

## **AGENDA**

### **NOTICE OF SPECIAL MEETING**

**TIME:** 6 p.m.  
**PLACE:** Shannon Community Center, Ambrose Hall  
11600 Shannon Avenue, Dublin, CA 94568

**DATE:** Tuesday, November 20, 2018

**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. Speaker cards are available from the District Secretary and should be completed and returned to the Secretary prior to addressing the Board. The President of the Board will recognize each speaker, at which time the speaker should proceed to the lectern, introduce him/herself, and then proceed with his/her comment.
6. REPORTS
  - 6.A. Reports by Staff
    - Event Calendar
    - Correspondence to and from the Board
  - 6.B. Joint Powers Authority and Committee Reports

DSRSD/Central Contra Costa Sanitary District Liaison – November 8, 2018
  - 6.C. Agenda Management (consider order of items)
7. CONSENT CALENDAR

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

  - 7.A. Approve Regular Meeting Minutes of October 16, 2018  
**Recommended Action:** Approve by Motion
  - 7.B. Accept Regular and Recurring Reports: Warrant List and Quarterly Financial Reports  
**Recommended Action:** Accept by Motion
  - 7.C. Approve Proclamation Honoring Association of California Water Agencies (ACWA) Executive Director Timothy H. Quinn upon His Retirement  
**Recommended Action:** Approve by Motion

- 7.D. Advance the Regional Wastewater Treatment Facility (RWTF) Fencing and Security - Phase 2 Project (CIP 19-P003) to Fiscal Year Ending 2019 and Increase Construction Change Order Contingency for Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203)  
**Recommended Action:** Approve by Resolutions (2)

8. BOARD BUSINESS

- 8.A. Accept Donation of a Gate for the Drought Garden  
**Recommended Action:** Accept by Motion
- 8.B. Approve Emergency Action Procurement by General Manager for Repair of District Office  
**Recommended Action:** Approve by Resolution
- 8.C. Approve Change of Location for Regular Meetings of the Board of Directors and Rescind Resolution No. 5-05  
**Recommended Action:** Adopt by Resolution
- 8.D. Receive Presentation on Proposed Local Wastewater Collection and Regional Wastewater Treatment Capacity Reserve Fees and Provide Direction on a Schedule for Adoption  
**Recommended Action:** Receive Presentation and Provide Direction
- 8.E. Receive a Report on the Regional Wastewater Fee Installment Program and Direct Staff as to Program Modifications  
**Recommended Action:** Receive Report and Provide Direction

9. BOARD MEMBER ITEMS

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

10. CLOSED SESSION

- 10.A. Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1)  
Name of Case: Cameron
- 10.B. Public Employee Performance Evaluation Pursuant to Government Code Section 54957  
Title: General Manager
- 10.C. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Government Code Section 54956.9: One Potential Case

11. REPORT FROM CLOSED SESSION

12. ADJOURNMENT

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

**October 16, 2018**

1. CALL TO ORDER

A regular meeting of the Board of Directors was called to order at 6 p.m. by President Vonheeder-Leopold.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

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

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

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

- Special Presentation by Zone 7 General Manager Valerie Pryor on Water Supply Evaluation Status and on Zone 7 Water Rates

General Manager Pryor reviewed the Zone 7 Water Agency (Zone 7) 2018 Water Supply Evaluation Update and water supply projects of interest to Zone 7. She emphasized the need to understand current supply and demand, how new legislation and other factors may impact demand, and that a combination of various supply options could be the solution to the Tri-Valley's need for additional water supply. She also reviewed the wholesale water rate scenarios the Zone 7 Board will consider tomorrow night and the related public outreach efforts to gather community input. She shared that important lessons were learned from the drought and the fiscal crisis that ensued, and stressed the need to rebuild reserves and fund future water reliability water projects.

5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC) – 6:10 p.m. No public comment was received.

6. REPORTS

6.A. Reports by General Manager and Staff

- Event Calendar – General Manager McIntyre reported on the following:
  - o A regular Board meeting will be held on Election Day, Tuesday, November 6.
  - o President Vonheeder-Leopold will give the “State of the District” presentation to the Dublin City Council on Tuesday, November 6, prior to the Board meeting.
  - o A regular Board meeting will be held on Tuesday, November 20, the week of the Thanksgiving holiday.

- o A LAVWMA Joint Powers Authority meeting will be held on Wednesday, November 21, the day before the Thanksgiving holiday.
  - o The Annual Neighborhood Meeting will be held at the Wastewater Treatment Plant Tuesday, October 23, at 5:30 p.m.
- Correspondence to and from the Board on an Item not on the Agenda

Date	Format	From	To	Subject	Response
10/14/18	Email	Vin Poh'ray	Zone 7 Board/GM, cc'd DSRSD Board/GM	"Zone 7's Proposed Water Rates: Stay within Budget – Provide Zero Rate increase option!"	N/A

6.B. Joint Powers Authority and Committee Reports – DSRSD/Central Contra Costa Sanitary District Liaison – October 2, 2018

President Vonheeder-Leopold invited comments on recent committee activities. Directors felt the available staff reports adequately covered the matters considered at the committee meeting and made a few comments about some of the committee activities.

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

7. CONSENT CALENDAR

President Vonheeder-Leopold requested Item 7.C be removed for discussion. Mr. Jim Brady submitted a speaker card requesting more explanation on Item 7.E. The Board agreed to remove Items 7.C and 7.E for discussion, and took Consent Calendar Items 7.A, 7.B, 7.D, and 7.F and passed these Items first.

Director Howard MOVED for approval of Items 7.A, 7.B, 7.D and 7.F on the Consent Calendar. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

7.A. Regular Meeting Minutes of September 18, 2018 – Approved

7.B. Accept Regular and Recurring Report: Warrant List – Approved

7.C. REMOVED – Approve Planning Services Agreement with GH PacVest, LLC for the Grand View Project – Approved – Resolution No. 49-18

President Vonheeder-Leopold inquired what “MH” on the developer’s proposed project map and land use plan meant. Principal Engineer Rhodora Biagtan explained it indicated “medium-high” density zoning for proposed housing in particular areas of the development.

Director Howard MOVED for approval of Item 7.C on the Consent Calendar. Director Duarte SECONDED the MOTION, which CARRIED with FIVE AYES.

- 7.D. Approve Master Agreement for Consulting Services with Psomas, DBA Covello, and Authorize Execution of Task Order No. 1 for the Primary Sedimentation Expansion and Improvement Project (CIP 17-P004) – Approved – Resolution No. 47-18
- 7.E. REMOVED – Approve Fund Limit Increase to the Local Wastewater Expansion (Fund 220) for Fiscal Year Ending 2019 – Approved – Resolution No. 50-18

Speaker: Mr. Brady (San Ramon resident) – Mr. Brady requested staff expand upon details of this item. Engineering Services Manager Zavadil explained the District has three enterprises – local wastewater (collections), regional wastewater (treatment), water (distribution) – each with funds for both replacement and building of assets. She explained that Fund 220 pertains to the collections system and the requested adjustment is being made in order to reallocate funds not spent in fiscal year 2018 to fiscal year 2019 for projects that were delayed or have taken longer to complete. Mr. Brady thanked her for the explanation.

Director Halket MOVED for approval of Item 7.E on the Consent Calendar. Vice President Misheloff SECONDED the MOTION, which CARRIED with FIVE AYES.

- 7.F. Approve DERWA Recycled Water Plant – Phase 2 Project (CIP 16-R014) Budget Adjustments for Fiscal Years Ending 2018 and 2019 – Approved – Resolution No. 48-18

8. BOARD BUSINESS

- 8.A. Receive Update on Operations Department Activities

Operations Manager Carson reviewed the item for the Board and introduced the Operations Department management team members for the Plant Operations, Field Operations, Electrical and Automation, Mechanical Maintenance, Laboratory and Technical Services, and Operations Support Services Divisions. Each team member provided an overview of the division's recent activities, highlighting projects and events in progress or completed at District facilities. The Board asked various questions during the presentations regarding the divisions' activities and expressed how very impressed it was with the staff competencies and talent demonstrated and how "high-tech" the District had become in acquiring, utilizing, and leveraging electronic systems to better perform its work. The Board complimented staff on their accomplishments and thanked them for a fantastic presentation.

- 8.B. Receive Presentation on the Water-Wise Gardening Workshop

Community Affairs Supervisor Sue Stephenson introduced Community Affairs Specialist Lea Blevins. She explained that in addition to leading the workshop project, Ms. Blevins has become the District's "social media maven" and is using the Nextdoor App very effectively to inform residents about District activities in their neighborhoods. Ms. Blevins then reviewed the workshop item for the Board and explained the event was held in partnership with Zone 7 Water Agency to educate residents about reducing water use via sustainable, drought-tolerant gardens. The agencies advertised the event on their websites, KKIQ radio ("Helping your Hometown"), and social media. The Nextdoor App posting accounted for most of the workshop registrants. Other local

organizations such as Armstrong Garden Center, Ecofolia Design, and East Bay Municipal Utility District provided additional support. The Board and staff discussed the great success of this first-time event with hopes to hold it annually, and the impressive turnout from Dublin, with Livermore, Pleasanton, and San Ramon represented too.

8.C. Receive Update on the Electronic Content Management System Initiative

Executive Services Supervisor Genzale introduced District analysts Vivian Chiu and Jonathan Penaflor who support the Electronic Content Management System (ECMS) initiative. They gave a presentation providing an overview of the project plan; achievements and progress such as Agenda Management implementation; current activities including division document organization, content loading, and retention; and anticipated goals and activities such as contract management, application development, and additional automation. They explained that OnBase will eventually become the District's "daily driver" for doing business. A "WORM" (write once, read many) system is in place to protect and back up contents. Existing paper documents will eventually be converted/scanned into the system or reduced per retention requirements. Staff further explained OnBase's systems integration capabilities, enabling staff to more efficiently organize, locate, and access information for asset management, record drawings, Board documents, and other contents. The Board acknowledged the progress made to date by staff was impressive and expressed it was outstanding to see this type of technology being implemented at the District.

8.D. Approve District Sponsorship of the Dougherty Valley High School Robotics Club

General Manager McIntyre reviewed the item for the Board. The Board and staff discussed the merits of supporting the club and how robotics relates to and supports the work the District performs. The Board discussed possible sponsorship levels and the Board's budget for supporting educational activities.

Director Halket MOVED to approve sponsorship of the Dougherty Valley High School Robotics Club in an amount of \$1,000. Director Howard SECONDED the MOTION, which CARRIED with FIVE AYES.

9. BOARDMEMBER ITEMS

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

Director Duarte submitted a written report to Executive Services Supervisor Genzale. He reported he attended the California Special Districts Association Contra Costa Chapter meeting October 15 at the Central Contra Costa Sanitary District. He summarized the activities and discussions at the meeting, which included a special program called "The California Voting Rights Act (CVRA) and the Legal Challenges to Subdivide (Cities and Districts)." Per the CVRA, political subdivisions are prohibited from using at-large methods of election that "impairs the ability of a protected class to elect candidates of its choice or influence the outcome of an election, as a result of the dilution or the abridgement of the rights of voters are members of the protected class . . . ." Several speakers presented components of the program that covered an introduction to the CVRA, the history, impacts, and future of legal challenges, and the process to convert from at-large to by-district

elections. Director Duarte concluded DSRSD should begin the groundwork to move away from at-large elections.

Vice President Misheloff reported she recently witnessed the delicate replacement of a 68,000-pound LAVWMA pump and was quite impressed with the process.

Director Howard quipped about naming the District's dredge after retired General Manager Bert Michalczyk, whereas Board and staff commented it should be named after Director Howard in honor of his upcoming retirement.

President Vonheeder-Leopold submitted written reports to Executive Services Supervisor Genzale. She reported she attended the California Association of Sanitation Agencies Annual Board Strategic Planning Retreat September 23–25 in Lafayette, and the California Special District Association Annual Conference September 25–27 in Indian Wells where she accepted the Chapter of the Year award on behalf of the Alameda County chapter. She summarized the activities and discussions at the meetings. She also shared some facts from a 1961 report published when DSRSD was called Valley Community Services District.

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

#### 10. CLOSED SESSION

At 7:55 p.m. the Board went into Closed Session.

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

#### 11. REPORT FROM CLOSED SESSION

At 8:13 p.m. the Board came out of Closed Session. President Vonheeder-Leopold announced that there was no reportable action.

#### 12. ADJOURNMENT

President Vonheeder-Leopold adjourned the meeting at 8:13 p.m.

Submitted by,

Nicole Genzale, CMC  
Executive Services Supervisor/District Secretary



**TITLE:** Accept Regular and Recurring Reports: Warrant List and Quarterly Financial Reports

**RECOMMENDATION:**

Staff recommends the Board of Directors accept, by Motion, 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, 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.

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

- Ref item A: Warrant List
- Ref item B: Quarterly Financial Reports

<b>Originating Department: Administrative Services</b>	<b>Contact: H. Chen</b>	<b>Legal Review: Not Required</b>
<b>Cost: \$0</b>	<b>Funding Source: N/A</b>	
<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)	<b>Attachment 1 – Summary of Regular and Recurring Reports</b>	
		8 of 142



## SUMMARY OF REGULAR AND RECURRING REPORTS

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

For the fiscal year ending 2019, the totals for these reports are as follows:

Category	YTD	This Meeting	Total
Capital Outlay Budget Adjustments	\$327,800	\$0	\$327,800
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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Printed on: 11/12/2018 10:45AM

Dublin San Ramon Services District

From: 10/8/2018 To: 11/11/2018

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
10/09/2018	10092018	03718 HR SIMPLIFIED	IRS 125 2018 DCA/FSA/POS	844.13	844.13
10/10/2018	1001169455	01111 CALPERS	OCTOBER 2018 - ER CODE 0740 (PERS)	213,326.43	213,326.43
10/10/2018	1001169457	01111 CALPERS	OCTOBER 2018 - ER CODE 7316 (NON-PERS)	2,085.49	2,085.49
10/15/2018	8133	05511 DISBURSEMENT UNIT CALIFORN	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
10/15/2018	10152018	01098 BANK ONE NATIONWIDE RETIRE	NATIONAL DEFERRED COMPENSATION: PAYMENT	63,443.78	63,443.78
10/15/2018	10152018	03718 HR SIMPLIFIED	IRS 125 2018 POS	828.36	828.36
10/15/2018	1001182055	00494 PERS	RETIREMENT: PAYMENT	101,556.71	101,556.71
10/16/2018	34242560	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	132,998.70	132,998.70
10/16/2018	1368100160	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	30,180.20	30,180.20
10/17/2018	98333	03536 U S BANK/ CORP PMT SYSTEMS	7 2-DRAWER LATERAL FILE CABINETS FOR LAB	2,569.48	
			3 VEEAM LIC FOR SCADA CLUSTER	1,692.90	
			3W VFD UPGRADE	1,038.35	
			FLUSHING SUPPLIES - FIREHOSE KIT	1,000.00	
			OFFICE SUPPLIES FOR PI 9 06 18	985.59	
			QTY (2) CISCO C3850 10GB NETWORK MODULES	930.00	
			TOOLS	768.06	
			CSDA CONFERENCE REGISTRATION FOR GVL	700.00	
			ACWA 2018 FALL CONFERENCE (REGISTRATION	699.00	
			BELZONA 1321 2 PAK PARTS	686.09	
			KIT SOFT GOODS & PACKING KIT	684.87	
			ANNUAL RETIREE BRUNCH 10/12/18 - TOUR TR	655.69	
			PLAINER FOR FACILITIES	599.78	
			CSDA - REGISTRATION - NARCISO - 2018 BOA	575.00	
			CSDA - REGISTRATION - CHIU - 2018 BOARD	575.00	
			2018 RETIREE ANNUAL BRUNCH - EXPENSE	538.33	

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Dublin San Ramon Services District

From: 10/8/2018 To: 11/11/2018

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			GE MEETING 10/10/18 - EXPENSE	531.50	
			SHOP SUPPLIES	525.60	
			HATTRUP - HOTEL FOR BACKFLOW 40-HOUR COU	517.62	
			LUCITY CONFERENCE DAN LOPEZ HOTEL STAY 9	509.68	
			RMADARANG: LODGING RE: LUCITY 2018 ACT O	509.68	
			LUCITY CONF RENAISSANCE PALM SPRINGS HOT	509.64	
			LUCITY CONF RENAISSANCE PALM SPRINGS HOT	509.64	
			VALDEZ APA REGISTRATION (YEAR-END / 2019	475.00	
			MONITOR FOR LAVWMA SCADA	454.91	
			DOOR FOR FOD BUILDING	431.54	
			KOEHLER - CALPELRA ADVANCED ACADEMY FOR	375.00	
			GALLARDO - CALPELRA ADVANCED ACADEMY FOR	375.00	
			NEOPOST INK CARTRIDGES AND LABELS 9 25 1	340.86	
			POSTCARD AND MAILING FOR ASSISTANT/ASSOC	340.64	
			VADEN RETIREMENT GIFT (2 OF 2 PACKAGES)	333.62	
			BIAGTAN - WEF MEMBERSHIP RENEWAL 2018-19	328.00	
			STANDARD PORTABLE TOILET RENTAL	299.00	
			STANDARD PORTABLE TOILET - SEPT 2018	299.00	
			FLUSHING SUPPLIES - FIREHOSE KIT	286.58	
			ONLINE JOB POSTING - LIMITED-TERM, CONST	285.00	
			ONLINE JOB POSTING: ASSISTANT/ASSOCIATE	285.00	
			DIV 53 & 54 RECOGNITION LUNCH & MEETING	280.61	
			MISC SUPPLIES	280.51	
			USED TIRE DISPOSAL	272.75	
			D. MARTIN - ACWA 2018 REGULATORY SUMMIT	270.00	
			DROUGHT GARDEN ROSES 9/11/18 - ALDEN LAN	261.04	
			GEESE DETERRENT DEVICES	259.17	
			B CASTELLO HOTEL FOR LUCITY CONFERENCE	254.84	
			MISC FIELD SUPPLIES	253.62	

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Dublin San Ramon Services District

From: 10/8/2018

To: 11/11/2018

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			DERWA PORT A POTTY	234.60	
			SUPPLIES FOR LAB FILE CABINET INSTALLATI	232.00	
			REINFORCED CLEAR VINYL 1" TUBING	224.22	
			MISC SUPPLIES	214.41	
			ONLINE JOB POSTING - LIMITED-TERM CONSTR	200.00	
			ONLINE JOB POSTING: ASSISTANT/ASSOCIATE	200.00	
			CWEA RENEWAL ROB BROOKS	200.00	
			SINK FAUCET FOR DO	199.33	
			DRAIN SNAKE	195.56	
			CSDA CONFERENCE - GVL - HOTEL REGISTRATI	193.98	
			SUPPLIES FOR SHOP PIPE RACK	193.33	
			E. GUTIERREZ CWEA ASSOC MEMBERSHIP RENEW	188.00	
			SHALLIDAY: MEMBERSHIP RENEWAL, EXP 09/30	188.00	
			JMILLER: MEMBERSHIP RENEWAL, EXP 09/30/1	188.00	
			STETHESCOPE KIT (3) & MAGNETOMATIC PIPE	186.87	
			16-A002 MATERIAL FOR WATER METER RELOCAT	186.78	
			FUEL FOR TRUCK #109	180.00	
			SOUTHWEST JUDY ZAVADIL ACWA 2018 FALL CO	179.96	
			OFFICE SUPPLIES FOR DO & HR 9/20/18	175.13	
			ONLINE JOB POSTING - LIMITED-TERM CONSTR	175.00	
			ELECTRIC SHOP SUPPLIES	174.60	
			PPE: SANITIZING WIPES FOR FIELD STAFF (	166.32	
			PPE: SANITIZING WIPES FOR WWTP STAFF	166.32	
			WWTP OFFICE SUPPLIES	158.24	
			SUPPLIES FOR LAB CLOSET	157.36	
			OFFICE SUPPLIES FOR WWTP	154.09	
			PPE: SANITIZING WIPES FOR FIELD STAFF (	152.90	
			TOOLS FOR TRUCK #86	152.38	
			NALGENE POLYCARBONATE IMHOFF SETTLING CO	140.76	

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Dublin San Ramon Services District

From: 10/8/2018 To: 11/11/2018

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			PARTS FOR 503E	138.48	
			LLANTIN: REG FEE RE: 2018 NORTHERN SAFET	134.00	
			R FREITAS: REG FEE RE: 2018 NATIONAL SAF	134.00	
			DERWA O&M SUPPLIES	132.76	
			GRP TRAINING: LUNCH CONFINED SPACE RESC	130.14	
			FUEL FOR VEHICLE #110	130.00	
			SIGNS FOR FACILITIES	127.45	
			RESISTOR FOR HART CALIBRATOR	116.15	
			D. LOPEZ PE RENEWAL	116.00	
			DRYWALL MATERIAL FOR LAB	114.12	
			OFFICE SUPPLIES FOR ENGR, DO, PI & EXEC	111.40	
			STOCK ORINGS & GREASE GUN TIP FOR LAVWMA	111.15	
			BAYWORK WORKSHOP ON WHEELS SUPPLIES	109.22	
			REPLACEMENT LEADS FOR 275 HART CALIBRATO	108.16	
			BAYWORK WORKSHOP ON WHEELS SNACKS & DRIN	107.31	
			1" HOSE BIB CONNECTIONS	106.80	
			OPS SUPERVISOR GOALS MEETING	106.34	
			DRAIN LINE FOR MECHANICAL SEALS ON PUMPS	106.02	
			5 GAL PREMIUM 100% FOOD GRADE MINERAL OI	104.95	
			WWTP OFFICE SUPPLIES	99.24	
			FUEL FOR VEHICLE #110	99.00	
			FUEL FOR VEHICLE #110	95.00	
			FUEL FOR VEHICLE #110	95.00	
			FUEL FOR VEHICLE #110	95.00	
			FUEL FOR VEHICLE #110	95.00	
			FUEL FOR VEHICLE #109	95.00	
			FUEL FOR VEHICLE #109	93.63	
			FUEL FOR VEHICLE #110	91.82	
			LLANTIN: REG FEE RE: CWEA WATER/WASTEWAT	91.79	

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Dublin San Ramon Services District

From: 10/8/2018

To: 11/11/2018

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			SUPPLIES FOR LAB SHELVES	91.37	
			OFFICE SUPPLIES FOR WWTP	91.05	
			QUALIFIED ELECTRICAL WORKER TRAINING LUN	88.30	
			DERWA GOOSE REPELLANT	87.85	
			GFOA WEBINAR LUNCH	87.53	
			QTY (3) JUST WIRELESS HD IPHONE CHARGERS	86.00	
			HOSE FOR VEHICLE #79	84.12	
			QTY (1) MICROSOFT SURFACE STYLUS PEN FOR	83.02	
			SIGNS FOR EYE WASH STATION	82.50	
			FUEL FOR DISTRICT VEHICLE	81.38	
			PARTS FOR SECONDARY CLAIRIFIER #4	80.15	
			SUPPLIES FOR LAB CABINET INSTALL	77.36	
			WINDOW DUSTING POLE, COB WEB DUSTER, TOO	75.22	
			FUEL FOR VEHICLE #112	75.00	
			ONLINE JOB POSTING - TEMP FOD LABORER RE	75.00	
			FACILITIES SUPPLIES	73.21	
			HEADLIGHT & TAILLIGHT SETS FOR BIKES	72.28	
			ASSET MANAGEMENT LABELS	71.90	
			FUEL FOR TRUCK #112	70.00	
			LANDSCAPE MATERIALS	67.65	
			FUEL FOR VEHICLE #109	66.00	
			FUEL FOR VEHICLE #110	65.40	
			FOD REPAIR SUPPLIES	64.54	
			REFRESHMENTS FOR OPS QUARTERLY MEETING	61.49	
			AMAZON 5895 AVERY BLUE BORDER NAME TAGS	61.04	
			TOOLS	56.77	
			OFFICE SUPPLIES FOR DO & EXEC 8/30/18	56.59	
			OFFICE SUPPLIES FOR DO 9 17 18	55.30	
			QTY (1) LOGITECH KB AND MOUSE FOR DELARO	55.03	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			CAT 6 CONNECTORS	54.98	
			FUEL FOR VEHICLE # 72	53.98	
			MISC TOOLS	53.47	
			FUEL FOR VEHICLE #112	51.45	
			GRP TRAINING: LUNCH FOR COFNINED SPACE	50.96	
			OFFICE SUPPLIES FOR DO 9 12 18	50.76	
			C-BATTERIES FOR SHOP	50.41	
			QTY (2) GLONASS GPS USB MODULE 2 PACK FO	49.98	
			FOF BREAKROOM SUPPLIES	49.31	
			SIGN FOR BASIN #4	44.42	
			LANDSCAPE SUPPLIES	43.67	
			WIRING TOLLS FOR SCADA PANELS	38.98	
			QTY (1) MINI DP TO HDMI ADAPTER, QTY (1)	36.03	
			2018 DUBLIN CHAMBER BBQ LUNCHEON - P HOW	35.00	
			CHAMBER OF COMMERCE BBQ LUNCHEON - GVL	35.00	
			BASE HARDWARE FOR LAVWMA PUMP #6	34.57	
			SIRENS FOR FLEET ROOF	33.89	
			RUGGED DUTY SD CARD FOR POWER LOGGING ME	32.76	
			QTY (1) CELL PHONE OTTERBOX CASE FOR PAM	31.85	
			GRP TRAINING: HOSPITALITY/SNACKS CONFIN	30.23	
			COMBINED ELEC & MAINT MEETING - 9-24-18	30.00	
			PRO SUBSCRIPTION (SEPTEMBER 2018)	29.00	
			LANDSCAPE SUPPLIES	28.38	
			END CUTTING PLIERS FOR TEK SCREW TIPS	27.28	
			INSTRUMENTATION TECHNICIAN RECRUITMENT -	24.71	
			BATTERY FOR DISTRICT CELL PHONE	20.75	
			CARD READER FOR WEDECO HMI MEMORY	20.73	
			BATTERIES FOR METERS	20.56	
			2018 STATEMENT OF INFORMATION - DSRSD FI	20.00	

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			STEPHENSON - ACWA COMMUNICATIONS COMMITT	18.72	
			VEHICLE #109 TUBE REPAIR	18.68	
			MEMORY CARD FOR WEDECO HMI	17.98	
			PPE: SUNCREEN FOR CUST. FIELD REPS	17.62	
			16-A002 FLEXRITE HOSE	16.90	
			VADEN RETIREMENT - CARDS	16.87	
			REPLACE DAMAGED SCREWDRIVER ON TRUCK	16.35	
			FULL MANAGEMENT MEETING 09/05/18 - EXPEN	15.00	
			HDMI CABLE	14.18	
			DIVING RODS FOR FACILITY	13.99	
			GRP TRAINING: SNACKS FOR CONFINED SPACE	12.50	
			STEPHENSON - ACWA EXEC DIRECTOR SELECTIO	12.49	
			ADMIN SERVICES MGMT MEETING 08/17/18 - E	9.00	
			FOOD GRADE SILICONE SEALANT	8.94	
			FOOD GRADE SILICONE SEALANT	8.87	
			REFRESHMENTS FOR OPS QTRLY MEETING	7.99	
			ADMINISTRATIVE SERVICES MANAGER MEETING	7.98	
			TAP FOR ROLLERS ON UPS TROLLEY IN LS2	7.61	
			DO SINK PARTS	7.55	
			NETWORK SOLUTION PREMIUM DNS	4.99	
			NEW WINDOW FOR TESCO UTILITY PEDESTAL AT	4.39	
			APPLE ICLOUD STORAGE FOR SEPTEMBER - DAN	0.99	
			16-A002 CREDIT	-34.93	
			CREDIT - CSDA CONFERENCE REGISTRATION FO	-50.00	
			REFUND - RETURNED ONE TRACK-IT PRESSURE	-518.00	36,789.08
10/18/2018	98334	00710 AAI TERMITE & PEST CONTROL	DO BUG SERVICE SEP '18	149.00	
			DO RODENT SERVICE SEP '18	68.00	217.00
10/18/2018	98335	07832 CAROLATWOOD	ATWOOD REIMB MILEAGE THRU 10/02/18	39.26	39.26



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10/18/2018	98336	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 09/23/18	1,356.08	1,356.08
10/18/2018	98337	01013 BARRETT BUSINESS SERVICES	A. MARTINEZ: WE 09/23/18	858.00	
			MAYO-CORALLO: W/E 9/23/18	624.00	
			S. MONTAGUE: W/E 9/23/18	565.50	
			N. POON: WE 09/23/18	437.76	
			A. GEHMLICH: WE 09/23/18	435.20	2,920.46
10/18/2018	98338	07954 BENEFIT COORDINATORS CORP	10/18 - EE LIFE & DISABILITY INSURANCE P	11,191.72	11,191.72
10/18/2018	98339	08775 LEA BLEVINS	BLEVINS B.A.R.T. PARKING - BAUASI : RT	3.00	3.00
10/18/2018	98340	07020 ROBERT M. BROOKS	BROOKS COMPUTER LOAN	1,500.00	1,500.00
10/18/2018	98341	03614 CAROLLO ENGINEERS INC.	16-R014 T.O. 1 AUGUST 2018	7,967.00	7,967.00
10/18/2018	98342	00937 GRAINGER, INC.	SAFETY POSTERS	452.41	
			PARTS FOR STOCK	16.68	
			EM PARTS FOR STOCK	16.15	
			BATTERIES FOR ILLUMINATED MICRO-SCREWDRI	7.41	492.65
10/18/2018	98343	04424 GRAYBAR ELECTRIC COMPANY	PARTS FOR INFLUENT MUMP MOTORS	1,622.21	
			EM SHOP STOCK MATERIAL	917.26	
			EM SHOP STOCK MATERIAL	567.41	
			BUILDING Q COMPRESSOR PROJECT	392.40	
			BUILDING Q COMPRESSOR PROJECT	142.04	
			EM PARTS FOR STOCK	81.94	3,723.26
10/18/2018	98344	00362 GSE CONSTRUCTION CO., INC.	15-W017 - PP #2 JULY 2018	270,987.50	270,987.50
10/18/2018	98345	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SERVICES 9/1	3,581.03	3,581.03
10/18/2018	98346	03653 LORI MARTIN	MARTIN REIMB EXP FOR GE MEETING 10/10/20	550.00	550.00
10/18/2018	98347	07109 DANIEL MCINTYRE	MCINTYRE REIMB EXP FOR SEPTEMBER 2018 MI	113.25	113.25
10/18/2018	98348	01403 PRAXAIR DISTRIBUTION INC 186	ARGON GAS AND CYLINDER RENTAL	77.73	77.73

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10/18/2018	98349	07290 V. W. HOUSEN & ASSOCIATES, IN	15-W017 T.O. OC-3 AUGUST 2018	1,416.50	1,416.50
10/18/2018	98350	03872 CASTRO VALLEY SANIT DIST AC	MEMBERSHIP DUES 07/01/18 - 06/30/19	100.00	100.00
10/18/2018	98351	08340 AIR FILTER SUPPLY, INC.	REPLACEMENT FILTERS FOR PM'S	101.57	101.57
10/18/2018	98352	01076 ALSCO INC	FOD TOWEL & MAT SERVICE SEP '18	464.16	
			WWTP TOWEL & MAT SERVICE SEP '18	446.80	910.96
10/18/2018	98353	01076 ALSCO INC	DO TOWELS & MAT SERVICE SEP '18	112.78	112.78
10/18/2018	98354	02158 AMADOR VALLEY INDUSTRIES	DO GARBAGE SVC - FOR SEP. 2018	379.77	379.77
10/18/2018	98355	00058 ARROWHEAD MOUNTAIN SPRIN	LAB BOTTLED WATER SEP '18	123.94	123.94
10/18/2018	98356	00058 ARROWHEAD MOUNTAIN SPRIN	BOTTLED WATER BLDG T SEP '18	31.76	31.76
10/18/2018	98357	06211 ASSOCIATED SERVICES CO.	4 COFFEE DECANTERS S/S	9.78	9.78
10/18/2018	98358	00622 AT&T	MANAGED INTERNET SERVICES 9/1/18 - 9/30/	2,168.58	
			AT&T VIOP SERVICE DO 9/1/18 - 9/30/18	96.92	
			AT&T VIOP SERVICE CC 9/1/18 - 9/30/18	96.92	2,362.42
10/18/2018	98359	03813 AT&T CONFERENCING	16-A002 TELECONFERENCE SVCS SEPT. 2018	13.33	13.33
10/18/2018	98360	05097 BATTERIES PLUS	GENERAL SUPPLIES FOR EC	546.25	546.25
10/18/2018	98361	08807 BEECHER ENGINEERING, INC.	17-P004 T.O. 1 8/25/18 THRU 9/24/18	1,755.00	1,755.00
10/18/2018	98362	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
10/18/2018	98363	00105 DEPT 34261 CAL-STEAM	RAPTOR 3/4 TUBE CUTTER FOR TRUCK #87	37.04	37.04
10/18/2018	98364	08447 CHEMTRADE CHEMICALS US LL	ALUM SULFATE 3927.649 DELVERED 9-17-18	3,449.96	
			ALUM SULFATE 3916.869 DELIVERED 8-23-18	3,440.49	
			ALUM SULFATE 3866.560 DELIVERED 9-4-18	3,396.30	
			ALUM SLFATE 3830.626 9-19-18	3,364.74	
			ALUM SULFATE 3801.878 DELIVERED 8-27-18	3,339.49	
			ALUM SULFATE 3785.708 DELIVERED 9-7-18	3,325.29	

