state-of-the-art children's museum facility
- To serve as a community resource for education and engagement
- Serve as a venue for community, private and corporate events
- Provide an enriching atmosphere for children to explore a multitude of cultures
- To provide access to ALL children, families and childcare providers regardless of ethnicity, disability(ies) or economic status
- Provide local teenagers with the opportunity to learn, first-hand, the rewards of volunteering and taking on leadership roles

The museum stimulates curiosity, creativity, imagination and learning through exploration of the natural world, the sciences, arts and through role-playing.

VCM provide local area teens with an opportunity to learn first-hand the value and rewards derived from volunteering and taking on leadership roles. Local organizations such as the National Charity League (a well-established mother/daughter philanthropy) and local high schools contribute to and support this effort.

Valley Children's Museum (VCM) has been providing themed, hands-on, play-based learning experiences to the children of the Tri-Valley since 1999. VCM is a 501c3, non-profit organization dedicated to providing educational advantage to children residing in Alameda County, Contra Costa County and surrounding counties.

2011 saw the establishment of a mobile children's museum largely through the generosity of Mervyn's stores (they donated a trailer, valued at \$50,000). That museum is currently housed at Dublin's Emerald Glen Park. The current exhibit focus at the museum is California Mission education. This serves not only the community's children at large but, specifically, local 4<sup>th</sup> grade students. The museum is able to provide a unique venue that supplements California's mandated mission education for all 4<sup>th</sup> graders. Other exhibits in the mobile museum provide hands-on projects that focus on energy, water conservation, nutrition. All this is accomplished in a welcoming, play based and safe environment.

The museum needs a permanent, brick and mortar home to serve its community. VCM has received confirmation from the city of Dublin that space within the 30-acre park at the new Dublin Crossings Development has been dedicated for the permanent museum. With build out of Dublin Crossings well under way, the impact to VCM is the requirement to raise a minimum of \$1 million by June 2018 for this project.

A "Cliff Notes" description of the planned 46,000 sq ft museum campus:

First and largest building is 31,000 sq ft and will house a café, gift shop, administrative offices and 15,000 sq ft of exhibit space.

The second building is 15,000 sq ft to accommodate exhibit and event space, a catering kitchen and theater to enhance the museum experience and provide space for additional revenue generation.

VCM, in its grant proposal, has asked the Wayne and Gladys Valley Foundation for a \$33.6 million endowment. This amount represents the full amount needed to complete the structure.

We plan to open the museum's doors in the Spring of 2022.



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**CITY OF SAN RAMON**

7000 BOLLINGER CANYON ROAD  
SAN RAMON, CALIFORNIA 94583  
PHONE: (925) 973-2500  
WWW.SANRAMON.CA.GOV

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November 22, 2016

Valley Children's Museum  
Board of Directors  
c/o Dawn Benson, Board President  
P.O. Box 2102  
Dublin, Ca 94568

Dear Ms. Benson,

I am writing this letter of support on behalf of the City of San Ramon, to commend the work the Valley's Children Museum Board of Directors and volunteers have done to bring a children's museum to the Tri Valley. Your mobile museum project has laid the groundwork for your future permanent location in Dublin. Although the museum's location is not in San Ramon, its close proximity to our border makes it an attribute that San Ramon residents will enjoy for years to come. The City of San Ramon is committed to providing recreational, social and educational opportunities to families and youth. Having a resource for young children to learn, grow and experience concepts in science, math, history and art through hands on curriculum, with their families, close to San Ramon is a benefit to our residents. San Ramon supports your continuing efforts to bring a Children's Museum to the region, which will be a benefit to everyone who lives and visits the area for years to come.

Sincerely,

Bill Clarkson  
Mayor  
City of San Ramon

CC San Ramon City Council

---

City Council 973-2530  
City Manager: 973-2530  
City Attorney: 973-2549

City Clerk: 973-2539  
Human Resources: 973-2523  
Finance Department: 973-2609

Parks & Community Services: 973-3200  
Police Services: 973-2700  
Engineering Services: 973-2670

Planning: 973-2560  
Public Services: 973-2800



August \_\_, 2017

Board of Directors  
Valley Children's Museum  
P.O. Box 2101  
Dublin, CA 94568

**Subject: Letter of Support**

Dear Board of Directors:

I am writing this letter of support on behalf of the Dublin San Ramon Services District (DSRSD) to commend the work of the Valley Children's Museum and to recognize the importance of an interactive museum in the Tri-Valley. Your mobile museum project has demonstrated a need and laid the groundwork for a permanent children's museum in Dublin.

Having a resource for young children to learn, grow, and experience concepts in science, math, history, and art through hands-on, play-based activities close to home is a benefit to our community, residents, and visitors. The Dublin San Ramon Services District supports your continuing efforts to work with the City of Dublin to build a permanent museum in Dublin.

