

AGENDA

NOTICE OF SPECIAL MEETING

TIME: 6 p.m.
PLACE: Dougherty Station Community Center, Front Row Theater
17011 Bollinger Canyon Road, San Ramon, CA 94582

DATE: Tuesday, March 19, 2019

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, Johnson, Misheloff, Vonheeder-Leopold
4. SPECIAL ANNOUNCEMENTS/ACTIVITIES
 - New Employee Introductions
5. PUBLIC COMMENT (MEETING OPEN TO THE PUBLIC)

At this time those in the audience are encouraged to address the Board on any item of interest that is within the subject matter jurisdiction of the Board and not already included on tonight’s agenda. Comments should not exceed five minutes. Speaker cards are available from the District Secretary and should be completed and returned to the Secretary prior to addressing the Board. The President of the Board will recognize each speaker, at which time the speaker should proceed to the lectern, introduce him/herself, and then proceed with his/her comment.
6. REPORTS
 - 6.A. Reports by Staff
 - Event Calendar
 - Correspondence to and from the Board
 - 6.B. Joint Powers Authority and Committee Reports
 - 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 March 5, 2019
Recommended Action: Approve by Motion
 - 7.B. Accept Regular and Recurring Report: Warrant List
Recommended Action: Accept by Motion
 - 7.C. Approve Increase to the Construction Change Order Contingency for the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203)
Recommended Action: Approve by Resolution

- 7.D. Reject All Construction Bids for the Foul Air Line Rehabilitation Project (CIP 15-P018)
Recommended Action: Approve by Resolution

8. BOARD BUSINESS

- 8.A. Public Hearing: Receive Input from the Community Regarding Boundaries and Composition of Divisions to Be Established for Division-Based Elections Pursuant to Elections Code Section 10010, and Provide Direction
Recommended Action: Hold Public Hearing and Provide Direction

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

- 8.C. Receive Presentation and Accept Proposed DERWA (Dublin San Ramon Services District - East Bay Municipal Utility District Recycled Water Authority) Operations and Maintenance Budget for Fiscal Years Ending 2020 and 2021
Recommended Action: Accept by Motion

- 8.D. Receive Briefing on DERWA (Dublin San Ramon Services District - East Bay Municipal Utility District Recycled Water Authority) Connection Moratorium
Recommended Action: Receive Report

- 8.E. Receive Presentation on Water Supply, Storage, Conveyance, Quality and Conservation Policy
Recommended Action: Receive Presentation

- 8.F. Receive Presentation on the Strategic Plan 2019 Update and Provide Direction
Recommended Action: Discuss and Provide Direction

9. BOARD MEMBER ITEMS

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

10. CLOSED SESSION

- 10.A. Conference with Legal Counsel – Anticipated Litigation Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2): One Potential Case

- 10.B. Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1)
Name of Case: Dublin Unified School District

11. REPORT FROM CLOSED SESSION

12. ADJOURNMENT

All materials made available or distributed in open session at Board or Board Committee meetings are public information and are available for inspection at the front desk of the DSRSD Field Operations Facility at 7035 Commerce Circle, Pleasanton, during business hours, or by calling the District Secretary at (925) 828-0515. A fee may be charged for copies. District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Secretary as soon as possible, but at least two days prior to the meeting.

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

March 5, 2019

1. CALL TO ORDER

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

2. PLEDGE TO THE FLAG

3. ROLL CALL

Boardmembers present at start of meeting:

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

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

4. SPECIAL ANNOUNCEMENTS/ACTIVITIES

New Employee Introductions:

Candee Yang, Accounting Technician II

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

6. REPORTS

6.A. Reports by General Manager and Staff

- Event Calendar – General Manager McIntyre had nothing to report.
- Correspondence to and from the Board on an Item not on the Agenda – None

6.B. Joint Powers Authority and Committee Reports

Special LAVWMA – February 20, 2019

DSRSD/Zone 7 Water Agency Liaison – February 26, 2019

President Misheloff invited comments on recent JPA/committee activities. General Manager McIntyre suggested the Liaison Committee representatives, Vice President Duarte and Director Johnson (who attended on Director Halket's behalf), could discuss the Liaison Committee meeting during item 8.C. The Directors agreed to do so.

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

7. CONSENT CALENDAR

Vice President Duarte MOVED for approval of the items on the Consent Calendar. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

7.A. Special Meeting Minutes of February 19, 2019 – Approved

- 7.B. Affirm No Changes to the Acceptance of Gifts and Gratuity, Drug Free Workplace, Inspections for Prohibited Materials and District Property, Relations, Salary Plan, and Workplace Violence Policies – Approved

8. BOARD BUSINESS

- 8.A. Receive a Briefing on the California Public Employees' Retirement System (CalPERS) Actuarial Report for DSRSD and Evaluation on the Pay-down of the Unfunded Actuarial Liability and Provide Direction on Future Unfunded Actuarial Obligations

Administrative Services Manager Atwood reviewed the item for the Board. She provided copies of the slide presentation (CalPERS Retirement Finding Update) for the Board. The presentation outlined the CalPERS pension fund administration plans (Classic and PEPRA (Public Employees' Pension Reform Act)), how the pension plans are funded, and what the District currently pays toward the Normal Cost Rate (the annual cost of service accrual for upcoming fiscal year for active employees) and the Unfunded Accrued Liability (UAL) (dollars needed as of the valuation date to fund all benefits earned in the past for current employees). The District is currently budgeted to pay \$632,621 for FYE 2019 towards its existing UAL of \$10.2 million. Staff recommends the District increase voluntary payments to \$1.3 million annually starting in FYE 2020, which could save approximately \$2.2 million in interest costs over time.

The Board and staff discussed the impacts and benefits of making increased payments, as well as timing of such an increase (begin in FYE 2019 or implement in FYE 2020). They also acknowledged that DSRSD's current funding is very positive and well ahead of most other agencies – DSRSD is at 89% funded as opposed to the average of 70%. Ms. Atwood stressed the UAL is a large liability the District needs to closely monitor. She also noted about 20% of the District's employees are in the PEPRA plan, which, as these numbers grow in the coming years, will begin to decrease the District's liability rates.

The Board directed staff to update the proposed FYE 2020 and FYE 2021 budgets with the recommended increased payments of \$1.3 million, with no early increased payment in FYE 2019. The proposed budgets will be presented to the Board for approval in May.

- 8.B. Approve Budget Increase to the Capital Improvement Program Two-Year Budget for Fiscal Years Ending 2018 and 2019 for the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004), Award Construction Agreement to Anderson Pacific Engineering Construction, Inc., Authorize a Construction Change Order Contingency, and Authorize Execution of Task Order No. 3 with West Yost and Associates for Engineering Services during Construction

Senior Engineer Steve Delight reviewed the item for the Board. He distributed copies of his slide presentation to the Board illustrating the current primary sedimentation process and a photograph of the existing primaries at the Regional Wastewater Treatment Facility. He described the project objectives and broadened scope of work, the location of the proposed new primaries, and the expansion and improvements to be made to the existing primaries.

The Board and staff discussed the increased project costs attributed to increased construction costs, design work, adding a new grit tank, electrical work, and modernization and rehabilitation of the facility. Staff explained the project consultant roles and clarified that the project timeline (three years) accounts for seasonal impacts and ensures proper

balancing of the plant's productivity when facilities are taken out of service during project construction. The Board acknowledged close bids were received, indicating the plans were clear and interpreted the same way by the bidders.

Vice President Duarte MOVED to adopt Resolution No. 10-19, Approving an Adjustment to the Capital Improvement Program Two-Year Budget for Fiscal Years Ending 2018 and 2019 to Increase the Project Budget for the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004), adopt Resolution No. 11-19, Approving an Agreement with Anderson Pacific Engineering Construction, Inc. for Construction of the Primary Sedimentation Expansion and Improvements Project (CIP 17-P004), Authorize a Construction Change Order Contingency, and Authorize the Execution of Task Order No. 3 with West Yost and Associates, for Engineering Services during Construction. Director Vonheeder-Leopold SECONDED the MOTION, which CARRIED with FIVE AYES.

8.C. Discuss Tri-Valley Water Reliability Projects and Provide Direction

General Manager McIntyre reviewed the item for the Board regarding the February 26 DSRSD/Zone 7 Water Agency Liaison Committee meeting. He reported the Liaison Committee agreed to meet again later this year.

The Directors and staff who attended the meeting reported that discussion centered on the need for community outreach regarding the Tri-Valley's water reliability and supply issues and potential solutions. Zone 7 Water Agency (Zone 7) conveyed its support of potential project alternatives and noted its Board should approve participating in the next phase of the Tri-Valley Joint Potable Reuse Project at its next Liaison Committee meeting, but did not seem to have a uniform sense of urgency to pursue projects. The Board expressed it is imperative to present the facts to Tri-Valley residents to make a determination on how the Tri-Valley agencies should proceed. Any projects selected will take time and be expensive, but doing nothing or delaying the start will result in serious drought conditions ahead. The Board suggested DSRSD staff collaborate with Zone 7 on an outreach message to encourage action by all the Tri-Valley Water Liaison Committee partners.

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

Engineering Services Manager Zavadil reviewed the item for the Board. She provided an update on District Office renovation activities. She reported the completion of the renovation project will be accomplished per emergency procurement methods instead of via change order to the City of Dublin's Police Services building construction contract per the Tri-Valley Intergovernmental Reciprocal Master Services Agreement.

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

9. BOARDMEMBER ITEMS

- Submittal of Written Reports for Day of Service Events Attended by Directors – None

Director Vonheeder-Leopold submitted written reports to Executive Services Supervisor Genzale. She reported she gave a “State of DSRSD 2018” presentation at the Zone 7 Water Agency Board meeting on February 20, and attended the California Association of Sanitation Agencies Policy Forum in Washington D.C February 25–27. She summarized the activities and discussions at the meetings.

Vice President Duarte submitted a written report to Executive Services Supervisor Genzale. He reported he attended the DSRSD/Zone 7 Water Agency Liaison Committee meeting on February 26. He summarized the activities and discussions at the meeting.

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

10. CLOSED SESSION

At 7:12 p.m. the Board went into Closed Session.

10.A. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6

Agency Negotiators:	Dan McIntyre, General Manager Carol Atwood, Administrative Services Manager
Employee Organizations:	1. Stationary Engineers, Local 39 2. Mid-Management Employees’ Bargaining Unit 3. Professional Employees’ Bargaining Unit 4. Confidential Employees’ Bargaining Unit
Additional Attendees:	Carl P. A. Nelson, General Counsel Genevieve Ng, Sloan Sakai Yeung & Wong LLP

Administrative Services Manager Atwood left the closed session at 7:25 p.m.

10.B. Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9(d)(1)

Name of Case: Dublin Unified School District

10.C. Public Employee Performance Evaluation Pursuant to Government Code Section 54957

Title: General Manager

11. REPORT FROM CLOSED SESSION

At 8:21 p.m. the Board came out of Closed Session. President Misheloff announced that there was no reportable action.

12. ADJOURNMENT

President Misheloff adjourned the meeting at 8:21 p.m.

Submitted by,

Nicole Genzale, CMC
Executive Services Supervisor/District Secretary



TITLE: Accept Regular and Recurring Report: Warrant List

RECOMMENDATION:

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

SUMMARY:

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

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

Ref Item A: Warrant List

Originating Department: Administrative Services	Contact: H. Chen	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 to S&R– Summary of Regular and Recurring Reports	
		7 of 85

SUMMARY OF REGULAR AND RECURRING REPORTS

Ref.	Description	Frequency	Authority	Last Acceptance	Acceptance at this Meeting?	Next Acceptance
A	Warrant List	Monthly	Board Direction	February 2019	Yes	April 2019
B	District Financial Reports ¹	Quarterly	Board Direction	February 2019		May 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 ²	Annually – Fiscal Year	CA Government Code 53065.5	August 2018		August 2019
G	Utility Billing Adjustments ³	Annually – Fiscal Year	Utility Billing Adjustment Policy	August 2018		August 2019
H	Annual Rate Stabilization Fund Transfer Calculation	Annually – After Audit	Financial Reserves Policy	January 2019		December 2019
I	“No Net Change” Operating Budget Adjustments	As they occur but not more frequently than monthly	Board Direction Budget Accountability Policy (See table below)	November 2017		Before end of month after occurrence
J	Capital Outlay Budget Adjustments			July 2018		
K	Capital Project Budget Adjustments			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	\$761,280	\$0	\$761,280
Unexpected Asset Replacements	\$0	\$0	\$0

¹ Financial reporting changed from monthly to quarterly reporting.