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			ALUM SULFATE 3782.114 DELIVERED 9-10-18	3,322.13	
			ALUM SULFATE 3746.180 DELIVERED 9-14-18	3,290.56	
			ALUM SULFATE 3738.993 DELIVERED 9-28-18	3,284.25	
			ALUM SULFATE 3719.229 DELV 9-21-18	3,266.90	
			LUM SULFATE 3677.904 DELIVERED 9-26-18	3,230.59	36,710.70
10/18/2018	98365	00212 CUMMINS PACIFIC LLC.	TRUCK #109 SEAL - FILL TUBE	4.08	4.08
10/18/2018	98366	01089 CWEA - NRTC	S. OLSON - CWEA MEMBERSHIP RENEWAL 2018-	188.00	188.00
10/18/2018	98367	00241 DGS OFS SVC REVOLVING FUNE	NATURAL GAS SERVICE @ WWTP - 08/18	33,358.16	33,358.16
10/18/2018	98368	00280 ECOWATER SYSTEMS	OPS LAB WATER SOFTENER EXCHANGE 6 TANKS	217.20	
			MECH RO 2 TANKS EXCH 10-18	21.00	238.20
10/18/2018	98369	00307 FAIRWAY EQUIPMENT & SUPPLY	PARTS FOR STOCK	3,397.47	
			PARTS FOR STOCK	3,027.09	
			ALUMINUM FOR FACILITIES DOORS	1,109.84	
			FITTINGS FOR STOCK	615.33	
			PIPE REDUCER FOR RAS PUMP #3	361.65	8,511.38
10/18/2018	98370	00314 FEDEX	OPS SPECIAL SHIPPING CHARGES 9-18	22.47	
			OPS OVERNIGHT DELIVERY SERVICE	9.12	31.59
10/18/2018	98371	00699 FLYERS ENERGY, LLC	2-55 GAL DRUMS OF 40W OIL FOR THE SHOP	2,185.62	2,185.62
10/18/2018	98372	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	150.00	150.00
10/18/2018	98373	00348 GFOA	BAILEY MEMBERSHIP RENEWAL 10/01/18 - 09/	160.00	160.00
10/18/2018	98374	07137 GOODYEAR COMMERCIAL TIRE	VEHICLE #75 TIRES	509.59	509.59
10/18/2018	98375	03149 HDS WHITE CAP CONST SUPPLY	RAPID SET CONCRETE MIX & READY MIX CONCR	1,266.51	
			MISC SUPPLIES - SOUTHWICK & BLOOMINGTON	234.26	
			MISC TOOLS - TRUCK #29	220.01	
			15" X 19" GRAY ABSORBENT PAD - 2 BOXES	204.93	

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			15" X 19" HEAVY WEIGHT OIL ABSORBENT PAD	114.91	2,040.62
10/18/2018	98376	00394 HILTI, INC.	VARIOUS FILTERS	54.61	54.61
10/18/2018	98377	07523 ID ARCHITECTURE	16-A004 T.O. 3 AUGUST 2018	548.50	548.50
10/18/2018	98378	06074 INSIGHT PUBLIC SECTOR	1 YEAR CISCO SMARTNET RENEWAL THRU 8/31/	38,776.12	38,776.12
10/18/2018	98379	07481 J.N. ABBOTT DISTRIBUTOR, INC.	GREASE FOR EQUIPMENT	464.97	464.97
10/18/2018	98380	03758 JDH CORROSION CONSULTANT	CONDUCT ANNUAL SURVEY FOR 2018	8,000.00	8,000.00
10/18/2018	98381	01225 KAESER COMPRESSORS, INC	AQUAMAT FOR STOCK	319.93	319.93
10/18/2018	98382	00468 CORP KAMAN INDUSTRIAL TECH	SEAL SLEEVE FOR RAS PUMP 1	200.49	200.49
10/18/2018	98383	06166 KBA	COPIER FOD/ENGR/MAINT 9/01/18 - 9/30/18	532.43	532.43
10/18/2018	98384	04873 KIMBALL MIDWEST	HARDENED SPLIT-POINT DRILL SET W/TAP EXT	522.22	522.22
10/18/2018	98385	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 09/23/18	534.21	534.21
10/18/2018	98386	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 09/23/18	1,250.63	1,250.63
10/18/2018	98387	04231 MSC INDUSTRIAL SUPPLY CO	SUPPLIES FOR SHOP AND GLOVES FOR MECHANI	542.84	542.84
10/18/2018	98388	04796 NAPA AUTO PARTS	VEHICLE #72 BRAKE PARTS	142.21	
			VEHICLE #79 PARTS	58.33	
			FLEET SUPPLIES	8.94	
			PARTS 521E GROVE OIL FILTER	6.29	215.77
10/18/2018	98389	03987 OLIN CHLOR ALKALI PRODUCTS	WWTP BACTIICIDE 4606.000 9-27-18	3,265.80	3,265.80
10/18/2018	98390	00620 P G & E	MISC PUMP STNS; RESERVOIRS; TO'S ELEC -	74,297.82	
			WWTP ELECTRICITY - SEPT 2018	55,104.22	
			DISTRICT OFFICE ELECTRICITY - SEP 2018	5,496.46	
			PUMP STATION R200A ELECTRICITY - SEPT 20	4,024.78	
			DEPARTING LOAD NON-BYPASSPABLE CHARGES -	614.72	
			DISTRICT OFFICE GAS SERVICE - SEP 2018	321.88	

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			DO UTILITY BLDG. ELECTRICITY - SEP 2018	114.13	
			RESERVOIR R100 ELECTRICITY - OCT 2018	38.13	
			RESERVOIR R200 ELECTRICITY - SEP 2018	36.59	
			DO UTILITY BLDG. GAS SERVICE - SEP 2018	14.28	
			JOHNSON DRIVE STREETScape ELEC - SEP 201	12.98	
			ALAMO TRUNK SEWER ELECTRICITY - SEPT 201	12.46	140,088.45
10/18/2018	98391	00620 P G & E	DEPARTING LOAD NON-BYPASSABLE CHARGES -	614.72	614.72
10/18/2018	98392	08356 PACE SUPPLY	MISC SUPPLIES - ARNOLD REPAIR	212.67	
			MISC SUPPLIES	116.86	329.53
10/18/2018	98393	02095 PG&E	17-W002 ELECTRICAL SERVICE TO RES200B IN	2,500.00	2,500.00
10/18/2018	98394	04211 PLATT ELECTRIC SUPPLY	LEVEL TRANSMITTER FOR SENSOR SIPHON	509.11	509.11
10/18/2018	98395	00663 PLEASANTON GARBAGE SVC IN	WWTP GRIT & YARD BOXES SEP '18	5,076.77	
			GARBAGE SERVICE - SEPT 2018	1,512.17	6,588.94
10/18/2018	98396	05475 PRESIDIO SYSTEMS, INC.	CCTV WORK FOR DEV PROJECT ON CENTRAL PAR	1,112.80	
			CCTV WORK FOR DEV PROJECT TASSAJARA HILL	1,080.00	
			CCTV WORK FOR DEV PROJ - 1 PARK PLACE ON	480.00	
			CCTV WORK FOR DEV PROJECT AT CAMP PARKS	480.00	
			CCTV WORK FOR DEV PROJECT KAISER 09/06/1	480.00	3,632.80
10/18/2018	98397	07727 PURE HEALTH SOLUTIONS, INC.	WWTP 2 UNITS: BLDG A & BLDG S OCT '18	156.26	
			DO WATER FILTRATION SERVICE OCT '18	131.10	287.36
10/18/2018	98398	04105 R & B COMPANY	SPARE 2" COMBINATION ARV VALVES	3,146.40	
			16-A002 MATERIAL FOR WATER METER RELOCAT	2,692.36	
			ARI REBUILD PARTS	158.41	5,997.17
10/18/2018	98399	04105 R & B COMPANY	MISC SUPPLIES	2,944.51	
			MISC SUPPLIES - NEOPRENE GASKETS	52.44	2,996.95
10/18/2018	98400	06444 RICHERT LUMBER	PLYWOOD FOR FIRE LINE REPAIR	176.40	

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			PSR1 PUMP 6 COVER REPAIR	34.12	210.52
10/18/2018	98401	08024 SAFETY COMPLIANCE MANAGEI	RESPIRATOR SAFETY TRAINING & FIT-TESTING	5,885.00	5,885.00
10/18/2018	98402	02125 SEEVER & SONS TIRE	608T TIRES FOR TRAILER	221.89	221.89
10/18/2018	98403	02444 DEPT LA 1368 STAPLES ADVANT.	OFFICE SUPPLIES, COFFEE SUPPLIES, LABEL	367.62	367.62
10/18/2018	98404	00862 TIFCO INDUSTRIES	FITTING FOR MAINT SHOP (RESTOCK)	794.50	
			DRILL BITS MAINT. STOCK	681.86	
			FLEET STOCK	604.31	2,080.67
10/18/2018	98405	06650 TOKAY SOFTWARE	TOKAY WEB TEST ANNUAL HOSTING FEE 11/1/1	600.00	600.00
10/18/2018	98406	00696 TRAVERSO'S WORK SHOE HQ	G. HOWARD SAFETY SHOES 9-25-18	292.52	
			R. LAWRENCE SAFETY SHOES 8-27-18	200.00	
			R BAKER SAFETY SHOES 9-6-18	200.00	
			C. SIMMONS SAFETY SHOES 9-25-18	185.72	878.24
10/18/2018	98407	01470 TRI-VALLEY HOSE	MISC SUPPLIES	477.90	
			PARTS FOR FLEET AIR COMPRESSOR	392.67	
			LAVWMA PUMP STATION #6 MATERIAL FOR MECH	53.01	
			503E BACKHOE PARTS	21.63	945.21
10/18/2018	98408	01806 U.S. BANK EQUIPMENT FINANCE	COPIER LEASE LAB/CUST SVC/ EXEC - 10/1/1	947.20	947.20
10/18/2018	98409	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
10/18/2018	98410	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	207.40	207.40
10/18/2018	98411	00920 VASCO ROAD LANDFILL	SEPT '18 GRIT PICK-UP	295.70	295.70
10/18/2018	98412	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	13.25	13.25
10/18/2018	98413	08810 WATER RESEARCH FOUNDATIOI	16-W009 - ONE-TIME PLEDGE FOR ADVANCING	25,000.00	25,000.00
10/18/2018	98414	02884 WEST VALLEY CONSTRUCTION	18-W019 - PP#2 SEPT. 2018	42,945.65	42,945.65
10/18/2018	98415	00957 WEST YOST & ASSOCIATES	17-P004 T.O. 1 8/4/18 TO 9/7/18	112,187.00	

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			16-R014 TO OC-16 PROF SERVICES AUG 4 - S	14,759.25	
			16-S001 T.O. 2 PROF SVCS AUG 4 - SEP 7,	14,118.32	
			SSMP UPDATE 08/04/18 TO 09/07/18	9,224.44	
			16-R018 T.O. OC-13 8/4/18 TO 9/7/18	2,678.00	152,967.01
10/18/2018	98416	00987 ATTN: ACCOUNTING ZONE 7 WA	SEP 2018 CONNECTION FEES	2,774,100.20	2,774,100.20
10/22/2018	10222018	03718 HR SIMPLIFIED	IRS 125 2018 POS	3,769.66	3,769.66
10/25/2018	98417	00710 AAI TERMITE & PEST CONTROL	PEST CONTROL LAWWMA SEP '18	76.00	76.00
10/25/2018	98418	00031 ALLIED FLUID PRODUCTS CORP	REPAIR KIT METERING PUMP (FERRIC)	186.43	186.43
10/25/2018	98419	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 09/30/18	1,201.10	1,201.10
10/25/2018	98420	01013 BARRETT BUSINESS SERVICES	A. GEHMLICH: WE 09/30/18	326.40	
			N. POON: WE 09/30/18	437.76	
			S. MONTAGUE: W/E 9/30/18	741.00	
			A. MARTINEZ: W/E 9/30/18	780.00	
			T. MAYO-CORALLO: W/E 9/30/18	832.00	3,117.16
10/25/2018	98421	00099 BUCKLES-SMITH ELECTRIC CO	REPLACEMENT PLC FOR COMPACTOR/WASHER	1,146.47	1,146.47
10/25/2018	98422	00103 C. OVERAA & CO.	16-R014 PP#19 AUGUST 2018	202,877.65	202,877.65
10/25/2018	98423	03614 CAROLLO ENGINEERS INC.	07-3203 T.O. 2 SEPTEMBER 2018	12,924.50	12,924.50
10/25/2018	98424	07915 JEFF CARSON	CARSON REIMB MILEAGE SEPTEMBER 2018	86.44	86.44
10/25/2018	98425	04691 INC. EQUIFAX INFORMATION SV	FTC REQUIRED IDENTITY VERIFICATION	492.74	492.74
10/25/2018	98426	00319 ACCT # 217838-001 FISHER SCIE	STANDARD SOLUTION AND LABORATORY SUPPLIE	90.05	
			STANDARD SOLUTION AND LABORATORY SUPPLIE	130.08	220.13
10/25/2018	98427	00937 GRAINGER, INC.	PARTS FOR FOD PORTABLE PUMPS SWITCH	6.17	
			WASP & ANT SPRAY SHOP STOCK	248.00	254.17
10/25/2018	98428	00362 GSE CONSTRUCTION CO., INC.	07-3203 - PP#13 AUGUST 2018	788,669.50	788,669.50

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10/25/2018	98429	07944 JOSEPH HATTRUP	HATTRUP REIMB EXP @ BACKFLOW COURSE/EXAM	417.20	417.20
10/25/2018	98430	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,997.89	4,997.89
10/25/2018	98431	00485 KOFF & ASSOCIATES INC.	CLASSIFICATION STUDY - EMPLOYEE PDQ REVI	14,560.00	14,560.00
10/25/2018	98432	01403 PRAXAIR DISTRIBUTION INC 186	ARGON GAS AND CYLINDER RENTAL	652.10	652.10
10/25/2018	98433	07722 SAMSARA NETWORKS INC.	LAVWMA REMOTE MONITORING - ADDITIONAL IM	896.82	896.82
10/25/2018	98434	02470 SHRED-IT USA LLC	SHREDDING SERVICE - OCT 2018 INVOICE	113.92	113.92
10/25/2018	98435	00762 TEST AMERICA LABORATORIES	SAMPLE ANALYSES	27.50	27.50
10/25/2018	98436	07392 SINZEE TRAN	TRAN REIMB EXP CWEA MBRSH/SAFETY SHOES	384.60	384.60
10/25/2018	98437	01516 BOB TREPPA	TREPPA REIMB EXP AT MISAC CONF. 09/30/20	190.28	190.28
10/25/2018	98438	07290 V. W. HOUSEN & ASSOCIATES, IN	16-R018 T.O. OC-5 AUGUST 2018 15-W017 T.O. OC-4 AUGUST 2018	11,596.08 6,690.96	18,287.04
10/25/2018	98439	05127 VISION SERVICE PLAN - CA (VSF	OCTOBER 2018 - VISION	2,948.87	2,948.87
10/25/2018	98440	06643 WEIR TECHNICAL SERVICES	MANAGEMENT SERVICES - SEPTEMBER 2018	7,392.25	7,392.25
10/25/2018	98441	00019 A-1 ENTERPRISES	LAVWMA STREET SWEEPING SEP '18	220.00	220.00
10/25/2018	98442	07554 AIRGAS USA, LLC	CYLINDER RENTAL/PROPANE RENT CYL INDER LARGE NITROGEN	122.47 79.15	201.62
10/25/2018	98443	03597 ALAMEDA CTY ENVIRONMENTAL	RESERVOIR 1A HMBP - CUPA ADMINISTRATIVE	834.00	834.00
10/25/2018	98444	08584 ALTA ENGINEERING GROUP	REFUND FOR METER #78089617	1,728.54	1,728.54
10/25/2018	98445	06552 BILL SOLUTIONS INC. AMERICAN	AQUAHAWK PORTAL MONTHLY LICENSING & MAIN	2,421.00	2,421.00
10/25/2018	98446	00058 ARROWHEAD MOUNTAIN SPRING	LAVWMA WATER COOLER CHARGE FOR OCT '18	8.73	8.73
10/25/2018	98447	00622 AT&T	LAVWMA PS PHONE & DSL OCT '18	435.35	435.35
10/25/2018	98448	08684 BIOGAS ENGINEERING	16-P028 T.O. 1 SEPTEMBER 2018	6,877.30	6,877.30
10/25/2018	98449	05997 BURLINGTON SAFETY LAB	ELECTRICAL SAFETY GLOVES FOR EM CREW	3,087.69	3,087.69



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10/25/2018	98450	07825 C & R TRUCKING INC.	BPO - FY19 HAULING MATERIAL FOR REPAIRS:	7,544.36	7,544.36
10/25/2018	98451	07138 CALIFORNIA WATER TECHNOLO	FERROUS CHLORIDE 42540.00 - 10-3-18	5,563.61	5,563.61
10/25/2018	98452	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
10/25/2018	98453	00118 CALTEST ANALYTICAL LAB	SAMPLE ANALYSES	184.30	184.30
10/25/2018	98454	05410 CENTRAL CONTRA COSTA SANIT	ANNUAL SEWER SERVICE CHARGES FOR FY2018-	1,132.00	1,132.00
10/25/2018	98455	08447 CHEMTRADE CHEMICALS US LL	ALUM SULFATE 3855.780 DELIVERED 10-2-18 ALUM SULFATE 3791.98 DELIVERED 10-4-18	3,386.83 3,330.02	6,716.85
10/25/2018	98456	01167 CITY OF DUBLIN	16-S021 FINAL INVOICE FOR PLAN REVIEWS F	602.50	602.50
10/25/2018	98457	08655 CLARE COMPUTER SOLUTIONS	PROFESSIONAL SERVICES	6,075.00	6,075.00
10/25/2018	98458	08815 PETER COMEAU	REFUND FOR 643 KIRKSTONE CT	142.89	142.89
10/25/2018	98459	05534 CSAC EXCESS INS. AUTHORITY	EE ASSISTANCE: OCT - DECEMBER 2018 CHARG	984.84	984.84
10/25/2018	98460	00206 CSDA	2019 CSDA MEMBERSHIP RENEWAL	7,252.00	7,252.00
10/25/2018	98461	01156 CWEA	REG FEE RE: HANDS ON SEMINAR ON 10/17/18	200.00	200.00
10/25/2018	98462	00222 DATCO SERVICES CORP.	OCT/NOV/DEC 2018 - MONTHLY CHARGES	614.25	614.25
10/25/2018	98463	05324 DU-ALL SAFETY, LLC	ELECTRICAL SAFETY PRGM & TRAINING - AUGU ELECTRICAL SAFETY PRGRM & TRAINING - SE	3,045.00 2,175.00	5,220.00
10/25/2018	98464	04991 EISENBERG OLIVIERI & ASS. INC	LOCAL LIMITS REVIEW/REGIONAL WATER BOARD	2,211.45	2,211.45
10/25/2018	98465	08029 ATTN: TREASURY MANAGEMEN	16-R014 PP #19 OVERAA ESCROW ACCT	10,679.35	10,679.35
10/25/2018	98466	00307 FAIRWAY EQUIPMENT & SUPPLY	DEMING BALL BEARINGS & DEMING RING FORSH	779.19	779.19
10/25/2018	98467	02656 FASTENAL COMPANY	PPE: FLASHLIGHTS (INTRINSICALLY SAFE) PPE: SUNSCREEN FOR CSTMR SRVCE FIELD RE PPE: TRAFFIC VEST & COOLING TOWEL (HEA PPE: BLDG A PPE VENDING MACHINE RESTOCK	526.49 162.42 124.39 121.51	

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			PPE: BLDG S PPE VENDING MACHINE RESTOCK	76.73	
			PPE: BLDG S HEADLAMPS	60.96	
			PPE: BLDG A SAFETY GLASSES & GLOVES	44.10	
			HIGH DEXTERITY GLOVES	25.12	
			PPE: FOF NITRILE GLOVES	20.11	
			PPE: SAFETY GLASSES (FOF)	6.02	
			PPE: BLDG S PPE VENDING MACHINE RESTOCK	6.02	
			RETURNED ITEMS FROM ORIGINAL INVOICE: CA	-125.78	1,048.09
10/25/2018	98468	00314 FEDEX	OVERNIGHT SERVICES: HACH & APS WATER SER	49.56	49.56
10/25/2018	98469	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	150.00	150.00
10/25/2018	98470	00352 GOLDEN STATE FLOW MEASUR	144 SENSUS IPERL 1" METERS	28,454.47	28,454.47
10/25/2018	98471	07137 GOODYEAR COMMERCIAL TIRE	TIRES FOR VEHICLES #72 - 4 & 508E - 2	437.27	437.27
10/25/2018	98472	08814 JOSEPH GRADY	REFUND FOR 4241 ASTOR HOLLOW ST	204.23	204.23
10/25/2018	98473	00368 HACH COMPANY	80 PAKS OF SPADNS FLUORIDE ACCUVAC	3,336.88	3,336.88
10/25/2018	98474	08813 CHANDRA MOHAN HUNDIGAM V	REFUND FOR 3042 SONSILLA LN	248.83	248.83
10/25/2018	98475	07017 HYDROSCIENCE ENGINEERS, IN	T.O. 2 CW PROGRAM ADMIN ASSISTANCE THROU	841.42	841.42
10/25/2018	98476	00424 INDUSTRIAL SAFETY SUPPLY	PPE: SCBA FACE MASKS (RESPIRATORS)	1,718.29	1,718.29
10/25/2018	98477	00578 INNOVYZE, INC.	INFOMASTER DESKTOP SUITE AND INFOWATER S	17,100.00	17,100.00
10/25/2018	98478	02803 INTELLITIME SYSTEMS CORP	ANNUAL SUPPORT 10/1/18 - 09/30/19	1,600.00	1,600.00
10/25/2018	98479	08811 ISLE INC	ISLE TAG MEMBERSHIP OCTOBER 1 2018 - SEP	6,000.00	6,000.00
10/25/2018	98480	07848 JARVIS, FAY & GIBSON, LLP	GENERAL COUNSEL SVCS - SEPTEMBER 2018	1,202.50	1,202.50
10/25/2018	98481	06341 KDW CONSTRUCTION	RTND MTR# 65495572	354.63	354.63
10/25/2018	98482	07193 LAI & ASSOCIATES	16-A002 COMPACTION TESTING	8,494.44	8,494.44
10/25/2018	98483	07193 LAI & ASSOCIATES	FIELD DENSITY TESTING: 7092 ERIE COURT B	1,035.45	

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			FIELD DENSITY TESTING: 2725 MONTELENA CO	901.83	1,937.28
10/25/2018	98484	05709 LESCURE COMPANY, INC.	ANNUAL MONITORING CERTIFICATION	5,000.00	5,000.00
10/25/2018	98485	08705 MADDAUS WATER MANAGEMEN	WATER LOSS AUDIT PROFESSIONAL SERVICES	7,490.00	7,490.00
10/25/2018	98486	07614 MAHLER CONSULTING SERVICE	TO OC-6 DEVELOPMENT PROJECT INSPECTION S	9,465.00	9,465.00
10/25/2018	98487	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 09/30/18	507.50	507.50
10/25/2018	98488	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 09/30/18	1,380.00	
			A. MCCAFFERY: WE 10/7/18	1,319.63	2,699.63
10/25/2018	98489	03978 MICROTECH SCIENTIFIC	LAB SUPPLIES	615.95	
			LAB SUPPLIES	345.01	960.96
10/25/2018	98490	06383 MR. ROOTER PLUMBING	PLUMBING SERVICES	1,950.00	1,950.00
10/25/2018	98491	04231 MSC INDUSTRIAL SUPPLY CO	PARTS CLEANERS FOR SHOP	1,171.05	1,171.05
10/25/2018	98492	04796 NAPA AUTO PARTS	VEHICLE #125 PARTS	18.62	
			VEHICLE #60 SWITCHES	14.78	
			SUPPLIES FOR FLEET STOCK	11.91	
			CART #317 PARTS	5.51	50.82
10/25/2018	98493	06596 NATIONAL PLANT SERVICES, INC	18-P012 INNER SEWER LINE AT WWTP AUGUST	3,500.00	3,500.00
10/25/2018	98494	00585 C/O LACY CASTRO NCBPA	KHAW - NCBPA GEN MEMBERSHIP ELECTIONS ME	40.00	40.00
10/25/2018	98495	03987 OLIN CHLOR ALKALI PRODUCTS	BACTICIDE 4928.000 DELIVERED 10-5-18	3,494.11	3,494.11
10/25/2018	98496	00620 P G & E	LAVWMA PS FEEDER A - OCT 2018	48,177.91	
			LAVWMA PS FEEDER B - OCT 2018	38,986.02	
			MISC PUMP STNS; COMM CIR ELECTRICITY - S	23,851.13	
			PUMP STATION R200B ELECTRIC - OCT 2018	5,095.49	
			FSL AERATORS; LAB HVAC; FLEET - SEP 2018	1,369.47	
			LAVWMA PIPELINE & LIVERMORE LINE - OCT 2	462.60	
			DUBLIN LIFT STN (NEW LS1) ELECTRICITY -	235.41	

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			RESERVOIR 3A ELECTRICITY - SEPT 2018	58.45	118,236.48
10/25/2018	98497	08356 PACE SUPPLY	MISC PARTS - DAVONA CURB STOP	198.31	
			MISC SUPPLIES - PRESSURE TEST	185.34	
			SUPPLIES FOR MONTELENA WATER SERVICE REP	113.46	497.11
10/25/2018	98498	07334 PATTERSON ENTERPRISES	GRP TRAINING: FIRST AID & CPR TRAINING	525.00	525.00
10/25/2018	98499	02467 PETERSON POWER SYSTEMS IN	PART FOR COGEN #1	1,582.55	1,582.55
10/25/2018	98500	04541 PLATINUM PIPELINE, INC.	RTND MTR #78465822	946.49	946.49
10/25/2018	98501	04211 PLATT ELECTRIC SUPPLY	SPLICE KITS FOR PS20 MOTORS	302.42	302.42
10/25/2018	98502	07224 POSM SOFTWARE	POSM SUPPORT/ UPGRADES CCTV SOFTWARE SUP	1,500.00	1,500.00
10/25/2018	98503	01195 POWERSTRIDE BATTERY CO., IN	BATTERY FOR VEHICLE #82	1,246.85	1,246.85
10/25/2018	98504	08572 PRECISION METAL	STEEL FOR FLEET SHOP	775.00	775.00
10/25/2018	98505	07727 PURE HEALTH SOLUTIONS, INC.	FOD FILTERED WATER 10-18	65.55	
			BLDG T FILTERED WATER OCT '18	65.55	131.10
10/25/2018	98506	04105 R & B COMPANY	MISC REPAIR PARTS	2,389.52	
			16-A002 1 1/2" METER RELOCATION	2,241.81	
			MISC FIELD SUPPLIES	699.78	
			MISC SUPPLIES	431.54	
			MISC SUPPLIES - BLOW OFF	360.53	
			MISC SUPPLIES	317.26	
			R & B COMPANY METER GASKETS	297.71	
			FIRE LINE TO BLDG S/T REPAIR PARTS	84.45	
			16-A002 1 1/2" METER RELOCATION - CREDIT	-202.11	
			ITEM RETURN	-431.54	6,188.95
10/25/2018	98507	02316 RECORDS CONTROL SERVICES	PHYSICAL RECORDS INVENTORY & IMPROVEMENT	2,175.98	2,175.98
10/25/2018	98508	05841 SABAH INTERNATIONAL, INC.	FOF: SEMI-ANNUAL FIRE ALARM SYSTEM INSP	342.00	342.00

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10/25/2018	98509	04698 SAMPLE TRAPS, LLC	LAB SUPPLIES	144.21	144.21
10/25/2018	98510	08339 SAN FRANCISCO ELEVATOR INC	ELEVATOR MAINTENANCE - OCTOBER	475.00	475.00
10/25/2018	98511	04044 SCOTT VALLEY BANK	07-3203 PP#13 - AUGUST 2018	41,510.50	41,510.50
10/25/2018	98512	00756 SECURITY ETC.	DISTRICT OFFICE: SECURITY & FIRE ALARM FIRE: FOF FACP MONITORING Q2 FIRE: WWTP FACP SYSTEM MONITORING QTR 2 FIRE: DERWA FACP SYSTEM MONITORING QTR SECURITY: FOF SECURITY SYSTEM MONITORING	252.00 165.00 165.00 165.00 78.00	825.00
10/25/2018	98513	02015 SHERWIN-WILLIAMS CO	PAINT SUPPLIES	153.41	153.41
10/25/2018	98514	08796 SILVERCREEK PROPERTY MGM	REFUND FOR 224 ANGSLEY CT	146.43	146.43
10/25/2018	98515	02300 SKILLPATH SEMINARS	OLSON - DATA MINING MADE EASY WEBINAR ON	149.00	149.00
10/25/2018	98516	08010 SLOAN SAKAI YEUNG & WONG L	LABOR RELATED LEGAL FEES (09/18)	1,660.05	1,660.05
10/25/2018	98517	02444 DEPT LA 1368 STAPLES ADVANT	11X17 COPY PAPER & WALL POCKET	62.56	62.56
10/25/2018	98518	00800 STATE BOARD OF EQUALIZATIOI	2018 3RD QRT USE TAX RETURN (1Q FY 2019)	2,783.00	2,783.00
10/25/2018	98519	07420 SWENSON PROPERTY MANAGE	REFUND FOR 532 HYACINTHUS CT	184.78	184.78
10/25/2018	98520	00825 SWRCB - ATTN: ACCT OFFICE	DAVID BAILEY CERT #9288 RENEWAL VIRGIL SEVILLA CERT #10748 RENEWAL	150.00 150.00	300.00
10/25/2018	98521	08023 ATTN: TOM MAJIC THE BACKFLO	DSRSD BACKFLOW ASSEMBLY TESTING - 4 TEST BACKFLOW TEST ENTRY FEES FOR DSRSD DEVIC	580.00 240.00	820.00
10/25/2018	98522	00848 THE LIGHTHOUSE	FIRE EXTINGUISHER FOR FLEET	338.68	338.68
10/25/2018	98523	05824 TJC AND ASSOCIATES, INC.	17-A007 T.O. 4 SEPTEMBER 2018	5,827.00	5,827.00
10/25/2018	98524	06650 TOKAY SOFTWARE	TOKAY WEB TEST ENTRIES SEPTEMBER 2018	622.00	622.00
10/25/2018	98525	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50

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10/25/2018	98526	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	207.40	207.40
10/25/2018	98527	00912 OCC SERVICES VALLEY CARE H	ROBLES: RESPIRATOR MEDICAL EVAL & AUDIO	146.00	
			SARGIOTTO: RESPIRATOR MEDICAL EVAL & AU	146.00	
			SEVILLA: RESPIRATOR MEDICAL EVAL & AUDI	146.00	
			B. SMITH: RESPIRATOR MEDICAL EVAL & AUD	146.00	
			S. TRAN: RESPIRATOR MEDICAL EVAL & AUDI	146.00	
			A. CASTRO: RESPIRATOR MEDICAL EVAL & AU	146.00	
			J. CHALK: RESPIRATOR MEDICAL EVAL & AUD	146.00	
			J. CHAVEZ: RESPIRATOR MEDICAL EVAL & AU	146.00	
			J. HOLGUIN: RESPIRATOR MEDICAL EVAL & A	146.00	
			R. LAWRENCE: RESPIRATOR MEDICAL EVAL &	146.00	
			A. ORTEGA: RESPIRATOR MEDICAL EVAL & AU	146.00	
			E. PADILLA: RESPIRATOR MEDICAL EVAL & A	146.00	
			S. QUINLAN: RESPIRATOR MEDICAL EVAL & A	146.00	
			J. RAMOS: RESPIRATOR MEDICAL EVAL & AUD	146.00	
			S. ROBERSON: RESPIRATOR MEDICAL EVAL &	146.00	
			D. BAILEY: RESPIRATOR MEDICAL EVAL & AU	146.00	
			SANCHEZ: RESPIRATOR MEDICAL EVALUATION	106.00	
			B. SMITH: RESPIRATOR MEDICAL EVAL	106.00	
			THACH-DALLABETTA: RESPIRATOR MEDICAL EV	106.00	
			T. TO: RESPIRATOR MEDICAL EVALUATION	106.00	
			D. BONN: RESPIRATOR MEDICAL EVALUATION	106.00	
			K. BAXTER: DOT PHYSICAL	85.00	
			R. BAKER: DOT PHYSICAL	85.00	
			V. SEVILLA: RESPIRATOR FIT TEST	60.00	
			L. FULLER: AUDIOGRAM	40.00	
			J. HATTRUP: AUDIOGRAM	40.00	
			K. LEWIS: AUDIOGRAM	40.00	