Sincerely,

Richard M. Halket  
President

cc: DSRSD Board of Directors  
Dublin City Council



**TITLE:** Revise the Utility Billing Adjustments Policy and Rescind Resolution No. 35-13

**RECOMMENDATION:**

Staff recommends the Board of Directors adopt, by Resolution, the revised Utility Billing Adjustments policy and rescind Resolution No. 35-13.

**SUMMARY:**

The policy was originally established to motivate customers to respond to leaks promptly and to provide financial assistance to customers who experienced significantly higher than normal bills as a result of a leak. The Board last approved a revision to this policy in August 2013 to:

- Clarify one credit per three-year period for each *account*
- Establish a maximum credit amount in any one year per *customer*
- More clearly define the customer category referred to as “Non-Residential”

Prior to 2014, customers’ earliest indication of a leak was typically the bill, which spans a two-month period. Leaks often went undetected until the meter was read for billing. In May 2014, the District made a significant investment in technology that communicates water consumption data, by meter, on an hourly basis. Further, the District made available to all customers a software, and via a customer portal called AquaHawk, customers can monitor their water use and establish/alert protocols based on that use. This tool gives customers access to hourly water consumption data which can be viewed by hour, day, week, billing period, etc., over the period of one year. Once registered, customers can receive automated notification via text message or email in the event of a leak or excessive water use. Currently, approximately 13,000 customers have registered. Additionally, District staff receives alerts from the portal and attempts to communicate with customers, whether or not the customer is registered on the portal, when a serious event or leak is indicated.

As our technology has improved, our opportunity to quickly identify and mitigate lost water has improved significantly. The current policy language requires that the customer, “took prompt and reasonable action to ascertain the cause and correct it.” With today’s technology, the definition of “prompt” has changed. Customers, prior to 2014, might not have found out about lost water for 60 or more days; today, that can be reduced to one day or less. Currently, the policy states that the District will use historic averages to determine the impact of the leak; however, today we can see precisely when the leak started and when it stopped. Historic averages are no longer relevant.

While the dollar amount credited to customers in FY16 was small at \$4,828, the staff resources required to manage the program is significant. Additionally, customers often don’t qualify for a credit or receive a credit not in the amount they desire, which results in dissatisfaction.

Staff recommends that the policy be revised so that the language in the policy reflects the current technological capabilities available today.

Originating Department: Administrative Services	Contact: C. Atwood	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Utility Billing Adjustment policy - redline version	
		39 of 45



# POLICY

## Dublin San Ramon Services District

Policy No.:	P400- <del>13-3</del>	Type of Policy:	Finance
Policy Title:	Utility Billing Adjustments		
Policy Description:	Authorize the General Manager to Approve Utility Billing Adjustments		

Approval Date:	<del>August 6, 2013</del>	Last Review Date:	<del>2013</del> <u>2017</u>
Approval Resolution No.:	<del>35-13</del>	Next Review Date:	<del>2017</del> <u>2021</u>
Rescinded Resolution No.:	<del>16-12</del> <del>35-13</del>	Rescinded Resolution Date:	<del>May 1, 2012</del> <del>8/6/2013</del>

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

To authorize the General Manager to make utility billing adjustments related to excess consumption arising from ~~(a) leaks on the customer side of the meter, or (b) significant abnormalities in water consumption that are caused by factors or events reasonably unknown or unknowable to the customer.~~ Such adjustments are subject to the following:

**Adjustments shall be made only when all of the following are true:**

- The account is a residential customer who is individually metered.
- The account is in good standing, ~~and is in a category that qualifies;~~
- There is no evidence that the excessive use was due to the intentional or negligent act by the customer;
- In the event of a leak, ~~after receipt of a District bill or notice showing excessive water use,~~ the customer took prompt and reasonable action to ascertain the cause and correct it;
- In the event of a leak, ~~the~~ verifiable confirmation is received that the leak has been repaired;
- No adjustment shall be made when the ~~loss event that led to the excessive consumption~~ is covered by the customer's insurance or when a claim can be filed under a warranty of any sort (new home, remodel, etc.); ~~and.~~

~~Non-residential accounts may only receive an adjustment related to leaks.~~



**The amount of any adjustment shall be subject to and limited by the following:**

- The amount of excessive use shall be determined by the District;
- ~~Normal consumption shall be determined using historical averages when available;~~
- ~~Future consumption can be considered when historical information is not available or not applicable (in such cases the timing of the adjustment shall be determined by the General Manager with deference given to the magnitude of the adjustment);~~
- Adjustments are limited to only the water portion of the bill (except as noted below);
- ~~The General Manager shall have discretion in adjusting a non-residential customer's flow based sewer bill if it can be reasonably determined that the water caused by the leak did not flow into the collection system;~~
- No adjustment shall be made when the excessive consumption is the result of a malfunctioning, or not properly maintained, water softener system;