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

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

Check History Description Listing

Dublin San Ramon Services District

From: 2/11/2019 To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/11/2019	2112019	03718 HR SIMPLIFIED	IRS 125 1/27/19-2/2/19 FSA/POS	4,038.04	4,038.04
02/14/2019	99661	00710 AAI TERMITE & PEST CONTROL	PS4 - 10653 DUBLIN BLVD PEST CONTROL SER	45.00	45.00
02/14/2019	99662	00031 ALLIED FLUID PRODUCTS CORP	SEAL FOR EPS2 PUMP 6	1,554.74	1,554.74
02/14/2019	99663	01013 BARRETT BUSINESS SERVICES	B. GOMEZ: W/E 1/20/19	1,040.00	
			J. CHAMBERS JR: W/E 1/20/19	1,014.00	
			L. GOSS: W/E 1/20/19	832.00	
			B. YENOKIDA: W/E 1/20/19	832.00	
			H. BIRDSELL: W/E 1/20/19	798.72	
			L. RUMMEL: WE 01/20/19	789.67	
			S. MONTAGUE: W/E 01/20/19	721.50	
			G MEDINA: W/E 1/20/19	715.00	
			M. ZAKLAN: WE 01/20/19	437.76	
			N. POON: WE 01/20/19	437.76	
			A. GEHMLICH: WE 01/20/19	435.30	
			J. HAYES: WE 01/06/19	302.28	8,355.99
02/14/2019	99664	06176 BAY VALVE SERVICE & ENG'G LL	POSITION AND FEEDBACK CIRCUIT BOARDS FOR	2,143.85	2,143.85
02/14/2019	99665	07954 BENEFIT COORDINATORS CORP	2/19 - EE LIFE & DISABILITY INSURANCE PR	11,253.29	11,253.29
02/14/2019	99666	00937 GRAINGER, INC.	REPLACEMENT PART FOR A UVT (19-0345) DER	692.04	
			RIVETS FOR ORT STRAINER BACKBOARD	25.97	718.01
02/14/2019	99667	04424 GRAYBAR ELECTRIC COMPANY	DO FLOOD HARDWARE FOR WIRING TEMP CUBES	287.64	
			TOOLS	285.19	
			SLIP COUPS FOR DAMAGED U/G PIPING	78.81	651.64
02/14/2019	99668	03853 ICMA	ICMA 457 DEFERRED COMPENSATION: PAYMENT	59,997.09	59,997.09
02/14/2019	99669	01242 INFO SEND, INC	INFOSEND	358.49	358.49
02/14/2019	99670	03039 LISA OLIVIERI	OLIVIERI REIMB JANUARY 2019 MILEAGE	68.90	68.90

Check History Description Listing

Dublin San Ramon Services District

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/14/2019	99671	01403 PRAXAIR DISTRIBUTION INC 186	ARGON GAS AND CYLINDER RENTAL	81.55	81.55
02/14/2019	99672	00762 TEST AMERICA LABORATORIES	SAMPLE ANALYSES	27.50	27.50
02/14/2019	99673	08995 ROBERT THOMPSON	THOMPSON REIMB EXP FOR WORK BOOTS 2019	216.45	216.45
02/14/2019	99674	05026 UNIVAR USA INC.	130 GAL - 12.5% SODIUM HYPOCHLORITE FOR	592.14	592.14
02/14/2019	99675	07775 VANGARD CONCEPT OFFICES	DIV 51 OFFICE WORKSTATIONS & LOBBY FURNI	8,308.07	8,308.07
02/14/2019	99676	01738 3T EQUIPMENT COMPANY INC.	PUMP REPAIR PARTS FOR #110	734.66	734.66
02/14/2019	99677	01719 A & M PRINTING, INC.	PRINTING - CVRA POSTCARD	3,679.83	
			MAILING - CVRA POSTCARD	1,955.09	
			MAILING - CVRA POSTCARD	269.49	5,904.41
02/14/2019	99678	00007 AA FIRE SYSTEMS, INC.	FIRE SPRINKLER QUARTERLY INSPECTION - WW	390.00	
			FIRE SPRINKLER QUARTERLY INSPECTION - FO	225.00	
			FIRE SPRINKLER QUARTERLY INSPECTION - DE	225.00	
			FIRE SPRINKLER QUARTERLY INSPECTION - WW	225.00	
			FIRE SPRINKLER QUARTERLY INSPECTION - DO	225.00	1,290.00
02/14/2019	99679	03872 ACSDA	2019 ACSDA ANNUAL DINNER - D. MCINTYRE	49.00	49.00
02/14/2019	99680	01180 ADS REPROGRAPHICS, INC.	COLOR COATED BOND	214.18	214.18
02/14/2019	99681	08340 AIR FILTER SUPPLY, INC.	AIR FILTERS FOR TREATMENT PLANT	537.20	537.20
02/14/2019	99682	07554 AIRGAS USA, LLC	HOOD FOR ELECT PROPANE FOR STOCK	625.92	625.92
02/14/2019	99683	08978 ARCHIVESOCIAL	SOCIAL MEDIA ARCHIVING SERVICES	2,388.00	2,388.00
02/14/2019	99684	07647 ARGO CHEMICAL INC.	100 GAL AMMONIUM HYDROXIDE 19%	313.00	313.00
02/14/2019	99685	00622 AT&T	MANAGED INTERNET SERVICES 01/1/19 - 01/3	2,126.00	
			AT&T VIOP SERVICE DO 01/1/19 - 01/31/19	98.11	
			AT&T VIOP SERVICE CC 01/1/19 - 01/31/19	98.11	2,322.22
02/14/2019	99686	08993 CA DEPT OF TAX AND FEE ADMII	UNDERGROUND STORAGE TANK MAINTENANCE FEE	73.73	73.73

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/14/2019	99687	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
02/14/2019	99688	00014 GSA COUNTY OF ALAMEDA	FY 2019 FUELING - FOD/INSP/CFRS - DECEMB	2,160.61	2,160.61
02/14/2019	99689	03715 DAVIS SIGN COMPANY, INC.	BALANCE - PAY UPON RECEIPT RW ALUMINUM S	3,372.88	3,372.88
02/14/2019	99690	00307 FAIRWAY EQUIPMENT & SUPPLY	PARTS TO REPAIR DAMAGED VENT LINE @ EPS2 FITTINGS FOR PS20B W/O 19-0059	417.45 268.89	686.34
02/14/2019	99691	00314 FEDEX	SHIPPING FEES WWTP DEC '18	78.97	78.97
02/14/2019	99692	05630 FOOTHILL LOCKSMITHS INC.	REKEY FOD HR DOOR	21.77	21.77
02/14/2019	99693	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	150.00	150.00
02/14/2019	99694	00352 GOLDEN STATE FLOW MEASURI	GSFM ANNUAL AMI MAINTENANCE	27,000.00	27,000.00
02/14/2019	99695	03149 HDS WHITE CAP CONST SUPPLY	SUPPLIES FOR TRUCK #80	1,616.96	1,616.96
02/14/2019	99696	00468 CORP KAMAN INDUSTRIAL TECH	SPARE CHAIR FOR PRIMARY DRIVES	1,059.49	1,059.49
02/14/2019	99697	04873 KIMBALL MIDWEST	DIAMOND COATED CUT-OFF WHEEL	27.30	27.30
02/14/2019	99698	03958 LIVERMORE AUTO GROUP	AUTO PARTS FOR VEHICLE #96 BRAKE RETAINERS FOR VEHICLE #96 #94 SWITCH	336.85 36.05 21.80	394.70
02/14/2019	99699	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 01/20/19	1,811.25	1,811.25
02/14/2019	99700	08939 MERITAGE HOMES OF CALIFORI	DP 15-291 REFUND FOR REGIONAL SEWER CAPA	4,148.00	4,148.00
02/14/2019	99701	04231 MSC INDUSTRIAL SUPPLY CO	FASTENERS FOR UV WIPERS	110.83	110.83
02/14/2019	99702	06596 NATIONAL PLANT SERVICES, INC	16-S034 CAMP PARKS 12/17/18	54,500.00	54,500.00
02/14/2019	99703	00591 NEOPOST USA INC.	NEOPOST QUARTERLY FEE 2/22/19 - 5/21/19	260.81	260.81
02/14/2019	99704	03987 OLIN CHLOR ALKALI PRODUCTS	4918.000 SDG 105004 BACTICIDE DELV. 1-25	3,487.02	3,487.02
02/14/2019	99705	00620 P G & E	WWTP ELECTRICITY - JAN 2019 DO UTILITY BLDG. GAS SERVICE - JAN 2019	19,739.35 56.46	

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			DISTRICT OFFICE GAS SERVICE - JAN 2019	52.00	
			RESERVOIR R100 ELECTRICITY - FEB 2019	34.58	19,882.39
02/14/2019	99706	00663 PLEASANTON GARBAGE SVC IN	FOD GARBAGE SERVICE 12/26-01/25/19	570.47	570.47
02/14/2019	99707	04105 R & B COMPANY	BPO - FY19 REPAIR PARTS & FIRE HYDRANTS	1,404.96	
			MISC REPAIR PARTS	1,174.22	
			MISC TOOLS	573.56	
			MISC REPAIR PARTS	427.99	
			MISC REPAIR PARTS	54.63	
			FREIGHT CHARGES FOR INV S1810071.001	19.51	3,654.87
02/14/2019	99708	04698 SAMPLE TRAPS, LLC	LAB SUPPLIES	96.14	96.14
02/14/2019	99709	02125 SEEVER & SONS TIRE	TIRES FOR #86	715.95	
			TIRES FOR #122	350.02	1,065.97
02/14/2019	99710	02444 DEPT LA 1368 STAPLES ADVANT	PLANNER FOR S. SARGIOTTO & COFFEE SUPPLI	64.77	
			DESK CALENDARS FOR FOD STAFF	57.33	
			CALENDAR FOR T. JOHNSON	16.93	139.03
02/14/2019	99711	07568 TOLL BROTHERS	DP 14-286 REFUND FOR REGIONAL SEWER CAPA	2,074.00	2,074.00
02/14/2019	99712	01806 U.S. BANK EQUIPMENT FINANCE	COPIER LEASE LAB/CUST SVC/ EXEC - 2/1/19	1,680.27	1,680.27
02/14/2019	99713	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
02/14/2019	99714	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	175.07	175.07
02/14/2019	99715	00912 OCC SERVICES VALLEY CARE H	PRE-EMPLOYMENT PHYSICAL/DRUG SCREEN - R.	369.00	369.00
02/14/2019	99716	06004 VANGUARD CLEANING SYSTEMS	INCREASE FROM \$1895 TO \$2845 12-1-18 DEC	1,900.00	1,900.00
02/14/2019	99717	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	44.42	
			STANDARD SOLUTIONS AND LAB SUPPLIES	18.91	63.33
02/14/2019	99718	07196 WATER FOR PEOPLE	FULLER CONTACT HOURS CLASS 3-6-19	30.00	30.00
02/14/2019	99719	08423 WATERTALENT LLC	M. MAESTAS: WE 01/20/19	5,400.00	5,400.00