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			B. LOHMAN: AUDIOGRAM	40.00	3,256.00
10/25/2018	98528	06004 VANGUARD CLEANING SYSTEM	WWTP JANITORIAL SERVICE OCT '18	3,045.00	
			DO JANITORIAL CLEANING SERVICE OCT '18	2,675.00	
			FOD JANITORIAL SERVICE OCT '18	1,895.00	
			LAWWMA JANITORIAL SERVICE OCT '18	275.00	7,890.00
10/25/2018	98529	08812 PAUL VANOPPEN	REFUND FOR 3119 SWEETVIOLET DR	51.98	51.98
10/25/2018	98530	08561 VERIZON CONNECT	GPS TRACKING SYSTEM SEP '18	1,301.95	1,301.95
10/25/2018	98531	00924 VERIZON WIRELESS	CELL PHN SVC AND EQUPTMNT CHARGES 9/4/1	5,078.17	5,078.17
10/25/2018	98532	00928 VINCENT ELEC MOTOR CO., INC	SPARE MOTORS FOR THE MUFFIN MONSTER AUGER	3,015.60	3,015.60
10/25/2018	98533	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	2,093.16	
			STANDARD SOLUTIONS AND LAB SUPPLIES	27.99	
			STANDARD SOLUTIONS AND LAB SUPPLIES	-532.90	1,588.25
10/25/2018	98534	00946 WATEREUSE ASSOCIATION	WATEREUSE 2019 ASSOCIATION DUES	4,761.50	4,761.50
10/25/2018	98535	03508 XYLEM WATER SOLUTIONS USA	16-R014 - DERWA: UV ECORAY LAMPS & WIPER	50,028.00	50,028.00
10/25/2018	98536	00987 ATTN: ACCOUNTING ZONE 7 WA	TREATED WATER SERVICE SEP '18	1,252,015.00	1,252,015.00
10/25/2018	10252018	03718 HR SIMPLIFIED	IRS 125 2018 DCA/FSA	563.21	563.21
10/29/2018	8134	05511 DISBURSEMENT UNIT CALIFORNIA	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
10/29/2018	4350232	00591 NEOPOST USA INC.	POSTAGE ADVANCE 10/29/2018	500.00	500.00
10/29/2018	10292018	03718 HR SIMPLIFIED	IRS 125 2018 POS	450.74	450.74
10/29/2018	607102918	01098 BANK ONE NATIONWIDE RETIRE	NATIONAL DEFERRED COMPENSATION: PAYMENT	52,305.38	52,305.38
10/29/2018	1001190231	00494 PERS	RETIREMENT: PAYMENT	101,567.31	101,567.31
10/30/2018	61193536	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	30,147.48	30,147.48
10/30/2018	342866712	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	131,781.60	131,781.60

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10/31/2018	98537	00710 AAI TERMITE & PEST CONTROL	DO PEST CONTROL OCT '18 LAWWMA OCT '18 PEST CONTROL SERVICE	149.00 76.00	225.00
10/31/2018	98538	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 10/07/18	1,666.04	1,666.04
10/31/2018	98539	01013 BARRETT BUSINESS SERVICES	T. MAYO-CORALLO: W/E 10/7/18 N. POON: WE 10/07/18 A. GEHMLICH: WE 10/07/18 S. MONTAGUE: W/E 10/07/18 A. MARTINEZ: W/E 10/7/18	832.00 437.76 326.40 156.00 78.00	1,830.16
10/31/2018	98540	00099 BUCKLES-SMITH ELECTRIC CO	ADD'L INDICATOR LIGHTS FOR NEW FUEL SKID	725.90	725.90
10/31/2018	98541	00249 DLT SOLUTIONS LLC.	SOLARWINDS NETWORK PERFORMANCE MONITOR S	1,950.70	1,950.70
10/31/2018	98542	01623 EAST BAY DISCHARGERS AUTH	O&M ASSESSMENT - OCTOBER 1, 2018 QTR O&M ASSESSMENT - FINAL FY 2017/18	168,644.93 -14,055.48	154,589.45
10/31/2018	98543	00937 GRAINGER, INC.	SPRAY PAINT FOR STOCK PAINT FOR SHOP STOCK	89.67 49.05	138.72
10/31/2018	98544	04424 GRAYBAR ELECTRIC COMPANY	DISTRICT OFFICE MATERIAL FOR FOUNTAIN LI	66.10	66.10
10/31/2018	98545	00386 HDR ENGINEERING INC.	TO1 SECONDARY CLARIFIER FIELD TESTING	3,995.56	3,995.56
10/31/2018	98546	03643 GEMMA LATHI	LATHI REIMB EXP FOR DIANE GRIFFIN RECOGN	15.13	15.13
10/31/2018	98547	00666 RUDY PORTUGAL	PORTUGAL REIMB EXP AT DIGESTER 4 TRAININ	36.15	36.15
10/31/2018	98548	00762 TEST AMERICA LABORATORIES	SAMPLE ANALYSES SAMPLE ANALYSES	200.00 27.50	227.50
10/31/2018	98549	07775 VANGARD CONCEPT OFFICES	50% DEPOSIT OFFICE FURNITURE FOR FOF	8,308.08	8,308.08
10/31/2018	98550	05127 VISION SERVICE PLAN - CA (VSF	NOVEMBER 2018 - VISION	2,959.96	2,959.96
10/31/2018	98551	01738 3T EQUIPMENT COMPANY INC.	PARTS FOR #110	1,454.80	1,454.80
10/31/2018	98552	01738 3T EQUIPMENT COMPANY INC.	12 8 IN BANDLOK CLAMP	394.95	394.95



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10/31/2018	98553	01719 A & M PRINTING, INC.	BUSINESS CARDS FOR JEFF CARSON	49.16	49.16
10/31/2018	98554	00009 ACWA	ACWA - 2019 ANNUAL AGENCY DUES	29,220.00	29,220.00
10/31/2018	98555	08840 UTPALA ANAND	REFUND FOR 3318 RUTHERGLEN DR	106.14	106.14
10/31/2018	98556	06349 ARCSINE ENGINEERING	16-A005 T.O. 1 SEPTEMBER 2018 17-A007 T.O. 2 SEPTEMBER 2018	7,755.35 2,204.02	9,959.37
10/31/2018	98557	06211 ASSOCIATED SERVICES CO.	OPS BEVERAGE SERVICE OCT '18 MONTHLY BEVERAGE DELIVERY SERVICE FOR DO DELIVERY CHARGE ONLY FOR DO - SEPT. 2018	640.87 162.18 8.95	812.00
10/31/2018	98558	00622 AT&T	C3 - TELE SVCS 9/13/18 - 10/12/18	657.95	657.95
10/31/2018	98559	08837 ALI ATAIE	REFUND FOR 3605 ROCKING HORSE CT	92.73	92.73
10/31/2018	98560	08818 ANN BEETHAM	REFUND FOR 2006 BAYPORTE WAY	205.68	205.68
10/31/2018	98561	00091 & JUDSON BOLD, POLISNER, MA	MONTHLY LEGAL SERVICES - 09/2018	7,297.80	7,297.80
10/31/2018	98562	08836 BRECKINRIDGE PROPERTY FUN	REFUND FOR 5656 W COG HILL TER	152.13	152.13
10/31/2018	98563	08256 C & L SUPPLY COMPANY	SHOP SUPPLIES FOR MMD	2,668.33	2,668.33
10/31/2018	98564	08428 CAL ENGINEERING & GEOLOGY,	15-P018 T.O. OC-2 SEPTEMBER 2018	410.00	410.00
10/31/2018	98565	08833 PHILLIP CAVA	REFUND FOR 7745 CASTILIAN RD	274.66	274.66
10/31/2018	98566	08447 CHEMTRADE CHEMICALS US LL	WWTP ALUM SULFATE 3846.796 DELIVERED 10 ALUM SULFATE 3816.252 DELIVERED 10-11-18 WWTP ALUM SULFATE 3771.334 DELIVERED 10-	3,378.94 3,352.12 3,312.66	10,043.72
10/31/2018	98567	01167 CITY OF DUBLIN	LANDSCAPE SERVICES FOR DSRSD - AUG 2018 07-3203 CLEAR & GRUB VEGETATION AT WWTP	11,164.09 6,089.56	17,253.65
10/31/2018	98568	00014 GSA COUNTY OF ALAMEDA	FY 2019 FUELING - FOD/INSP/CFRS - SEPTEM	2,659.96	2,659.96
10/31/2018	98569	01089 CWEA - NRTC	KHAW - CWEA MEMBERSHIP RENEWAL 2018-19	188.00	188.00

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10/31/2018	98570	00237 EBMUD MAIL REMITTANCE DER	DERWA - SEPT. 2018	307,943.99	307,943.99
10/31/2018	98571	00253 DOWNEY BRAND LLP	LAWWMA: ENVIRONMENTAL LAW COMPLIANCE THR	1,001.00	1,001.00
10/31/2018	98572	08588 EWERS ENGINEERING, INC.	VA & ERP REVIEW - FINAL REPORT (EMERG PR	3,375.00	3,375.00
10/31/2018	98573	04926 FANFA INC	RTND MTR# 78089617	1,951.70	1,951.70
10/31/2018	98574	02656 FASTENAL COMPANY	COUPLING NUTS FOR FIRE LINE REPAIR	23.12	23.12
10/31/2018	98575	00314 FEDEX	OPS OVERNIGHT DELIVERY SERVICES 10-18	8.99	8.99
10/31/2018	98576	07619 FS INDUSTRIES	16-R014 SAND HOPPER STAIRS AND PLATFORM	5,243.49	5,243.49
10/31/2018	98577	08839 SHAWNA GRELLA	REFUND FOR 6008 ALPINE BLUE DR	92.73	92.73
10/31/2018	98578	00368 HACH COMPANY	MISC SUPPLIES/ANALYZER PARTS	1,848.81	
			ANALYZER CHEMICALS/STANDARDS	132.72	1,981.53
10/31/2018	98579	01517 HARRYS AUTO REPAIR INC	SMOG FOR #60	30.00	30.00
10/31/2018	98580	04482 HAZARD MANAGEMENT SERVIC	DIV56: FY19 BPO HAZMAT TRAINING SERVICE	1,500.00	1,500.00
10/31/2018	98581	00252 COUNTY OF ALAMEDA HENRY C	2018-2019 PROP TAX 941-1300-1-19 - 1ST A	454.46	
			2018-2019 PROP TAX 941-100-7-55 - 1ST AN	170.40	624.86
10/31/2018	98582	08475 HF & H CONSULTANTS, LLC	2018 REGIONAL CRF STUDY-HF&H CONSULTANT	1,844.62	1,844.62
10/31/2018	98583	07652 HUNT & SONS, INC.	87 OCTANE FUEL 688 GAL DEL 10-9-18	2,321.35	2,321.35
10/31/2018	98584	00425 INDUSTRIAL WIPER & SUPPLY IN	COLORED KNIT RAGS 50 LB. BOX (10 BOXES)	408.30	408.30
10/31/2018	98585	08443 INSZOOM.COM	REFUND FOR 1011 NANCY LN	30.43	30.43
10/31/2018	98586	08761 INSZOOM.COM	REFUND FOR 914 JOREE LN	161.40	161.40
10/31/2018	98587	06709 J.L. MCCOMB SERVICE, LLC	RTND MTR# 63923371	678.15	678.15
10/31/2018	98588	06061 JACKSON LEWIS LLP	GENERAL LEGAL FEES (09/18)	630.00	630.00
10/31/2018	98589	08831 DALE JAMES	REFUND FOR 7561 HONEY CT	40.40	40.40
10/31/2018	98590	00468 CORP KAMAN INDUSTRIAL TECH	SPARE PARTS RAS PUMP	77.64	

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			SPARE PARTS RAS PUMPS	64.78	142.42
10/31/2018	98591	00486 APPARATUS REPAIR INC KOFFLE	OVERHAUL OF THE RAS #4 PUMP MOTOR	3,599.34	3,599.34
10/31/2018	98592	08817 JOHN LEE	REFUND FOR 9784 BELLADONNA DR	67.17	67.17
10/31/2018	98593	08835 FRANK LIU	REFUND FOR 4180 FOREST SPRINGS RD	251.94	251.94
10/31/2018	98594	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 10/07/18	507.50	507.50
10/31/2018	98595	08834 LAURIE MARTELLACCI	REFUND FOR 10708 IAN LN	64.82	64.82
10/31/2018	98596	00536 MC MASTER-CARR SUPPLY CO.	BRACKETS FOR PLANT INFLUENT PUMP MOTOR J	648.73	648.73
10/31/2018	98597	08559 MICHAEL BAKER INT'L. INC.	17-W003 T.O. 1 SEPTEMBER 2018	42,052.63	42,052.63
10/31/2018	98598	08838 XIAO NIU	REFUND FOR 5037 RASHELLE WAY	166.00	166.00
10/31/2018	98599	03987 OLIN CHLOR ALKALI PRODUCTS	BACTICIDE 4964.000 DELIVERED 10-9-18	3,519.64	3,519.64
10/31/2018	98600	03987 OLIN CHLOR ALKALI PRODUCTS	4912.000 BACTICIDE DELIVERED 10-11-18	3,482.77	3,482.77
10/31/2018	98601	02109 ONE HOUR DELIVERY SERVICE,	17-P004 NOTICE OF DETERMINATION	112.00	112.00
10/31/2018	98602	08356 PACE SUPPLY	FLUSHING SUPPLIES	402.19	402.19
10/31/2018	98603	08793 KARTHIKEYAN PALANISAMY	REFUND FOR 7513 MARSHALL CANYON DR	75.00	75.00
10/31/2018	98604	04211 PLATT ELECTRIC SUPPLY	REPLACEMENT INSULGARD UNIT FOR MVS-1-PLA POWER SUPPLIES FOR 5801 & 5811 EASTON SO RES 1A MATERIALS	4,439.87 1,311.00 234.39	5,985.26
10/31/2018	98605	08600 NITYA PODILA	REFUND FOR 5023 ROUND HILL DR	56.90	56.90
10/31/2018	98606	02617 POLYDYNE INC	DERWA ACTIFLO POLYMER CLARIFLOC A-210P	11,558.65	11,558.65
10/31/2018	98607	05543 PREFERRED BENEFIT INSURAN	NOVEMBER 2018 - DENTAL	23,832.20	23,832.20
10/31/2018	98608	04105 R & B COMPANY	18-W021 RECYCLED WATER FIRE HYDRANT UPG 2 THRU BOLD UTILITY SET & 4 THRU BOLT RA CUTTING TOLLS FOR PVC/COPPER	14,363.37 1,300.08 343.41	

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			2 4X1'6 FLGXFLG DI SPOOL	268.76	
			12 COMPRESSION CONNECTION KITS	142.90	
			MISC REPAIR PARTS	38.67	
			FREIGHT CHARGES NOT BILLED ON INVOICE S1	29.74	
			18-W021 CREDIT MEMO HYDRANT BREAK OFF CH	-8,282.33	8,204.60
10/31/2018	98609	08846 C/O SAN FRANCISCO ESTUARY	ORDER R2-2018-1021 FOR REGIONAL MONITORI	15,000.00	15,000.00
10/31/2018	98610	04301 RESOURCE TRENDS, INC.	COMMUNICATION AUDIT	5,413.00	5,413.00
10/31/2018	98611	06444 RICHERT LUMBER	REPLACEMENT WOOD FOR RETAINING WALL BLDG	1,161.38	1,161.38
10/31/2018	98612	06345 RON DUPRATT FORD	VEHICLE #20 WINDOW SWITCH	72.05	72.05
10/31/2018	98613	02015 SHERWIN-WILLIAMS CO	FACILITIES PAINT	1,005.14	
			FACILITY PAINT SUPPLIES	455.46	
			PAINT	134.38	1,594.98
10/31/2018	98614	02444 DEPT LA 1368 STAPLES ADVANT	ADJUSTABLE HEIGHT FOOT REST	27.30	27.30
10/31/2018	98615	00804 BOARD STATE WATER RESOURC	ORDER R2-2018-1021 FOR STATE WATER POLLU	15,000.00	15,000.00
10/31/2018	98616	04871 TRI-VALLEY CONCRETE AND LAI	BPO - FY19 CONCRETE FOR SIDEWALK REPAIRS	185.47	185.47
10/31/2018	98617	01806 U.S. BANK EQUIPMENT FINANCE	KBA COPIER LEASE PAYOFF	428.26	428.26
10/31/2018	98618	00903 UNITED RENTALS, INC.	LIFT RENTAL FOR PAINTING WWTP 10/2 - 10/	1,075.20	1,075.20
10/31/2018	98619	08832 SAROJ VARMA	REFUND FOR 7402 LAS PALMAS WAY	177.26	177.26
10/31/2018	98620	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT:OCT '18	889.11	889.11
10/31/2018	98621	08816 SIMIN WANG	REFUND FOR 2271 BRITANNIA DR	221.09	221.09
10/31/2018	98622	02884 WEST VALLEY CONSTRUCTION	18-W019 PP#3 09/21/18 THRU 10/12/18	3,410.25	3,410.25
10/31/2018	98623	00957 WEST YOST & ASSOCIATES	TO OC14 - ONBASE DATABASE SUPPORT (AUGUS	536.50	536.50
11/01/2018	608110118	01098 BANK ONE NATIONWIDE RETIRE	NATIONAL DEFERRED COMPENSATION: PAYMENT	20.00	20.00
11/02/2018	30545101	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	409.41	409.41

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11/02/2018	1073496896	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	52.01	52.01
11/08/2018	98624	08852 MANUEL BARCELLOS	BARCELLOS REIMB EXP AT 2018 SAFETY DAY 1	90.47	90.47
11/08/2018	98625	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 10/14/18	1,588.54	1,588.54
11/08/2018	98626	01013 BARRETT BUSINESS SERVICES	T. MAYO-CORALLO: W/E 10/14/18	832.00	
			H. BIRDSELL: W/E 10/14/18	815.36	
			A. MARTINEZ: W/E 10/14/18	624.00	
			A. GEHLMICH: WE 10/14/18	478.72	
			N. POON: WE 10/14/18	437.76	
			N. POON: WE 10/21/18	437.76	
			N. POON: WE 10/28/18	437.76	
			N. POON: WE 11/4/18	437.76	4,501.12
11/08/2018	98627	03614 CAROLLO ENGINEERS INC.	16-R014 T.O. 1 SEPTEMBER 2018	11,216.00	
			16-S001 T.O. OC-16 SEPTEMBER 2018	3,200.00	
			15-P018 T.O. OC-15 SEPTEMBER 2018	3,124.76	17,540.76
11/08/2018	98628	07701 VIVIAN CHIU	CHIU REIMB EXP AT CSDA SECRETARY CLERK C	125.00	125.00
11/08/2018	98629	00937 GRAINGER, INC.	FACILITIES: TAPE FOR LABELER (SIGNAGE)	951.50	
			COVER FOR SPARE COGEN	357.95	1,309.45
11/08/2018	98630	04424 GRAYBAR ELECTRIC COMPANY	BUILDING D UPS PROJECT	413.21	
			DIGESTER #4 PROJECT MATERIAL	394.77	
			ORANGE, PURPLE, AND GRAY WIRE FOR CONTRO	164.45	
			SHOP STOCK MATERIAL	4.38	976.81
11/08/2018	98631	01242 INFO SEND, INC	UB BILLING PRINTING/MAILING SERVICES OCT	5,242.60	5,242.60
11/08/2018	98632	08851 ISIDRO LOPEZ	LOPEZ REIMB EXP AT 2018 SAFETY DAY 10/24	67.58	
			LOPEZ REIMB EXP AT CWEA SFBS SEMINAR 10/	3.27	70.85
11/08/2018	98633	01171 MCGUIRE & HESTER	ON-CALL WATER & SEWER REPAIRS: 07/16/18	206,328.06	

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			ON-CALL WATER & SEWER REPAIRS: 09/08/18	147,664.94	353,993.00
11/08/2018	98634	08622 MARA NARCISO	NARCISO REIMB EXP AT CSDA SECRETARY CLER	125.00	125.00
11/08/2018	98635	02076 NORTHERN TOOL & EQUIPMENT	TONGS TO REMOVE LOGS	56.98	56.98
11/08/2018	98636	05490 JESSIE VALDEZ	VALDEZ REIMB EXP AT 2018 APA YEAR END PA	195.08	195.08
11/08/2018	98637	05305 GEORGEAN VONHEEDER-LEOP	VONHEEDER REIMB EXP AT 2018 CASA 9/23 -	475.04	475.04
11/08/2018	98638	01719 A & M PRINTING, INC.	MAILING: NEIGHBORHOOD MEETING 10/23/18 P	919.60	
			PRINTING: NEIGHBORHOOD MEETING 10/23/18	317.12	1,236.72
11/08/2018	98639	00007 AA FIRE SYSTEMS, INC.	5 YEAR FIRE RISER INSPECTION - DISTRICT	1,000.00	1,000.00
11/08/2018	98640	00009 ACWA	ACWA 2018 CLE FALL WORKSHOP JUDY ZAVADIL	200.00	200.00
11/08/2018	98641	02120 ALAMEDA COUNTY CLERK	16-A005 ENVIRONMENTAL DECLARATION/NOE-FI	50.00	50.00
11/08/2018	98642	03597 ALAMEDA CTY ENVIRONMENTAL	RESERVOIR 3B ANNUAL HMBP / CUPA ADMIN FE	834.00	834.00
11/08/2018	98643	05958 ALLIANCE WELDING SUPPLIES	CHEMICAL~	1,004.49	1,004.49
11/08/2018	98644	01076 ALSCO INC	FOD TOWEL & MAT SERVICE OCT '18	580.20	
			WWTP TOWEL & MAT SERVICE OCT '18	558.50	
			DO TOWEL & MAT SERVICE OCT '18	192.57	1,331.27
11/08/2018	98645	00058 ARROWHEAD MOUNTAIN SPRIN	FOD BOTTLED WATER OCT '18	40.38	40.38
11/08/2018	98646	01254 BAY AREA BARRICADE SVC, INC	TRAFFIC EQUIPMENT: DELINEATORS FOR WWTP	409.27	409.27
11/08/2018	98647	07365 BILL'S ACE TRUCKBOX	VEHICLE #125 TOOL BOX & FLOOR MATS	1,000.48	1,000.48
11/08/2018	98648	08256 C & L SUPPLY COMPANY	DIGESTER LUBER	342.32	342.32
11/08/2018	98649	07825 C & R TRUCKING INC.	TRUCKING VULCAN MATERIAL 10/8/18 & 10/9/	2,179.99	2,179.99
11/08/2018	98650	02026 C.H.BULL CO.	COGEN HEAT EXCHANGERS	18,213.24	
			CAPITAL OUTLAY COGEN HEAT EXCHANGERS	14,139.14	32,352.38
11/08/2018	98651	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12

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11/08/2018	98652	00118 CALTEST ANALYTICAL LAB	SAMPLE ANALYSES	184.30	184.30
11/08/2018	98653	08447 CHEMTRADE CHEMICALS US LL	WWTP ALUM SULFATE 3884.528 DELIVERED 10- ALUM SULFATE 3749.773 DEL. 9-24-18	3,412.09 3,293.71	6,705.80
11/08/2018	98654	03021 CHINESE JOURNAL LLC	NOV 2018 CHINESE JOURNAL CANDIDATE STATE	431.82	431.82
11/08/2018	98655	01167 CITY OF DUBLIN	DISTRICT OFFICE FACILITY PERMIT ANNUAL R	247.00	247.00
11/08/2018	98656	08680 CRUMP & CO., INC (NORTH)	DAFT PRESSURIZATION PUMPS	2,415.24	2,415.24
11/08/2018	98657	08536 DEL CONTE'S LANDSCAPING, IN	OLD INVOICE (PO#01009393-FY18) BROKEN IR	993.00	993.00
11/08/2018	98658	00241 DGS OFS SVC REVOLVING FUNI	NATURAL GAS SERVICE @ WWTP - 09/18	32,124.13	32,124.13
11/08/2018	98659	08850 DVHS ROBOTICS CLUB	DVHS ROBOTICS CLUB BOD SPONSORSHIP 2018	1,000.00	1,000.00
11/08/2018	98660	00277 ACCOUNTING/ASSIST TREASUR	2019 CONTRA COSTA COUNTY SCIENCE & ENGIN	466.67	466.67
11/08/2018	98661	00307 FAIRWAY EQUIPMENT & SUPPLY	PARTS PARTS PARTS FLANGE GASKETS FOR STOCK	1,873.03 979.05 910.95 696.82	4,459.85
11/08/2018	98662	02656 FASTENAL COMPANY	67 OPEN HOPPER SHELF BINS - ASSORTED SIZ PPE: BLDG S PPE VENDING MACHINE RESTOCK PPE: FOF PPE VENDING MACHINE RESTOCK PPE: FOF PPE VENDING MACHINE - GLOVES	321.64 291.78 81.06 12.41	706.89
11/08/2018	98663	00314 FEDEX	OPS OVERNIGHT DELIVERY 10-18	53.82	53.82
11/08/2018	98664	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	150.00	150.00
11/08/2018	98665	07366 GO LO PAD, CORP.	PPE: KNEELING PADS (FOR FOD STAFF)	304.79	304.79
11/08/2018	98666	00352 GOLDEN STATE FLOW MEASURI	384 SENSUS IPERL METERS	67,692.80	67,692.80
11/08/2018	98667	07137 GOODYEAR COMMERCIAL TIRE	TIRES FOR VEHICLES #59 & #21	947.60	947.60
11/08/2018	98668	00368 HACH COMPANY	ANALYZER CHEMICALS/STANDARDS	1,016.03	1,016.03

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11/08/2018	98669	01517 HARRYS AUTO REPAIR INC	SMOG FOR #82	30.00	30.00
11/08/2018	98670	06549 HATTON CRANE & RIGGING INC.	CRANE SERVICES TO REMOVE DREDGE, EPS2 PU	2,532.00	2,532.00
11/08/2018	98671	08539 HAZARD SOLUTIONS LLC	DIV56: CHEMICAL HYGIENE TRAINING	725.00	725.00
11/08/2018	98672	00884 I. KRUGER, INC.	DVL EXPRESS 21 TONS	10,126.66	10,126.66
11/08/2018	98673	00468 CORP KAMAN INDUSTRIAL TECH	SPARE PARTS	81.56	
			REPLACEMENT BELTS FOR LAB ROOF EQUIPMENT	81.39	162.95
11/08/2018	98674	02353 KELLY-MOORE PAINT CO., INC.	PAINT SPRAY REBUILD KIT	63.14	63.14
11/08/2018	98675	07614 MAHLER CONSULTING SERVICE	DEVELOPMENT INSPECTION SUPPORT OCT 1-15,	14,235.00	14,235.00
11/08/2018	98676	07264 MANPOWERGROUP US INC.	M. ZAKLAN: WE 10/14/18	400.66	400.66
11/08/2018	98677	00536 MC MASTER-CARR SUPPLY CO.	DIGESTER #4 FERROUS BIPLUG	97.92	
			PARTS FOR DIGESTER 4 FERROUS INJECTOR	48.32	
			ORINGS FERRIC PUMP	40.22	186.46
11/08/2018	98678	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 10/14/18	1,311.00	1,311.00
11/08/2018	98679	04231 MSC INDUSTRIAL SUPPLY CO	HOSE FOR BAR SCREEN FOWL AIR	412.90	
			SPARE HOSE/SHOP SUPPLIES	177.82	590.72
11/08/2018	98680	04796 NAPA AUTO PARTS	VEHICLE #59 A/C PARTS	208.84	
			SHOP STOCK	61.66	
			STEEL TAPE WEIGHT-STOCK	52.76	
			512E PARTS	38.64	
			OIL CAN FOR 30W FOR CHAIN OILING	9.19	
			512E PARTS	3.67	374.76
11/08/2018	98681	00589 NCL OF WISCONSIN, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	170.51	170.51
11/08/2018	98682	00620 P G & E	MISC PUMP STNS; RESERVOIRS; TO'S ELEC -	63,482.54	
			WWTP ELECTRICITY - OCT 2018	56,533.70	
			PUMP STATION R200A ELECTRICITY - OCT 201	3,480.54	



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Date	Check #	Vendor	Description	Amount Paid	Check Total
			DEPARTING LOAD NON-BYPASSABLE CHARGES -	614.72	
			RESERVOIR R200 ELECTRICITY - OCT 2018	39.14	
			JOHNSON DRIVE STREETScape ELEC - OCT 201	13.65	
			ALAMO TRUNK SEWER ELECTRICITY - OCT 2018	13.29	124,177.58
11/08/2018	98683	08356 PACE SUPPLY	HAND TORCH FOR TURCK #87	136.93	
			FLUSHING SUPPLIES	54.64	191.57
11/08/2018	98684	08826 PATRICIA POWERS	REFUND FOR 4232 FITZWILLIAM ST	85.18	85.18
11/08/2018	98685	01195 POWERSTRIDE BATTERY CO., IN	MM/FLEET STOCK ORDER	159.68	159.68
11/08/2018	98686	08787 PSC INDUSTRIAL OUTSOURCING	FSL HOMLESS CLEAN-UP	2,391.62	2,391.62
11/08/2018	98687	04105 R & B COMPANY	24 BRASS COUPLING	441.81	441.81
11/08/2018	98688	05841 SABAH INTERNATIONAL, INC.	FIRE: WWTP SEMI-ANNUAL FIRE ALARM TESTI	1,260.00	
			FIRE: DERWA FACILITY SEMI-ANNUAL FIRE A	315.00	1,575.00
11/08/2018	98689	00751 SCBA SAFETY CHECK, INC.	ANNUAL TESTING OF SCBA TANKS (USED FOR C	559.00	559.00
11/08/2018	98690	08555 TAYLOR HEAVY HAULING	FY19 DIV53 BPO: SPARE COGEN SHIPPING CHA	1,680.00	1,680.00
11/08/2018	98691	08696 TSI POWER	WALL MOUNT UNINTERRUPTIBLE POWER SUPPLY	4,645.00	4,645.00
11/08/2018	98692	01806 U.S. BANK EQUIPMENT FINANCE	SHAMROCK COPIER LEASE TRANSITIONAL BILLI	562.02	562.02
11/08/2018	98693	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
11/08/2018	98694	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	207.40	207.40
11/08/2018	98695	00912 OCC SERVICES VALLEY CARE H	J. HENDRYX: RESPIRATOR MEDICAL EVAL & A	146.00	
			J. MAINES: RESPIRATOR MEDICAL EVAL & AU	146.00	292.00
11/08/2018	98696	00928 VINCENT ELEC MOTOR CO., INC	MOTOR & REPAIR ITEMS FOR TWAS	1,888.90	1,888.90
11/08/2018	98697	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	354.75	
			STANDARD SOLUTIONS AND LAB SUPPLIES	34.65	
			STANDARD SOLUTIONS AND LAB SUPPLIES	29.65	419.05

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Date	Check #	Vendor	Description	Amount Paid	Check Total
11/08/2018	98698	07621 WESTERN TRAFFIC SUPPLY, INC	150 28" ORANGE CONE W/ 2 REFLECTIVE COLL 150 CONE STENCIL "DSRSD"	2,499.93 96.85	2,596.78
11/08/2018	98699	03536 U S BANK/ CORP PMT SYSTEMS	PARTS FOR SLS5 CL2 ANALYZER ALARM DIALER SOFTWARE ANNUAL MAINT & SUP FERROUS INJECTOR FOR DIGESTER #4 2018 HOLIDAY LUNCHEON 12/5/18 - DEPOSIT FLUSHING SUPPLIES PARTS FOR SELF CLEANING STRAINER NORTH P SPARE LABELS FOR LABEL MAKER ACTIVEXPERTS 3YR RENEWAL NEW CLEAN OIL DISPENSING CONTAINERS TABLES FOR BLDG A TRAINING ROOM ICE MACHINE BLDG S MANAGEMENT RETREAT 1/9/19 & 1/11/19 ROOM RETIREMENT GIFT FOR BRIAN VANNATTER EMPLOYEE ACADEMY 11/15/18 - TOUR TRANSP FACILITIES SUPPLIES S. OLSON - EXCEL 2-DAY ADVANCED WORKSHOP PARTS FOR SLS5 CL2 ANALYZER MISC SUPPLIES OLD INVOICE: O-RING GREASE STANDARD PORTABLE TOILET RENTAL - OCT 20 BUILD F WALL SUPPLIES ASCE 2019 MEMBERSHIP RENEWAL RUDY PORTUG J. HENDRYX CWEA MEMBERSHIP & CERTIFICATE MISC SUPPLIES ONLINE JOB POSTING - ACCOUNTANT I/II OFFICE SUPPLIES	1,404.11 990.00 929.07 813.00 663.99 642.00 604.15 600.00 594.93 584.39 579.14 500.00 450.00 400.00 399.29 399.00 357.91 329.09 307.60 299.00 297.58 295.00 280.00 277.92 275.00 256.25	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			QTY (1) CISCO HOT PLUG REDUNDANT 1100W P	250.10	
			ONLINE JOB POSTING - ACCOUNTANT I/II	250.00	
			POWER SYSTEMS TRAINING	250.00	
			MOLDED PLASTIC PORTABLE TRAFFIC CONE BAR	235.28	
			AERATION BLOWERS	234.25	
			S. STEPHENSON - ACWA WORKSHOP/BOARD MEET	226.68	
			17-W003 LUNCH FOR PRELIMINARY DESIGN MEE	219.18	
			BATTERIES FOR COGEN & DPEC UPS	215.82	
			CSDA CONFERENCE - GVL HOTEL REGISTRATON	205.40	
			J. HENDRYX PROTECTIVE FOOTWEAR	204.94	
			IEEE MEMBERSHIP DUES - ANNUAL	203.00	
			CWEA L.FULLER RENEWAL 10-18	200.00	
			2019 GENERAL CONSTRUCTION COSTBOOK	196.02	
			D. LEONARDO CWEA ASSOC MEMBERSHIP RENEWA	188.00	
			GE MEETING 10/10/18 - EXPENSE	179.74	
			CISCO UNIFIED COMM MANAGER LICENSE/SMAR	176.96	
			FACILITIES SUPPLIES	168.69	
			PLASTIC FOR 3W PUMP 3 VFD HM MODULE	163.88	
			PPE PANTS	163.85	
			FLUSHING SUPPLIES	163.74	
			DATA LOGGERS FOR INSTRUMENTATION	157.32	
			MISC SUPPLIES	145.50	
			QTY (1) HDMI WALL PLATE, QTY (1) 50' HDM	143.66	
			MBARCELLOS: REG FEE RE: NORTHERN SAFETY	134.00	
			MDELA ROSA: REG FEE RE: NORTHERN SAFETY	134.00	
			RRAMOS: REG FEE RE: NORTHERN SAFETY DAY	134.00	
			JBAGAKIS: REG FEE RE: NORTHERN SAFETY DA	134.00	
			ILOPEZ: REG FEE RE: NORTHERN SAFETY DAY	134.00	
			K. VADEN RETIREMENT PARTY	122.80	