~~Proper adjustments require adequate and accurate meter reading data; when such data is not available due to malfunction of the meter (not customer caused) the General Manager shall use best professional judgment to arrive at an adjustment amount; and~~

~~No adjustment shall be made for any period longer than two billing cycles or for water delivered sixty days after the District sends the customer the bill or after the District sends the customer a notice regarding the excessive use.~~

**Limitations and Exceptions:**

- The maximum credit adjustment allowed per customer, per year, is \$1,000;
- One credit adjustment may be granted per account in a three year period; ~~and~~
- ~~The category of customers considered to be Institutional/Governmental shall be excluded from inclusion in this policy.~~
- The General Manager shall have discretion in adjusting a non-residential customer's flow based sewer bill if it can be reasonably determined that the water caused by the leak did not flow into the collection system.

**Reporting:**

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

**Administration:**

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

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REVISING THE UTILITY BILLING ADJUSTMENTS POLICY AND RESCINDING RESOLUTION NO. 35-13

---

WHEREAS, the Board adopted the Utility Billing Adjustments policy to motivate customers to fix substantial water leaks quickly and provide some financial assistance in those situations; and

WHEREAS, the AquaHawk Customer Portal now provides monitoring of water use and alert protocols based on that use; and

WHEREAS, for all accounts, our District staff receive alerts from the portal and attempt to communicate with customers when a serious event or leak is indicated; and

WHEREAS, the new policy language reflects the current technological capabilities available today.

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

That the revised Utility Billing Adjustments policy, attached as Exhibit "A" be adopted, and Resolution No. 35-13 is hereby rescinded and attached as Exhibit "B."

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its regular meeting held on the 15th day of August, 2017, and passed by the following vote:

AYES:

NOES:

ABSENT:

---

Richard M. Halket, President

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



# Policy

<b>Policy No.:</b> P400-	<b>Type of Policy:</b> Finance
<b>Policy Title:</b> Utility Billing Adjustments	
<b>Policy Description:</b> Authorize the General Manager to Approve Utility Billing Adjustments	
<b>Approval Date:</b> X/X/20XX	<b>Last Review Date:</b> 2017
<b>Approval Resolution No.:</b> XX-XX	<b>Next Review Date:</b> 2021
<b>Rescinded Resolution No.:</b> 35-13	<b>Rescinded Resolution Date:</b> 8/6/2013

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

To authorize the General Manager to make utility billing adjustments related to excess consumption arising from leaks on the customer side of the meter. Such adjustments are subject to the following:

**Adjustments shall be made only when all of the following are true:**

- The account is a residential customer who is individually metered.
- The account is in good standing.
- There is no evidence that the excessive use was due to the intentional or negligent act by the customer.
- In the event of a leak, the customer took prompt and reasonable action to ascertain the cause and correct it.
- In the event of a leak, verifiable confirmation is received that the leak has been repaired.
- No adjustment shall be made when the loss is covered by the customer's insurance or when a claim can be filed under a warranty of any sort (new home, remodel, etc.).

**The amount of any adjustment shall be subject to and limited by the following:**

- The amount of excessive use shall be determined by the District.
- Adjustments are limited to only the water portion of the bill (except as noted below).
- No adjustment shall be made when the excessive consumption is the result of a malfunctioning, or not properly maintained, water softener system.

**Limitations and Exceptions:**

- The maximum credit adjustment allowed per customer, per year, is \$1,000.
- One credit adjustment may be granted per account in a three year period.
- The General Manager shall have discretion in adjusting a non-residential customer's flow based sewer bill if it can be reasonably determined that the water caused by the leak did not flow into the collection system.

<b>Policy No.:</b> P400-	<b>Policy Title:</b> Utility Billing Adjustments
--------------------------	--------------------------------------------------

**Reporting:**

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

**Administration:**

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

RESOLUTION NO. 35-13

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

---

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

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

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

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

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


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

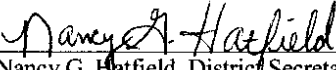
ADOPTED by the Board of Directors of the Dublin San Ramon Services District, a public agency in the State of California, counties of Alameda and Contra Costa, at its regular meeting held on the 6th day of August 2013, and passed by the following vote:

AYES: 5 - Directors D.L. (Pat) Howard, Georgan M. Vonheeder-Leopold,  
Edward R. Duarte, Richard M. Halket, Dawn L. Benson

NOES: 0

ABSENT: 0

  
Dawn L. Benson, President

ATTEST:   
Nancy G. Hatfield, District Secretary