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/14/2019	99720	02884 WEST VALLEY CONSTRUCTION	15-W004 VALVE CAN REPLACEMENT @ 7100 DOU	8,516.86	8,516.86
02/14/2019	99721	00957 WEST YOST & ASSOCIATES	STANDARD SPECS UPDATE 12/1/18 - 12/4/18	797.50	
			GRAND VIEW WATER SUPPLY ASSESSMENT TO NO	488.00	1,285.50
02/14/2019	99722	00987 ATTN: ACCOUNTING ZONE 7 WA	JAN. 2019 CONNECTION FEES	2,779,190.10	2,779,190.10
02/14/2019	99723	03536 U S BANK/ CORP PMT SYSTEMS	2019 MANAGEMENT RETREAT - FACILITY FEE	3,303.30	
			CSMFO 2019 - AIRFARE AND HOTEL M.BAILEY	1,096.86	
			REPAIR & CALIBRATE EMISSIONS ANALYZER	839.23	
			PORTABLE TOOL BENCHES FOR CREW	762.73	
			POSITION SENSORS FOR DUBLIN & PLEASANTON	598.00	
			ABSORBENT AND WIPERS FOR MECHANICS	534.23	
			LEVEL INDICATOR FOR CHLORINE TANKS	506.30	
			STANDING DESK - ENGR PP DEPT	454.47	
			SIGN FOR SHAWN Q FOR WWTP	425.80	
			HOTEL STAY FOR TROY TO - CWEA 2019 LAB W	396.68	
			MISTAKENLY USED CALCARD FOR PERSONAL	368.39	
			TOM - LYNDA.COM SUBSCRIPTION FOR PROF DE	359.88	
			TABLE PARTS FOR HR	350.58	
			SUPPLIES FOF PARKING AREA	331.99	
			DUENAS - HOTEL FOR ESRI GIS CLASS FEB 4-	321.98	
			PORTABLE TOILET 01/08/19 - 02/04/19	299.00	
			PUNCH FOR 1/8 DIN LEVEL INDICATORS	289.51	
			WOOD FOR RACKS	275.02	
			SOLAR WINDS DAMEWARE RENEWAL	272.00	
			BUILDING SUPPLIES FACILITIES	268.06	
			SNAGIT MAINTENANCE RENEWAL	264.04	
			PAIGE - 15 MIRACLE BOX - PACKING (50 BOX	249.05	
			TOOLS TO DO WORK	242.89	

Check History Description Listing

Dublin San Ramon Services District

From: 2/11/2019 To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			VALVE	234.21	
			MISC TOOLS FOR TRUCK #4	227.21	
			CCAC 2019 NUTS & BOLTS WORKSHOP - L. SAL	200.00	
			MISTAKENLY USED CALCARD	199.00	
			TSTODDARD: MEMBERSHIP RENEWAL, EXP 01/31	188.00	
			RRAMOS: MEMBERSHIP RENEWAL, EXP 01/31/19	188.00	
			L. BLEVINS - CAPIO EMERGENCY COMMUNICATI	187.45	
			LAB SUPPLIES	185.25	
			RECOGNITION LUNCH AND CY18 YEAR IN REVIE	182.13	
			TRAINING MATERIALS FOR MACHINE VIBRATION	174.95	
			SAFETY SUPPLIES	160.00	
			CAR WASH OVERHANG	156.29	
			FILTERS FOR MCC-M3	155.56	
			FILTERS FOR MCC-M1	155.23	
			OFFICE SUPPLIES	155.17	
			EXCAVATION CLASS FOR JOSHUA SANCHEZ	150.00	
			FUEL FOR TRUCK #110	150.00	
			5 GAL BUCKETS, RUBBER HOSE, UTILITY PUMP	148.00	
			80 LBS SODA ASH	147.07	
			ITEMS FOR TRUCK #4	145.76	
			QTY (1) BATPOWER PORTABLE BATTERY FOR CA	142.34	
			RACKS FOR FACILITIES	137.17	
			WATERPROOF VIDEO LED DIVE LIGHT FLASHLIG	129.95	
			EXECUTIVE ROUND TABLE LUNCH 01-10-2019	123.49	
			FUEL FOR TRUCK #80	122.95	
			STEPHENSON - ACWA COMMUNICATIONS COMMITT	121.96	
			CHARGER FOR 10 & 15 WATT VLOC, RECHARGAB	118.79	
			M. GALLARDO - CSRMA MEETING 1/24/19 AIRF	117.96	
			FACILITIES SUPPLIES	113.74	

Check History Description Listing

Dublin San Ramon Services District

From: 2/11/2019 To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			OFFICE SUPPLIES	110.35	
			PAINT HARDENER	108.93	
			OFFICE SUPPLIES	108.52	
			R. ROBLES AWWA MEMBERSHIP RENEWAL FOR TE	105.00	
			FUEL FOR TRUCK #110	95.00	
			FUEL FOR TRUCK #87	95.00	
			FUEL FOR TRUCK #109	95.00	
			CONNECTORS FOR CAT 5/6 NETWORK CABLES	94.52	
			2019 CEQA GUIDEBOOKS FOR ENGINEERING STA	93.59	
			OFFICE SUPPLIES FOR DO & ACCT 1 8 19	93.14	
			WWSO CERTIFICATION STUDYBOOK (2ND EDITIO	92.50	
			RBROUGH: MT-2 CERTIFICATE RENEWAL, EXP 0	92.00	
			OFFICE SUPPLIES: SURGE PROTECTOR LAB	89.56	
			FUEL FOR VEHICLE #110	88.83	
			SHOP SUPPLIES	86.71	
			SUPPLIES FOR CCTV TRUCK	84.49	
			CONDIMENT ORIGANIZER FOR FOF KITCHEN	83.90	
			FUEL FOR TRUCK #110	82.68	
			QTY (1) SURFACE ADAPTER FOR PORTABLE PRO	80.21	
			OFFICE SUPPLIES	79.93	
			STAFF GUAGE FOR PSR1 WETWELLS	78.31	
			CABLES FOR POSITION SENSOR FOR INFLUENT	78.00	
			FUEL FOR TRUCK #112	77.00	
			FUEL FOR TRUCK #112	76.68	
			APPRAISAL BOARD NAME PLATE INSERTS	71.74	
			DIANE CWEA PDC SEMINAR - PRETREATMENT 10	64.06	
			OFFICE SUPPLIES FOR DO 12 27 18	63.76	
			MISC SHOP SUPPLIES	62.64	
			CONSTRUCTION INSPECTOR APPRAISAL BOARD E	61.67	

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Dublin San Ramon Services District

From: 2/11/2019 To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			AERIAL LIFT O&M BOX	61.26	
			OFFICE SUPPLIES FOR DO 01 07 19	58.18	
			CAR WASH OVERHANG FLEET	57.44	
			SUPPLIES FOF PARKING AREA	52.21	
			VIDEO ADAPTER FOR SURFACE PRO	51.29	
			PPE GO BAG ITEMS AND HBNP TRAINING ITEMS	49.10	
			SUBSCRIPTION 30 DAY - PHOTOS FOR CVRA MA	49.00	
			SHIPPING COSTS FOR GAS DETECTION MONITOR	46.99	
			BLACK TONER CARTRIDGE FOR CITY OF DUBLIN	44.24	
			CAULK GUN FOR TRUCK #87 & BATTERIES FOR	43.62	
			INK FOR FACILITIES PRINTER	42.21	
			CONSTRUCTION INSPECTOR & WWTP OPERATOR R	40.13	
			D. MCINTYRE PLEASANTON STATE OF THE CITY	40.00	
			S. STEPHENSON PLEASANTON STATE OF THE CI	40.00	
			PPE BAGS	39.96	
			FLEET OVERHANG	37.04	
			MANAGEMENT RETREAT - DRINKS/SNACKS	36.13	
			DMC 2019 SR STATE OF THE CITY	35.00	
			S STEPHENSON 2019 SR STATE OF THE CITY	35.00	
			CYAN TONER CARTRIDGE FOR CITY OF DUBLIN	34.40	
			FUEL FOR FOD VEHICLE	34.08	
			POE INJECTOR FOR UBIQUITE RADIOS USED ON	30.92	
			QTY (1) OTTERBOX DEFENDER CASE FOR OPS I	29.99	
			PRO SUBSCRIPTION (JANUARY 2019)	29.00	
			OPERATORS: BRUSH	28.86	
			MISTAKENLY USED CALCARD FOR PERSONAL PUR	28.50	
			NAMEPLATE (1) FOR MADDI MISHELOFF - PRES	25.13	
			FUEL FOR DISTRICT VEHICLE #126 FORD ESCA	23.21	
			SCIENTIFIC CALCULATOR TI-36X	22.72	

Check History Description Listing

Dublin San Ramon Services District

From: 2/11/2019

To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			DOLLAR TREE - BOD MTG TABLECLOTHS/EXEC G	21.95	
			OPERATORS: BRUSH	21.44	
			ONLINE AD FOR BACWWE	20.00	
			V. CHIU/N.GENZALE - ARMA MEETING: WHY I	20.00	
			AUX CORDS FOR FACILITIES	17.97	
			WATER PROOFING SPRAY FOR SAFETY SHOES	16.38	
			2019 POCKET PLANNER	16.34	
			TAGS FOR FALL PROTECTION EQUIPMENT INSPE	15.99	
			BLACK STEERING WHEEL COVER FOR F-150	15.99	
			2019 MANAGEMENT RETREAT - EXPENSE	15.82	
			ADDITIONAL ATTENDENT FEE FOR WATEREUSE ME	14.00	
			TOWELS FOR TRUCK 87	13.09	
			QTY (1) GREY OTTERBOX CASE FOR CAROL ATW	12.94	
			DONUTS FOR AERIAL LIFT TRAINING CLASS	12.50	
			CALCULATOR FOR FACILITIES	11.31	
			BART TICKET FOR EBMUD INTERVIEW PANEL 1-	10.00	
			PVC PIPE 2" X 10'	9.68	
			MISC SUPPLIES FOR TRUCK #110	9.43	
			2019 PLANNER WEEKLY & MONTHLY CALENDAR &	8.40	
			SCOTCHBLUE 1.88" TAPE	7.55	
			USPS 12/28/18 - CERT MAIL FORM 700 FILIN	6.91	
			SUPPLIES FOR TRUCK #29	5.47	
			DOLLAR TREE 1/7/19 DROUGHT GARDEN & MGMT	4.37	
			APPLE ICLOUD STORAGE FOR JANUARY 2019 -	0.99	
			CREDIT - VENT COVER	-10.88	
			CREDIT - OFFICEWORLD - SUPPLIES FOR EXEC	-14.21	
			CREDIT - DIVE LIGHT RETURNED	-65.99	
			CREDIT FOR DIVING FLASHLIGHT RETURNED (D	-115.98	21,168.41

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Dublin San Ramon Services District