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Dublin San Ramon Services District

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			DRY ICE FOR ASSEMBLING INFLUENT PUMP	120.18	
			DERWA NEW FOAM FILTERS FOR FANS ON WEDEC	118.00	
			DPD FREE CHLORINE REAGENT 10 ML 4 PACKET	115.31	
			FUEL FOR VEHICLE #29	110.66	
			VIDEO CAMERA EQUIPMENT	109.24	
			GEL HOT/COLD PACKS	109.14	
			FLUSHING SUPPLIES	105.78	
			OFFICE SUPPLIES	105.21	
			ONLINE JOB POSTING - ACCOUNTING TECH II	105.00	
			ONLINE JOB POSTING - ACCOUNTANT I/II	105.00	
			S. QUINLAN CWEA MECH TECH GR 4 RENEWAL	102.00	
			FUEL FOR VEHICLE #109	100.00	
			2018 BILLS SIGNED INTO LAW BRIEFING WEBI	100.00	
			REPAIR CALIBRATION BOARD FOR LAB PC1190X	99.28	
			DROUGHT GARDEN TREES 10/15/18 - ALDEN LA	98.30	
			5 IPHONE CHARGERS FOR FOD	98.17	
			MISC - NON REVENUE CONFERENCE HOTEL	97.42	
			OFFICE SUPPLIES	96.30	
			FUEL FOR VEHICLE #110	95.00	
			FUEL FOR TRUCK #110	95.00	
			OFFICE SUPPLIES	94.61	
			MATENDIDO: REG FEE RE: CWEA WATER/WASTEW	91.79	
			CORDS AND CABLES	91.30	
			ENR SUBSCRIPTION RENEWAL 2018	90.00	
			OPS SUPERVISOR MEETING - 10-1-18	88.37	
			MATERIAL FOR PAINTING	88.09	
			ONLINE JOB POSTING - CONSTRUCTION INSPEC	88.00	
			K. BAXTER CWEA CERTIFICATE RENEWAL FEE (	87.00	
			FUEL FOR TRUCK #109	86.00	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			FUEL FOR TRUCK #115	85.51	
			OFFICE SUPPLIES FOR DO 10 19 18	84.89	
			PPE PANTS	78.93	
			ELECTRIC SHOP SUPPLIES	77.28	
			SUPPLIES	75.43	
			OFFICEWORLD CALANDAR REFILLS	75.23	
			ONLINE JOB POSTING - ACCOUNTANT I/II	75.00	
			1 STANDARD SSL CERT -1 YR, DO-MDM-01	74.99	
			STAPLES	74.18	
			IPHONE CHARGER, CASE & CAR MOUNT	73.72	
			BATTERY FOR PRGRAMMING LAPTOP	73.40	
			FIBER OPTIC FOR 0164 PLC	72.09	
			INSTRUMENTATION TECHNICIAN RECRUITMENT A	71.75	
			FUEL FOR VEHICLE #110	70.67	
			OFFICE SUPPLIES FOR DO GE-MTG & EXEC 10/	70.63	
			FUEL FOR VEHICLE #112	70.00	
			DSRSD.NET DOMAIN NAME RENEWAL	69.97	
			FUEL FOR VEHICLE #112	69.59	
			KEYPAD FOR OP ABSORBTION CHILLER CONTROL	68.46	
			FREIGHT FOR DERWA REPLACEMENT FILTERS FO	68.28	
			REPLACEMENT GRINDER FOR WELD SHOP	64.46	
			FACILITIES SUPPLIES	64.34	
			KEYABLE PADLOCKS FOR ERVIN'S TRUCK (RED	64.00	
			OFFICE SUPPLIES FOR DO 10 11 18	63.79	
			FUEL FOR VEHICLE #110	63.00	
			FILTERS FOR DO FOUNTAIN	61.75	
			IPHONE VEHICLE CHARGING CABLE & ADAPTER	60.05	
			OFFICE SUPPLIES FOR DO & EXEC 10 19 18	58.49	
			OFFICE SUPPLIES	57.98	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			OFFICE SUPPLIES FOR EXEC ACCT HR & DO 9/	57.42	
			MISC SUPPLIES - RES300B	54.28	
			REPLACE ZIPPER ON JACKET	53.75	
			FUEL FOR TRUCK #72	53.13	
			COMPLIANCE TRAINING LICENSES	51.98	
			RES 1A MATERIALS	50.53	
			PARTS FOR SAW	49.09	
			BUSINESS RECOGNITION LUNCHEON - GVL	45.00	
			CWEA DINNER - D. GRIFFIN 10-4-18	45.00	
			SUPPLIES FOR SHOP: SQUARES, TAPE, CLEANI	44.79	
			SAMPLE SUPPLIES	44.28	
			PLASTIC CUTTING & GRINDING TOOLS FOR DRE	41.67	
			SCREWS FACILITIES	41.47	
			MGMT GROUP CONTEST (COACHING & FEEDBACK)	40.00	
			QTY (4) MINI DP TO DP CABLES MACARAEG/DU	39.28	
			SONO TUBE BLDG F	37.08	
			522E PARTS	36.56	
			SUPPLIES FOR FOF PARKING LOT	35.07	
			K. VADEN RETIREMENT PARTY 09/26/18	34.96	
			BUTANE CANISTERS AND ELECTRICAL RECEPTAC	33.82	
			FUEL FOR HONDA	33.71	
			BATTERIES FOR DATA LOGGERS	33.00	
			GASOLINE - DISTRICT POOL VEHICLE	32.01	
			LAUNDRY DETERGENT & FABRIC SHEETS - FOD	31.53	
			DONUTS FOR MONTHLY COMBINED MECH, ELEC,	30.00	
			GE MEETING 10/10/18 - EXPENSE	29.87	
			PRO SUBSCRIPTION (OCTOBER 2018)	29.00	
			PAINT FOR DIGESTER #1 PLATFORM	28.87	
			OFFICE SUPPLIES M. BAILEY COSTCO 9/25/18	27.30	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			BUILD F WALL	27.03	
			LAVWMA PUMP #6 BOLTS	25.54	
			SUPPLIES FOR PIPE RACK	25.01	
			FASTRAK REPLENISHMENT AMOUNT: JUNE 2018	25.00	
			GASOLINE - DISTRICT POOL VEHICLE	24.71	
			BIRD TAPE - KEEP BIRDS FROM COLLIDING IN	23.36	
			DECORATIONS FOR UPCOMING 2018 ELECTION	22.31	
			QTY (1) 6' HD IPHONE CHARGING CABLE SIMM	21.84	
			LANDSCAPE PLANTS FOR THE D.O.	21.81	
			CONCRETE FOR HYPO STORAGE RETAINING WALL	21.78	
			MISC TOOLS	21.75	
			BLEVINS - PIO TEAM JIC/JIS WORKSHOP 10/1	20.00	
			QTY (1) STUFFIT DELUXE LICENSE FOR JOYCE	19.95	
			SUPPLIES FOR FLUSHING	19.85	
			SAFEWAY 10/10/18 - GE MEETING	19.61	
			CCTV SUPPLIES	19.61	
			FIRE LINE REPAIR AT BLDG T	18.84	
			SAFEWAY 10/02/18 - DSRSD/CCCSD MTG	18.09	
			BLEVINS - PIO TEAM JIC/JIS WORKSHOP 10/1	16.93	
			INSTRUMENTATION TECHNICIAN RECRUITMENT A	16.85	
			EAR PLUGS FOR TRUCK #113 (EXTRA)	16.34	
			EMPLOYEE ENGAGEMENT - HALLOWEEN 2018	14.95	
			HEAVY DUTY SHEARS	14.17	
			STENO NOTEBOOKS AND ROLLER BALL PENS	14.16	
			BLEVINS - PIO TEAM JIC/JIS WORKSHOP 10/1	13.99	
			BLEVINS - CAPIO MEDIA TOUR - TRANSPORTAT	13.20	
			FULL MANAGMENT MEETING 10/03/18 - EXPENS	13.06	
			17-W003 EXTRA LUNCH FOR PRELIMINARY DESI	12.87	
			RETIREE BRUNCH 10/12/18 - EXPENSE	12.52	

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Date	Check #	Vendor	Description	Amount Paid	Check Total
			SIMMERSON - CALPERS TRAINING 9/26/18 PAR	12.00	
			I-PHONE CORDS FOR FACILITIES/FLEET	11.77	
			STEPHENSON - ACWA 2018 FALL CONFERENCE -	10.00	
			DECORATIONS FOR UPCOMING ELECTION	8.84	
			CITY OF DUBLIN POLICE REPORT # D18-03437	5.00	
			K. VADEN RETIREMENT - EXPENSE	4.57	
			CR2430 LITHIUM COIN BATTERY FOR COMPUTER	3.47	
			SUPPLIES FOR METER BOX REPLACEMENT @ 771	3.15	
			FLEET: LAVWMA TRUCK KEY COPY	2.49	
			LAVWMA PUMP #6 BOLTS FOR SEAL	2.10	
			APPLE ICLOUD STORAGE FOR OCTOBER - DAN M	0.99	
			NETWORK SOLUTION CREDIT FOR DNS PREMIUM	-19.96	
			CREDIT - OFFICE SUPPLIES FOR DO 9/25/18	-27.13	25,528.11
11/08/2018	1001198957	01111 CALPERS	ARREARS CONTRIBUTION ADMIN FEE - M. SAUC	500.00	500.00
11/08/2018	1001198959	01111 CALPERS	ARREARS CONTRIBUTION PENALTY FEE - M. SA	2,085.98	2,085.98
11/09/2018	8135	05511 DISBURSEMENT UNIT CALIFORN	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
11/09/2018	607110918	01098 BANK ONE NATIONWIDE RETIRE	NATIONAL DEFERRED COMPENSATION: PAYMENT	52,305.38	52,305.38
11/09/2018	1001188155	01111 CALPERS	NOVEMBER 2018 - ER CODE 0740 (PERS)	207,762.36	207,762.36
11/09/2018	1001188160	01111 CALPERS	NOVEMBER 2018 - ER CODE 7316 (NON-PERS)	2,085.49	2,085.49
11/09/2018	1001198091	00494 PERS	RETIREMENT: PAYMENT	101,066.12	101,066.12
395 checks in this report				<b>Total Checks:</b>	<b>9,146,056.04</b>





## Quarterly Financial Reports

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## Revenue Summary

September 2018

Revenue Source	Budget	Budget to Date	YTD Actual	Amount Remaining	%f Budget Received	% Revenue Expected
<b>Service Charges</b>						
Local Sewer Operations	\$ 3,121,140	\$ 601,756	\$ 623,792	\$ 2,497,348	19.99%	19.28%
Regional Sewer Operations	\$ 22,115,091	\$ 2,764,386	\$ 2,301,115	\$ 19,813,975	10.41%	12.50%
Water Operations	\$ 36,642,233	\$ 4,580,279	\$ 3,731,725	\$ 32,910,508	10.18%	12.50%
	<b>\$ 61,878,463</b>	<b>\$ 7,946,421</b>	<b>\$ 6,656,632</b>	<b>\$ 55,221,832</b>	<b>10.76%</b>	<b>12.84%</b>
<b>Capacity Reserve Fees</b>						
Water Replacement	\$ 4,748,138	\$ 1,187,034	\$ 1,268,696	\$ 3,479,441	26.72%	25.00%
Water Expansion	\$ 10,868,832	\$ 2,717,208	\$ 2,916,033	\$ 7,952,799	26.83%	25.00%
Local Sewer Replacement	\$ 1,091,155	\$ 272,789	\$ 246,273	\$ 844,882	22.57%	25.00%
Local Sewer Expansion	\$ 1,061,024	\$ 265,256	\$ 239,472	\$ 821,552	22.57%	25.00%
Regional Sewer Replacement	\$ 3,021,146	\$ 755,287	\$ 586,323	\$ 2,434,823	19.41%	25.00%
Regional Sewer Expansion	\$ 18,094,130	\$ 4,523,532	\$ 3,536,652	\$ 14,557,477	19.55%	25.00%
	<b>\$ 38,884,424</b>	<b>\$ 9,721,106</b>	<b>\$ 8,793,450</b>	<b>\$ 30,090,975</b>	<b>22.61%</b>	<b>25.00%</b>
<b>Fees &amp; Permits</b>						
	<b>\$ 2,394,576</b>	<b>\$ 598,644</b>	<b>\$ 883,851</b>	<b>\$ 1,510,724</b>	<b>36.91%</b>	<b>25.00%</b>
<b>Interest</b>						
	<b>\$ 1,724,163</b>	<b>\$ 431,041</b>	<b>\$ 998,351</b>	<b>\$ 725,812</b>	<b>57.90%</b>	<b>25.00%</b>
<b>Other Income</b>						
Administrative Fees	\$ 995,000	\$ 248,750	\$ 384,500	\$ 610,500	38.64%	25.00%
DV Standby Assessment	\$ 1,530,156	\$ 382,539	\$ 382,539	\$ 1,147,617	25.00%	25.00%
Miscellaneous Revenue	\$ 1,350,201	\$ 337,550	\$ 247,613	\$ 1,102,588	18.34%	25.00%
Penalties	\$ 130,000	\$ 32,500	\$ 34,910	\$ 95,090	26.85%	25.00%
Property Taxes	\$ 627,880	\$ 156,970	\$ 156,970	\$ 470,910	25.00%	25.00%
Reimbursement of Costs	\$ 500	\$ 125	\$ 0	\$ 500	0.00%	25.00%
Rental Office Space	\$ 9,792	\$ 2,448	\$ 500	\$ 9,292	5.11%	25.00%
	<b>\$ 4,643,529</b>	<b>\$ 1,160,882</b>	<b>\$ 1,207,032</b>	<b>\$ 3,436,497</b>	<b>25.99%</b>	<b>25.00%</b>
	<b><u>\$ 109,525,156</u></b>	<b><u>\$ 19,858,094</u></b>	<b><u>\$ 18,539,316</u></b>	<b><u>\$ 90,985,840</u></b>	<b><u>16.93%</u></b>	<b><u>18.13%</u></b>

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

**Dublin San Ramon Services District**  
**Working Capital Summary**  
**September 2018**

<b>Enterprise Funds</b>					
Fund	Dollars (\$)		In Months		
	YTD Actual	Budget	Target (Months)	Last Quarter	Current Quarter
Local Wastewater Enterprise	\$ (43,054)	\$ 1,081,732	4	0.27	(0.16)
Regional Wastewater Enterprise	\$ 8,968,366	\$ 6,041,678	4	7.88	5.94
Water Enterprise	\$ 8,413,338	\$ 10,017,709	4	4.84	3.36

<b>Replacement Funds</b>			
Fund	In Dollars (\$)		
	Actual	Minimum	Above (Below)
Local Wastewater Replacement	\$ 6,116,473	\$ 2,414,650	\$ 3,701,823
Regional Wastewater Replacement	\$ 26,378,725	\$ 9,628,454	\$ 16,750,271
Water Replacement	\$ 25,581,115	\$ 9,744,997	\$ 15,836,118

<b>Expansion Funds</b>			
Fund	In Dollars (\$)		
	Actual	Minimum	Above (Below)
Local Wastewater Expansion	\$ 5,048,818	\$ -	\$ 5,048,818
Regional Wastewater Expansion	\$ 54,089,127	\$ 22,616,250	\$ 31,472,877
Water Expansion	\$ 24,823,111	\$ 11,792,352	\$ 13,030,759

<b>Temporary Infrastructure Charge Status</b>			
Revenue Type	In Dollars (\$)		
	Amount Collected	Amount Repaid	Net
Temporary Infrastructure Charge Status	\$ 8,206,030	\$ (5,212,358)	\$ 2,993,672

## Dublin San Ramon Services District

## Expense Summary by Fund

September 2018

% of Year Completed= 25%

Expense Summary by Fund	Budget	Budget to Date	Year To Date Actual	Dollars Remaining	Percent Used
200 - Local Sewer Operations	\$ 2,399,678	\$ 599,919	\$ 470,816	\$ 1,928,862	19.62 %
210 - Local Sewer Replacement	\$ 165,900	\$ 41,475	\$ 17,539	\$ 148,361	10.57 %
220 - Local Sewer Expansion	\$ 653,715	\$ 163,429	\$ 148,182	\$ 505,534	22.67 %
300 - Regional Sewer Operations	\$ 15,047,186	\$ 3,761,797	\$ 3,542,512	\$ 11,504,674	23.54 %
310 - Regional Sewer Replacement	\$ 639,400	\$ 159,850	\$ 249,491	\$ 389,909	39.02 %
320 - Regional Sewer Expansion	\$ 8,131,101	\$ 2,032,775	\$ 2,033,428	\$ 6,097,673	25.01 %
600 - Water Operations	\$ 27,787,467	\$ 6,946,867	\$ 5,102,295	\$ 22,685,172	18.36 %
605 - Water Rate Stabilization Fund	\$ 58,163	\$ 14,541	\$ 10,824	\$ 47,339	18.61 %
610 - Water Replacement	\$ 475,400	\$ 118,850	\$(7,548)	\$ 482,948	(1.59)%
620 - Water Expansion	\$ 3,972,585	\$ 993,146	\$ 1,453,952	\$ 2,518,633	36.60 %
900 - Administrative Overhead	\$ 7,962,551	\$ 1,990,638	\$ 1,829,359	\$ 6,133,192	22.97 %
965 - Other Post Employment Benefits	\$ 957,259	\$ 239,315	\$ 274,629	\$ 682,630	28.69 %
980 - 1997 Refunding	\$ 0	\$ 0	\$ 0	\$ 0	0.00 %
995 - DV Standby Assessment	\$ 1,559,849	\$ 389,962	\$ 9,217	\$ 1,550,632	0.59 %
	<u>\$ 69,810,254</u>	<u>\$ 17,452,563</u>	<u>\$ 15,134,696</u>	<u>\$ 54,675,557</u>	<u>21.68 %</u>

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

## Expense Summary By Department

September 2018

% of Year Completed= 25%

Expense Summary by Department	Budget	Budget To Date	Year To Date Actual	Dollars Remaining	Percentage Used
Executive	\$2,711,250	\$677,812	\$604,476	\$ 2,106,774	22.30%
Financial Services	\$5,571,003	\$1,392,751	\$1,375,298	\$ 4,195,705	24.69%
Engineering	\$4,580,685	\$1,145,171	\$886,230	\$ 3,694,456	19.35%
Operations	\$18,258,550	\$4,564,637	\$4,175,276	\$ 14,083,274	22.87%
Non-Departmental	\$38,688,766	\$9,672,191	\$8,093,417	\$ 30,595,349	20.92%
	<u>\$69,810,254</u>	<u>\$17,452,563</u>	<u>\$15,134,696</u>	<u>\$ 54,675,557</u>	<u>21.68%</u>

## Expense Summary by Category

September 2018

% of Year Completed= 25%

Expense Summary by Category	Budget	Budget to Date	Year to Date Actual	Budget Remaining	Percentage Used
Personnel	\$22,892,362	\$5,723,090	\$5,652,812	\$ 17,239,550	24.69%
Materials and Supplies	\$21,739,434	\$5,434,858	\$3,641,059	\$ 18,098,374	16.75%
Contract Services	\$7,255,351	\$1,813,838	\$821,532	\$ 6,433,820	11.32%
Other Expenses	\$16,998,307	\$4,249,577	\$4,757,543	\$ 12,240,764	27.99%
Capital Outlay	\$924,800	\$231,200	\$261,750	\$ 663,050	28.30%
	<u>\$69,810,254</u>	<u>\$17,452,563</u>	<u>\$15,134,696</u>	<u>\$ 54,675,557</u>	<u>21.68%</u>

## Dublin San Ramon Services District

**Capital Outlay by Division  
September 30, 2018**

**Capital Outlay - Identified**

<u>Div</u>	<u>Asset Description</u>	<u>Budget</u>	<u>Year To Date Actual</u>	<u>Dollars Remaining</u>	<u>Percent Used</u>
42	Ford F-150 Ford (replace #61)	\$ 26,000		\$ 26,000	
42	Ford F-150 Supercab (replace #33)	29,000	29,000	-	
<b>42</b>	<b>Total Planning &amp; Permitting</b>	<b>55,000</b>	<b>29,000</b>	<b>26,000</b>	<b>52.73%</b>
51	CCTV Equipment/Truck	225,000		225,000	
51	Ford F-150 for Additional FOF Staff	45,000		45,000	
<b>51</b>	<b>Total Field Operations</b>	<b>270,000</b>	<b>-</b>	<b>270,000</b>	<b>0.00%</b>
52	Replace Secondary Tank Drainage Pump	70,000		70,000	
52	Ammonia Phosphorus Online Analyzers (1 per	40,000		40,000	
<b>52</b>	<b>Total Plant Operations</b>	<b>110,000</b>	<b>-</b>	<b>110,000</b>	<b>0.00%</b>
53	Thickened Sludge Pump 1	19,200	18,742	458	
53	Building H Roof (Grit Building)	25,000	21,889	3,111	
53	Cap Water Pump	22,000		22,000	
53	Primary Scum Pumps (3 x \$20,000/each)	60,000		60,000	
53	Golf Cart for Mechanic	13,600	13,595	5	
53	Aeration Control Valve Actuator Positioner Assemblies (10 @ \$15,000/each)	150,000	146,249	3,751	
53	Replacement Heat Exchangers Cogen	120,000	32,275	87,725	
<b>53</b>	<b>Total Mechancial Maintenance</b>	<b>409,800</b>	<b>232,750</b>	<b>177,050</b>	<b>56.80%</b>
54	Ford F-250 Truck for Sr. Electrician	50,000		50,000	
54	Spare CoGen Circuit Breaker	30,000		30,000	
<b>54</b>	<b>Total Electrical Maintenance</b>	<b>80,000</b>	<b>-</b>	<b>80,000</b>	<b>0.00%</b>
<b>Grand Total</b>		<b>\$924,800</b>	<b>\$261,750</b>	<b>\$663,050</b>	<b>28.30%</b>

**Unexpected Capital Outlay**

	\$ -	\$ -	\$ -
<b>Total Unexpected Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total All Capital Outlay</b>	<b>\$ 924,800</b>	<b>\$ 261,750</b>	<b>\$ 663,050</b>

# Capital Project Expense Summary Report

Dublin San Ramon Services District

September 30, 2018

<b>Fund #</b>		<b>Budget</b>	<b>Year-to-date Expenditures</b>	<b>Balance</b>	<b>Prct Used</b>
210	Local Wastewater Replacement	\$ 1,726,764.00	\$ 393,786.17	\$ 1,332,977.83	22.80%
220	Local Wastewater Expansion	- (2)	29,371.65	(29,371.65)	#DIV/0!
310	Regional Wastewater Replacement	5,126,225.00	560,517.81	4,565,707.19	10.93%
320	Regional Wastewater Expansion	9,189,750.00	807,683.92	8,382,066.08	8.79%
610	Water Replacement	9,662,850.00	248,463.13	9,414,386.87	2.57%
620	Water Expansion	6,223,152.00 (1)	608,360.01	5,614,791.99	9.78%
<b>Grand Total</b>		<b>\$ 31,928,741.00</b>	<b>\$ 2,648,182.69</b>	<b>\$ 29,280,558.31</b>	<b>8.29%</b>

(1) Most of the budget is for construction of DERWA Recycled Water Plant Ph2. When cost is billed to DERWA the revenue offsets CIP expense. DERWA bills DSRSD for their portion; and DSRSD portion is paid from the operating expense contribution to JPA. Budget in fund 620 CIP covers the operating expense contribution to JPA.

(2) Per Resolution 50-18 (effective October 16, 2018), the fund limit for the Local Expansion Fund increased to \$213,110.



Dublin San Ramon Services District  
 Treasurer's Report - Portfolio Management Summary  
 As of: September 30, 2018

Description	Face Amount	Market Value	Book Value	% of Portfolio	Permitted by Policy	In Compliance	YTM @ Cost
CAMP	8,163,965.60	8,163,965.60	8,163,965.60	4.90%	100%	Yes	2.140%
Certificate of Deposit	7,750,000.00	7,693,096.00	7,750,000.00	4.65%	30%	Yes	2.432%
Corporate Bonds	7,750,000.00	7,693,096.00	7,750,000.00	4.65%	30%	Yes	2.172%
Federal Agency Callables	92,500,000.00	90,299,193.00	92,495,997.26	55.50%	100%	Yes	1.728%
LAIF - Operating	33,299,967.04	33,299,967.04	33,299,967.04	19.98%	\$50 million	Yes	2.000%
Municipals	17,215,000.00	16,867,572.85	17,182,865.37	10.33%	100%	Yes	2.237%
<b>Total Investments</b>	<b>\$ 166,678,932.64</b>	<b>\$ 164,016,890.49</b>	<b>\$ 166,642,795.27</b>	<b>100.00%</b>			<b>1.871%</b>
Bank of America	4,814,738.38	4,814,738.38	4,814,738.38				
<b>Total Cash &amp; Investments</b>	<b>\$ 171,493,671.02</b>	<b>\$ 168,831,628.87</b>	<b>\$ 171,457,533.65</b>				<b>1.871%</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 investments other than CAMP and LAIF were provided by Wells Fargo Securities, LLC.

Carol Atwood  
 Carol Atwood, Treasurer

11-9-2018  
 Date

For comparison - prior month summary as of: 8/31/2018

Description	Face Amount	Market Value	Book Value	% of Portfolio	Permitted by Policy	In Compliance	YTM @ Cost
CAMP	3,154,262.16	3,154,262.16	3,154,262.16	1.85%	100%	Yes	2.120%
Certificate of Deposit	7,750,000.00	7,701,393.50	7,750,000.00	4.54%	30%	Yes	2.232%
Corporate Bonds	16,786,000.00	16,559,059.17	16,645,616.01	9.83%	30%	Yes	2.172%
Federal Agency Callables	92,500,000.00	90,596,902.50	92,495,493.15	54.19%	100%	Yes	1.728%
LAIF - Operating	33,299,967.04	33,299,967.04	33,299,967.04	19.51%	\$50 million	Yes	1.970%
Municipals	17,215,000.00	16,942,182.35	17,093,234.27	10.08%	100%	Yes	2.237%
<b>Total Investments</b>	<b>\$ 170,705,229.20</b>	<b>\$ 168,253,766.72</b>	<b>\$ 170,438,572.63</b>	<b>100.00%</b>			<b>1.819%</b>
Bank of America	7,645,472.78	7,645,472.78	7,645,472.78				
<b>Total Cash &amp; Investments</b>	<b>\$ 178,350,701.98</b>	<b>\$ 175,899,239.50</b>	<b>\$ 178,084,045.41</b>				<b>1.819%</b>



FHLB 1.03 5/28/2019-17	3130A92Y6		08/30/2016	5,000,000.00	4,952,055.00	5,000,000.00	1.030	1.030		240	240	05/28/2019	17,452.78
FHLB 1.1 2/25/2019-16	3130A8SG9		08/25/2016	5,000,000.00	4,975,525.00	5,000,000.00	1.100	1.100	11/25/2018	56	148	02/25/2019	5,347.22
FHLB 1.4 5/18/2020-16	3130A7ZT5		05/18/2016	5,000,000.00	4,887,950.00	5,000,000.00	1.400	1.400		596	596	05/18/2020	25,666.67
FHLB 1.57 11/16/2021-18	3130AA2A5		11/16/2016	5,000,000.00	4,801,635.00	5,000,000.00	1.570	1.570	11/16/2018	47	1,143	11/16/2021	29,219.44
FHLB 2.75 3/29/2022-19	3130ADVG4		03/29/2018	3,000,000.00	2,976,543.00	3,000,000.00	2.750	2.750	03/29/2019	180	1,276	03/29/2022	229.17
FHLMC 1.4 7/27/2020-17	3134GATN4		10/27/2016	5,000,000.00	4,874,215.00	5,000,000.00	1.400	1.400	10/27/2018	27	666	07/27/2020	12,250.00
FHLMC 1.41 4/26/2019-18	3134GBEG3		04/26/2017	5,000,000.00	4,969,430.00	5,000,000.00	1.410	1.410		208	208	04/26/2019	30,158.33
FHLMC 1.5 11/10/2020-17	3134GATD6		11/10/2016	5,000,000.00	4,861,145.00	5,000,000.00	1.500	1.500	11/10/2018	41	772	11/10/2020	29,166.67
FHLMC 1.5 8/26/2020-16	3134G9KA4		05/26/2016	5,000,000.00	4,859,190.00	5,000,000.00	1.500	1.500	11/26/2018	57	696	08/26/2020	7,083.33
FHLMC 2.15 1/26/2022-18	3134GAQ31		01/26/2017	4,000,000.00	3,885,180.00	4,000,000.00	2.150	2.150	10/26/2018	26	1,214	01/26/2022	15,288.89
FHLMC 2.45 12/28/2022-18	3134GB6Y3		12/28/2017	5,000,000.00	4,849,190.00	5,000,000.00	2.450	2.450	12/28/2018	89	1,550	12/28/2022	31,305.56
FHLMC 2.55 1/30/2023-19	3134GSDD5		01/30/2018	2,000,000.00	1,927,020.00	2,000,000.00	2.550	2.550	01/30/2019	122	1,583	01/30/2023	8,500.00
FNMA 1.25 8/28/2020-17	3136G3Y58		08/30/2016	5,000,000.00	4,847,360.00	5,000,000.00	1.250	1.250		698	698	08/28/2020	5,555.56
FNMA 1.35 6/30/2020-17	3136G3SS5		06/30/2016	5,000,000.00	4,879,245.00	5,000,000.00	1.350	1.350		639	639	06/30/2020	16,875.00
FNMA 1.65 4/28/2021-16	3135G0J87		04/28/2016	5,000,000.00	4,842,595.00	5,000,000.00	1.650	1.650	10/28/2018	28	941	04/28/2021	34,833.33
<b>Sub Total / Average</b>				<b>92,500,000.00</b>	<b>90,299,193.00</b>	<b>92,495,997.26</b>	<b>1.727</b>	<b>1.728</b>		<b>381</b>	<b>880</b>		<b>352,052.93</b>
<b>LAIF - Operating</b>													
LAIF LGIP	LGIP1001		06/30/2011	33,299,967.04	33,299,967.04	33,299,967.04	2.000	2.000	N/A	1	1	N/A	
<b>Sub Total / Average</b>				<b>33,299,967.04</b>	<b>33,299,967.04</b>	<b>33,299,967.04</b>	<b>2.000</b>	<b>2.000</b>		<b>1</b>	<b>1</b>		<b>0.00</b>
<b>Municipals</b>													
CA DWR Power Supply 2 5/1/2022	13066YTZ		08/17/2018	2,000,000.00	1,927,360.00	1,947,459.12	2.000	2.750		1,309	1,309	05/01/2022	16,555.56
CA DWR Power Supply 2 5/1/2022	13066YTZ2		07/23/2018	3,130,000.00	3,016,318.40	3,130,000.00	2.000	2.800		1,309	1,309	05/01/2022	25,909.44
City of Los Angeles 3.11 9/1/2023	544351MP1		07/16/2018	2,000,000.00	1,989,080.00	2,000,000.00	3.110	3.115		1,797	1,797	09/01/2023	13,476.67
State of CA 1.8 4/1/2020	13063CSQ4		04/29/2015	2,000,000.00	1,969,280.00	2,003,429.48	1.800	1.710		549	549	04/01/2020	17,900.00
State of CA 2.5 10/1/2022	13063DDF2		01/11/2018	3,000,000.00	2,930,520.00	2,996,395.41	2.500	2.528		1,462	1,462	10/01/2022	37,291.67
University of California 1.796 7/1/2019	91412GSB2		03/15/2016	5,085,000.00	5,035,014.45	5,105,581.36	1.796	1.380		274	274	07/01/2019	22,577.96
<b>Sub Total / Average</b>				<b>17,215,000.00</b>	<b>16,867,572.85</b>	<b>17,182,865.37</b>	<b>2.133</b>	<b>2.237</b>		<b>998</b>	<b>998</b>		<b>133,711.30</b>
<b>Total / Average</b>				<b>180,529,671.02</b>	<b>177,657,918.83</b>	<b>180,361,945.18</b>	<b>1.841</b>	<b>1.871</b>		<b>398</b>	<b>658</b>		<b>555,421.35</b>

	200 Local Wastewater Enterprise	205 Local Rate Stabilization (RSF)	210 Local Wastewater Replacement	220 Local Wastewater Expansion	Total
<b>BALANCE SHEETS</b>					
CASH & INVESTMENTS	(542,687)	446,521	7,218,006	4,217,940	11,339,780
RECEIVABLES	574,988	1,220	26,422	7,076	609,706
OTHER	0	0	0	833,333	833,333
<b>CURRENT ASSETS</b>	<b>32,302</b>	<b>447,740</b>	<b>7,244,428</b>	<b>5,058,349</b>	<b>12,782,819</b>
FIXED ASSETS	32,715,059	0	8,700,232	774,424	42,189,716
LONG-TERM ASSETS	870,679	0	0	4,463,457	5,334,136
<b>TOTAL ASSETS</b>	<b>33,618,040</b>	<b>447,740</b>	<b>15,944,660</b>	<b>10,296,229</b>	<b>60,306,670</b>
ACCOUNTS PAYABLE	4,933	0	599	0	5,532
DEPOSITS	0	0	0	0	0
OTHER CURRENT LIABILITIES	70,423	0	1,127,356	9,531	1,207,310
<b>CURRENT LIABILITIES</b>	<b>75,356</b>	<b>0</b>	<b>1,127,955</b>	<b>9,531</b>	<b>1,212,842</b>
ACCRUED EXPENSES/OTHER	1,848,373	0	4,166,667	386,474	6,401,513
DEFERRED REVENUE	0	0	0	365,453	365,453
<b>LONG-TERM LIABILITIES</b>	<b>1,848,373</b>	<b>0</b>	<b>4,166,667</b>	<b>751,926</b>	<b>6,766,966</b>
RETAINED EARNINGS	31,694,312	447,740	10,650,038	9,534,772	52,326,863
<b>TOTAL LIABILITIES &amp; RETAINED EARNINGS</b>	<b>33,618,040</b>	<b>447,740</b>	<b>15,944,660</b>	<b>10,296,229</b>	<b>60,306,670</b>
<b>INCOME STATEMENT</b>					
<b>OPERATING REVENUE</b>					
SERVICE CHARGES	623,792	0	0	0	623,792
OTHER OPERATING REVENUE	457	0	0	182,977	183,434
<b>TOTAL OPERATING REVENUE</b>	<b>624,248</b>	<b>0</b>	<b>0</b>	<b>182,977</b>	<b>807,225</b>
<b>NON-OPERATING REVENUE</b>					
CONNECTION FEES	0	0	246,273	239,472	485,745
INTEREST	(2,182)	2,523	41,756	22,885	64,982
OTHER NON-OPERATING REVENUE	486,000	0	0	0	486,000
<b>TOTAL NON-OPERATING REVENUE</b>	<b>483,818</b>	<b>2,523</b>	<b>288,029</b>	<b>262,357</b>	<b>1,036,728</b>
TRANSFERS IN	0	0	85,725	902,133	987,858
<b>TOTAL RECEIPTS</b>	<b>1,108,066</b>	<b>2,523</b>	<b>373,754</b>	<b>1,347,468</b>	<b>2,831,811</b>
<b>DISBURSEMENTS</b>					
OPERATING EXPENSES	650,275	0	17,539	184,046	851,860
CAPITAL PROJECTS	0	0	393,786	29,372	423,158
TRANSFER OUT	85,725	0	902,133	0	987,858
<b>TOTAL DISBURSEMENTS</b>	<b>736,000</b>	<b>0</b>	<b>1,313,458</b>	<b>213,417</b>	<b>2,262,876</b>
<b>NET INCOME (LOSS)</b>	<b>372,066</b>	<b>2,523</b>	<b>(939,704)</b>	<b>1,134,050</b>	<b>568,935</b>
<b>EXPENSE BUDGET FOR FY 2019</b>	<b>3,245,196</b>				
<b>WORKING CAPITAL TARGET FOR FY 2019</b>	<b>1,081,732</b>				
<b>WORKING CAPITAL TARGET (in months)</b>	<b>4.00</b>				
<b>WORKING CAPITAL</b>	<b>(43,054)</b>	<b>447,740</b>	<b>6,116,473</b>	<b>5,048,818</b>	<b>11,569,977</b>
<b>WORKING CAPITAL ON HAND</b>	<b>(0.16)</b>				
(in months) WC / ( ExpBudget / 12)					
<b>CURRENT EXCESS (DEFICIENCY)</b>	<b>(1,124,786)</b>				
<i>Working Capital - Working Capital Target</i>					

	300 Regional Wastewater Enterprise	305 Regional Rate Stabilization (RSF)	310 Regional Wastewater Replacement	320 Regional Wastewater Expansion	Total
<b>BALANCE SHEETS</b>					
CASH & INVESTMENTS	7,387,691	7,921,788	26,624,653	48,814,489	90,748,621
RECEIVABLES	1,889,029	25,901	96,202	359,405	2,370,537
OTHER	1,615,145	0	0	5,017,432	6,632,578
<b>CURRENT ASSETS</b>	<b>10,891,866</b>	<b>7,947,689</b>	<b>26,720,855</b>	<b>54,191,326</b>	<b>99,751,736</b>
FIXED ASSETS	95,518,009	0	3,231,080	33,322,773	132,071,861
LONG-TERM ASSETS	6,018,649	0	34,488	263,882	6,317,019
<b>TOTAL ASSETS</b>	<b>112,428,523</b>	<b>7,947,689</b>	<b>29,986,423</b>	<b>87,777,981</b>	<b>238,140,615</b>
ACCOUNTS PAYABLE	314,054	0	1,722	4,025	319,802
DEPOSITS	307,207	0	0	715	307,922
OTHER CURRENT LIABILITIES	1,302,239	0	340,408	97,459	1,740,106
<b>CURRENT LIABILITIES</b>	<b>1,923,500</b>	<b>0</b>	<b>342,130</b>	<b>102,199</b>	<b>2,367,830</b>
BONDS PAYABLE	5,886,198	0	0	26,317,826	32,204,024
ACCRUED EXPENSES/OTHER	10,285,992	0	0	65,851	10,351,842
DEFERRED REVENUE	0	0	34,488	205,679	240,167
<b>LONG-TERM LIABILITIES</b>	<b>16,172,190</b>	<b>0</b>	<b>34,488</b>	<b>26,589,356</b>	<b>42,796,034</b>
RETAINED EARNINGS	94,332,833	7,947,689	29,609,804	61,086,426	192,976,752
<b>TOTAL LIABILITIES &amp; RETAINED EARNINGS</b>	<b>112,428,523</b>	<b>7,947,689</b>	<b>29,986,423</b>	<b>87,777,981</b>	<b>238,140,615</b>

**INCOME STATEMENT**

<b>OPERATING REVENUE</b>					
SERVICE CHARGES	2,301,115	0	0	0	2,301,115
OTHER OPERATING REVENUE	160,355	0	0	10,766	171,120
<b>TOTAL OPERATING REVENUE</b>	<b>2,461,470</b>	<b>0</b>	<b>0</b>	<b>10,766</b>	<b>2,472,236</b>
<b>NON-OPERATING REVENUE</b>					
CONNECTION FEES	0	0	586,323	3,536,652	4,122,976
INTEREST	39,889	44,760	147,486	271,527	503,662
OTHER NON-OPERATING REVENUE	0	0	0	0	0
<b>TOTAL NON-OPERATING REVENUE</b>	<b>39,889</b>	<b>44,760</b>	<b>733,810</b>	<b>3,808,179</b>	<b>4,626,637</b>
TRANSFERS IN	0	0	730,000	0	730,000
<b>TOTAL RECEIPTS</b>	<b>2,501,359</b>	<b>44,760</b>	<b>1,463,810</b>	<b>3,818,944</b>	<b>7,828,873</b>
<b>DISBURSEMENTS</b>					
OPERATING EXPENSES	4,195,655	0	249,491	2,040,319	6,485,466
CAPITAL PROJECTS	0	0	560,518	807,684	1,368,202
TRANSFER OUT	730,000	0	0	0	730,000
<b>TOTAL DISBURSEMENTS</b>	<b>4,925,655</b>	<b>0</b>	<b>810,009</b>	<b>2,848,003</b>	<b>8,583,668</b>
<b>NET INCOME (LOSS)</b>	<b>(2,424,296)</b>	<b>44,760</b>	<b>653,800</b>	<b>970,941</b>	<b>(754,794)</b>

EXPENSE BUDGET FOR FY 2019	18,125,033				
WORKING CAPITAL TARGET FOR FY 2019	6,041,678				
WORKING CAPITAL TARGET (in months)	4.00				
WORKING CAPITAL	8,968,366	7,947,689	26,378,725	54,089,127	97,383,906
WORKING CAPITAL ON HAND (in months) WC / ( ExpBudget / 12)	5.94				
CURRENT EXCESS (DEFICIENCY) <i>Working Capital - Working Capital Target</i>	2,926,688				

	600 Water Enterprise	605 Water Rate Stabilization (RSF)	610 Water Replacement	620 Water Expansion	Total
<b>BALANCE SHEETS</b>					
CASH & INVESTMENTS	10,697,446	13,719,320	25,522,550	26,186,338	76,125,653
RECEIVABLES	1,429,794	202,295	80,556	(43,664)	1,668,980
OTHER	0	0	0	0	0
<b>CURRENT ASSETS</b>	<b>12,127,240</b>	<b>13,921,614</b>	<b>25,603,106</b>	<b>26,142,673</b>	<b>77,794,633</b>
FIXED ASSETS	122,308,461	0	11,891,724	22,119,711	156,319,896
LONG-TERM ASSETS	4,036,503	0	0	466,324	4,502,827
<b>TOTAL ASSETS</b>	<b>138,472,204</b>	<b>13,921,614</b>	<b>37,494,830</b>	<b>48,728,708</b>	<b>238,617,356</b>
ACCOUNTS PAYABLE	13,268	0	1,423	0	14,690
DEPOSITS	593,542	0	0	0	593,542
OTHER CURRENT LIABILITIES	3,107,092	0	20,568	1,319,562	4,447,222
<b>CURRENT LIABILITIES</b>	<b>3,713,902</b>	<b>0</b>	<b>21,991</b>	<b>1,319,562</b>	<b>5,055,455</b>
BONDS PAYABLE	0	0	0	33,124,170	33,124,170
ACCRUED EXPENSES/OTHER	5,404,249	0	0	610,760	6,015,008
DEFERRED REVENUE	0	0	0	4,644,771	4,644,771
<b>LONG-TERM LIABILITIES</b>	<b>5,404,249</b>	<b>0</b>	<b>0</b>	<b>38,379,701</b>	<b>43,783,950</b>
RETAINED EARNINGS	129,354,054	13,921,614	37,472,839	9,029,444	189,777,951
<b>TOTAL LIABILITIES &amp; RETAINED EARNINGS</b>	<b>138,472,204</b>	<b>13,921,614</b>	<b>37,494,830</b>	<b>48,728,708</b>	<b>238,617,356</b>
<b>INCOME STATEMENT</b>					
<b>OPERATING REVENUE</b>					
SERVICE CHARGES	3,731,725	0	0	0	3,731,725
OTHER OPERATING REVENUE	105,061	21,900	969	645,955	773,885
<b>TOTAL OPERATING REVENUE</b>	<b>3,836,785</b>	<b>21,900</b>	<b>969</b>	<b>645,955</b>	<b>4,505,609</b>
<b>NON-OPERATING REVENUE</b>					
CONNECTION FEES	0	0	1,268,696	2,916,033	4,184,729
INTEREST	63,056	77,502	138,708	143,838	423,104
OTHER NON-OPERATING REVENUE	479,000	156,970	0	0	635,970
<b>TOTAL NON-OPERATING REVENUE</b>	<b>542,056</b>	<b>234,471</b>	<b>1,407,404</b>	<b>3,059,871</b>	<b>5,243,803</b>
TRANSFERS IN	0	0	1,150,250	168,750	1,319,000
<b>TOTAL RECEIPTS</b>	<b>4,378,842</b>	<b>256,371</b>	<b>2,558,623</b>	<b>3,874,576</b>	<b>11,068,412</b>
<b>DISBURSEMENTS</b>					
OPERATING EXPENSES	5,583,152	10,824	(7,548)	1,504,162	7,090,589
CAPITAL PROJECTS	0	0	248,463	608,360	856,823
TRANSFER OUT	1,319,000	0	0	0	1,319,000
<b>TOTAL DISBURSEMENTS</b>	<b>6,902,152</b>	<b>10,824</b>	<b>240,915</b>	<b>2,112,522</b>	<b>9,266,413</b>
<b>NET INCOME (LOSS)</b>	<b>(2,523,310)</b>	<b>245,548</b>	<b>2,317,708</b>	<b>1,762,054</b>	<b>1,801,999</b>
EXPENSE BUDGET FOR FY 2019	30,053,128				
WORKING CAPITAL TARGET FOR FY 2019	10,017,709				
WORKING CAPITAL TARGET (in months)	4.00				
WORKING CAPITAL	8,413,338	13,921,614	25,581,115	24,823,111	72,739,179
WORKING CAPITAL ON HAND (in months) WC / ( ExpBudget / 12)	3.36				
CURRENT EXCESS (DEFICIENCY)	(1,604,371)				
<i>Working Capital - Working Capital Target</i>					

	900 Administrative Overhead	965 OPEB	995 DV Standby Assessment	Total
<b>BALANCE SHEETS</b>				
CASH & INVESTMENTS	(291,869)	110,724	1,099,093	917,948
RECEIVABLES	335,077	660	386,996	722,733
OTHER	400,559	0	0	400,559
<b>CURRENT ASSETS</b>	<b>443,767</b>	<b>111,383</b>	<b>1,486,089</b>	<b>2,041,240</b>
LONG-TERM ASSETS	0	4,461,828	0	4,461,828
<b>TOTAL ASSETS</b>	<b>443,767</b>	<b>4,573,211</b>	<b>1,486,089</b>	<b>6,503,068</b>
ACCOUNTS PAYABLE	32,466	59,977	9,217	101,660
OTHER CURRENT LIABILITIES	411,301	302,994	0	714,295
<b>CURRENT LIABILITIES</b>	<b>443,767</b>	<b>362,971</b>	<b>9,217</b>	<b>815,955</b>
ACCRUED EXPENSES/OTHER	0	5,094,223	0	5,094,223
<b>LONG-TERM LIABILITIES</b>	<b>0</b>	<b>5,094,223</b>	<b>0</b>	<b>5,094,223</b>
RETAINED EARNINGS	0	(883,983)	1,476,872	592,890
<b>TOTAL LIABILITIES &amp; RETAINED EARNINGS</b>	<b>443,767</b>	<b>4,573,211</b>	<b>1,486,089</b>	<b>6,503,068</b>

**INCOME STATEMENT**

<b>OPERATING REVENUE</b>				
OTHER OPERATING REVENUE	422,935	0	382,539	805,474
<b>TOTAL OPERATING REVENUE</b>	<b>422,935</b>	<b>0</b>	<b>382,539</b>	<b>805,474</b>
<b>NON-OPERATING REVENUE</b>				
INTEREST	0	510	6,210	6,720
OTHER NON-OPERATING REVENUE	0	0	0	0
<b>TOTAL NON-OPERATING REVENUE</b>	<b>0</b>	<b>510</b>	<b>6,210</b>	<b>6,720</b>
TRANSFERS IN	0	0	0	0
<b>TOTAL RECEIPTS</b>	<b>422,935</b>	<b>510</b>	<b>388,749</b>	<b>812,194</b>
<b>DISBURSEMENTS</b>				
OPERATING EXPENSES	422,935	274,629	9,217	706,781
CAPITAL PROJECTS	0	0	0	0
TRANSFER OUT	0	0	0	0
<b>TOTAL DISBURSEMENTS</b>	<b>422,935</b>	<b>274,629</b>	<b>9,217</b>	<b>706,781</b>
<b>NET INCOME (LOSS)</b>	<b>0</b>	<b>(274,119)</b>	<b>379,533</b>	<b>105,413</b>

EXPENSE BUDGET FOR FY 2019	1,335,421			
WORKING CAPITAL TARGET FOR FY 2019	0			
WORKING CAPITAL TARGET (in months)	0.00			
WORKING CAPITAL	0	(251,588)	1,476,872	1,225,285
WORKING CAPITAL ON HAND (in months) WC / ( ExpBudget / 12)	0.00			
CURRENT EXCESS (DEFICIENCY) <i>Working Capital - Working Capital Target</i>	0			

# September Budget Variance Report

Ref B - Quarterly Financial Reports

Expected Expense: 25.00%  
Tolerance Level: 4.00%

Accounting Period: 3  
Accounting Year: 2019

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

Target Expense: 29.00%

**Division: 10. Legislative**

	<u>2019</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	25,104.00	6,084.00	2,028.00	24.24%	
Other Benefits	10,352.64	1,885.62	628.54	18.21%	
Retirement	5,330.72	388.72	118.41	7.29%	
Salaries	56,160.00	4,818.00	1,460.00	8.58%	
Salary / Benefit Credit	0.00	0.00	0.00	- %	
Training Costs	20,000.00	1,223.40	700.00	6.12%	
<b>1. Personnel</b>	<b>116,947.36</b>	<b>14,399.74</b>	<b>4,934.95</b>	<b>12.31%</b>	
Equipment Under \$10,000	0.00	0.00	0.00	- %	
Office Supplies/Services	6,300.00	27.36	0.00	0.43%	
<b>2. Materials and Supplies</b>	<b>6,300.00</b>	<b>27.36</b>	<b>0.00</b>	<b>0.43%</b>	
Advertising	0.00	0.00	0.00	- %	
Other Services	225,000.00	16,653.12	0.00	7.40%	
Professional Services	23,753.00	20,496.00	13,664.00	86.29%	FLAG
Telecommunication Services	0.00	0.00	0.00	- %	
<b>3. Contract Services</b>	<b>248,753.00</b>	<b>37,149.12</b>	<b>13,664.00</b>	<b>14.93%</b>	
Meetings	700.00	165.99	80.00	23.71%	
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>165.99</b>	<b>80.00</b>	<b>23.71%</b>	
<b>10. Legislative Total</b>	<b>372,700.36</b>	<b>51,742.21</b>	<b>18,678.95</b>	<b>13.88%</b>	





**TITLE:** Approve Proclamation Honoring Association of California Water Agencies (ACWA) Executive Director Timothy H. Quinn upon His Retirement

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Motion, a Proclamation honoring Timothy H. Quinn for his 11½ years of service as Executive Director of the Association of California Water Agencies (ACWA).

**SUMMARY:**

Mr. Quinn is retiring at the end of this year after 40 years of exemplary service and distinguished leadership in the California water industry.

Originating Department: Office of the General Manager	Contact: S. Stephenson	Legal Review: Not Required
Cost: \$0	Funding Source: 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 checked="" type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	65 of 142	

PROCLAMATION

Honoring Timothy H. Quinn’s 11½ Years as the Executive Director of the Association of California Water Agencies, Providing California Water Agencies with Exceptional Leadership, Advocacy, Information, and Service

WHEREAS, Timothy H. Quinn’s achievements as Executive Director of Association of California Water Agencies (ACWA) are well documented in other proclamations and resolutions; and

WHEREAS, Timothy H. Quinn is a great communicator whether he is speaking in a ballroom filled with water agency representatives or with the Governor of California, moderating a panel discussion on the latest controversial water issue, or being interviewed by a member of the media; and

WHEREAS, Timothy H. Quinn has always valued and respected communications throughout his career; and

WHEREAS, Timothy H. Quinn made time to frequently visit and educate small member agencies, like Dublin San Ramon Services District, regarding the critical water issues of the day; and

WHEREAS, no matter how busy he was, Timothy H. Quinn always made time to listen and talk with staff and elected officials of ACWA members; and

WHEREAS, Timothy H. Quinn would take the time to explain very complex water issues in a way that could be understood by all.

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, congratulates

**Timothy H. Quinn**

on his retirement from the Association of California Water Agencies after 11½ years of exemplary leadership and dedicated service.

Adopted this 20th day of November, 2018

\_\_\_\_\_  
Georgean M. Vonheeder-Leopold, President

\_\_\_\_\_  
Madelyne A. Misheloff, Vice President

\_\_\_\_\_  
Edward R. Duarte, Director

\_\_\_\_\_  
Dwight L. Howard, Director

\_\_\_\_\_  
Richard M. Halket, Director

\_\_\_\_\_  
Nicole Genzale, District Secretary



**TITLE:** Advance the Regional Wastewater Treatment Facility (RWTF) Fencing and Security - Phase 2 Project (CIP 19-P003) to Fiscal Year Ending 2019 and Increase Construction Change Order Contingency for Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203)

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by two separate Resolutions, the following actions:

- 1) An amendment to the Capital Improvement Program (CIP) Ten-Year Plan for Fiscal Years Ending 2018 through 2027 and the Two-Year Budget for Fiscal Years Ending 2018 and 2019 to advance the Regional Wastewater Treatment Facility (RWTF) Fencing and Security - Phase 2 Project (CIP 19-P003), and
- 2) An increase in construction change order contingency for the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203) by \$150,000.

**SUMMARY:**

Staff would like to advance a portion of the Regional Wastewater Treatment Facility (RWTF) Fencing and Security - Phase 2 Project (CIP 19-P003) (Fencing Project) from the 10-Year CIP Plan to the current Two-Year CIP Budget to complete fencing and landscaping along the eastern border of the Wastewater Treatment Plant (WWTP) as a change order to the current contract for the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203) (Digester Project) with GSE Construction Co., Inc. (GSE).

GSE, as part of the Digester Project, recently completed approximately 215 linear feet of landscaping, irrigation, and fencing in the digester construction area along the eastern RWTF perimeter from the Administration Building to the Anaerobic Digester No. 4 location. Staff requested a quote from GSE to continue the landscaping, irrigation, and fencing approximately 720 feet along the eastern perimeter to the northeast corner of the RWTF. GSE provided an estimate of \$44,000 for the fencing (approximately \$61 per foot) and \$99,000 (approximately \$138 per foot) for the landscaping and irrigation. These costs are reasonable. For comparison, the Regional Wastewater Treatment Facility Fencing and Security - Phase 1 Project (CIP 12-P004), which was completed in 2014, cost \$111,000 for 770 feet of landscaping and irrigation or approximately \$144 per foot.

The Fencing Project is funded from Regional Wastewater Replacement (Fund 310). Due to lower spending on other projects in the Fund and the relatively small cost of the proposed change order, staff does not anticipate a need to increase the CIP fund budget limit for FYE 2019. An increase to the Digester Project construction change order contingency will be required as the current project change orders are anticipated to be close to the current \$550,000 contingency. Staff recommends that the Board approve a \$150,000 increase to the contract's change order contingency.

Staff also recommends appropriating \$143,000 of the Fencing Project's estimated total cost of \$1,210,000 to FYE 2019. With the recommended change order, the fencing and landscaping along the entire eastern RWTF perimeter will be complete. The fencing will be increased to eight feet in height, improving security, and the landscaping will provide a positive view of our facility to the many visitors to the neighboring Val Vista Park.

<b>Originating Department: Engineering Services</b>	<b>Contact: R. Portugal</b>	<b>Legal Review: Not Required</b>
<b>Cost: \$143,000</b>	<b>Funding Source: Regional Wastewater Replacement (Fund 310)</b>	
<b>Attachments:</b> <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution (2) <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	67 of 142	

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AN AMENDMENT TO THE CAPITAL IMPROVEMENT PROGRAM TEN-YEAR PLAN FOR FISCAL YEARS ENDING 2018 THROUGH 2027 AND THE TWO-YEAR BUDGET FOR FISCAL YEARS ENDING 2018 AND 2019 TO ADVANCE REGIONAL WASTEWATER TREATMENT FACILITY FENCING AND SECURITY - PHASE 2 PROJECT (CIP 19-P003)

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WHEREAS, the Board of Directors approved the District’s Capital Improvement Program (“CIP”) Ten-Year Plan for Fiscal Years Ending (FYE) 2018 through 2027 (“CIP Plan”) on June 6, 2017, to serve as a budgetary planning document providing direction and guidance, in accordance with District policies, for the replacement and improvement of existing District facilities and the construction of new facilities; and

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

WHEREAS, District staff recommends revising the CIP Budget by advancing the Regional Wastewater Treatment Facility (RWTF) Fencing and Security - Phase 2 Project (CIP 19-P003) (Project) from the CIP Plan to the CIP Budget; and

WHEREAS, District staff recommends appropriating \$143,000 from the Project’s estimated cost to FYE 2019; and

WHEREAS, to take advantage of an on-site contractor for the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203), GSE Construction Co., Inc’s., competitive price to extend approximately 720 feet of fencing, landscaping, and irrigation along the RWTF eastern perimeter from the Anaerobic Digester No. 4 to the northeast corner of the RWTF; and

WHEREAS, the fund budgets for FYE 2018 and FYE 2019 remain as adopted.

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:

Regional Wastewater Treatment Facility (RWTF) Fencing and Security - Phase 2 Project (CIP 19-P003) is hereby advanced from the CIP Ten-Year Plan for Fiscal Years Ending 2018 through 2027 and incorporated into the CIP Two-Year Budget for Fiscal Years Ending 2018 and 2019 (Exhibit A).

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

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its special meeting held on the 20th day of November, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Georgan M. Vonheeder-Leopold, President

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

## DSRSD CIP 10-Year Plan for FYEs 2018 through 2027

**CATEGORY: RESOURCE RECOVERY FACILITIES**

**Regional Wastewater Replacement (Fund 310)**

**CIP No. 19-P003 RWTF Fencing and Security - Phase 2**

**Funding Allocation: 100% 310**

**Project Manager:** Rudy Portugal

**Status:** New Project

**Project Summary:**

This project will improve security along the Regional Wastewater Treatment Facility (RWTF) perimeter. This project will install 8-foot tall vinyl coated fence along the south, west and north and half of the east perimeter of the RWTF. It will also include screening landscaping where space permits. Phase 1 replaced the fencing along the eastern perimeter from the Administration building to the southeast corner of the RWTF. That phase also included landscaping for screening of the RWTF from the adjacent Val Vista Park.

**CEQA:** Negative Declaration approved May 19, 1998.

**Reference:** Physical Security Risk Assessment, Pinkerton Consulting, April 2004.

**Fund Allocation Basis:** Project is required to replace or rehabilitate existing regional wastewater fund assets.

**10-Year Cash Flow and Estimated Project Cost:**

Prior	FYE 18	FYE 19	FYE 20	FYE 21	FYE 22	FYE 23	FYE 24	FYE 25	FYE 26	FYE 27	Future
0	0	143,000	0	1,067,000	0	0	0	0	0	0	0

**Total Estimated Project Cost \$1,210,000**

Current Adopted Budget \$0

Increase/(Decrease) \$1,210,000



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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING AN INCREASE TO THE CONSTRUCTION CHANGE ORDER CONTINGENCY FOR THE ANAEROBIC DIGESTER NO. 4 AND FOG RECEIVING FACILITY (CIP 07-3203)

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WHEREAS, on June 20, 2017, the Board of Directors awarded the construction contract agreement for the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203) for the base bid amount of \$7,766,000 with GSE Construction Co., Inc. (GSE); and

WHEREAS, the Board of Directors authorized the General Manager to approve change orders up to approximately 7% of the total construction contract base bid amount not to exceed \$550,000; and

WHEREAS, the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203) includes fencing, landscape, and irrigation; and

WHEREAS, staff sent a request for quote to GSE to extend approximately 720 feet of fencing landscape and irrigation from the limits of its work to the Regional Wastewater Treatment Facility (RWTF) entrance gate; and

WHEREAS, GSE provided a very reasonable quote for the work; and

WHEREAS, a portion of the Regional Wastewater Treatment Facility (RWTF) Fencing and Security - Phase 2 Project (CIP 19-P003) has been advanced with an appropriation of \$143,000 for the installation of fencing, landscape, and irrigation along the remaining east boundary of the RWTF; and

WHEREAS, adding additional landscape, fencing, and irrigation will complete landscaping on the east boundary of the RWTF; and

WHEREAS, an increase in the construction change order contingency of \$150,000 is necessary to cover the change order to add fencing, landscape, and irrigation.

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 change order contingency for the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203) is increased by \$150,000 to \$700,000 total.
2. The General Manager is authorized to approve construction change orders for the Anaerobic Digester No. 4 and FOG Receiving Facility (CIP 07-3203) in an amount not to exceed \$700,000.

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

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its special meeting held on the 20th day of November, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Georgan M. Vonheeder-Leopold, President

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





**TITLE:** Accept Donation of a Gate for the Drought Garden

**RECOMMENDATION:**

Staff recommends the Board of Directors accept, by Motion, the donation of a gate for the Drought Garden.

**SUMMARY:**

The District has been asked to accept the donation of a gate to be installed in the Rose Garden area of the Drought Garden. The gate will be constructed and installed by Aaron Register, a member of Boy Scout Troop #905, as part of his Eagle Scout project.

Troop #905 has leased the Utility Building behind the DSRSD District Office since 1992. This year, the lease will be updated with an inclusion of an "Adopt a Garden" project to maintain and enhance various sections of the Drought Garden. Scout Register has planned a redwood gate for the side employee entrance to accentuate the Rose Garden area.

If approved, Scout Register will seek donations from the community to cover the cost of construction and installation of the gate. A picture of his project is attached.

<b>Originating Department:</b> Administrative Services	<b>Contact:</b> C. Atwood	<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)	<b>Attachment 1 – Eagle Scout Project Gate</b> <b>Attachment 2 – Request from Aaron Register</b>	

**Attachment 1 to S&R**  
**Eagle Scout Project Gate**



November 9, 2018

Dublin San Ramon Services District  
Board of Directors  
7051 Dublin Boulevard  
Dublin, CA 94568

RE: Redwood Gate for the DSRSD Drought Garden

Dear DSRSD Board Members,

My name is Aaron Register and I am Boy Scout with Troop 905 and working on my Eagle Scout Project. My project proposal is to construct and install a redwood gate entrance for the employees as part of the renovation of the DSRSD Community Drought Garden. The gate would be located on the east side of the District Office in the vicinity of the rose garden area. This amenity would provide some privacy to the employees and enhance the look of the garden.

Please consider my proposal. I will be happy to answer any questions the Board may have at your November 20, 2018 Board meeting.

Sincerely,

Aaron Register



**TITLE:** Approve Emergency Action Procurement by General Manager for Repair of District Office

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Resolution, emergency action procurement by the General Manager for repair of the District Office, per the District Emergency Response Plan policy (P300-16-2) and District Purchasing policy (P500-18-1), and confirm the District State of Emergency.

**SUMMARY:**

On Sunday, November 11, 2018, the District Office flooded due to a leak in the fire service line. After a passer-by reported water exiting the building, DSRSD on-call staff arrived at the District Office around 2 p.m. The General Manager, as the District’s Emergency Manager per the Emergency Response Plan policy (P300-16-2 – Attachment 1) immediately proclaimed a District State of Emergency to reduce potential further property damage due to water exposure and to minimize the time to restore core business operations. As the Emergency Manager, the General Manager is charged with managing all emergency operations and making decisions to allocate resources and expend funds as necessary to meet the needs of the emergency.

Per the District’s Purchasing policy (P500-18-1 – Attachment 2), in case of an emergency and in accordance with Public Contract Code Section 22050, the General Manager may let contracts for any amount without giving notice for bids for repair or replacement of a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes. The Purchasing policy, in accordance with Public Contract Code Section 22050, requires that any emergency action taken by the General Manager be reviewed by the Board of Directors no later than seven days after the action or at its next regularly scheduled meeting if that meeting will occur no later than fourteen days after the action. This report serves to meet that requirement.