From: 2/11/2019

To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/15/2019	8145	05511 DISBURSEMENT UNIT CALIFORNIA	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
02/15/2019	1001260199	00494 PERS	RETIREMENT: PAYMENT	99,821.16	99,821.16
02/19/2019	91623701	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	151,880.65	151,880.65
02/19/2019	722464576	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	30,905.13	30,905.13
02/21/2019	99724	00019 A-1 ENTERPRISES	LAVWMA MONTHLY STREET SWEEPING JAN '19	220.00	220.00
02/21/2019	99725	07368 ACWA SCHOLARSHIP PROGRAM	2018 AND 2019 ANNUAL ACWA SCHOLARSHIP CO	2,000.00	2,000.00
02/21/2019	99726	08985 JAMES ADAMS	REFUND FOR 8503 VALENCIA ST	168.91	168.91
02/21/2019	99727	05958 ALLIANCE WELDING SUPPLIES	NITROGEN CANISTER RENTAL FEE	116.48	116.48
02/21/2019	99728	06211 ASSOCIATED SERVICES CO.	MONTHLY BEVERAGE DELIVERY SERVICE FOR DO	232.19	232.19
02/21/2019	99729	08989 HARI ATHIKAYALA	REFUND FOR 9804 BELLADONNA DR	51.81	51.81
02/21/2019	99730	01697 B & C TRUCK PARTS, INC	TPMS TOOL	436.99	436.99
02/21/2019	99731	04042 BAY AREA NEWS GROUP	BAY AREA NEWS GRP - CIP 15-P018 BID - FO	530.10	530.10
02/21/2019	99732	00091 & JUDSON BOLD, POLISNER, MA	MONTHLY LEGAL SERVICES - 01/2019	25,599.99	25,599.99
02/21/2019	99733	07138 CALIFORNIA WATER TECHNOLO	40,960.00 FERROUS CHLORIDE DELV 1-26-19	5,141.46	5,141.46
02/21/2019	99734	00118 CALTEST ANALYTICAL LAB	SAMPLE ANALYSES	184.30	184.30
02/21/2019	99735	00130 CASA	GVL - CASA 2019 WASHINGTON DC POLICY FOR	695.00	695.00
02/21/2019	99736	08996 CASA EDUCATION FOUNDATION	2018 AND 2019 ANNUAL CASA SCHOLARSHIP CO	2,000.00	2,000.00
02/21/2019	99737	04820 COASTAL IGNITION & CONTROL	COGEN CONTROLS TROUBLESHOOTING AND TUNIN	9,350.00	9,350.00
02/21/2019	99738	08987 AMARI COOPER	REFUND FOR 7076 N MARIPOSA CT	64.93	64.93
02/21/2019	99739	01050 COUNTY CLERK - ELECTION DIV	CONTRA COSTA COUNTY - 2018 SHARE OF ELEC	21,629.00	21,629.00
02/21/2019	99740	01973 CROMER EQUIPMENT	#514E GENIE LIFT CYLINDERS	1,431.61	1,431.61
02/21/2019	99741	08104 DAVID BOLAND INC	RTND MTR 65615500	736.63	736.63

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/21/2019	99742	00239 DESILVA GROUP LLC	RTND MTR 78228026 RTND MTR 65492098	1,708.41 708.41	2,416.82
02/21/2019	99743	00241 DGS OFS SVC REVOLVING FUNE	NATURAL GAS SERVICE @ WWTP - DEC 2018	23,485.64	23,485.64
02/21/2019	99744	00307 FAIRWAY EQUIPMENT & SUPPLY	STEEL FOR FLOOR IN TRUCK #93	676.33	676.33
02/21/2019	99745	02656 FASTENAL COMPANY	8 OZ DUSTER (3) - CCTV SUPPLIES GATE VALVES	80.04 21.02	101.06
02/21/2019	99746	05630 FOOTHILL LOCKSMITHS INC.	FOF DOOR REPAIR:PROVIDE AND INSTALL 2 IN	2,377.18	2,377.18
02/21/2019	99747	08986 MELVIN GERTON	REFUND FOR 7724 TURQUOISE ST	36.45	36.45
02/21/2019	99748	07137 GOODYEAR COMMERCIAL TIRE	VEHICLE #105 TIRE	158.50	158.50
02/21/2019	99749	06732 HIRERIGHT, INC.	EMPLOYMENT BACKGROUND SCREENING SERVICES	621.97	621.97
02/21/2019	99750	07848 JARVIS, FAY & GIBSON, LLP	GENERAL COUNSEL SVCS - JANUARY 2019	325.00	325.00
02/21/2019	99751	00468 CORP KAMAN INDUSTRIAL TECH	SPARE BEARINGS FOR STOCK	236.80	236.80
02/21/2019	99752	07943 LABWORKS, LLC	LABWORKS ANNUAL SUPPORT JAN 1 - DEC 31 2	10,098.00	10,098.00
02/21/2019	99753	03958 LIVERMORE AUTO GROUP	VEHICLE #107 REAR BRAKE PARTS SWITCH FOR VEHICLE #80	157.69 69.49	227.18
02/21/2019	99754	07614 MAHLER CONSULTING SERVICE	DEVELOPMENT PROJECT INSPECTION SUPPORT J	9,855.00	9,855.00
02/21/2019	99755	08984 KAREN MAURICE	REFUND FOR 8348 CAVALIER LN	55.00	55.00
02/21/2019	99756	00536 MC MASTER-CARR SUPPLY CO.	FY19 DIV53 BPO: OPERATING PARTS & SUPPLI COGEN ACTUATOR ARM PARTS	219.69 29.07	248.76
02/21/2019	99757	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 01/27/19	1,104.00	1,104.00
02/21/2019	99758	04796 NAPA AUTO PARTS	#72 COOLING SYSTEM PARTS	38.63	38.63
02/21/2019	99759	03987 OLIN CHLOR ALKALI PRODUCTS	4928.000 SDG 105004 BACTICIDE 1-30-19	3,494.11	3,494.11
02/21/2019	99760	00620 P G & E	MISC PUMP STNS; COMM CIR ELECTRICITY - J	20,675.79	

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			DISTRICT OFFICE ELECTRICITY - JAN 2019	2,744.15	
			FSL AERATORS; LAB HVAC; FLEET - JAN 2019	1,657.05	
			PUMP STATION R200B ELECTRIC - FEB 2019	1,177.67	
			DO UTILITY BLDG. ELECTRICITY - JAN 2019	114.95	26,369.61
02/21/2019	99761	02467 PETERSON POWER SYSTEMS IN	MISC CHARGES FOR PO# 01010007	147.17	147.17
02/21/2019	99762	05475 PRESIDIO SYSTEMS, INC.	CCTV WORK FOR DEV PROJECTS - CASCADE CT	960.00	
			CCTV WORK FOR DEV PROJECTS - ARNOLD DR.	960.00	
			CCTV WORK FOR DEV PROJECTS - CASCADE ST	916.00	2,836.00
02/21/2019	99763	07229 PULTE	REFUND FOR 7414 KENWOOD RD/RECY IRRIG	503.19	
			REFUND FOR 4320 HEALDSBURG WAY	71.79	
			REFUND FOR 4203 TROLAN LN	65.10	640.08
02/21/2019	99764	02316 RECORDS CONTROL SERVICES	PHYSICAL RECORDS INVENTORY & IMPROVEMENT	1,829.24	1,829.24
02/21/2019	99765	04301 RESOURCE TRENDS, INC.	TRI-VALLEY WATER SUPPLY RELIABILITY	4,500.00	4,500.00
02/21/2019	99766	08990 RAGHU SAMPATHKRISHNA	REFUND FOR 114 ARIANNA LN	153.14	153.14
02/21/2019	99767	08988 MONISH SHAH	REFUND FOR 3946 HAMPDEN CT	54.96	54.96
02/21/2019	99768	08010 SLOAN SAKAI YEUNG & WONG L	LABOR RELATED LEGAL FEES (01/19)	762.30	762.30
02/21/2019	99769	00810 STUDIO BLUE REPROGRAPHICS	15-P018 CONTRACT DOCUMENT	174.80	174.80
02/21/2019	99770	06004 VANGUARD CLEANING SYSTEMS	WWTP CLEANING SERVICE FEB '19	3,045.00	
			FOD CLEANING SERVICE FEB '19	2,845.00	
			LAWWMA CLEANING SERVICE FEB '19	275.00	6,165.00
02/21/2019	99771	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT:JAN 15-31	722.25	722.25
02/21/2019	99772	08561 VERIZON CONNECT	GPS TRACKING SYSTEM JAN. 19	1,304.40	1,304.40
02/21/2019	99773	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	108.79	
			STANDARD SOLUTIONS AND LAB SUPPLIES	31.33	
			STANDARD SOLUTIONS AND LAB SUPPLIES	27.25	167.37

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/21/2019	99774	08423 WATERTALENT LLC	M. MAESTAS: WE 01/27/19	5,400.00	5,400.00
02/21/2019	99775	04061 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	77.55	77.55
02/21/2019	99776	02884 WEST VALLEY CONSTRUCTION	16-A002 VALVE NUT REPLACEMENT @ 6781 DU	8,553.89	8,553.89
02/21/2019	99777	00957 WEST YOST & ASSOCIATES	16-S001 WW COLLECT SYS MASTER PLAN PROF 16-R018 T.O. OC-13 12/1/18 TO 1/4/19	3,939.38 855.00	4,794.38
02/21/2019	99778	06849 OTTO WILLIAMS	REFUND FOR 5468 BELLEVUE CIR	40.71	40.71
02/21/2019	99779	00031 ALLIED FLUID PRODUCTS CORP	HEAT LOOP PUMP REPAIR PARTS	3,110.24	3,110.24
02/21/2019	99780	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 01/27/19	1,732.43	1,732.43
02/21/2019	99781	01013 BARRETT BUSINESS SERVICES	J. CHAMBERS JR.: W/E 1/27/19 L. GOSS: W/E 1/27/19 L. RUMMEL: WE 01/27/19 H. BIRDSSELL: W/E 1/27/19 B. GOMEZ: W/E 1/27/19 B. YENOKIDA: W/E 1/27/19 S. MONTAGUE: W/E 01/27/19 J. HAYES: WE 01/27/19 A. GEHMLICH: WE 01/27/19 N. POON: WE 01/27/19 M. ZAKLAN: WE 01/27/19	832.00 832.00 814.74 782.08 767.00 624.00 526.50 453.41 435.20 345.60 345.60	6,758.13
02/21/2019	99782	00228 STEVE DELIGHT	DELIGHT REIMB EXP FOR MEET AND GREET 02/	52.15	52.15
02/21/2019	99783	03572 BONIFACIO DUENAS	DUENAS REIMB EXP AT GIS VERSION 10.6 WOR	335.38	335.38
02/21/2019	99784	04691 INC. EQUIFAX INFORMATION SV	EQUIFAX	349.42	349.42
02/21/2019	99785	00937 GRAINGER, INC.	MACHINE TOOLS FOR STOCK TOOLS TOOLS	260.22 165.84 52.82	

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			TOOLS	41.56	520.44
02/21/2019	99786	08983 GRIGORY GUTMAN	REFUND FOR 2438 VINTON AVE	40.11	40.11
02/21/2019	99787	03853 ICMA	ICMA 457 DEFERRED COMPENSATION: PAYMENT	40.00	40.00
02/21/2019	99788	04594 MCCAMPBELL ANALYTICAL INC	SAMPLE ANALYSES	664.20	
			SAMPLE ANALYSES	302.40	966.60
02/21/2019	99789	00628 PACIFIC WATER RESOURCES	PLANT DAFT PRESSURIZATION PUMP REBUILD P	16,252.88	16,252.88
02/21/2019	99790	02470 SHRED-IT USA LLC	SHREDDING SERVICE - FEB 2019 INVOICE	113.92	113.92
02/21/2019	99791	00805 SUE STEPHENSON	STEPHENSON REIMB EXP AT FEBRUARY 2018 WO	22.00	22.00
02/21/2019	99792	00762 TEST AMERICA LABORATORIES	SAMPLE ANALYSES	82.50	
			SAMPLE ANALYSES	27.50	110.00
02/21/2019	99793	00843 THE COVELLO GROUP INC	07-3203 T.O. OC-9 11/23/18 TO 12/27/18	11,845.00	
			16-R014 T.O. 1 11/23/18 TO 12/27/18	4,980.00	
			15-P018 T.O. 2 11/23/18 TO 12/27/18	3,440.00	
			16-P028 AND 18-P010 T.O. OC-10 11/23/18	2,876.25	
			17-P004 T.O. 1 11/23/18 TO 12/27/18	1,720.00	24,861.25
02/21/2019	99794	05026 UNIVAR USA INC.	65 GAL 12.5% SODIUM HYPOCHLORITE FOR FOD	350.69	350.69
02/28/2019	99795	00710 AAI TERMITE & PEST CONTROL	LAVWMA PEST CONTROL FEB 2019	76.00	76.00
02/28/2019	99796	03460 ACCO ENGINEERED SYSTEMS II	DERWA - MAINTENANCE FEB '19	540.00	540.00
02/28/2019	99797	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 02/03/19	2,149.82	2,149.82
02/28/2019	99798	01013 BARRETT BUSINESS SERVICES	H. BIRDSSELL: W/E 2/3/19	1,089.92	
			B. GOMEZ: W/E 2/3/19	1,040.00	
			B. YENOKIDA: W/E 2/3/19	871.00	
			L. GOSS: W/E 2/3/19	832.00	
			J. CHAMBERS JR.: W/E 2/3/19	832.00	
			S. MONTAGUE: W/E 02/03/19	507.00	