Initial contracts issued to date under the emergency authorization include:

1. Restoration Management Company for remediation services such as water and silt removal, structural drying, and packing and storing of contents and furnishings in preparation for water damage repair at \$266,100
2. VIP Security for security services and required fire watch while the building is without fire service at \$27,000
3. HDR, Inc. for engineering services to assess potential structural damage at \$30,000
4. C. Overra & Co. for fire service line repair at \$50,000

Further anticipated activities include:

1. Foundation repairs in the southwest portion of the building
2. Restoration and replacement of water damaged walls and furnishings

The District Office is closed until further notice. Displaced District Office staff have been assigned to the Regional Wastewater Treatment Facility, the Field Operations Facility, the utility building behind the District Office, and Dublin City Hall. Recovery operations are currently estimated to take two to six months. It is anticipated that the majority of costs with cleanup, repair, and renovation, with the exception of the fire service repair, will be reimbursed through the District’s CSRMA insurance. The attached resolution confirms the General Manager’s proclamation of District Emergency, and directs the General Manager to report on progress at least at every regularly scheduled meeting until the State of Emergency is terminated.

<b>Originating Department:</b> Engineering Services	<b>Contact:</b> J. Zavadil	<b>Legal Review:</b> Yes
<b>Cost:</b> \$373,100	<b>Funding Source:</b> Insurance claim	
<b>Attachments:</b> <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)	<b>Attachment 1 – District Emergency Response Plan policy (P300-16-2)</b> <b>Attachment 2 – District Purchasing policy (P500-18-1)</b>	
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# Policy

<b>Policy No.:</b> P300-16-2	<b>Type of Policy:</b> Operations
<b>Policy Title:</b> Emergency Response Plan (ERP)	
<b>Policy Description:</b> Designation of District Emergency Manager and authorization to manage emergency operations	
<b>Approval Date:</b> 5/1/2012	<b>Last Review Date:</b> 2016
<b>Approval Resolution No.:</b> 14-12	<b>Next Review Date:</b> 2020
<b>Rescinded Resolution No.:</b> 2-06	<b>Rescinded Resolution Date:</b> 1/10/2006

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

The General Manager or successor is designated as the District's Emergency Manager who will direct District emergency response activities after natural or malevolent emergency events.

1. Under emergency conditions in which immediate action must be taken to protect lives and property, respond to emergencies, and to restore essential services for public health and safety, the Emergency Manager may proclaim a District State of Emergency and activate the Dublin San Ramon Services District Emergency Response Plan.

2. Upon activation of the District Emergency Response Plan, the Emergency Manager will direct and manage all emergency operations and make decisions to allocate resources and expend funds as necessary to meet the needs of the emergency.

3. During any state of emergency, the District's priorities will be to: (1) protect human life and health, (2) protect property, and, (3) protect the environment while at all times protecting the safety of our work force. After the state of emergency has been stabilized, DSRSD will take action to ensure its customers will have confidence in the water supply and in DSRSD.

4. The Board of Directors shall meet within ten (10) days of the Declaration of Emergency to proclaim by official Board resolution the Declaration of the District State of Emergency and to authorize continued emergency operations and recovery operations.

<b>Policy No.:</b> P300-16-2	<b>Policy Title:</b> Emergency Response Plan (ERP)
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5. The Declaration of the District State of Emergency shall remain in effect for fourteen (14) days from the date of Board resolution and shall be renewed by the Board of Directors every fourteen (14) days, unless terminated by the Emergency Manager and the Board of Directors.

6. The General Manager shall have the ongoing responsibility to ensure District compliance with evolving emergency response and preparedness legislation and regulation.

Policy is current and no changes need to be adopted by the Board of Directors. <u>Status Quo Chronology:</u>	
<b>Date Adopted:</b>	
<b>May 1, 2012</b>	
Reviewed by Committee or Board:	Date:
<b>Board</b>	<b>August 2, 2016</b>



# Policy

<b>Policy No.:</b> P500-18-1	<b>Type of Policy:</b> Purchasing
<b>Policy Title:</b> Purchasing	
<b>Policy Description:</b> Purchasing of Materials, Supplies, Services and Equipment	
<b>Approval Date:</b> 3/20/2018	<b>Last Review Date:</b> 2018
<b>Approval Resolution No.:</b> 18-18	<b>Next Review Date:</b> 2022
<b>Rescinded Resolution No.:</b> 13-17	<b>Rescinded Resolution Date:</b> 3/21/2017

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

- Perform purchasing activities with the highest ethical standards.
- Purchase materials, supplies, non-professional services, technical services and equipment using processes to ensure the appropriate quality is received for a reasonable price.
- Secure professional services using an equitable, quality-based selection process.
- Incorporate environmental sustainability into purchasing decisions as a Green Business practice.
- Provide fair and open competition.
- Define authority for the purchasing function.

### Purchasing Agent

The General Manager is designated as Purchasing Agent. The Purchasing Agent shall:

1. Establish written purchasing guidelines and update them as needed, in conformance with the California Uniform Construction Cost Accounting Act (the Act), District Code Chapter 7.40, this policy, and applicable laws.
2. Negotiate and execute contracts, including purchase orders, work orders, task orders and agreements, within the authority outlined in the Act, District Code Chapter 7.40, and this policy.
3. Purchase or contract for supplies, services and equipment required by the District, in accordance with the Act, District Code Chapter 7.40, and this policy.

<b>Policy No.:</b> P500-18-1	<b>Policy Title:</b> Purchasing
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Purchasing Authority

1. The Purchasing Agent, or designee is authorized to negotiate and execute all contracts including purchase orders, work orders, task orders and agreements, made in conformance with the purchasing guidelines up to \$175,000.
2. The Purchasing Agent or designee is authorized to negotiate and execute contracts in any amount for recurring, operational purchases such as:
  - Utility payments
  - Scheduled debt payments and related debt administration services
  - Chemical purchases
  - Payments to a District Joint Powers Agency within contractual agreements
  - Water purchase
  - Insurance payments
  - Retirement contributions
  - Payroll
  - Dougherty Valley Standby Charge District
3. In case of an emergency:
  - a. In accordance with Public Contract Code 22050 the General Manager may let contracts for any amount without giving notice for bids for repair or replacement of a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes.
  - b. Any emergency action taken by the General Manager shall be reviewed by the Board of Directors no later than seven days after the action or at its next regularly scheduled meeting if that meeting will occur no later than fourteen day after the action.

Credit Cards

The General Manager is authorized on behalf of the District to enter into credit card agreements, designate who may receive and use credit cards issued on behalf of the District, execute security agreements with respect to the District’s credit card accounts and otherwise bind the District with respect to its credit card accounts.

Adjustment of Contracts

For those contracts in excess of \$175,000 that were originally approved by the Board, the General Manager has the authority to make adjustments of up to \$175,000, unless additional authority is delegated in an approving resolution.

Public Works Contracts

The General Manager is authorized to award, and make associated decisions relating to, Public Works Contracts up to his purchasing authority of \$175,000 in accordance with the California Uniform



<b>Policy No.:</b> P500-18-1	<b>Policy Title:</b> Purchasing
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Construction Cost Accounting Act, District Code Chapter 7.40, and this policy. In addition, the General Manager is authorized to adjust Public Works Contracts in excess of \$175,000 that were originally approved by the Board, by a maximum adjustment of \$175,000, unless additional authority is delegated in an approving resolution. This delegation expressly encompasses related discretionary decisions such as the responsibility to accept one of two or more tied bids, to reject all bids, to require bid bonds, to utilize emergency procedure set forth in the Code, sole source findings, post award determinations regarding subcontractor substitutions, determining whether to waive irregularities, determining whether to accept or reject a bid protest, and making determinations regarding the substitution of a subcontractor claimed to have been inadvertently listed under the procedures set forth in Public Contract Code section 4107.5. However, in the case where a bid protest is filed, the General Manager shall refer approval of the Public Works contract to the Board of Directors.

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

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT APPROVING EMERGENCY ACTION PROCUREMENT BY THE GENERAL MANAGER FOR REPAIR OF THE DISTRICT OFFICE

---

WHEREAS, on November 11, 2018, the District Office sustained major damage caused by a leak in the fire service line; and

WHEREAS, the District Emergency Response Plan policy (P300-16-2) designates the General Manager as the District's Emergency Manager, charged with managing all emergency operations and making decisions to allocate resources and expend funds as necessary to meet the needs of the emergency; and

WHEREAS, the General Manager declared a District State of Emergency on November 11, 2018, and has taken action to reduce potential further property damage due to water exposure and to minimize the time to restore core business operations; and

WHEREAS, as the District's Emergency Manager, in accordance with Public Contract Code Section 22050 and the District Purchasing policy (P500-18-1), the General Manager may let contracts for any amount without giving notice for bids for repair or replacement of a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes; and

WHEREAS, the Purchasing policy, in accordance with Public Contract Code Section 22050, specifies that the Board of Directors must review any emergency action taken by the General Manager no later than seven days after the action or at its next regularly scheduled meeting if that meeting will occur no later than fourteen days after the action; and

WHEREAS, the General Manager has procured services as an emergency action to prevent further damage to, and restore the District Office.

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 Board of Directors confirms the State of Emergency declared by the General Manager on November 11, 2018.
2. The emergency action procurement by the General Manager for the prevention of further damage to, and restoration of the District Office, as stated above, is hereby approved.
3. The General Manager is authorized to enter into contracts for continuing actions to

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

prevent further damage to, and continue the restoration of, the District Office building and furnishings under District emergency procedures and policies.

4. The General Manager is directed to report the reasons justifying why the emergency will not permit a delay resulting from a competitive solicitation for bids at least at every regularly scheduled meeting until the District State of Emergency is terminated.

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 special meeting held on the 20th day of November, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Georgean M. Vonheeder-Leopold, President

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



**TITLE:** Approve Change of Location for Regular Meetings of the Board of Directors and Rescind Resolution No. 5-05

**RECOMMENDATION:**

Staff recommends the Board of Directors approve, by Resolution, the establishment of a new location for Regular Board meetings.

**SUMMARY:**

Per Resolution No. 5-05, the District holds its Board of Director meetings at its District Office Boardroom located at 7051 Dublin Boulevard in Dublin on the first and third Tuesday of the each month at 6 p.m. The District Office is currently unavailable to host Board meetings due to the discovery, on November 11, 2018, of a fire service line leaking and causing flooding, water damage, and an inoperable fire suppression system rendering the facility unsafe to operate in. This item establishes a new regular Board meeting location, and reaffirms the same meeting start time of 6 p.m.

The City of Dublin has graciously offered assistance by providing a location within DSRSD’s jurisdiction for the District to hold its Board and Joint Powers Authority meetings while the District Office undergoes repairs. The new meeting location is the Shannon Community Center, Ambrose Hall, located at 11600 Shannon Avenue in Dublin. A resolution will be presented to the Board at a future Board meeting to re-establish the District Office Boardroom as its regular meeting location when repairs are completed and staff and Board are cleared to move back to this facility.

<b>Originating Department:</b> Office of the General Manager	<b>Contact:</b> N. Genzale	<b>Legal Review:</b> Yes
<b>Cost:</b> \$0	<b>Funding Source:</b> N/A	
<b>Attachments:</b> <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)	84 of 142	

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ESTABLISHING THE TIME AND PLACE AT WHICH REGULAR MEETINGS OF THE BOARD OF DIRECTORS SHALL BE HELD AND RESCINDING RESOLUTION NO. 5-05

---

WHEREAS, the Board adopted Resolution No. 5-05 on February 15, 2005, which established the day, time, and location for regular meetings of the Board of Directors; and

WHEREAS, the Dublin San Ramon Services District Board of Directors must hold regular meetings to conduct the business of the District; and

WHEREAS, the Board of Directors currently holds regular meetings in the District Office Boardroom on the first and third Tuesday of each month at 6 p.m.; and

WHEREAS, the Board of Directors desires to change the meeting location of regular meetings of the Board of Directors due to the District Office being rendered unsafe after a fire service line leaked beneath the building causing flooding, water damage, and an inoperable fire suppression system; and

WHEREAS, the City of Dublin has graciously provided the Shannon Community Center, Ambrose Hall, 11600 Shannon Avenue in Dublin, a location within the District's jurisdiction, to hold regular Board meetings until necessary repairs are completed and the District Office is declared safe to operate in.

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

That regular meetings of the Board of Directors shall be held monthly on the first and third Tuesday of each calendar month at 6 p.m., in the Ambrose Hall of the Shannon Community Center, within the jurisdiction of Dublin San Ramon Services District, located at 11600 Shannon Avenue, Dublin, California commencing November 20, 2018, and continuing until this resolution is rescinded. Regularly scheduled meetings which fall on a District holiday shall be held the following Wednesday or on a day agreed upon by the Board of Directors.

That Resolution No. 5-05 (Exhibit A) is hereby rescinded.

ADOPTED by the Board of Directors of Dublin San Ramon Services District, a public agency in the State of California, Counties of Alameda and Contra Costa, at its special meeting held on the 20th day of November, 2018, and passed by the following vote:

AYES:

NOES:

ABSENT:

---

Georgean M. Vonheeder-Leopold, President

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

RESOLUTION NO. 5-05

## RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT ESTABLISHING THE TIME AND PLACE AT WHICH REGULAR MEETINGS OF THE BOARD OF DIRECTORS SHALL BE HELD

WHEREAS, the Dublin San Ramon Services District Board of Directors must hold regular meetings to conduct the business of the District; and

WHEREAS, the Board of Directors currently holds regular meetings in the District Office Boardroom on the first and third Tuesday of each month at 7:30 p.m.; and

WHEREAS, the Board of Directors desires to change the start time of regular meetings of the Board of Directors; and

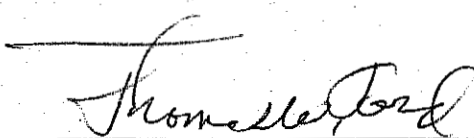
WHEREAS, the Board adopted an ordinance which directs and authorizes the use of a Resolution to set the day, time, and location for regular meetings of the Board of Directors.

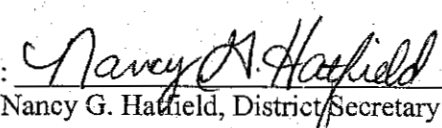
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT, A PUBLIC AGENCY LOCATED IN THE COUNTIES OF ALAMEDA AND CONTRA COSTA, CALIFORNIA, AS FOLLOWS:

That regular meetings of the Board of Directors shall be held monthly on the first and third Tuesday of each calendar month at 6:00 p.m., in the Boardroom of Dublin San Ramon Services District, located at 7051 Dublin Boulevard, Dublin, California commencing April 5, 2005 and continuing until this resolution is rescinded. Regularly scheduled meetings which fall on a District holiday shall be held the following Wednesday or on a day agreed upon by the Board of Directors.

ADOPTED by the Board of Directors of Dublin San Ramon Services District at its adjourned regular meeting held on the 15th day of February 2005 and passed by the following vote:

AYES: 5 - Directors Richard M. Halket, Daniel J. Scannell, Dwight L. Howard, Jeffrey G. Hansen, Thomas W. Ford  
 NOES: 0  
 ABSENT: 0

  
 Thomas W. Ford, President

ATTEST:   
 Nancy G. Hatfield, District Secretary



**TITLE:** Receive Presentation on Proposed Local Wastewater Collection and Regional Wastewater Treatment Capacity Reserve Fees and Provide Direction on a Schedule for Adoption

**RECOMMENDATION:**

Staff recommends the Board of Directors receive a presentation on proposed Local Wastewater Collection and Regional Wastewater Treatment capacity reserve fees and direct staff to schedule adoption for the December 4, 2018 Board meeting.

**SUMMARY:**

District capacity reserve fees are periodically reviewed to ensure that the fees provide adequate revenue to fund capital improvements to meet future growth-related needs and that the necessary infrastructure to service new or expanded connections are provided in an equitable cost-based manner. The District engaged with HF&F Consultants (HF&H) to update Local Wastewater Collection and Regional Wastewater Treatment capacity reserve fees, which were last reviewed in 2010. The draft fee study is attached.

For a single family home, proposed local capacity reserve fees are increasing \$193 (10%) and proposed regional capacity reserve fees are decreasing -\$2,130 (-14%). Thus, proposed wastewater capacity reserve fees have a combined net decrease of -\$1,937 (-11%).

Single Family Residential (SFR)	Current	Proposed	Variance (\$)	Variance (%)
Local Wastewater Collection	\$1,969	\$2,162	\$193	10%
Regional Wastewater Treatment	\$15,501	\$13,371	-\$2,130	-14%
Total	\$17,470	\$15,533	-\$1,937	-11%

Staff recommends that the Board schedule for the December 4, 2018 Board of Directors meeting to consider adoption of the proposed wastewater capacity reserve fees. Preliminary regional capacity reserve fees were presented to City of Pleasanton staff on October 25, 2018. A Public Notice will be printed in local newspapers 10 and 5 days before the December 4, 2018 Board of Directors meeting and sent to all individuals or developers that have requested notice regarding fees.

A detailed overview of the changes in the fees is presented in the attached staff report.

Originating Department: Administrative Services	Contact: H. Chen	Legal Review: Yes
Cost: \$0	Funding Source: N/A	
<b>Attachments:</b> <input type="checkbox"/> Resolution <input type="checkbox"/> Proclamation <input type="checkbox"/> None <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Staff Report <input type="checkbox"/> Task Order <input checked="" type="checkbox"/> Other (see list on right)	<b>Attachment 1 – Local &amp; Regional Wastewater Capacity Reserve Fee Update</b> <b>Attachment 2 – Notice of Opportunity for Public Comment</b>	

# STAFF REPORT



District Board of Directors  
November 20, 2018

## Receive Presentation on Proposed Local Wastewater Collection and Regional Wastewater Treatment Capacity Reserve Fees and Provide Direction on a Schedule for Adoption

### BACKGROUND

District capacity reserve fees are periodically reviewed to ensure that the fees provide adequate revenue to fund capital improvements to meet future growth-related needs and that the necessary infrastructure to service new or expanded connections are provided in an equitable cost-based manner. The District engaged with HF&H Consultants (HF&H) to update Local Wastewater Collection and Regional Wastewater Treatment capacity reserve fees, which were last reviewed in 2010.

### DISCUSSION

For a single family home, calculated as 1.00 Dwelling Unit Equivalent (DUE), proposed local capacity reserve fees are increasing \$193 (10%) and proposed regional capacity reserve fees are decreasing - \$2,130 (-14%). Proposed wastewater capacity reserve fees have a net decrease of -\$1,937 (-11%). Based on consumption evaluations conducted by staff, condominium and apartment connections will be charged at 0.75 DUEs and 0.66 DUEs, respectively. Non-residential commercial and industrial connections will be based on estimated daily flows, Biochemical Oxygen Demands, and Suspended Solids.

Single Family Residential (SFR)	Current	Proposed	Variance (\$)	Variance (%)
Local Wastewater Collection	\$1,969	\$2,162	\$193	10%
Regional Wastewater Treatment	\$15,501	\$13,371	-\$2,130	-14%
Total	\$17,470	\$15,533	-\$1,937	-11%

In establishing capacity reserve fees, there are three generally accepted methods, as discussed in the American Water Works Association M-1 Manual:

- **Buy-in Method** – Based on the value of the existing system’s capacity. Typically used when the existing system has remaining capacity to serve new development now and into the future.
- **Incremental Cost Method** – Based on the value or cost to expand the existing systems’ capacity. Typically used when the existing system has limited or no capacity to serve new development.
- **Combined Method** – Based on a blended value of both the existing and expanded system’s capacity. Typically used where some capacity is available in parts of the existing system and new or incremental capacity will need to be built in other parts to serve new development at some point in the future.

HF&H has maintained the District’s historical methodology (combined method) in development of the proposed fees. The proposed fees are based on updated costs and assumptions from the following financial and planning documents:

- 2018 Wastewater Collection System Master Plan (currently being prepared by West Yost Associates)
- 2017 Wastewater Treatment and Biosolids Facilities Master Plan
- 2008 Second Unit Wastewater Generation Study



- District Asset Management Model
- Insurance valuations determined by the California Sanitation Risk Management Authority
- 2011 LAVWMA Revenue Bonds Official Statement
- District and LAVWMA financial statements as of June 30, 2018
- Current agreements related to advance capacity sale permits
- Outstanding interfund loan repayments

The buy-in component is primarily based on the value of the existing system including replacement fund reserves. For the 2018 study, staff utilized the District’s Asset Management Model, which provided a more comprehensive and current value of assets. The prior study was based on original cost (the cost of the asset at the time of installation) escalated to current value. Contributed capital from developers were excluded from the valuation. As a member agency of the Livermore-Amador Valley Water Management Agency (LAVWMA), member equity share of LAVWMA facilities were also included in the regional buy-in component calculation, but was based on escalated original cost. The more comprehensive system valuation from the Asset Model significantly increased the value of the District’s local and regional wastewater systems, which is reflected by the higher buy-in component.

The expansion component is primarily based on growth-related projects to build-out netted against expansion fund reserves. The local expansion fund (\$11.8 million) was determined to be sufficient to fund the majority of remaining local collection growth-related projects (\$12.2 million), which resulted in a decrease in the local expansion component. Likewise, regional expansion project (\$78.8 million) costs were partially mitigated by regional expansion fund reserves (\$43.4 million), resulting in a decrease to the regional expansion component. The regional expansion fund reserve was adjusted to reflect a \$3.7 million advance payment to satisfy outstanding debt to the East Bay Discharges Authority (EBDA). In addition, the study assumes the removal of a \$29.8 LAVWMA effluent (wet weather) storage project that was included in the 2010 study. Based on a project memorandum from Carollo Engineers, the project was determined to be unnecessary based on projected flow and storage needs. The LAVWMA Board will consider the removal of this project at its November 21, 2018 Board meeting.

The LAVWMA component of the regional fee is based on the expansion portion of outstanding debt associated with the LAVWMA 2011 Sewer Refunding Bonds. The LAVWMA component was slightly adjusted to reflect revised build-out DUEs.

<b>Local Wastewater Collection (SFR)</b>	<b>Current</b>	<b>Proposed</b>	<b>Variance (\$)</b>	<b>Variance (%)</b>
Buy-in Component	\$998	\$2,098	\$1,100	110%
Expansion Component	\$971	\$64	<b>-\$907</b>	<b>-93%</b>
Total	\$1,969	\$2,162	\$193	10%

<b>Regional Wastewater Treatment (SFR)</b>	<b>Current</b>	<b>Proposed</b>	<b>Variance (\$)</b>	<b>Variance (%)</b>
Buy-in Component	\$2,188	\$3,512	\$1,324	61%
Expansion Component	\$7,683	\$3,832	<b>-\$3,851</b>	<b>-50%</b>
LAVWMA Component	\$5,630	\$6,027	\$397	7%
Total	\$15,501	\$13,371	<b>-\$2,130</b>	<b>-14%</b>

The proposed fees reflect the trend of local agencies moving closer to total build out. As expansion projects are built to accommodate growth, they are added to the value of the District's infrastructure. Therefore, as the District moves closer to the projected build-out in 2031, the buy-in component (based on value of existing infrastructure) increases while the expansion component (based on remaining growth-related projects) decreases. If adopted, the capacity reserve fees are proposed to be effective January 1, 2019 with annual adjustments based on the Engineering News-Record Construction Cost Index beginning in July 1, 2020.

Staff recommends that the Board schedule for the December 4, 2018 Board of Directors meeting to consider adoption of the proposed wastewater capacity reserve fees. Preliminary regional capacity reserve fees were presented to City of Pleasanton staff on October 25, 2018. A Public Notice will be printed in local newspapers 10 and 5 days before the December 4, 2018 Board of Directors meeting and sent to all individuals or developers that have requested notice regarding fees.

## **RECOMMENDATION**

Staff recommends the Board of Directors receive a presentation on proposed Local Wastewater Collection and Regional Wastewater Treatment capacity reserve fees and provide direction on a schedule for adoption.



**Dublin San Ramon  
Services District**

*Water, wastewater, recycled water*

# DUBLIN SAN RAMON SERVICES DISTRICT

## LOCAL & REGIONAL WASTEWATER CAPACITY RESERVE FEE UPDATE



**November 13, 2018**

**FINAL REPORT**



**HF&H Consultants, LLC**



**DUBLIN SAN RAMON SERVICES DISTRICT**

7051 Dublin Blvd.  
Dublin, CA 94568-3018

**2018 LOCAL AND REGIONAL WASTEWATER  
CAPACITY RESERVE FEE STUDY**

FINAL REPORT

*November 13, 2018*

**HF&H CONSULTANTS, LLC**

201 North Civic Drive, Suite 230  
Walnut Creek, CA 94596



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201 North Civic Drive, Suite 230  
Walnut Creek, California 94596  
Tel: (925) 977-6950  
Fax: (925) 977-6955  
[hfh-consultants.com](http://hfh-consultants.com)

Robert D. Hilton, Emeritus  
John W. Farnkopf, PE  
Laith B. Ezzet, CMC  
Richard J. Simonson, CMC  
Marva M. Sheehan, CPA  
Robert C. Hilton, CMC

November 13, 2018

Ms. Carol Atwood, Administrative Services Manager  
Ms. Judy Zavadil, Engineering Services Manager  
Dublin San Ramon Services District  
7051 Dublin Blvd.  
Dublin, CA 94568-3018

**Subject: 2018 Local and Regional Wastewater Capacity Reserve Fee Study**

Dear Ms. Atwood and Ms. Zavadil:

HF&H Consultants, LLC (HF&H) is pleased to submit this capacity reserve fee report to the Dublin San Ramon Services District (District). The report updates the District's local and regional capacity reserve fees based on the current value of current capacity in the District's wastewater system, as well as expanded capacity, that benefits new connections to the system. The report describes the background, approach, and calculation of each capacity reserve fee.

Very truly yours,

HF&H CONSULTANTS, LLC

John W. Farnkopf, P.E., Senior Vice President  
Richard J. Simonson, C.M.C., Vice President





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## APPENDIX

Appendix A.	Local Facilities Inventory
Appendix B.	Regional Facilities Inventory
Appendix C.	LAVWMA Asset Inventory

## ACRONYMS

CIP	Capital Improvement Plan
BOD	Biochemical Oxygen Demand
DUE	Dwelling Unit Equivalent
ENR CCI	<i>Engineering News Record</i> Construction Cost Index
FY	Fiscal Year
GPD	Gallons per Day
LAVWMA	Livermore Amador Valley Water Management Agency
PAYGo	Pay-As-You-Go, a form of capital financing derived from equity and reserves as opposed to from borrowed funds
RCN	Replacement Cost New
TSS	Total Suspended Solids

# I. INTRODUCTION

## BACKGROUND

HF&H Consultants (HF&H) was retained to update the Dublin San Ramon Services District's (District's) local and regional wastewater capacity reserve fees. The local capacity reserve fee is a one-time charge to new or expanded connections to the District's wastewater collection system. The regional capacity reserve fee is a one-time charge to new or expanded connections that flow to the District's wastewater treatment plant for processing before being discharged to the Livermore Amador Valley Water Management Agency (LAVWMA).

The District's wastewater collection system serves the City of Dublin, portions of the City of San Ramon, the Parks Reserve Forces Training Area (Camp Parks) and the Alameda County Santa Rita Jail. The wastewater collection system includes approximately 207 miles of sanitary sewers from 4 to 48 inches in diameter and two lift stations.

The District provides wastewater treatment services to the collection system, as well as the City of Pleasanton by contract. The District's regional wastewater treatment facility has a current treatment capacity of 17.00 million gallons per day (MGD) and, in 2017, received an average daily flow of 11.01 MGD.

Local and regional capacity reserve fees were last studied in 2010 and have been adjusted annually by the change in the construction cost index for the San Francisco area, since adoption. **Figure I-1** summarizes the current capacity reserve fees.

**Figure I-1. Current Local and Regional Capacity Reserve Fees**

Customer Type	Local	Regional
<b>Residential</b>		
Single Family	\$1,969 per Dwelling Unit	\$15,501 per Dwelling Unit
Accessory Dwelling Unit	\$2.00 per sq ft	\$10.00 per sq ft
Condominiums	\$1,477 per Dwelling Unit	\$11,626 per Dwelling Unit
Apartments	\$1,298 per Dwelling Unit	\$10,215 per Dwelling Unit
<b>Non-Residential [a]</b>		
Flow	\$8.95 per gpd	\$65.71 per gpd
BOD		\$1,588.64 per lb/day
SS		\$835.95 per lb/day

[a] Estimated flows, Biochemical Oxygen Demands (BOD), and Suspended Solids (SS) are used to calculate fees for each individual commercial and industrial customer.

## STUDY OBJECTIVES

Publicly-owned wastewater system's assets are typically paid for by the contributions of existing customers through rates, charges, and taxes. In service areas that incorporate new or expanding customers, the infrastructure developed by previous customers is generally extended towards the service of these new or expanding customers. Existing customers' investment in the existing system capacity allows newly connecting customers to take advantage of unused surplus capacity. To further economic equity among new and existing customers, in turn, new connectors will typically buy-in to the existing and pre-funded facilities, effectively putting them on par with existing customers. In other words, the new users are buying into the existing system through a payment for the portion of facilities that have already been constructed in advance of new development. In addition, current facilities may be expanded, or new facilities may be constructed to accommodate new or expanding customers.

Key objectives of the study include:

- Provide independent review of the District's current local and regional capacity reserve fees;
- Develop an appropriate approach/methodology for updating the District's capacity reserve fees;
- Develop updated capacity reserve fees that:
  - Determine the value of the facilities that provide capacity for growth, from existing facilities and future expansion.
  - Equitably recover such value from new connections;
  - Are consistent with industry-standard practices and methodologies;
  - Comply with government code.

## LEGAL FRAMEWORK

Capacity fees are required to ensure that development pays its fair share of the costs associated with providing system capacity, both existing capacity and additional capacity built specifically for growth. Capacity fees are a type of development impact fee that public agencies may impose as a condition of development under the authority of California Government Code Section 66000 *et seq.*, the Mitigation Fee Act. The Act requires that "those fees or charges shall not exceed the estimated reasonable cost of providing the service"<sup>1</sup>. Because the Act does not prescribe a formula or procedure for determining "the estimated reasonable cost," it is the responsibility of the local agency to employ a method that yields a reasonable result.

<sup>1</sup> Mitigation Fee Act Section 66013(a).

The courts generally regard fees as being reasonable if they are not capricious, arbitrary, or discriminatory. Fees are capricious if there is no factual basis for the underlying data used to make the calculations. Fees are arbitrary if there is no logical rationale for choosing among alternatives. Fees are discriminatory if they disproportionately allocate costs to one class of service at the expense of another class.

This report updates the District's local (collection services) and regional (treatment services) capacity reserve fees. The following sections provide summaries of the approach and resulting fees.

## II. APPROACH

The purpose of this report is to document that the conditions have been met to establish that the District's capacity reserve fees recover the reasonable cost of providing capacity. This approach is the same for both the local wastewater collection and the regional wastewater treatment capacity reserve fee calculations.

### ANALYTICAL APPROACH

Three steps are required to determine the reasonable costs that can be recovered with connection fees: (1) facilities that benefit growth must be identified, (2) the value of those facilities must be derived, and (3) the capacity provided by those facilities must be determined. The approach used in this report to address each of these steps is described below.

In establishing capacity fees, there are three generally accepted methods, as discussed in the American Water Works Association M-1 Manual:

- **Buy-in Method.** The buy-in method is based on the value of the existing system's capacity. This method is typically used when the existing system has remaining capacity to serve new development now and into the future.
- **Incremental Cost Method.** The incremental cost method is based on the value or cost to expand the existing system's capacity. This method is typically used when the existing system has limited or no capacity to serve new development.
- **Combined Method.** The combined approach is based on a blended value of both the existing and expanded system's capacity. This method is typically used where some capacity is available in parts of the existing system and new or incremental capacity will need to be built in other parts to serve new development at some point in the future.

The District has historically used the combined method for calculating its Capacity Reserve Fees. This capacity reserve fee update will continue to use the combined method as the District's existing system has some capacity still available to serve growth and has identified specific expansion-related capital projects, or portions of projects, that will be done in the future in order to accommodate new connections.

### Buy-in Component Approach

For the buy-in component of the fees, the value of District's current system will be determined and then be divided by the total number of existing dwelling unit equivalents, which will determine the unit cost of capacity. In this way, the buy-in component of the fee is the average cost paid by today's connections, if no additional expansion to the system were required. There is currently capacity available to new

connections to join the system. In order to join the system, new connections need to pay the average cost so that they are at the same level of capital participation as existing connections and thereby have fully reimbursed existing customers so that all connections have borne an equivalent cost.

### **Value of the Current System (Buy-in Component)**

The value of the current system is the numerator in determining the unit cost of capacity for the buy-in component. This value should reflect the original cost of constructing the facilities plus any subsequent costs incurred by rate payers to maintain the facilities so that they are capable of providing capacity for growth, when and if it occurs. A reasonable approach to determining this value is referred to as “replacement cost new” (RCN) by utility valuation specialists. RCN value represents the cost to construct capacity today. The incremental difference between the original cost and the RCN is presumed to recover the cost of maintenance, although no exacting calculation has been made of the amount of maintenance that has ensued since the original construction. By maintaining facilities, the capacity for both existing users and growth maintains its ability to provide service. Rate payers have no choice but to maintain not only the capacity they are using but also the unused capacity for growth. Rate payers are entitled to recover costs from growth for having maintained growth’s share of capacity. Such a calculation would be very difficult particularly if no data are available. However, for purposes of cost recovery the incremental difference is deemed to be a reasonable proxy.

Contributed capital from developers such as in-tract facilities, typically 8-inch and 10-inch wastewater collection pipes, are excluded as they do not provide system-wide capacity. In-tract facilities are facilities constructed by developers specifically for the benefit of subdivisions without any additional capacity for other connections. Data are often not available to estimate exactly how much capital was contributed by developers. However, reasonable estimates can be made to minimize how much contributed capital is included in the fee calculation so that double counting is avoided. For this analysis, to recognize developer contributions and to avoid double counting, the value of collection pipelines with a diameter of 10” or less have been excluded.

### **Capacity of Current System (Buy-in Component)**

The capacity of the current system is the denominator in determining the unit cost of capacity. The current number of connections is converted to a standard connection referred to as a Dwelling Unit Equivalent (DUE). A DUE relates multi-family and commercial connections to an equivalent single family residential connection based on the ratio of the customer’s estimated daily water use and strength of sewage discharge compared to that of a single family residence.

### **Buy-in Component Unit Cost of Capacity**

Dividing the value of the current system facilities by the number of DUEs served determines the buy-in component of the District's current local and regional systems. In effect, the buy-in component represents the unit cost associated with the capacity that rate payers have already funded. By paying this unit cost, each future connection attains the same level of capital participation in the facilities as an existing rate payer.

### **Incremental Component Approach (Expansion Component)**

For the incremental component of the fees, the value of the expanded-capacity projects will be determined and divided by the number of additional DUEs until build-out. Capital improvements that expand system capacity to serve existing and future customers will be included proportionally to the percentage of the cost specifically required for expansion of the system. The portion of such capital improvement projects to serve existing customers are not included and will be primarily covered by rates from current customers.

### **Cost of the Incremental Facilities (Expansion Component)**

The cost of the expansion-related facilities needed to accommodate growth is the numerator in determining the unit cost of capacity for the expansion component of the local and regional capacity reserve fees. The value of expansion-related projects for the local collection system is based on the capital improvement program, presented in current dollars, included in the District's 2018 Wastewater Collection System Master Plan being prepared by West Yost Associates concurrently with this study. The value of expansion-related projects, for the regional wastewater treatment facility, is based on the District's capital improvement program included in the District's 2017 Wastewater Treatment and Biosolids Facilities Master Plan prepared by West Yost and Associates and HDR, and recently updated by staff and West Yost.

The capital improvement programs used in this study include all projects through build-out, currently estimated to be 2031.

### **Capacity of Incremental Facilities (Expansion Component)**

The capacity provided by the expansion projects is the denominator in determining the unit cost of capacity. The estimated DUEs through buildout are currently estimated to be 7,023 DUEs to connect to the District's local wastewater collection system and 9,033 DUEs to connect to the District's regional wastewater treatment system.



### **Expansion Component Unit Cost of Capacity**

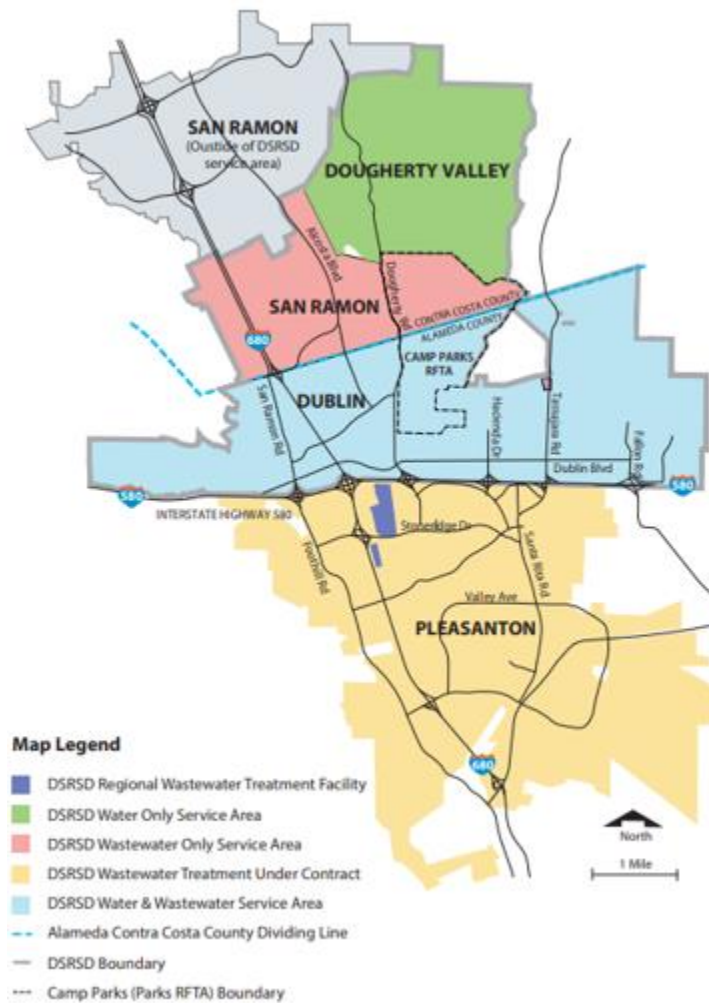
Dividing the value of the new facilities by the number of DUEs served determines the expansion component of the District's current local and regional systems. The expansion component represents what new or expanded connections should pay for the cost of additional capacity and expansions necessary to serve the new or expanded development.

The buy-in and expansion components will then be combined to determine the total local and regional capacity reserve fees.

### III. CAPACITY RESERVE FEE CALCULATION – LOCAL

This section of the report presents the key assumptions in the calculation of the District’s local wastewater collection capacity reserve fees. The calculation of the District’s fees is based upon District specific accounting and planning information to provide wastewater collection service to the City of Dublin in Alameda County (blue area of **Figure III-1**), and the southern portion of the City of San Ramon in Contra Costa County (red area of **Figure III-1**). Wastewater collection service to the northern portion of San Ramon and the Dougherty Valley is provided by the Central Contra Costa Sanitary District. The District’s wastewater service area includes Camp Parks and Alameda County’s Santa Rita Jail facilities.

**Figure III-1. DSRSD Service Area Map**



Wastewater generated in the local collection system is conveyed to the District's wastewater treatment plant (WWTP) located south of Stoneridge Drive in Pleasanton, which also treats flows from the City of Pleasanton, under contract. Wastewater effluent is discharged to the Livermore Amador Valley Water Management Agency (LAVWMA) effluent disposal facilities for conveyance and discharge to San Francisco Bay.

Because not all wastewater treatment customers utilize the District's wastewater collection service (e.g., Pleasanton), separate local and regional capacity reserve fees are calculated. This section details the calculations for the local capacity reserve fee. See Section IV of this report for the details of the regional capacity reserve fee calculation.

## **BUY-IN COMPONENT**

### **Value of Existing System**

The first step is determining the value of the existing system. In order to join the system, new connections pay equitable costs to be at an equitable level of capital participation as existing connections and ensure that all connections have borne an equivalent cost.

The District's local wastewater collection system includes approximately 207 miles of sanitary sewers, from 4 to 48 inches in diameter, and two lift stations. One lift station is on Dublin Boulevard and the other is at South Terracina Drive and Croak Road in Dublin. The lift station located at South Terracina Drive has been excluded from this analysis as the lift station was built by a developer.

Other facilities used in the provision of wastewater collection services include the District administration office at 7051 Dublin Boulevard in Dublin and a field operations administrative office at 7035 Commerce Circle in Pleasanton.

The determination of reasonable costs begins by determining the net equity current customer have in the existing facilities described above.

### **Wastewater Collection Pipelines**

The District's 207 miles of sanitary sewer pipelines were valued based on current construction costs. Unit costs (dollar per linear foot) of construction costs were applied to an inventory of the pipelines to determine the RCN value. The unit costs were derived from the District's asset management program, which uses several sources to determine values: actual costs from recent replacements, capital improvement project costs, and project cost data developed by another third-party consultant working with District staff. Once the base construction costs were determined, "soft costs" were added for design and construction management (e.g., administration, engineering, and legal) and a 30% contingency for estimate uncertainties. **Figure III-2** summarizes the value of these pipelines. To recognize developer in-tract contributions, and to avoid double counting, the value of collection pipelines with a diameter of 10" or less have been excluded.

**Figure III-2. Wastewater Collection Pipelines - RCN**

Pipeline Diameter	Replacement Cost New
4"	\$37,830
6"	\$4,837,755
8"	\$216,953,949
10"	\$21,997,378
12"	\$14,089,768
15"	\$8,443,576
18"	\$3,965,907
21"	\$1,121,166
24"	\$8,754,287
27"	\$3,592,162
30"	\$3,150,042
33"	\$1,884,654
36"	\$17,524,458
39"	\$3,846,635
42"	\$5,564,359
Total	\$315,763,926
Less 10" dia. and smaller	(\$243,826,912)
RCN of District-funded pipelines	\$71,937,014

### Other Facilities

The replacement cost for the Dublin Boulevard lift station is based on the actual June 2018 cost to construct the lift station.

The replacement cost for the District’s administration office at 7051 Dublin Boulevard in Dublin and field operations administrative office at 7035 Commerce Circle in Pleasanton are based on valuations determined by the California Sanitation Risk Management Authority. Insured value serves as a readily accessible proxy for RCN value based on construction costs. The respective offices provide support not only to local wastewater collection activities, but also to the District’s other activities (i.e., regional wastewater treatment, water, and recycled water services); therefore, 15% of the total value of the administration buildings, which is the local wastewater collection asset value as a percentage of total District assets was used in the study.

### Fund Reserves

Lastly, we have added the minimum replacement fund reserve balance to recognize the contribution current ratepayers have made to maintain a healthy reserve balance which adds value to the system. Both existing and new or expanded connections customers will benefit from the reserves, therefore, new or expanded connections should contribute their fair share in order to establish equity in the reserves. The District’s minimum reserve

balance is calculated at two times the average annual CIP expense in the District’s 10-year CIP budget. The District’s actual reserve balance at fiscal year end June 30, 2018 was higher than the minimum target balance. The balance fluctuates above and below the target during the year as projects are worked on and expenses incurred. To be conservative, we have assumed the minimum reserves balance instead of the higher year-end balance.

The net equity in the District’s existing local wastewater collection system is summarized in **Figure III-3**.

**Figure III-3. RCN of Existing Local Wastewater Collection System**

Local Wastewater Collection System Assets	Replacement Cost New
<b>Equity in Existing Assets</b>	
Pipelines	\$71,937,014
Lift Station @ Dublin Blvd.	\$987,500
Administration Buildings	\$1,810,064
	\$74,734,578
<b>Replacement Fund Minimum Balance</b>	\$2,414,650
Net Equity in Existing System	\$77,149,228

### Capacity in the Existing System

The next step in determining the buy-in component is to determine the current used capacity of the system. Dividing the value of the system by the capacity will provide a unit cost for the buy-in component of the capacity reserve fee. The current used capacity of the existing local wastewater collection system is 36,778 DUEs, which was provided by District staff, and based on 220 gallons per day of wastewater discharge by the average single family customer.

### Local Buy-in Component Calculation

The value of the local wastewater collection system (**Figure III-3**) serves as the cost basis for the buy-in component of the local capacity reserve fee. The buy-in component is determined by dividing the net equity current connections have in the existing system (**Figure III-2**) by the total current used capacity in the system, 36,778 DUEs. The derivation of the buy-in component of \$2,098 per DUE is shown in **Figure III-4**.

A detailed listing of the inventory of the lift stations and administration buildings, and their respective insured values, is included in **Appendix A**.

**Figure III-4. Local Buy-in Component Calculation**

	Replacement Cost New	Current DUEs	Unit Cost \$/DUE
<b>Equity in Existing Assets</b>			
Pipelines	\$71,937,014	36,778	\$1,956
Lift Station @ Dublin Blvd.	\$987,500	36,778	\$27
Administration Buildings	\$1,810,064	36,778	\$49
Subtotal	\$74,734,578	36,778	\$2,032
<b>Replacement Fund Minimum Balance</b>			
	\$2,414,650	36,778	\$66
Net Equity in Existing System	\$77,149,228	36,778	\$2,098

## EXPANSION COMPONENT

### Value of Future Facilities

The next step is to determine the value of future growth-related capital improvements necessary to accommodate new or expanded connection through the District’s planned build-out.

The District maintains an annual capital improvement plan (CIP) that addresses necessary capital improvement projects to maintain the current system in good working order, as well as projects needed to expand the collection system capacity through build-out. Recommended growth-related capital improvements and their respective percentages which are expansion-related are shown in **Figure III-5**. The total project costs are based on the updated valuations included in the 2018 Local Wastewater Collection System Master Plan being prepared by West Yost concurrently with this study. The allocated costs reflect only the proportionate share of the total costs of the project that are expansion related. All capital improvement projects will be funded on a PAYGo basis, no debt will be issued.

**Figure III-5. Local Wastewater Expansion-Related CIP**

Project Description	Year	Expansion- related %	Allocated Cost (2018\$)
Corporation Yard and Administrative Facilities	2018	5%	\$12,500
Field Operations Facility Security Systems Improvements	2018	5%	\$2,500
Wastewater Collection System Master Plan	2018	75%	\$513,750
Doughery Road Utilities	2018	5%	\$5,580
Village Pkwy - South of Dublin Blvd Sewer	2023	100%	\$2,832,000
Dublin Blvd - Amador Plaza Rd. to Village Pkwy Sewer	2023	100%	\$820,000
East Dublin	2023	100%	\$1,311,500
Dublin Trunk Relief Sewer	2027+	100%	\$6,745,000
Total			\$12,242,830

## Fund Reserves

Next, we subtract the expansion fund reserve balance (as of June 30, 2018) to recognize the revenue that has already been contributed by developers towards the remaining capital projects necessary to accommodate the growth. The fund reserves include a \$4.2 million interfund loan repayment from the local replacement fund.

**Figure III-6** summarizes the net growth-related capital projects necessary to provide service to the projected future users.

**Figure III-6. Local Wastewater Expansion-Related CIP (net of reserve balance)**

Component	\$ Value
<b>Expansion Component</b> (2018 through build-out)	
PAYGo-funded CIP	\$12,242,830
<b>Less: Expansion Fund Reserve Balance</b>	<b>(\$11,792,965)</b>
Subtotal, Expansion Component	\$449,865

## Incremental Capacity

The next step in determining the expansion component is to determine the incremental capacity provided by the growth-related capital improvement projects identified in **Figure III-4**. Dividing the cost of growth-related projects by the additional capacity the projects will provide determines the unit cost for the expansion component of the capacity reserve fee. The current capacity of the existing local wastewater collection system is 36,778 DUEs and District staff currently estimates there will be 43,801 DUEs at total build-out of the District's service area by 2031; therefore, the additional capacity provided by the expansion-related projects is 7,023 DUEs.

**Figure III-7. Determination of Growth-related DUEs**

Year	DUEs	Additional DUEs
2018	36,778	
2019	37,845	1,067
2020	38,548	703
2021	39,081	533
2022	39,743	662
2023	40,126	383
2024	40,491	365
2025	40,846	355
2026	41,306	460
2027	41,946	640
2028	42,674	728
2029	43,364	690
2030	43,696	332
2031	43,801	105
Total Additional DUEs		<b>7,023</b>

### Local Expansion Component Calculation

The expansion component is determined by dividing the net replacement cost new of the expansion-related capital improvement costs (**Figure III-5**) by the additional capacity provided, 7,023 DUEs. The derivation of the expansion component of \$64 per DUE is shown in **Figure III-8**.

**Figure III-8. Local Expansion Component Calculation**

	Replacement Cost New	Additional DUEs	Unit Cost \$/DUE
<b>Capital Improvement Program</b> (2018 through build-out)			
PAYGo-funded	\$12,242,830	7,023	\$1,743
Debt-funded	\$0	7,023	
Subtotal	\$12,242,830	7,023	\$1,743
<b>Less: Expansion Fund Reserve Balance</b>	<b>(\$11,792,965)</b>	7,023	<b>(\$1,679)</b>
Subtotal, Expansion Component	\$449,865	7,023	\$64

### LOCAL CAPACITY RESERVE FEE CALCULATION

We add together the buy-in component and expansion-component, as shown in **Figure III-9**, to arrive at the proposed local capacity reserve fee of \$2,162 per DUE.



**Figure III-9. Local Capacity Reserve Fee Calculation (\$ per DUE)**

Component	\$/DUE
Buy-in Component	\$2,098
Expansion Component	\$64
Local Capacity Reserve Fee	\$2,162

**Figure III-10** compares the proposed local capacity reserve fee to the current fees, by customer class, followed by descriptions of how the fees were determined for each customer class.

**Figure III-10. Current and Proposed Local Capacity Reserve Fees**

Customer Class	Current	Proposed
Residential		
Single Family	\$1,969 per DU	\$2,162 per DU
Condominiums	\$1,477 per DU	\$1,622 per DU
Apartments	\$1,298 per DU	\$1,427 per DU
Accessory Dwelling Unit	\$2.00 per sq ft	\$1.38 per sq ft
Non-Residential	\$8.95 per gpd	\$9.83 per gpd

### Single Family Residential

A single family connection is charged 1.00 DUE or \$2,162 per connection.

### Multi Family Residential

Condominium connections are charged 0.75 DUEs or \$1,622 per dwelling unit ( $\$2,162 \times 0.75$  DUEs) based on an estimated 165 gpd and apartment connections are charged 0.66 DUEs or \$1,427 per dwelling unit ( $\$2,162 \times 0.66$  DUEs) based on an estimated 145 gpd, which is consistent with the current fee structure and recent evaluations by District staff.

Reduced fees for multi family dwelling units is fairly common in the industry as multi family dwelling units discharge less wastewater than single family dwellings. On average, multi family dwelling units are smaller and have fewer persons per household than single family dwellings, thus resulting in less wastewater to be collected and transported through the District’s wastewater collection system.

### Non-Residential

Non-residential commercial customers are charged based on their estimated daily flow on a dollar per gallon basis and was calculated by dividing the \$2,162 fee per DUE by the average single family flow of 220 gpd.

## **Accessory Dwelling Units**

The passage of SB 1069 in 2016 amended Section 65852.2 of the California Government Code. Section 65852.2(g)(2)(B) now requires:

*Consistent with Section 66013, the connection may be subject to a connection fee or capacity charge that shall be proportionate to the burden of the proposed accessory dwelling unit, based upon either its size or the number of its plumbing fixtures, upon the water or sewer system. This fee or charge shall not exceed the reasonable cost of providing this service.*

In order to comply with this new law, the District added a separate charge for accessory dwelling units based on a per square foot basis. The charge is based on the District's 2008 Second Unit Wastewater Generation Study, which found that second units, or accessory dwelling units, have an average square footage of 625 square feet and an average discharge of 88 gallons per day. Thus, accessory dwelling units are \$1.38 per square foot based on 0.40 DUEs (average discharge of 88 gpd ÷ 220 gpd) and an average size of an accessory dwelling unit of 625 square feet ( $\$2,162 \times 0.40 \text{ DUEs} \div 625 \text{ sq. ft.}$ ), which is consistent with the current fee structure and recent evaluations by District staff. Past practice was to round such calculation to the nearest \$1. However, we are recommending use of significant figures, which results in a reduction in the rate per square foot for accessory dwelling units compared to the current rate.

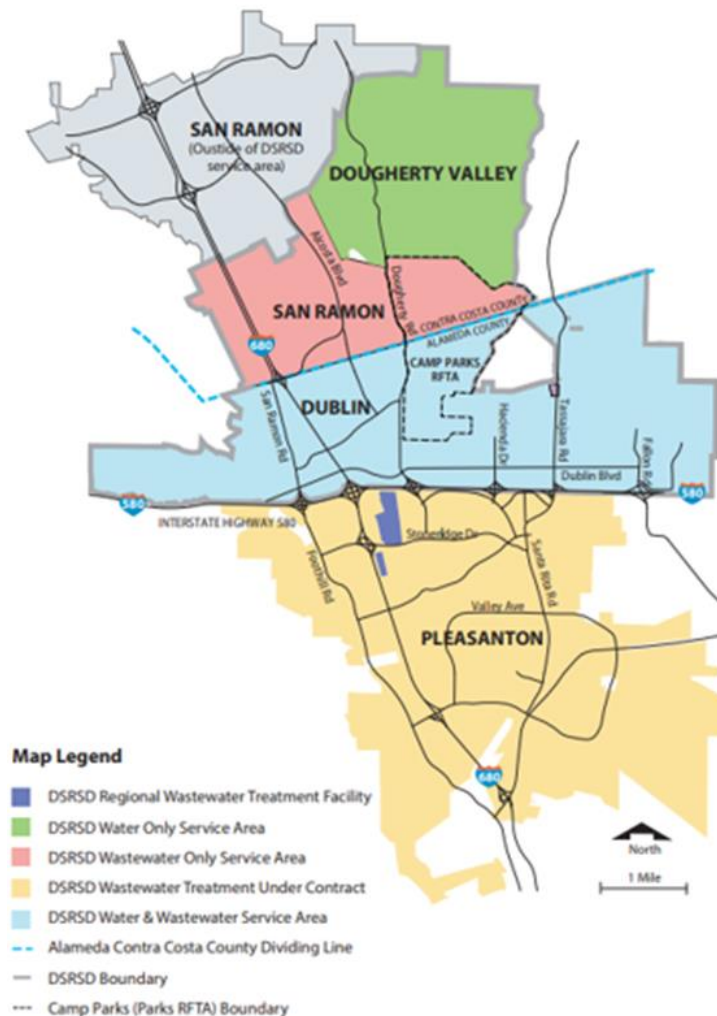
## **IMPLEMENTATION**

It is our opinion that the local wastewater capacity reserve fees developed in this report are reasonable for the forthcoming year. In order to maintain the fees in current dollars going forward, we recommend that the District annually update the fees by the percentage change in the Engineering News Record Construction Cost Index (ENR CCI), San Francisco Bay Area, beginning July 1, 2020. In addition, we recommend that the District conduct a new connection fee study every five years or whenever a new facilities master plan is prepared.

## IV. CAPACITY RESERVE FEE CALCULATION – REGIONAL

This section of the report presents the key assumptions in the calculation of the District’s regional wastewater treatment capacity reserve fees. The calculation of the District’s fees is based upon District specific accounting and planning information to treat wastewater flowing into the District’s wastewater treatment plant (WWTP) located south of Stoneridge Drive in Pleasanton. Inflows to the WWTP come from the District’s local wastewater collection system in southern San Ramon and Dublin (red and blue areas of **Figure IV-1**, respectively), as well as flows from the City of Pleasanton, under contract (yellow area of **Figure IV-1**). Wastewater effluent is discharged to the Livermore Amador Valley Water Management Agency (LAVWMA) effluent disposal facilities for conveyance and discharge to the San Francisco Bay.

**Figure IV-1. DSRSD Service Area Map**



This section of the report details the calculation of the regional wastewater treatment capacity reserve fee charged to new or expanding connections.

## **BUY-IN COMPONENT**

### **Value of Existing System**

The first step in calculating the regional wastewater treatment capacity reserve fee is determining the value of the existing wastewater treatment system. In order to join the system, new and expanded, connections need to pay the equitable average costs so that they are at the same level of capital participation as existing connections, so that all connections have borne an equivalent cost.

The current capacity of the District's WWTP is currently 17.00 MGD and serves approximately 160,000 people. The WWTP comprises two different sites: the main site is approximately 22 acres and located south of Stoneridge Drive and east of Interstate Highway 680 and a Dedicated Land Disposal (DLD) site located across Stoneridge Drive from the main WWTP.

In addition, LAWWMA export facilities and the District's administration office at 7051 Dublin Boulevard are also included in the provision of regional wastewater treatment services. 54% of the total value of the administration office, which is the regional wastewater treatment asset value as a percentage of total District assets was used in the study.

The determination of reasonable costs begins by determining the net equity current customer have in the existing facilities described above.

### **WWTP Facilities and Equipment**

The RCN for facilities and equipment is based on the District's asset management system where the base unit costs are derived from the District's asset management program, which uses several sources to determine the value: actual costs from recent replacements, capital improvement project costs, and project cost data developed by another third-party consultant working with District staff. Once the base construction costs are determined, "soft costs" were added for design and construction management (e.g., administration, engineering, and legal) and a 30% contingency for estimate uncertainties.

### **Buildings - Operations and Administration**

The replacement cost for the District's administration office at 7051 Dublin Boulevard in Dublin is based on insured value, as determined by CSRMA/Alliant in their valuation dated January 2018. Insured value serves as a readily accessible proxy for RCN value based on construction costs. The District office provides support not only to the regional wastewater treatment activities, but also to the District's other activities (i.e., local wastewater collection, water, and recycled water services); therefore, we have included

54% of the total value of the District office, which is the regional wastewater treatment asset value as a percentage of total District assets. The District’s field operations administrative office does not provide any support to the District’s wastewater treatment services; therefore, none of the field office costs have been allocated to the regional wastewater treatment capacity reserve fee.

A detailed listing of the inventory of regional facilities and the administration office, and their respective insured values, are included in **Appendix B**.

### Regional Wastewater Treatment Pipelines

The District’s process pipelines within the wastewater treatment plant were valued based on current construction costs. Unit costs of construction were applied to an inventory of the pipelines to determine their RCN value. The unit costs include all costs, such as construction costs and overheads for design and construction management. **Figure IV-2** summarizes the value of these pipelines.

**Figure IV-2. Regional Wastewater Treatment Pipelines - RCN**

Pipeline Diameter	Replacement Cost New
<=8"	\$8,372,618
10"	\$45,794
12"	\$1,091,075
14"	\$545,930
15"	\$321,504
16"	\$275,099
18"	\$195,524
24"	\$639,779
30"	\$339,046
36"	\$123,197
42"	\$4,963,893
48"	\$1,435,282
54"	\$1,215,781
Total	\$19,564,519

### DSRSD and City of Pleasanton Equity in LAVWMA Facilities

The District, the City of Pleasanton, and the City of Livermore are member agencies in LAVWMA. LAVWMA facilities (i.e., export pipeline, dechlorination facility, and pump station) export wastewater effluent from the District’s WWTP and the City of Livermore’s WWTP. The value of the LAVWMA infrastructure was calculated by escalating the original construction costs, in their current fixed asset listing, to current year costs using the Engineering News Record Construction Cost Index (year-to-date average through October 2018) and only includes the combined member equity for the District and the

City of Pleasanton (69.90%), for joint-use facilities. The other 30.10%, for joint-use facilities, is allocated to the City of Livermore and not part of this calculation. There are other LAVWMA assets that are wholly used by the District and the City of Pleasanton, such assets are allocated 100% to the District and the City of Pleasanton. To avoid double counting, the calculated value excludes outstanding debt service on expansion-related assets included in the LAVWMA fixed asset listing.

A copy of the inventory of the LAVWMA assets, and their respective RCN, is included in **Appendix C**.

**Fund Reserves**

Lastly, we have added the minimum wastewater treatment replacement fund reserve balance to recognize the contribution current ratepayers have made to maintain a healthy reserve balance which adds value to the system. Both existing and new or expanded connections customers will benefit from the reserves, therefore, new or expanded connections should contribute their fair share in order to establish equity in the reserves. The District’s minimum reserve balance is calculated at two times the average annual CIP in the District’s 10-year CIP budget. The District’s actual reserve balance at fiscal year end June 30, 2018 was higher than the minimum target balance. The balance fluctuates above and below the target during the year as projects are worked on and bills are paid. To be conservative, we have assumed the minimum reserves balance instead of the higher year-end balance.

The net equity in the District’s existing regional wastewater treatment system is summarized in **Figure IV-3**.

**Figure IV-3. RCN of Existing Regional Wastewater Treatment System**

	<b>Replacement Cost New</b>
<b>Equity in Existing DSRSD Assets</b>	
WTPP Facilities/Equipment	\$81,453,770
Buildings - Operations	\$45,581,496
Building - Administration	\$3,434,013
Pipelines	\$19,564,519
Subtotal	\$150,033,798
<b>Equity in Existing LAVWMA Assets</b>	\$87,210,355
<b>Replacement Fund Minimum Balance</b>	\$9,628,454
Net Equity in Existing System	\$246,872,607

## Capacity in the Existing System

The next step in determining the buy-in component is to determine the current used capacity of the system. Dividing the value of the system by the capacity will provide a unit cost for the buy-in component of the capacity reserve fee. The current used capacity of the existing regional wastewater treatment system is 70,296 DUEs.

## Regional Buy-in Component Calculation

The value of the regional wastewater treatment system (**Figure IV-3**) serves as the cost basis for the buy-in component of the regional capacity reserve fee. The buy-in component is determined by dividing the net equity current connections have in the existing wastewater treatment system (**Figure IV-3**) by the total capacity in the system currently being used, 70,296 DUEs. The derivation of the buy-in component of \$3,512 per DUE is shown in **Figure IV-4**.

**Figure IV-4. Regional Buy-in Component Calculation**

	Replacement Cost New	Current DUEs	Unit Cost \$/DUE
<b>Equity in Existing DSRSD Assets</b>			
WTPP Equipment	\$81,453,770	70,296	\$1,159
Buildings - Operations	\$45,581,496	70,296	\$648
Building - Administration	\$3,434,013	70,296	\$49
Pipelines	\$19,564,519	70,296	\$278
Subtotal	\$150,033,798	70,296	\$2,134
<b>Equity in Existing LAVWMA Assets</b>	\$87,210,355	70,296	\$1,241
<b>Replacement Fund Minimum Balance</b>	\$9,628,454	70,296	\$137
Net Equity in Existing System	\$246,872,607	70,296	\$3,512

## EXPANSION COMPONENT

### Value of Future Facilities

The next step is to determine the value of future growth-related capital projects to the wastewater treatment system necessary to accommodate new or expanded connection through the District's planned build-out.

### DSRSD Facilities

The District updates its capital improvement plan every two years. The plan addresses necessary capital improvement projects to maintain the current system in good working order, as well as projects needed to expand the treatment system capacity through build-out. Recommended growth-related capital improvements projects and their respective percentages which are expansion-related are shown in **Figure IV-5**. The total project costs

are based on the updated valuations included in the 2017 Wastewater Treatment and Biosolids Facilities Master Plan prepared by West Yost, in association with HDR. The allocated costs reflect only the proportionate share of the total costs of the project that are expansion related. All capital expansion projects will be funded on a PAYGo basis, no debt will be issued.

**Figure IV-5. Regional Wastewater Treatment Expansion-Related CIP**

Project Description	Year(s)	Expansion- related %	Allocated Cost (2018\$)
DSRSD Participation in Regional Biosolids Facility Project	2018-2019, 2027+	100%	\$171,054
Anaerobic Digester No. 4	2018	89%	\$8,453,919
Bio-Gas Treatment System Improvements	2018-2021	67%	\$2,666,600
Primary Sedimentation Expansion and Improvements	2018-2019	85%	\$18,360,000
WWF Capacity and Chlorine ContAct Tank Dewatering	2019	15%	\$67,500
Biosolids Dewatering Facility	2019-2020, 2027+	100%	\$26,545,000
Alum Addition	2019	25%	\$200,000
Emergency Power for Distribution Panel-D	2027+	100%	\$5,560,000
Cover Primary Clarifiers	2024	100%	\$4,964,000
Cover Settled Sewage Channel and Selector	2023	100%	\$2,358,000
Nutrient Removal	2027+	20%	\$8,556,000
WWTP/Biosolids Master Plan	2018	85%	\$21,250
WWTP/Biosolids Master Plan	2023	85%	\$850,000
<b>Total</b>			<b>\$78,773,323</b>

### LAVWMA Facilities

The LAVWMA export pipeline which delivers wastewater effluent from the District’s WWTP was funded through the issuance of a revenue bond, which will be paid off in 2032. The District and Pleasanton’s share of the total outstanding principal and interest as of fiscal year ended June 2018, is \$80,961,661, of which 74.66% is expansion-related based on the work that was performed on the system.

### Cash Reserves and other Credits

Next, we subtract the expansion fund reserve balance from the District’s financial statements (for fiscal year ending June 30, 2018), to recognize the revenue that has already been contributed by growth towards the remaining PAYGo capital expansion projects and LAVWMA debt service payments. Note: the reserve balance for the PAYGO capital projects is net of a \$3,741,668 payment to reflect an advanced payment made to satisfy the outstanding principal and interest due to the East Bay Discharges Authority (EBDA), which is responsible for treating and discharging the wastewater flows from LAVWMA. This final payment was made subsequent to June 30, 2018.



Lastly, the RCN of the DSRSD portion of the expansion component was reduced by \$801,000 to reflect the value of advance sale capacity permits from an agreement between the City of Pleasanton and the District. The revenue foregone from this agreement must be recouped in some way to preserve the integrity of the regional wastewater treatment expansion fund. As such, the District’s regional wastewater treatment operating fund is obligated to transfer \$890,000 to the expansion fund to pay for the remaining costs, in equal amounts over a ten-year period. The first transfer was made earlier this year and is reflected in the expansion fund reserve balance. The remaining nine payments (totaling \$801,000) has been included as a credit to reflect the payments that will be received between now and full buildout.