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Dublin San Ramon Services District

From: 2/11/2019 To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			M. ZAKLAN: WE 02/03/19	483.84	
			N. POON: WE 02/03/19	437.76	
			A. GEHMLICH: WE 02/03/19	435.20	6,528.72
02/28/2019	99799	08775 LEA BLEVINS	BLEVINS - DO FLOOD PERSONAL PROPERTY LOS	70.00	70.00
02/28/2019	99800	00099 BUCKLES-SMITH ELECTRIC CO	3W PUMP 1 VFD UPGRADE	1,180.06	1,180.06
02/28/2019	99801	00103 C. OVERAA & CO.	16-R014 PP#22 NOVEMBER 2018 - JANUARY	174,813.13	174,813.13
02/28/2019	99802	03614 CAROLLO ENGINEERS INC.	16-R014 T.O. 1 1/1/19 TO 1/31/19	12,404.50	
			16-R014 T.O. OC-19 1/1/19 TO 1/31/19	10,830.00	
			07-3203 T.O. 2 1/1/19 TO 1/31/19	2,677.00	25,911.50
02/28/2019	99803	03614 CAROLLO ENGINEERS INC.	18-P002 OCT - NOV ACTIVITIES	7,331.00	7,331.00
02/28/2019	99804	00937 GRAINGER, INC.	B. BROUGH ASSET LABELING	284.36	
			KNIFE BLADES & RIVET SET PUNCH	10.91	295.27
02/28/2019	99805	01273 SIMONE GRASHUIS	GRASHUIS - DO FLOOD PERSONAL PROPERTY LO	120.00	120.00
02/28/2019	99806	04424 GRAYBAR ELECTRIC COMPANY	MATERIALS FOR LED FIXTURES TURNOUT 1 & 2	954.08	
			SHOP STOCK MATERIAL	471.62	
			S.S. STRUT TO SUPPORT NEW ORT STRAINER C	200.17	
			TAPS TO RELOCATE GEN PLUG AT LS2	119.25	
			PARTS	43.95	1,789.07
02/28/2019	99807	03853 ICMA	ICMA 457 DEFERRED COMPENSATION: PAYMENT	57,151.53	57,151.53
02/28/2019	99808	00439 IUOE LOCAL 39	LOCAL 39 UNION DUES: PAYMENT	4,699.11	4,699.11
02/28/2019	99809	08903 ROPER MACARAEG	MACARAEG REIMB EXP FOR FEBRUARY 2019	29.12	29.12
02/28/2019	99810	03653 LORI MARTIN	MARTIN - DO FLOOD PERSONAL PROPERTY LOSS	10.00	10.00
02/28/2019	99811	04594 MCCAMPBELL ANALYTICAL INC	SAMPLE ANALYSES	100.80	100.80
02/28/2019	99812	02076 NORTHERN TOOL & EQUIPMENT	FOD TRAILER REPAIR	159.99	159.99

Check History Description Listing

Dublin San Ramon Services District

From: 2/11/2019

To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/28/2019	99813	01078 STEFANIE OLSON	OLSON - DO FLOOD PERSONAL PROPERTY LOSS	160.00	160.00
02/28/2019	99814	01293 PK SAFETY SUPPLY	TRAFFIC VESTS W/DISTRICT LOGO	1,140.35	1,140.35
02/28/2019	99815	05490 JESSIE VALDEZ	VALDEZ - DO FLOOD PERSONAL PROPERTY LOSS	324.50	324.50
02/28/2019	99816	06643 WEIR TECHNICAL SERVICES	MANAGEMENT SERVICES - JANUARY 2019	5,816.51	5,816.51
02/28/2019	99817	02880 WUNDERLICH-MALEC SYSTEMS	05-3103 FSL SCADA IMPROVEMENTS	4,805.00	4,805.00
02/28/2019	99818	01738 3T EQUIPMENT COMPANY INC.	#110 TUBE RACK VALVE	395.34	395.34
02/28/2019	99819	07772 ABACUS IMT, INC.	COGEN CATALYSTS	10,471.13	10,471.13
02/28/2019	99820	07554 AIRGAS USA, LLC	LABORATORY GAS AND CYLINDER RENTAL	421.52	421.52
02/28/2019	99821	07554 AIRGAS USA, LLC	FY19 DIV53 BPO: WELDING SUPPLIES RENT	132.58	
			RENT CYL LARGE NITROGEN JAN 19	81.49	214.07
02/28/2019	99822	06552 SOLUTIONS INC. AMERICAN COI	AMERICAN CONSER & BILL SOLUTIONS INC	2,421.00	
			AQUAHAWK RECYCLED WATER LICENSE WEEKLY R	175.00	2,596.00
02/28/2019	99823	00058 ARROWHEAD MOUNTAIN SPRIN	LAVWMA BOTTLED WATER SERVICE JAN '19	8.73	8.73
02/28/2019	99824	01568 ASBURY ENVIRONMENTAL SVCS	USED OIL	423.62	423.62
02/28/2019	99825	06211 ASSOCIATED SERVICES CO.	MONTHLY BEVERAGE DELIVERY SERVICE FOR DO	331.81	331.81
02/28/2019	99826	00622 AT&T	C3 - TELE SVCS 12/13/18 - 01/12/19	686.93	686.93
02/28/2019	99827	00622 AT&T	LAVWMA PS PHONE & DSL - FEB '19	500.59	500.59
02/28/2019	99828	08684 BIOGAS ENGINEERING	16-P028 T.O. 1 1/31/19	6,240.00	6,240.00
02/28/2019	99829	08428 CAL ENGINEERING & GEOLOGY,	DO FLOOD T.O. OC -4 SERVICES THRU 1/31/1	12,837.23	12,837.23
02/28/2019	99830	00107 CALCO FENCE, INC.	NEW GATE @ FOF	6,117.00	6,117.00
02/28/2019	99831	01085 CALPERS LONG-TERM CARE PR	LONG-TERM CARE: PAYMENT	68.12	68.12
02/28/2019	99832	00105 DEPT 34261 CAL-STEAM	SUPPLIES FOR TRUCK #80	121.45	121.45
02/28/2019	99833	00136 CDW GOVERNMENT INC.	ADOBE ACROBAT PRO DC 3RD YEAR RENEWAL	2,000.00	2,000.00

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/28/2019	99834	07919 COMTEL SYSTEMS TECHNOLOG	DIV 54 SECURITY SERVICE CALL 12/19 SERVICE CALL @ FOF - LOBBY DOOR IS	620.00 387.50	1,007.50
02/28/2019	99835	08924 CRYSTAL COMMUNICATIONS	P25 RADIO PARTS	806.12	806.12
02/28/2019	99836	06700 DETECTOR SERVICE CENTER, II	ECD RADIATION WIPE TEST	35.00	35.00
02/28/2019	99837	08029 ATTN: TREASURY MANAGEMEN	16-R014 PP #22 OVERAA ESCROW ACCT	9,202.27	9,202.27
02/28/2019	99838	02656 FASTENAL COMPANY	MISC REPAIR PARTS FOF PPE FOF PPE BLDG S PPE BLDG S PPE BLDG A PPE BLDG A PPE BPO - FY19 MISC REPAIR PARTS	539.94 360.91 321.69 166.86 108.23 99.85 24.04 11.53	1,633.05
02/28/2019	99839	00313 FASTSIGNS	NAMEPLATE FOR LAVWMA AND DERWA LAVWMA DIRECTOR JULIE TESTA NAMEPLATE	60.79 21.85	82.64
02/28/2019	99840	00314 FEDEX	OVERNIGHT SHIPPING SERVICE	523.17	523.17
02/28/2019	99841	02914 STATE OF CALIFORNIA FRANCHI	FRANCHISE TAX BOARD: PAYMENT	150.00	150.00
02/28/2019	99842	00328 FRANK A. OLSEN CO.	PS300B DISCHARGE VALVE	2,274.08	2,274.08
02/28/2019	99843	03149 HDS WHITE CAP CONST SUPPLY	TOOLS FOR TRUCK #80 BPO - FY19 MISC REPAIR PARTS	258.46 188.08	446.54
02/28/2019	99844	00394 HILTI, INC.	DAFT GATE INSTALL SUPPLIES AND PARTS FOR	369.83	369.83
02/28/2019	99845	07017 HYDROSCIENCE ENGINEERS, IN	CLEAN WATER PROGRAM ADMIN ASSISTANCE THR	2,125.00	2,125.00
02/28/2019	99846	07844 ICE SAFETY SOLUTIONS INC.	FA & CPR TRAINING ARIEAL LIFT TRAINING - 8 STUDENTS	1,700.00 900.00	2,600.00
02/28/2019	99847	01376 J & M INC	MTR RTN 63002801	3,583.84	3,583.84

Check History Description Listing

Dublin San Ramon Services District

From: 2/11/2019 To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/28/2019	99848	07481 J.N. ABBOTT DISTRIBUTOR, INC.	OIL FOR COGEN ENGINES	4,163.95	4,163.95
02/28/2019	99849	01225 KAESER COMPRESSORS, INC	SPARE PARTS UV AIR COMPRESSORS	148.25	148.25
02/28/2019	99850	03958 LIVERMORE AUTO GROUP	#38 REAR BRAKES	333.68	
			#107 CALIPERS	259.09	
			#107 BRAKE FLUID	33.82	626.59
02/28/2019	99851	07614 MAHLER CONSULTING SERVICE	DEVELOPMENT PROJECT INSPECTION JAN 16-31	14,040.00	14,040.00
02/28/2019	99852	05407 MALLORY SAFETY & SUPPLY LL	DIV56 BPO: SAFETY EQUIPMENT & SUPPLIES	1,152.60	1,152.60
02/28/2019	99853	00536 MC MASTER-CARR SUPPLY CO.	GASKETS FOR STOCK	28.87	28.87
02/28/2019	99854	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 02/03/19	1,449.00	1,449.00
02/28/2019	99855	04231 MSC INDUSTRIAL SUPPLY CO	DOLLY'S FOR SHOP USE	174.59	174.59
02/28/2019	99856	00585 C/O LACY CASTRO NCBPA	KHAW - 2019 NCBPA MEMBERSHIP RENEWAL	40.00	
			OLSON - 2019 NCBPA MEMBERSHIP RENEWAL	40.00	80.00
02/28/2019	99857	03987 OLIN CHLOR ALKALI PRODUCTS	4963 GALS SHIP 2-6-19 DSRSD	3,499.78	3,499.78
02/28/2019	99858	00620 P G & E	LAVWMA PS FEEDER A - FEB 2019	85,048.07	
			LAVWMA PS FEEDER B - FEB 2019	66,257.19	
			LAVWMA PIPELINE & LIVERMORE LINE - FEB 2	524.55	
			RESERVOIR 3A ELECTRICITY - JAN 2019	47.09	151,876.90
02/28/2019	99859	08356 PACE SUPPLY	BRASS COUPLINGS & NIPPLES	1,346.46	1,346.46
02/28/2019	99860	07334 PATTERSON ENTERPRISES	D. HIGARES FA/CPR TRAINING	69.00	69.00
02/28/2019	99861	04211 PLATT ELECTRIC SUPPLY	PARTS	7,123.71	
			SHOP TOOLS	283.76	
			M/P HEATERS FOR HRS PUMP IN COGEN	156.34	
			1" LOCKNUT WRENCH	124.27	
			WIRE FORMING TOOL TO RELOCATE GEN PLUG @	41.27	
			1/2" & 3/4" LOCK NUT WRENCHES	22.90	

Check History Description Listing

Dublin San Ramon Services District

From: 2/11/2019

To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
			SHOP TOOL CONSUMABLES	21.43	7,773.68
02/28/2019	99862	04105 R & B COMPANY	MISC REPAIR PARTS	1,884.56	
			MISC REPAIR PARTS	1,492.96	
			SUPPLIES FOR TRUCK #80	1,385.80	
			MISC REPAIR PARTS	1,136.20	5,899.52
02/28/2019	99863	01775 R & B EQUIPMENT INC	RTND MTR 77822382	1,575.10	1,575.10
02/28/2019	99864	08024 SAFETY COMPLIANCE MANAGEI	RESPIRATOR FIT TESTS 15 X 55/FT TEST 12-	1,225.00	1,225.00
02/28/2019	99865	08339 SAN FRANCISCO ELEVATOR INC	DIV53 ELEVATOR ROUTINE MAINTENANCE	342.00	342.00
02/28/2019	99866	08998 STEPHANIE DIANE SIMMONS	FINAL PAYMENT TO BENEFICIARY	4,505.69	4,505.69
02/28/2019	99867	01298 SMITH DENISON	MTR RTN 78228008	1,945.64	1,945.64
02/28/2019	99868	00786 SNAP-ON INDUSTRIAL	SOCKET SET FACILITIES	629.82	
			SAND FOR BLASTER FLEET	477.31	1,107.13
02/28/2019	99869	00825 SWRCB - ATTN: ACCT OFFICE	MAT MCGRATH DWOCB GRADE D3 CERT RENEWAL	90.00	90.00
02/28/2019	99870	08848 TEECOM	CIP 18-P009 PROF SRVS THRU 1-31-19 DSRS	1,600.00	1,600.00
02/28/2019	99871	06650 TOKAY SOFTWARE	TOKAY WEB TEST ENTRIES JANUARY 2019	18.00	18.00
02/28/2019	99872	07880 TRUMARK HOMES	RTND MTR 1637114	708.95	708.95
02/28/2019	99873	00891 POST OFFICE U S POSTMASTER	12 MONTH RENTAL - PO BOX CC 2019	308.00	308.00
02/28/2019	99874	01222 IRS UNITED STATES TREASURY	GARNISHMENT - IRS: PAYMENT	420.50	420.50
02/28/2019	99875	00556 UNITED WAY OF THE BAY AREA	UNITED WAY: PAYMENT	175.07	175.07
02/28/2019	99876	00924 VERIZON WIRELESS	CELL PHN SVC AND EQUPTMNT CHARGES 2/4/1	5,212.80	5,212.80
02/28/2019	99877	00933 VWR INTERNATIONAL, INC.	STANDARD SOLUTIONS AND LAB SUPPLIES	315.52	
			STANDARD SOLUTIONS AND LAB SUPPLIES	80.21	
			STANDARD SOLUTIONS AND LAB SUPPLIES	22.59	418.32
02/28/2019	99878	00943 WATER EDUCATION FOUNDATIO	5TH GRADE RECYCLED WATER BOOKLETS	2,635.63	2,635.63

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
02/28/2019	99879	08423 WATERTALENT LLC	M. MAESTAS: WE 02/03/19	3,240.00	3,240.00
02/28/2019	99880	02780 WORKSMART AUTOMATION INC.	QUOTE SRV19-3119	1,348.00	1,348.00
03/04/2019	2015	00494 PERS	RETIREMENT: PAYMENT	102,007.87	102,007.87
03/04/2019	8147	05511 DISBURSEMENT UNIT CALIFORNIA	CHILD SUPPORT GARNISHMENT: PAYMENT	699.23	699.23
03/04/2019	2186959	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	232.92	232.92
03/04/2019	1511747392	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	40.00	40.00
03/05/2019	77233984	00559 EDD - PAYROLL	CALIFORNIA STATE TAXES: PAYMENT	31,075.67	31,075.67
03/05/2019	462150366	00558 IRS - PAYROLL TAXES	FEDERAL WITHHOLDING TAXES: PAYMENT	153,870.43	153,870.43
03/07/2019	99881	07832 CAROL ATWOOD	ATWOOD REIMB MILEAGE 01/09/19-01/30/19	48.60	
			ATWOOD REIMB MILEAGE 02/01/19-02/27/19	37.58	
			ATWOOD REIMB MILEAGE 12/03/18-12/28/18	22.56	108.74
03/07/2019	99882	01013 BARRETT BUSINESS SERVICES	P. MULLEN: WE 02/10/19	1,592.46	1,592.46
03/07/2019	99883	01013 BARRETT BUSINESS SERVICES	H. BIRDSELL: W/E 2/10/19	1,139.84	
			B. GOME: W/E 2/10/19	1,040.00	
			J. CHAMBERS JR.: W/E 2-10-19	1,040.00	
			L. RUMMEL: WE 02/03/19	902.48	
			L. RUMMEL: WE 02/10/19	902.48	
			B. YENOKIDA: W/E 2/10/19	832.00	
			L. GOSS: W/E 2/10/19	832.00	
			S. MONTAGUE: W/E 02/10/19	702.00	
			N. POON: WE 02/10/19	437.76	
			M. ZAKLAN: WE 02/10/19	437.76	
			A. GEHMLICH: WE 02/10/19	435.20	8,701.52
03/07/2019	99884	00099 BUCKLES-SMITH ELECTRIC CO	3 WATER PUMP #1 VFD UPGRADE	8,177.36	8,177.36
03/07/2019	99885	00103 C. OVERAA & CO.	17-P004 WORK ORDER PERIOD 1/31/19	11,000.00	11,000.00

Check History Description Listing

Dublin San Ramon Services District

From: 2/11/2019 To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
03/07/2019	99886	03614 CAROLLO ENGINEERS INC.	15-P018 T.O. OC-20 1/1/19 TO 1/31/19 16-A002 T.O. OC-10 ESDC 6/1/18 TO 6/30/1	23,371.50 3,607.98	26,979.48
03/07/2019	99887	07915 JEFF CARSON	CARSON REIMB FOR SWRCB D3 CERT. FEE	90.00	90.00
03/07/2019	99888	03165 ESRI, INC.	ESRI ARCGIS RENEWAL 5/1/19-4/30/20 ESRI ONLINE FIELD WORKER TERM LICENSE/VI	11,218.27 1,900.00	13,118.27
03/07/2019	99889	00937 GRAINGER, INC.	LOCKS FOR LOTO PSR20 AIR COMPRESSOR AUTO DRAIN BATTERIES FOR FACILITIES STAND BRACKETS FOR ORT STRAINER CTRL PAN	163.02 131.31 53.61 21.74	369.68
03/07/2019	99890	04424 GRAYBAR ELECTRIC COMPANY	SHOP STOCK MATERIAL ELECTRICAL TEST LEAD SETS	5,119.82 176.42	5,296.24
03/07/2019	99891	00362 GSE CONSTRUCTION CO., INC.	07-3203 - PP#16 NOVEMBER 2018 - JANUAR	264,794.85	264,794.85
03/07/2019	99892	01123 JEREMY HENDRYX	HENDRYX REIMB EXP FOR D3 CERTIFICATE FEE	90.00	90.00
03/07/2019	99893	03976 JMB CONSTRUCTION, INC	16-A002 PP #9 - OCTOBER 2018 - FEBRUARY	225,663.95	225,663.95
03/07/2019	99894	00485 KOFF & ASSOCIATES INC.	CLASSIFICATION STUDY	14,560.00	14,560.00
03/07/2019	99895	04594 MCCAMPBELL ANALYTICAL INC	SAMPLE ANALYSES SAMPLE ANALYSES SAMPLE ANALYSES	332.10 302.40 100.80	735.30
03/07/2019	99896	07109 DANIEL MCINTYRE	MCINTYRE REIMB EXP FOR JAN 2019 :	120.53	120.53
03/07/2019	99897	03039 LISA OLIVIERI	OLIVIERI REIMB FEB 2019 MILEAGE	49.76	49.76
03/07/2019	99898	05127 VISION SERVICE PLAN - CA (VSF	MARCH 2019 - VISION	2,880.81	2,880.81
03/07/2019	99899	03622 JUDY ZAVADIL	CENTRAL CONTRA COSTA SANITARY DISTRICT M	26.91	26.91
03/07/2019	99900	01719 A & M PRINTING, INC.	BUSINESS CARDS FOR R. THOMPSON & I. SURO	76.48	76.48
03/07/2019	99901	03872 ACSDA	2019 ACSDA ANNUAL DINNER - M. MISHELOFF	49.00	49.00

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
03/07/2019	99902	07554 AIRGAS USA, LLC	SHHOP WELDING SUPPLIES	260.76	260.76
03/07/2019	99903	06091 TRAINING CENTER ALAMEDA CC	ALCO PROMOTING EMPLOYEE ENGAGEMENT COURS	125.00	125.00
03/07/2019	99904	01076 ALSCO INC	FOF TOWELS & MAT SERVICE FEB '19 WWTP TOWEL & MAT SERVICE FEB '19	514.36 462.44	976.80
03/07/2019	99905	01954 ANDERSON'S UNIFORMS	UNIFORM ITEMS FOR V. SEVILLA	260.29	260.29
03/07/2019	99906	06349 ARCSINE ENGINEERING	16-A005 T.O. 1 1/1/19 TO 1/31/19	3,097.25	3,097.25
03/07/2019	99907	00057 DEPT: 999239 ARMA INTERNATI	ARMA 2019 MEMBERSHIP RENEWAL - NICOLE GE	220.00	220.00
03/07/2019	99908	00058 ARROWHEAD MOUNTAIN SPRIN	FOD BOTTLED WATER JAN & FEB '19	57.59	57.59
03/07/2019	99909	07138 CALIFORNIA WATER TECHNOLO	39660.00 FERROUS CHLORIDE DELIVERED 2-11	4,903.75	4,903.75
03/07/2019	99910	00105 DEPT 34261 CAL-STEAM	PARTS FOR POLYMER MANIFOLD	94.90	94.90
03/07/2019	99911	04574 CALTROL, INC.	ISOLATION RING ASSEMBLY FOR TWAS PUMP HI	3,048.18	3,048.18
03/07/2019	99912	08969 CHEMTRAC	16-R014 PARTICLE COUNTER	18,285.00	18,285.00
03/07/2019	99913	01167 CITY OF DUBLIN	DSRSD LANDSCAPE SERVICES - JAN 2019	11,164.09	11,164.09
03/07/2019	99914	08926 CORT	DO FLOOD: CUBE RENTAL THRU 1/31/19 AND S	44,886.29	44,886.29
03/07/2019	99915	00241 DGS OFS SVC REVOLVING FUNE	NATURAL GAS SERVICE @ WWTP - JAN 2019	19,007.90	19,007.90
03/07/2019	99916	00307 FAIRWAY EQUIPMENT & SUPPLY	MATERIAL FOR CART CHARGING STATIONS	779.61	779.61
03/07/2019	99917	02656 FASTENAL COMPANY	SUPPLIES FOR VALVE REPAIRS	351.52	351.52
03/07/2019	99918	00314 FEDEX	OVERNIGHT DELIVERY SERVICE 2-14-19	19.85	19.85
03/07/2019	99919	00352 GOLDEN STATE FLOW MEASURI	FY19 SENSUS METERS FY19 SENSUS METERS	5,017.85 411.15	5,429.00
03/07/2019	99920	03149 HDS WHITE CAP CONST SUPPLY	2 ELECTRIC SUBMERSIBLE PUMPS FOR TRUCK #	791.17	791.17
03/07/2019	99921	07523 ID ARCHITECTURE	DOFLOOD T.O. 5 JANUARY SERVICES	2,325.00	2,325.00
03/07/2019	99922	00417 IDEXX DISTRIBUTION, INC	LAB CHEMICALS AND SUPPLIES	2,538.47	2,538.47