**Figure IV-6** summarizes the net growth-related capital projects necessary to provide service to the projected future users, based on the valuations described above.

**Figure IV-6. Regional Expansion-Related Costs**  
(net of reserves & other credits)

Components	\$ Value
<b>DSRSD Capital Improvements</b>	
(2018 through build-out)	
PAYGo-funded CIP	\$78,773,323
Less: Advance Capacity Sale Permits	(\$801,000)
Less: Expansion Fund Reserve Balance (for PAYGo)	(\$43,361,648)
Subtotal	\$34,610,675
<b>LAVWMA Capital Improvements (Debt-funded)</b>	
Outstanding Principal and Interest	\$60,445,976
Less: Expansion Fund Reserve Balance (for Debt)	(\$6,007,221)
Subtotal	\$54,438,755
Total Expansion Component	\$89,049,430

### Incremental Capacity

The next step in determining the expansion component is to determine the incremental capacity provided by the capital improvement projects identified in **Figure IV-5**. Dividing the cost of the expansion-related CIP by the additional capacity the projects will provide, determines the unit cost for the expansion component of the capacity reserve fee. The capacity of the existing regional wastewater treatment system currently being used is 70,296 DUEs and District staff currently estimates there will be 79,329 DUEs at total build-out of the District’s service area by 2031; therefore, the additional capacity provided by the expansion-related projects is 9,033 DUEs.

**Figure IV-7. Determination of Growth-related DUEs**

Fiscal Year	Dublin	South San Ramon	Pleasanton	Total
Current	27,432	6,480	36,384	70,296
Future				
2019	1,067	0	120	823
2020	703	0	100	633
2021	533	0	100	762
2022	662	0	150	533
2023	383	0	235	600
2024	365	0	235	590
2025	355	0	235	695
2026	460	0	235	875
2027	640	0	150	878
2028	728	0	150	840
2029	690	0	100	432
2030	332	0	100	205
2031	105	0	100	205
Subtotal, Future DUEs	7,023	0	2,010	9,033
Total DUEs at Buildout	34,455	6,480	38,394	79,329

**Regional Expansion Component Calculation**

The expansion component is determined by dividing the net replacement cost new of the expansion-related capital expansion costs (Figure IV-5) by the additional capacity provided, 9,033 DUEs. The derivation of the expansion component of \$9,858 per DUE is shown in Figure IV-8.

**Figure IV-8. Regional Expansion Component Calculation**

Components	\$ Value	Additional DUEs	Unit Cost \$/DUE
<b>DSRSD Capital Improvements</b> (2018 through build-out)			
PAYGo-funded CIP	\$78,773,323	9,033	\$8,721
Less: Advance Capacity Sale Permits	(\$801,000)	9,033	(\$89)
Less: Expansion Fund Reserve Balance (for PAYGo)	(\$43,361,648)	9,033	(\$4,800)
Subtotal	\$34,610,675	9,033	\$3,832
<b>LAVWMA Capital Improvements (Debt-funded)</b>			
Outstanding Principal and Interest	\$60,445,976	9,033	\$6,692
Less: Expansion Fund Reserve Balance (for Debt)	(\$6,007,221)	9,033	(\$665)
Subtotal	\$54,438,755	9,033	\$6,027
Total Expansion Component	\$89,049,430	9,033	\$9,858

## REGIONAL CAPACITY RESERVE FEE CALCULATION

We add together the buy-in component and expansion-component, as shown in **Figure IV-9**, to arrive at the proposed regional capacity reserve fee of \$13,371 per DUE.

**Figure IV-9. Regional Capacity Reserve Fee Calculation (\$ per DUE)**

Component	\$/DUE
Buy-in Component	\$3,512
Expansion Component - DSRSD	\$3,832
Expansion Component - LAVWMA	\$6,027
Regional Capacity Reserve Fee	\$13,371

**Figure IV-10** compares the proposed regional capacity reserve fee to the current fees, by customer class, followed by descriptions of how the fees were determined for each customer class.

**Figure IV-10. Current and Proposed Regional Capacity Reserve Fees**

Customer Class	Current	Proposed
Residential		
Single Family	\$15,501 per DU	\$13,371 per DU
Condominiums	\$11,626 per DU	\$10,028 per DU
Apartments	\$10,215 per DU	\$8,824 per DU
Accessory Dwelling Unit	\$10.00 per sq ft	\$8.56 per sq ft
Non-Residential		
Flow	\$65.71 per gpd	\$56.68 per gpd
BOD	\$1,588.64 per lb/day	\$1,370.26 per lb/day
SS	\$835.95 per lb/day	\$721.04 per lb/day

### Single Family Residential

A single family connection is charged 1.00 DUE or \$13,371 per connection.

### Multi Family Residential

Condominium connections are charged 0.75 DUEs or \$10,028 per dwelling unit (\$13,371 x 0.75 DUEs) based on an estimated 165 gpd and apartment connections are charged 0.66 DUEs or \$8,824 per dwelling unit (\$13,371 x 0.66 DUEs) based on an estimated 145 gpd, which is consistent with the current fee structure and recent observations by District staff. Reduced fees for multi family dwelling units is fairly common in the industry as multi family dwelling units discharge less wastewater than single family dwellings. On average, multi family dwelling units are smaller and have fewer persons per household than single family dwellings, thus resulting in less wastewater to be collected and transported through the District's wastewater collection system.

## Non-Residential

Commercial customers are a less homogenous class of customers, the volume and strength of wastewater can vary considerably from one customer to the next. The regional capacity reserve fee for commercial customers shall be calculated based on the customer's estimated daily sewer flow, and strength of flow, at the rates shown in **Figure IV-9**. The flow and strength rates were derived by using the same assumptions for flow and strength of the wastewater discharged from a single family home (i.e., one DUE): 220 gpd of wastewater discharge; 240 mg/L of Biochemical Oxygen Demand (BOD); and, 240 mg/L of Total Suspended Solids (TSS). These assumptions were used to set the prior capacity fees, are typical of industry norms, and are being used again to maintain consistency.

## Accessory Dwelling Units

The passage of SB 1069 in 2016 amended Section 65852.2 of the California Government Code. Section 65852.2(g)(2)(B) now requires:

*Consistent with Section 66013, the connection may be subject to a connection fee or capacity charge that shall be proportionate to the burden of the proposed accessory dwelling unit, based upon either its size or the number of its plumbing fixtures, upon the water or sewer system. This fee or charge shall not exceed the reasonable cost of providing this service.*

In order to comply with this new law, the District added a separate charge for accessory dwelling units based on a per square foot basis. The charge is based on the District's 2008 Second Unit Wastewater Generation Study, which finds that second units, or accessory dwelling units, have an average square footage of 625 square feet and an average discharge of 88 gallons per day. Thus, accessory dwelling units are \$8.56 per square foot based on 0.40 DUEs (average discharge of 88 gpd ÷ 220 gpd) and an average size of an accessory dwelling unit of 625 square feet ( $\$13,371 \times 0.40 \text{ DUEs} \div 625 \text{ sq. ft.}$ ), which is consistent with the current fee structure and recent observations by District staff. However, past practice was to round such calculation to the nearest \$1. We are recommending use of significant figures.

## IMPLEMENTATION

It is our opinion that the regional wastewater capacity reserve fees developed in this report are reasonable for the forthcoming year. In order to maintain the fees in current dollars going forward, we recommend that the District annually update the fees by the percentage change in the Engineering News Record Construction Cost Index (ENR CCI), San Francisco Bay Area, beginning July 1, 2020. In addition, we recommend that the District conduct a new connection fee study every five years or whenever a new facilities master plan is prepared.

# **Appendix A: Local Facilities Inventory**



**Dublin San Ramon Service District**

Wastewater Capacity Reserve Fee -

Local

Fixed Asset Listing - Facilities

**OPERATIONS**

Facility Name	Facility Location	Installation Date	Replacement Cost	Notes
Lift Station #1	Dublin Boulevard, Dublin	June 2018	\$ 987,500	Replaced/Relocated in June 2018 (actual cost used as basis for replacement cost)
Lift Station #2	S. Terracina Drive @ Croak Road, Dublin	January 2014	\$ 987,500	This lift station was built by the developer, and is maintained by the District. Replacement cost should be omitted from the fee analysis
			Total: \$ 1,975,000	
			Less Developer Contributed: \$ (987,500)	Lift Station #2
			<b>Net Facilities - Operations</b> \$ <b>987,500</b>	to Figure III-3

**ADMINISTRATION**

Facility Name	Facility Location	Installation Date	Total CSRMA Valuation	\$ Alloc to Local	Notes
District Administration Offices	7051 Dublin Boulevard, Dublin	1990	\$ 6,359,283	\$ 953,892	Local portion = 15%. 85% allocated to Regional (54%) and Water (31%) Funds
Field Operations Department Administrative Office	7035 Commerce Circle, Pleasanton	1997	\$ 5,707,813	\$ 856,172	Local portion = 15%. 85% allocated to Water Fund
			<b>Total Facilities - Administrative</b> \$ <b>1,810,064</b>		to Figure III-3





## **Appendix B: Regional Facilities Inventory**



Dublin San Ramon Service District  
Wastewater Capacity Reserve Fee - Regional  
Fixed Asset Listing - Facilities

**OPERATIONS**

<u>Building ID (Lucity)</u>	<u>Building Name</u>	<u>Year Built</u>	<u>Square Footage</u>	<u>Year Appraised</u>	<u>Real Property Value</u>	<u>Personal Property</u>	<u>Total</u>	<u>Source/Comments:</u>
WWTP - A	A - Operations Building	1961	16,472	2005	\$5,246,452	\$1,525,861	\$6,772,313	CSRMA - Includes Lab and Cogen
WWTP - B	B - Blower Building	1961	4,410	2005	\$772,694	\$4,717,109	\$5,489,803	CSRMA
WWTP - C	C - Bar Screen Building	2000	6,608	2005	\$2,610,772	\$1,837,065	\$4,447,837	CSRMA
WWTP - CP	CP - Maintenance Carport	2009	2,000	2005	\$52,464	\$0	\$52,464	CSRMA
WWTP - D	D - MCC D Building	1985	3,036	2005	\$1,026,481	\$192,070	\$1,218,551	CSRMA
WWTP - E	E - EALS/MCC Building	1968	324	1968	\$97,241	\$88,829	\$186,070	CSRMA
WWTP - F	F - Hypochlorite Storage/MCC F Building	1991	2,135	2005	\$622,922	\$154,075	\$776,997	CSRMA
WWTP - G	G - Sample Station/MCC Building	2004	1,107	2005	\$311,013	\$172,001	\$483,014	CSRMA
WWTP - H	H - Grit/MCC H Building	1985	2,184	2005	\$1,350,348	\$521,489	\$1,871,837	CSRMA
WWTP - I	I - Odor Reduction Tower (ORT)	1985	271	2005	\$882,379	\$4,014	\$886,393	CSRMA
WWTP - J	J - 750 Genset Building	2005	288	2005	\$81,146	\$286,669	\$367,815	CSRMA
WWTP - K	K - Air Compressor/MCC K Building	1985	672	2005	\$215,903	\$47,382	\$263,285	CSRMA
WWTP - L	L - MCC L White House	2000	100	n/a			\$60,000	Assumption \$600/sf
WWTP - M	M - MCC M	2005	1,008	2005	\$141,983	\$229,337	\$371,320	CSRMA
WWTP - N	N - MCC N	2005	1,008	2005	\$141,983	\$229,337	\$371,320	CSRMA
WWTP - O - DERWA	O - Comp/Chem Building	2005	858	2005	\$189,391	\$57,333	\$246,724	CSRMA - DERWA ASSET
WWTP - P - DERWA	P - UV Control Building	2005	1,868	2005	\$945,832	\$573,338	\$1,519,170	CSRMA - DERWA ASSET
WWTP - Q	Q - Fleet Maintenance Building	1989	3,000	2005	\$396,812	\$65,094	\$461,906	CSRMA
WWTP - R	R - Microfiltration UV Building		10,000				\$6,000,000	Assumption \$600/sf
WWTP - S	S - Maintenance Building	2009	12,250	2005	\$5,813,129	\$0	\$5,813,129	CSRMA
WWTP - T	T - Maintenance Shop	2009	7,200	2005	\$3,414,060	\$0	\$3,414,060	CSRMA
30-610-5850-BDG-01	Dissolved Air Flow Thickener Building (DAFT)	1985	3,017	2005	\$980,538	\$800,013	\$1,780,551	CSRMA
n/a	Headworks - Screen Room	1961	1,908	2005	\$1,113,398	\$0	\$1,113,398	CSRMA
n/a	Headworks - Raw Sewage Pump Room	1961	1,421	2005	\$828,628	\$331,857	\$1,160,485	CSRMA
n/a	Headworks - Equipment Gallery	1961	1,740	2005	\$1,015,361	\$408,895	\$1,424,256	CSRMA
n/a	Vactor Receiving Station				\$310,800		\$310,800	Assumption \$600/sf
n/a	Mixed Liquor Distribution Structure	1985	917	2005	\$276,117	\$5,327	\$281,444	CSRMA
n/a	Influent Waste Diversion Structure	2004	581	2005	\$169,294	\$33,154	\$202,448	CSRMA
<b>TOTAL</b>					<b>\$29,007,141</b>	<b>\$12,280,249</b>	<b>\$47,347,390</b>	

Less: DERWA assets  
O - Comp/Chem Building (\$246,724)  
P - UV Control Building (\$1,519,170)  
**Net Facilities - Operations \$45,581,496** to Figure IV-3

**ADMINISTRATION**

<u>Facility Name</u>	<u>Facility Location</u>	<u>Installation Date</u>	<u>Total CSRMA Valuation</u>	<u>\$ Alloc to Regional</u>	<u>Notes</u>
District Administration Offices	7051 Dublin Boulevard, Dublin	1990	\$6,359,283	\$3,434,013	Regional portion = 54%. 46% allocated to Local (15%) and Water (31%) Funds
Field Operations Department Administrative Office	7035 Commerce Circle, Pleasanton	1997	\$5,707,813	\$0	Regional portion = 0%; Field Ops Admin office only allocated to Local and Water
<b>Total Facilities - Administrative</b>			<b>\$12,067,096</b>	<b>\$3,434,013</b>	to Figure IV-3



## **Appendix C: LAVWMA Asset Inventory**



LAVWMA  
Fixed Asset Schedule

DESCRIPTION	Class	Year	Life	Final 2017	Accum. Depr.	Book Value 2017	Additions	Depr FY2018	Accum. Depr.	ENR Cost Factor	Estimated Replacement Cost	DSRSD Member Equity (RCN)	Pleasanton Member Equity (RCN)	Combined Member Equity (RCN)
<b>Operations &amp; Maint</b>														
Intangibles	Int		33	10,000,000	6,060,605	3,939,395		303,030	6,363,635					
<b>Total</b>				<b>10,000,000</b>	<b>6,060,605</b>	<b>3,939,395</b>		<b>303,030</b>	<b>6,363,635</b>					
<b>Joint Use Facilities</b>														
Export Pump Station & Reservoirs	ps	1980	25	3,000,000	3,000,000	-		-	3,000,000	2.7545	\$ 8,263,474.73	\$ 2,888,084.42	\$ 2,888,084.42	\$ 5,776,168.84
Export Pump Station (rehab & expa	ps	2003	25	10,091,798	5,651,407	4,440,391		403,672	6,055,079	1.5461	\$ 15,603,270.07	\$ 5,453,342.89	\$ 5,453,342.89	\$ 10,906,685.78
Export Pump Station (24" flowmete	ps	2013	25	27,320	4,372	22,948	-	1,093	5,465	1.1458	\$ 31,303.37	\$ 10,940.53	\$ 10,940.53	\$ 21,881.05
San Leandro Sample Station (15kv	ps	2015	20	14,024	1,753	12,271		701	2,454	1.0788	\$ 15,129.07	\$ 5,287.61	\$ 5,287.61	\$ 10,575.22
Basin #2 Exit Gate replacement	ps	2015	20	39,069	4,883	34,186		1,953	6,836	1.0788	\$ 42,147.58	\$ 14,730.58	\$ 14,730.58	\$ 29,461.16
Basin #3 Exit Gate replacement	ps	2015	20	52,161	6,520	45,641		2,608	9,128	1.0788	\$ 56,271.21	\$ 19,666.79	\$ 19,666.79	\$ 39,333.57
Pump #3 Repair	ps	2015	10	82,242	20,560	61,682		8,224	28,784	1.0788	\$ 88,722.55	\$ 31,008.53	\$ 31,008.53	\$ 62,017.06
Spare 2300 VAC Breaker	ps	2016	10	20,301	3,045	17,256		2,030	5,075	1.0472	\$ 21,259.14	\$ 7,430.07	\$ 7,430.07	\$ 14,860.14
Medium Voltage Cable replacemr	ps	2017	50	591,051	5,911	585,140		11,821	17,732	1.0192	\$ 602,423.84	\$ 210,547.13	\$ 210,547.13	\$ 421,094.26
Actuator 72" valve	ps	2017	25	13,238	265	12,973		530	795	1.0192	\$ 13,492.72	\$ 4,715.71	\$ 4,715.71	\$ 9,431.41
Street Light replacement	ps	2018	25				21,632	433	433	1.0000	\$ 21,632.00	\$ 7,560.38	\$ 7,560.38	\$ 15,120.77
Breaker replacement	ps	2018	10				20,209	1,010	1,010	1.0000	\$ 20,209.00	\$ 7,063.05	\$ 7,063.05	\$ 14,126.09
Pump Rebuild #8	ps	2018	10				13,707	685	685	1.0000	\$ 13,707.00	\$ 4,790.60	\$ 4,790.60	\$ 9,581.19
Pump Rebuild #10	ps	2018	10				13,965	698	698	1.0000	\$ 13,965.00	\$ 4,880.77	\$ 4,880.77	\$ 9,761.54
Fiber Optic Cable	ps	2018	25				32,000	640	640	1.0000	\$ 32,000.00	\$ 11,184.00	\$ 11,184.00	\$ 22,368.00
<b>Total</b>				<b>13,931,204</b>	<b>8,698,716</b>	<b>5,232,488</b>	<b>101,513</b>	<b>436,098</b>	<b>9,134,814</b>					
Storage Reservoirs (expansion)	ef	1988	25	2,000,000	2,000,000	-		-	2,000,000	2.1008	\$ 4,201,587.48	\$ 1,468,454.82	\$ 1,468,454.82	\$ 2,936,909.65
<b>Total</b>				<b>2,000,000</b>	<b>2,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000,000</b>					
<b>Pipelines</b>														
Combined Interceptor	ef	1977	50	39,100	31,280	7,820		782	32,062	3.5293	\$ 137,993.91	\$ 48,228.87	\$ 48,228.87	\$ 96,457.74
Export Pipeline	pipes	1996	50	3,741,500	1,571,430	2,170,070		74,830	1,646,260	1.8165	\$ 6,796,344.70	\$ 2,375,322.47	\$ 2,375,322.47	\$ 4,750,644.94
Export Pipeline	pipes	2007	50	108,269,544	12,992,346	95,277,198		2,165,391	15,157,737	1.3240	\$ 143,348,351.43	\$ 50,100,248.82	\$ 50,100,248.82	\$ 100,200,497.65
Western Term Pipe	pipes	2011	50	6,096,825	731,622	5,365,203		121,937	853,559	1.1838	\$ 7,217,245.78	\$ 2,522,427.40	\$ 2,522,427.40	\$ 5,044,854.80
Replacement AR Valves (10)	pipes	2015	20	116,440	14,555	101,885		5,822	20,377	1.0788	\$ 125,615.30	\$ 43,902.55	\$ 43,902.55	\$ 87,805.09
70"x70' manhole cover	pipes	2015	50	11,765	588	11,177		235	823	1.0788	\$ 12,692.06	\$ 4,435.88	\$ 4,435.88	\$ 8,871.75
<b>Total</b>				<b>118,275,174</b>	<b>15,341,821</b>	<b>102,933,353</b>	<b>-</b>	<b>2,368,997</b>	<b>17,710,818</b>					
<b>Total Joint Use Facilities</b>				<b>134,206,378</b>	<b>26,040,537</b>	<b>108,165,841</b>	<b>101,513</b>	<b>2,805,095</b>	<b>28,845,632</b>					
<b>Dual use Facilities</b>														
DSRSD-Pton interceptor	ef	1977	50	378,000	302,400	75,600		7,560	309,960	3.5293	\$ 1,334,058.73	\$ 667,029.37	\$ 667,029.37	\$ 1,334,058.73
<b>Total Dual Use Facilities</b>				<b>378,000</b>	<b>302,400</b>	<b>75,600</b>	<b>-</b>	<b>7,560</b>	<b>309,960</b>					
<b>Sole Use Facilities</b>														
Livermore Interceptor	ef	1977	50	3,350,400	2,680,320	670,080		67,008	2,747,328	3.5293	\$ 11,824,418.99	-	-	\$ -
Livermore Pump Station	ps	2009	25	4,867,342	1,168,164	3,699,178		194,694	1,362,858	1.2367	\$ 6,019,288.33	-	-	\$ -
<b>Total Sole Use Facilities</b>				<b>8,217,742</b>	<b>3,848,484</b>	<b>4,369,258</b>	<b>-</b>	<b>261,702</b>	<b>4,110,186</b>					
<b>Grand Total</b>				<b>152,802,120</b>	<b>36,252,026</b>	<b>116,550,094</b>	<b>101,513</b>	<b>3,377,387</b>	<b>39,629,413</b>		<b>\$ 205,856,603.98</b>	<b>\$ 65,911,283.22</b>	<b>\$ 65,911,283.22</b>	<b>\$ 131,822,566.45</b>

113,274,220

Debt Service 2011 LAVWMA Bonds (Outstanding Principal)

25.94%

<b>45.71%</b>	<b>31.77%</b>	<b>Expansion Only</b>
<b>(20,392,242)</b>	<b>(14,173,299)</b>	<b>(44,612,211)</b>

RCN value using LAVWMA Asset List \$ 87,210,355.41

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

**NOTICE OF OPPORTUNITY FOR PUBLIC COMMENT ON PROPOSED  
AMENDMENT OF LOCAL AND REGIONAL WASTEWATER  
CAPACITY RESERVE FEES**

***DATE: Tuesday, December 4, 2018***

***TIME: 6 P.M.***

***PLACE: Shannon Community Center, Ambrose Hall  
11600 Shannon Avenue, Dublin, California***

***NOTICE IS HEREBY GIVEN that the Board of Directors of the District is considering the adoption of a resolution amending fees relating to the Local and Regional Wastewater Capacity Reserve Fees, which fees are authorized by Section 3.70.010 of the District Code, at an open and public meeting, at which oral or written presentations can be made, as part of a Regular Meeting of the Board of Directors of Dublin San Ramon Services District at 6 p.m. on Tuesday, December 4th, 2018. Your participation is encouraged.***

***The proposed capacity fees for a Single Family Residential (SFR) is 11% lower than the current fee. Condominium and Apartment Residential are set at 66% and 75% of the proposed SFR fee, respectively. Commercial and Industrial Customers are charged based on their estimated daily flows, Biochemical Oxygen Demands (BOD) and Suspended Solids (SS). If adopted, the proposed capacity reserve fees will be effective January 1, 2019. The capacity reserve fees are also proposed for an annual adjustment based on the Engineering News-Record Construction Cost Index beginning July 1, 2020.***



***NOTICE IS FURTHER GIVEN that the District is providing the community with data indicating the estimated cost required to provide the service for which the fee or service charge is levied before the proposed amendments are approved. A public review draft of the 2018 Local and Regional Wastewater Capacity Reserve Fee Update explaining the analysis and calculations in detail is available on DSRSD's website, [www.dsrdsd.com/about-us/library/financial-information](http://www.dsrdsd.com/about-us/library/financial-information). The report and proposed changes are also available for review Monday through Friday between the hours of 8:30 am and 4:30 pm at the District's temporary Administrative Office located at 7035 Commerce Circle, Pleasanton.***

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***By: Nicole Genzale  
District Secretary***



**TITLE:** Receive a Report on the Regional Wastewater Fee Installment Program and Direct Staff as to Program Modifications

**RECOMMENDATION:**

Staff recommends the Board of Directors receive a report on the District’s Regional Wastewater Fee Installment Program and direct no changes be made to the fee installment program.

**SUMMARY:**

In August, the City of Dublin requested that the District look at ways to reduce regional wastewater capacity reserve fees, including modifications to the regional wastewater fee installment program. Staff reviewed the installment program and presented several options to the Board on August 21, 2018, when additional information was requested.

The attached staff report discusses this issue in greater detail. Based on the analysis presented, and the fact that the Regional Wastewater Capacity Reserve Fee Study has resulted in a proposed reduction of fees of approximately 14%, staff is not recommending modifications to the installment program at this time.

Originating Department: Administrative Services	Contact: C. Atwood	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
<b>Attachments:</b> <input type="checkbox"/> None <input checked="" type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		138 of 142

# STAFF REPORT



BOARD OF DIRECTORS  
November 20, 2018

## Receive a Report on the Regional Wastewater Fee Installment Program and Direct Staff as to Program Modifications

### BACKGROUND

Capacity Reserve fees, formerly known as connection fees, are generally levied at the time building permits are required and are assessed for increased wastewater flow which result from either (1) changes in use of a structure served by an existing connection to the system, or (2) a new connection to the system.

The fees pay for infrastructure to serve new development through build-out of the Dublin, San Ramon and Pleasanton service areas. The calculated fee includes three components; a system buy-in component, an expansion component and a LAVWMA debt component. The buy-in component recovers the value of the existing system capacity that will be used by a new customer. The expansion component funds the new infrastructure to increase the capacity, and currently includes thirteen projects totaling approximately \$79 million. The LAVWMA debt component covers debt service for the expansion portion of the LAVWMA pipeline, with annual expansion debt payments of \$5.7 million (DSRSD and Pleasanton) due through 2032.

To assist the cities in the District's service area with their efforts to attract new restaurants, businesses, and affordable housing, DSRSD offers a Regional Wastewater Fee Installment Program which spreads payment of this fee over a period of up to 10 years. To qualify for the program, a project must be a new affordable residential, commercial, industrial, or institutional customer of DSRSD and the regional portion of the calculated wastewater capacity reserve fees must fall within the range of \$25,000 - \$100,000.

Businesses that participate in this deferred payment program are required to:

- Install an individual water meter on the portion of property that is covered under this program, so that interior water consumption may be measured.
- Provide a 20% down payment of the regional fee, pay an up-front administrative fee of \$3,060, and pay 100% of the Local Wastewater fees.
- Agree to pay the remaining balance in equal monthly installments, plus 5% per annum interest, for a term not exceeding 10 years.
- Enter into a standard agreement with the District that will be recorded against the property record of the parcel where the business is to be located. The standard agreement must be signed by the fee title property owner.

At recent DSRSD-Dublin Liaison meetings, the City of Dublin has asked that we look at ways to reduce our regional wastewater capacity reserve fees, including modifications to this program, to continue to spur economic development efforts.

This item was discussed with the Board on August 21, 2018. At that time, staff was directed to bring back more information on loans outstanding, number of restaurants that had paid the regional capacity reserve fee over the past three years and companies that had paid more than \$100,000 in fees to the District. The District currently has 13 loans outstanding which were taken out between 2009 and 2016. No new loans have been requested in the last three years, although five entities have had fees over \$100,000 and eight restaurants have incurred fees ranging between \$25,000 - \$100,000 that were eligible for the installment program. A more detailed summary of fees and installment program beneficiaries is attached to this staff report.

## **DISCUSSION**

### ***Regional Wastewater Capacity Reserve Fees –***

DRSRD hired HF&H to conduct our Regional Wastewater Capacity Reserve Fee Study. This report is presented to the Board at tonight's meeting as a separate item.

The current regional fees are proposed to decrease by approximately 14% for several reasons, including:

- the current fund balance has grown from fees collected to date and the fund is currently at \$50 million,
- a significant portion of the LAVWMA debt has been refinanced and paid since the previous study, and
- several large projects have been or are in the process of being constructed.

Furthering the reduction in fees is the fact that a significant project, LAVWMA Wet Weather Storage, which was included in the previous fee study, is no longer required. The LAVWMA National Pollutant Discharge Elimination System (NPDES) permit now allows more frequent discharges to the Alamo Canal in extreme wet weather events. In addition, the projected build-out wastewater flows as estimated in the recent Wastewater Treatment Plant Master Plan are considerably less than projected in the past.

### ***Regional Wastewater Fee Installment Program –***

As mentioned above, our current program serves 13 loans, with the last loan processed in 2016. All loans to date are with the Dublin community which is projected to build out over the next 10 years. The loans are processed through Finance and billed monthly.

#### ***Advantages of an Installment Program –***

- Provides relief to businesses in deferring up to \$100,000 in fees over 10 years;
- Promotes Economic Development within the service area by lowering wastewater connection fees that would otherwise be paid for up front when other costs are also incurred.

#### ***Disadvantages of an Installment Program –***

- The majority of loans are with restaurants, which have a 30% closure rate in the first year of business according to *National Restaurant Association*. Because of the high closure rate, these

deferred loans put the District at risk when a business moves out of the area before paying off their obligation.

- Restaurants are not taking advantage of the program in the past three years as expected, even though they are made aware of this option.
- The 2017-2022 Strategic Plan Initiative – *Revitalize and Renew our Business Practices and Procedures* – promotes streamlining our efforts for a more efficient workflow. This program currently requires manual tracking from Finance, for over a period of up to 10 years.

#### **Board Options -**

In response to the request from the City of Dublin to modify this program in an effort to provide relief on these fees, the Board options are as follows:

1. Do not modify the program as relief will be achieved through the current fee study with a 14% reduction in fees, effective January 1, 2019.
2. Eliminate the program going forward if further loans are not requested in the next two year period, and/or
3. Modify the program to incentivize more loans by allowing larger loans. Only five companies paid regional capacity reserve fees over \$100,000 since September 2016.

## **RECOMMENDATION**

There is significant manual administration of the fee installment program, with only modest benefits for few users. Moreover, the fee installment program has not been utilized over the last three years. Finally, the regional wastewater capacity reserve fees will be reduced by 14% effective January 1, 2019. Therefore, staff recommends that the Board of Directors receive a report on the District's Regional Wastewater Fee Installment Program and Direct Staff to (1) make no modifications to the program and (2) eliminate the program if further loans are not requested in the next two year period.

Attachment 1: Regional Wastewater Capacity Reserve Fee Installment Program Summary

**Dublin San Ramon Services District  
Regional Wastewater Capacity Reserve Fee Installment Program**

	<b>Balance 6/30/2018</b>	<b>Agreement Paid in Full</b>
<b>Current Loans</b>		
Shamrock Village Assoc LLC/Amador Karaoke	\$1,368.40	2/19
Sanforth Holding Co LLC/Buffalo Wild Grill & Bar	\$5,542.82	4/19
Joo R Chung/Yanagi Sushi @ Tralee	\$9,402.82	8/19
Farnet Bear LP/Dogtopia Day Care	\$2,310.90	7/19
Ulfert's Center Dublin, Inc/Pho Mi	\$3,438.23	8/19
Ulfert's Center Dublin, Inc/Pamir Cuisine	\$3,354.00	8/19
Execupreneur 1A, LLC/Fresh Millions	\$13,282.88	5/23
Stanforth Holding Co LLC/Little Sheep Mongolian	\$51,107.58	5/24
Stanforth Holding Co LLC/Dumpling Factory	\$60,683.80	5/24
Stanforth Holding Co LLC/Hawaiian Grill	\$24,521.20	6/24
Stanforth Holding Co LLC/Panera Bread	\$35,300.37	8/24
Hana Small Business Lending Inc/Valero Gas and Carwash	\$77,777.54	1/26
T-4 Restaurants	\$19,230.64	12/25
	<u>\$307,321.18</u>	
<b>Regional Capacity Reserve Fees Collected over \$100,000 (no loan taken)</b>		
Lucky California	\$925,516.89	2/21/2018
Kaiser Permanente	\$3,810,375.68	9/13/2017
Stanforth Holding Company, LLC/Petsmart	\$164,382.10	2/16/2017
Zenique Hotels	\$944,575.02	1/10/2017
Dublin Unified School District	\$1,136,864.14	9/29/2016
<b>Regional Capacity Reserve Fees Collected for restaurants (no loan taken)</b>		
R&B Noodle House	\$29,339.99	8/2/2016
Hawaiian Poke Restaurant	\$41,505.38	8/3/2016
Paris Baguette	\$4,796.95	8/31/2016
O'Honey Ice Cream Resto	\$14,585.04	9/15/2016
Mountain Mike's Pizza	\$58,927.38	10/12/2016
Pieology Restaurant	\$47,008.28	10/14/2016
I-Tea Shop Resto	\$15,581.96	11/28/2016
Ramen 101	\$46,833.20	10/4/2017
Sourdough and Company	\$13,492.74	3/9/2018
Sweet Honey Desserts & Restaurant	\$60,067.55	3/19/2018
88 Bao Bao	\$43,222.90	6/1/18
Thirsty Bay Tap 'Pour	\$22,741.24	6/13/2018
Holy Basil	\$48,221.37	6/15/2018