Check History Description Listing

Dublin San Ramon Services District

From: 2/11/2019 To: 3/10/2019

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
03/07/2019	99923	06061 JACKSON LEWIS LLP	GENERAL LEGAL FEES (01/19)	1,708.00	1,708.00
03/07/2019	99924	01225 KAESER COMPRESSORS, INC	PARTS FOR PLANT AIR COMPRESSORS	1,291.17	1,291.17
03/07/2019	99925	08876 KIDS FOR THE BAY	ACL ORDER # R2-2018-1006 DSRSD - MILESTO	13,338.10	13,338.10
03/07/2019	99926	05957 LANDIA, INC.	REPAIR ONE OF THE AERATION MIXERS	4,866.51	4,866.51
03/07/2019	99927	03958 LIVERMORE AUTO GROUP	VEHICLE #94 CLUSTER	734.74	734.74
03/07/2019	99928	05897 MERIT RESOURCE GROUP	A. MCCAFFERY: WE 03/03/19	1,449.00	
			A. MCCAFFERY: WE 02/10/19	1,345.50	2,794.50
03/07/2019	99929	04796 NAPA AUTO PARTS	FILTERS FOR DREDGE	298.84	
			VEHICLE #73 PARTS	52.87	
			STOCK ORDER	38.22	
			VEHICLE #72 WHEEL SEALS & FLUID	37.06	426.99
03/07/2019	99930	03987 OLIN CHLOR ALKALI PRODUCTS	4962 GALS SHIP 2-12-19 DSRSD	3,518.22	3,518.22
03/07/2019	99931	00620 P G & E	MISC PUMP STNS; RESERVOIRS; TO'S ELEC -	28,242.90	
			DEPARTING LOAD NON-BYPASSABLE CHARGES -	598.08	
			DUBLIN LIFT STN (NEW LS1) ELECTRICITY -	224.94	29,065.92
03/07/2019	99932	08356 PACE SUPPLY	BRASS COUPLING (7)	176.73	176.73
03/07/2019	99933	02467 PETERSON POWER SYSTEMS IN	PARTS FOR COGEN	4,240.84	
			PARTS FOR COGEN	1,190.70	5,431.54
03/07/2019	99934	04211 PLATT ELECTRIC SUPPLY	LOCKNUT WRENCH FOR TIGHT SPACES	13.94	13.94
03/07/2019	99935	00663 PLEASANTON GARBAGE SVC IN	DSRSD OWNED 20 YARD DROP BOX PICK-UP	627.80	627.80
03/07/2019	99936	05543 PREFERRED BENEFIT INSURAN	MARCH 2019 - DENTAL	22,930.30	22,930.30
03/07/2019	99937	04105 R & B COMPANY	MISC REPAIR PARTS	2,842.69	
			METER GASKETS	415.15	3,257.84
03/07/2019	99938	03115 R & S ERECTION OF CONCORD I	DOOR AT PUMP STATION BINDS UP NEEDS SERV	255.00	255.00

Bank code: apbank

Date	Check #	Vendor	Description	Amount Paid	Check Total
03/07/2019	99939	08682 RAFTELIS FINANCIAL CONSULTA	PROF SVCS 12/1/18-01/31/19-WATER RATE ST	8,816.25	8,816.25
03/07/2019	99940	02316 RECORDS CONTROL SERVICES	PHYSICAL RECORDS INVENTORY & IMPROVEMENT	1,297.12	1,297.12
03/07/2019	99941	04044 SCOTT VALLEY BANK	07-3203 PP#16 - NOVEMBER 2018 - JANUARY	13,938.15	13,938.15
03/07/2019	99942	00786 SNAP-ON INDUSTRIAL	SOAP FOR FLEET PARTS WASHER	208.12	208.12
03/07/2019	99943	00903 UNITED RENTALS, INC.	DROUGHT GARDEN @ DO MINI EXCAVATOR BUCKE MINI EXCAVATOR BUCKET 24" - DROUGHT GARD	2,010.42 65.55	2,075.97
03/07/2019	99944	00896 USA NORTH 811	CALIFORNIA STATE FEE FOR REGULATORY COST	4,842.94	4,842.94
03/07/2019	99945	00912 OCC SERVICES VALLEY CARE H	PRE-EMPLOYMENT PHYSICAL - T. LEONARDO PRE-EMPLOYMENT PHYSICAL - C. YANG PRE-EMPLOYMENT PHYSICAL - K. NEWBERRY	138.00 98.00 98.00	334.00
03/07/2019	99946	00920 VASCO ROAD LANDFILL	UNLOADING OF WWTP SOLIDS/GRIT:1-31-19 TH	832.73	832.73
03/07/2019	99947	08423 WATERTALENT LLC	M. MAESTAS: WE 02/10/19	5,400.00	5,400.00
03/07/2019	99948	04061 WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES JANITORIAL SUPPLIES JANITORIAL SUPPLIES	2,267.90 258.00 154.55	2,680.45
03/07/2019	99949	00987 ATTN: ACCOUNTING ZONE 7 WA	2019 DOUGHERTY VALLEY SURCHARGE TREATED WATER SERVICE JAN '19	2,066,712.71 989,944.26	3,056,656.97
03/08/2019	1001271537	01111 CALPERS	MARCH 2019 - ER CODE 0740 (PERS)	217,011.98	217,011.98
03/08/2019	1001271539	01111 CALPERS	MARCH 2019 - ER CODE 7316 (NON-PERS)	2,257.48	2,257.48
302 checks in this report				Total Checks:	8,571,758.94



TITLE: Approve Increase to the Construction Change Order Contingency for the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203)

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Resolution, a \$25,000 increase to the in construction change order contingency for the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203) from \$700,000 to \$725,000.

SUMMARY:

On November 20, 2018, the Board approved a \$150,000 increase to the construction change order contingency for the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203) from \$550,000 to \$700,000. The increase was based on estimates for several change orders. The change orders have been completed on a time and materials basis, and the cost of the work was \$25,000 more than estimated. Staff recommends the Board approve a \$25,000 increase to the construction change order contingency from \$700,000 to \$725,000.

Originating Department: Engineering Services	Contact: R. Portugal	Legal Review: Not Required
Cost: \$25,000	Funding Source: Regional Wastewater Replacement (Fund 310) -11% Regional Wastewater Expansion (Fund 320) -89%	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	33 of 85	

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

WHEREAS, on June 20, 2017, the Board of Directors awarded the construction 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, on June 20, 2017, the Board of Directors authorized a project change order contingency of \$550,000; and

WHEREAS, on November 20, 2018, the Board of Directors authorized an increase to the change order contingency of \$150,000, which resulted in a total authorized change order contingency of \$700,000; and

WHEREAS, when the change order contingency was increased, it was based on estimated costs for several work items; and

WHEREAS, an increase to the construction change order contingency of \$25,000 is necessary to cover the final change orders.

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 construction change order contingency for the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203) is increased by \$25,000 from \$700,000 to \$725,000 total.
2. The General Manager is authorized to approve construction change orders for the Anaerobic Digester No. 4 and FOG Receiving Facility Project (CIP 07-3203) in an amount not to exceed \$725,000.

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 19th day of March, 2019, and passed by the following vote:

AYES:

NOES:

ABSENT:

Madelyne A. Misheloff, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Reject All Construction Bids for the Foul Air Line Rehabilitation Project (CIP 15-P018)

RECOMMENDATION:

Staff recommends the Board of Directors hold a public hearing (if requested by the low bidder), regarding the rejection of the bids for the Foul Air Line Rehabilitation Project (CIP 15-P018) per California Public Contract Code Section 22038 and, by Resolution, reject all construction bids for the Project.

SUMMARY:

DSRSD bid the Foul Air Line Rehabilitation Project (CIP 15-P018) on January 29, 2019 with an engineer’s cost estimate of \$1,040,000. Three bids were received on February 28, 2019 ranging from \$1,376,599 to \$ 2,168,739. It has since come to staff’s attention that Bid Item 6, “Asphalt Concrete Pavement Repair and Replacement” in the Bid Schedule. Section 00310 specified the incorrect units, specifying Square Feet (SF) rather than the correct unit, Square Yards (SY).

California Public Contract Code Section 22038 provides an opportunity for the low bidder to appear at a public hearing before the Board acts to reject all bids on a project. Staff, therefore, recommends that the Board hold a public hearing, if the low bidder requests one, before acting on staff’s recommendation to reject the bids for the Foul Air Line Rehabilitation Project (CIP 15-P018). Due to the material error in the bid, which could increase by over nine times the amount to be paid for asphalt concrete pavement and repair, and which in turn could increase the overall construction cost by approximately 20%, staff recommends the Board reject all bids.

The bidders have been notified of the error and staff’s recommendation to reject all bids. In order to expedite the project construction, staff has rebid the project. Should the Board decide to not reject the bids, the rebid will be terminated by staff.

Originating Department: Engineering Services	Contact: R. Portugal	Legal Review: Yes
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	35 of 85	

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF DUBLIN SAN RAMON SERVICES DISTRICT REJECTING ALL CONSTRUCTION BIDS FOR FOUL AIR LINE REHABILITATION PROJECT (CIP 15-P018)

WHEREAS, on January 28, 2019, the District Secretary advertised for bid for the Foul Air Rehabilitation Project (Project) (CIP 15-P018); and

WHEREAS, on February 28, 2019, pursuant to said advertisement, three bids were received for the Project; and

WHEREAS, after bids were opened, it was observed that the Bid Schedule, Section 00310, had incorrectly listed the units for Bid Item 6, "Asphalt Concrete Pavement Repair and Replacement" as Square Feet (SF), rather than the correct units, Square Yards (SY); and

WHEREAS, staff recommends the Board reject all bids.

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:

All bids for the Foul Air Rehabilitation Project (CIP 15-P018) are hereby rejected.

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 19th day of March, 2019, and passed by the following vote:

AYES:

NOES:

ABSENT:

Madelyne A. Misheloff, President

ATTEST: _____
Nicole Genzale, District Secretary



TITLE: Public Hearing: Receive Input from the Community Regarding Boundaries and Composition of Divisions to Be Established for Division-Based Elections Pursuant to Elections Code Section 10010, and Provide Direction

RECOMMENDATION:

Staff recommends the Board of Directors hold the third public hearing to receive input from the community regarding the boundaries and composition of divisions to be established for division-based elections for Directors pursuant to Elections Code Section 10010, and provide direction to staff and the District’s independent demographer, Wagaman Strategies, regarding any preferred configurations and changes or additions to the draft maps.

SUMMARY:

On January 15, 2019, the Board of Directors adopted a resolution of intent to transition from an at-large to a division-based election system in conformance with the California Voting Rights Act of 2001 (“CVRA”). The Board of Directors considered adoption of the resolution after the District received a letter on November 6, 2018 from Walnut Creek attorney Scott Rafferty, on behalf of the Bay Area Voting Rights Initiative (“BAVRI”), asserting that "racially polarized voting" is occurring in the San Ramon Valley, and that the District’s at-large electoral system therefore violates the CVRA. Mr. Rafferty’s letter threatened litigation unless the District voluntarily transitioned to division-based elections in time for the November 3, 2020 election. After weighing the legal implications and potential costs of litigation, the Board decided to adopt the resolution of intent and begin the transition process.

Based on comments received from members of the public and direction received from the Board of Directors during the prior public hearings, four alternative maps have been prepared for consideration. The four maps are identified by a special name based on color, to minimize any bias in favor or opposition to any option from a numerical designation. The four names are: Red, Yellow, Purple, and Green. This third public hearing is primarily for the purpose of receiving public input regarding the boundaries and composition of divisions as set forth on the four maps and on any alternative maps that might be proposed by members of the community; this hearing is the first of two hearings to enable the Board to receive input on the draft maps and on any alternative maps that might be proposed.

The fourth public hearing will be held to receive and consider further input from the community concerning the composition of the divisions, and for the Board to select the final map. The hearing will be held at the Board meeting scheduled for Tuesday, April 2, 2019, and will be held at the Shannon Community Center, Ambrose Hall in Dublin.

The tentative timeline for the entire transition process is included as Attachment 5 to the staff report. The public meetings are being held on regularly scheduled Board meeting dates at locations throughout the District’s service area to facilitate participation in this process by all of its citizens and customers.

Originating Department: Office of the General Manager	Contact: C. Nelson/N. Genzale	Legal Review: Yes
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)		

STAFF REPORT



District Board of Directors
March 19, 2019

Public Hearing: Receive Input from the Community Regarding Boundaries and Composition of Divisions to Be Established for Division-Based Elections Pursuant to Elections Code Section 10010, and Provide Direction

BACKGROUND

On January 15, 2019, the Board of Directors adopted a resolution of intent to transition from an at-large to a division-based election system in conformance with the California Voting Rights Act of 2001 (“CVRA”). The Board of Directors considered adoption of the resolution after the District received a letter on November 6, 2018 from Walnut Creek attorney Scott Rafferty, on behalf of the Bay Area Voting Rights Initiative (“BAVRI”), asserting that “racially polarized voting” is occurring in the San Ramon Valley, and that the District’s at-large electoral system therefore violates the CVRA. Mr. Rafferty’s letter threatened litigation unless the District voluntarily transitioned to division-based elections in time for the November 3, 2020 election. After weighing the legal implications and potential costs of litigation, the Board decided to adopt the resolution of intent and begin the transition process.

This is the third public hearing to inform the community about the transition process, present options, and receive public input regarding the boundaries and composition of divisions; and the first of two hearings to receive input on the draft map alternatives. Based on the Board of Directors direction, four map alternatives have been prepared for consideration. At the conclusion of tonight’s hearing, the Board of Directors will provide direction to staff and the District’s independent demographer regarding preferred configurations and changes to the draft map alternatives.

The fourth public hearing will be held to receive and consider further input from the community concerning the composition of the divisions and sequencing of elections, and for the Board to select the final map and determine the sequencing of elections. The hearing will be held at the Board meeting scheduled for Tuesday, April 2, 2019, and will be held at the Shannon Community Center, Ambrose Hall in Dublin.

The tentative timeline for the entire transition process is included as Attachment 5 to the staff report. The public meetings are being held on regularly scheduled Board meeting dates at locations throughout the District’s service area to facilitate participation in this process by all of its citizens and customers.

DISCUSSION

On January 15, 2019, the Board of Directors adopted a resolution of intent to transition from an at-large to a division-based election system in conformance with the California Voting Rights Act of 2001 (“CVRA”). The transition will be implemented for the 2020 general municipal election, when three of the five Board of Director seats will be up for election.

Pursuant to Elections Code Section 10010, the District is required to hold at least two public hearings over a period of no more than 30 days before any map or maps of the boundaries for the proposed voting districts are drawn. Following that, two public hearings must be held, over a period of no more than 45 days, regarding the maps showing division boundaries prior to the adoption of the division-based elections ordinance. This is the first of the two hearings to consider configuration of the draft map alternatives prepared by the District’s independent demographer, Mr. Michael Wagaman, from Wagaman Strategies.

Public Outreach and Input

In addition to testimony at the public hearings, District staff has developed a public outreach strategy. Since the Board of Directors adopted the resolution of intent on January 15, 2019, the District immediately engaged in public outreach efforts to help inform the public on division-based elections and to encourage and obtain feedback and input, per the following methods:

- Established a dedicated web page on the District's website to provide information regarding the boundary drawing and transition process, including a toolkit to facilitate drawing communities of interest and proposed division maps: <http://www.dsrdsd.com/about-us/area-based-elections>
- Created a home page slide on the District's website that promotes the meetings and links to the dedicated web page
- Mailed over 38,000 notification postcards to residents and businesses in the District's service area informing them about the District's transition to division-based elections and how they can participate in the process
- Posted ongoing social media outreach to Facebook, Twitter, and Nextdoor
- Issued a press release to local outlets to inform residents and businesses in the District's service about the District's transition to division-based elections and how they can participate in the process
- Issued DSRSDToday news update emails to DSRSD community subscribers
- Published the four draft division maps in the East Bay Times newspaper
- Providing ongoing staff responses to all community inquiries received

No proposed maps have been received from the community as of the date of the agenda publication, March 14, 2019. Input received from the three residents who spoke at the two previously held public hearings (February 5 and 19) has been captured in the Board meeting minutes which are available at www.dsrdsd.com. An overview of public input received by noon on March 14, 2019 is included in the Demographer Presentation (Attachment 1) and Public Input Received on Draft Division Map Alternatives (Attachment 4).

Public Hearings

On February 5, 2019, the first Board of Directors public hearing was held to receive input regarding the boundaries and composition of divisions. Five members of the public attended the public hearing. Two of the attendees were residents who provided public testimony conveying opposition to the District having to transition its election system. Mr. Rafferty then shared his perspective on the CVRA. The Board of Directors asked questions and commented generally on the process of transitioning from at-large to division-based elections, and expressed concerns about possible impacts division-based voting may have on future elections, and candidate and voter opportunities.

On February 19, the second Board of Directors public hearing was held. At that meeting, two members of the public attended. One attendee was a resident who provided public testimony suggesting the Board consider the District's different services and usages when drafting the division maps. Mr. Rafferty also spoke and suggested making the creation of one to two Asian-majority districts a priority, considering the high concentration of Asians in East Dublin and Dougherty Valley. He also suggested the Board consider county lines, types of service areas, and common interests. Mr. Rafferty later expressed support for blended service areas and complimented the Board's careful thinking.

After hearing public testimony, The Board of Directors asked questions and discussed possible criteria, including county lines, service areas, geography, natural borders such as existing communities and thoroughfares, and incumbent location by election year. The Board expressed difficulties developing areas without accurate

population figures. The Board discussed trying to have division boundaries conform with the county lines when possible. Additionally, the Board discussed an alternative approach of encouraging a blended customer base, where divisions might need to cross the county line.

Mr. Wagaman clarified for the record that he always starts with race-neutral criteria and only after drawing plans does he check to make sure the plans appear to comply with the federal Voting Rights Act. In this way, he avoids using race as a predominant factor. He summarized the Board's direction: to draw at least one map that prioritizes county lines and at least one map that prioritizes keeping service districts together to the extent feasible. The Board then discussed commercial versus residential areas, prison population, and build-out of Dougherty Valley for criteria considerations. The Board provided direction not to exclude the prison population when comparing the relative population of the proposed divisions.

Four draft division map alternatives (Red, Yellow, Green, Purple) were published and posted on the District's Area-Based Elections web page on March 1, 2019 and published in the East Bay Times on March 6, 2019. The four draft maps are available as Attachment 2 to the staff report. Population data is available as Attachment 3.

The Board may make the following direction:

- Create additional maps for review at the fourth hearing, and
- Consider any submitted maps from the public for review at the fourth hearing, and
- Amend any of the current four maps, and
- Eliminate any of the maps from further consideration at the fourth hearing.

Analysis of Map Alternatives

Red Map: District 1 is entirely in Contra Costa County and consists of those portions of the Dougherty Valley north and east of the intersection of Bollinger Canyon and Dougherty Roads. District 2 is also entirely in Contra Costa County and consists primarily of the portions of San Ramon between Davona Drive to the west and Bollinger Canyon Road to the east. District 3 is in both Alameda and Contra Costa Counties, with the Contra Costa portion consisting primarily of the portions of San Ramon west of Davona Drive and the Alameda portion consisting primarily of the portions of Dublin west of Village Parkway. District 4 is entirely in Alameda County and consists of central Dublin, roughly bordered by Village Parkway in the west and Hacienda Drive in the east. District 5 is entirely in Alameda County and consists of the portions of Dublin east of Hacienda Drive, and the prison and military facilities.

Yellow Map: Districts 1 and 5 are identical to the Red Map as described above. District 4 is nearly identical to the Red Map except the border along Village Parkway in the west is slightly different. District 2 is entirely in Contra Costa County and consists of the bulk of San Ramon west of Bollinger Canyon Road except for communities to the north and the south of the San Ramon Golf Club. District 3 is in both Alameda and Contra Costa Counties, with the Contra Costa portion consisting primarily of communities to the north and the south of the San Ramon Golf Club and the Alameda portion substantially similar to the Red Map.

Green Map: District 1 is entirely in Contra Costa County and generally consists of most of the Dougherty Valley except those portions south of Windemere Parkway. District 2 is in both Alameda and Contra Costa Counties, with the Contra Costa portion consisting of communities to the north and the south of the San Ramon Golf Club roughly between Broadmoor Drive in the west and Alcosta Blvd in the east and the Alameda portion consisting roughly of the portions of Dublin east of I-680 and west of the military facility. District 3 is in both Alameda and Contra Costa Counties, with the Contra Costa portion consisting primarily of the portions of San Ramon west of Broadmoor Drive and the Alameda portion consisting of the portion of Dublin east of I-680. District 4 is in both Alameda and Contra Costa Counties, with the Contra Costa portion consisting primarily of

Bent Creek Drive area and the Alameda portion roughly bordered by the military facility in the west and Tassajara Road in the east. District 5 is in both Alameda and Contra Costa Counties, with the Contra Costa portion generally consists of the portions of the Dougherty Valley south of Windemere Parkway and the Alameda portion consisting of the portions of Dublin east of Tassajara Road.

Purple Map: Districts 1, 4 and 5 are nearly identical to the Green Map as described above except Districts 1 and 5's border along Windemere Parkway is slightly different, and Districts 1 and 4's border around Bent Creek Road are slightly different. District 2 is in both Alameda and Contra Costa Counties, with the Contra Costa portion consisting of communities to the south of the San Ramon Golf Club and the Alameda portion consisting roughly of the portions of Dublin east of San Ramon Road and west of the military facility. District 3 is in both Alameda and Contra Costa Counties, with the Contra Costa portion consisting primarily of the portions of San Ramon north and west of Alcosta Boulevard and the Alameda portion consisting of the portion of Dublin west of San Ramon Road.

Next Steps

At the conclusion of this public hearing, the Board will provide direction to staff and the independent demographer regarding any changes to the maps for the April 2, 2019 hearing. The revised map or maps will be posted online and published in the newspaper by March 26, 2019.

Selection of the final map and sequencing of elections is scheduled for April 2, 2019. The related ordinance will be introduced on April 16, 2019, and adopted on second reading May 7, 2019. The public is encouraged to attend the public hearings and to provide input via e-mail to contact@dsrcsd.com or mail written input to the District Secretary at the District's Field Operations Facility located at 7035 Commerce Circle, Pleasanton, CA 94588.

Fiscal and Administrative Impacts

The fiscal and administrative impacts to adopt the resolution and to implement the procedures to transition from an at-large election system to a division-based election system within the safe harbor time period will include several dedicated hours from multiple staff and consultants. Anticipated costs include: staff time, General Counsel fees (up to \$25,000), consultant fees for special legal counsel and demographer (up to \$75,000), and customer outreach campaigns (postcard notification costs came to nearly \$21,000), exclusive of potential attorneys' fees to Mr. Rafferty that are limited to \$30,000. A preliminary estimate of the total amount necessary to complete this process, including the above anticipated costs, and others yet unknown, is estimated to be approximately \$200,000. These expenses, which were not anticipated when the budget was approved, will be charged to the District's Administrative Overhead fund (Legislative budget - Division 10) and may require a future budget adjustment.

Once the new division boundaries are adopted, staff does not anticipate any additional costs for the 2020 election beyond those anticipated for an "at-large" election.

Once updated federal census data becomes available in 2021, the District will need to consider adjusting the division boundaries to assure compliance with federal and state voting law. The estimated cost for this work in late 2021 or early 2022 is \$50,000 to \$100,000.

RECOMMENDATION

Staff recommends the Board of Directors hold the third public hearing to receive input from the community regarding the boundaries and composition of divisions to established for division-based elections for Directors pursuant to Elections Code Section 10010, and provide direction to staff and the District’s independent demographer, Wagaman Strategies, regarding any preferred configurations and changes or additions to the draft maps.

ATTACHMENTS:

1. Demographer Presentation
2. Division Map Alternatives (4)
3. Population Data for Map Alternatives
4. Public Input Received on Draft Division Map Alternatives
5. Tentative Timeline

DUBLIN SAN RAMON SERVICES DISTRICT AREA-BASED ELECTIONS

PUBLIC HEARING #3

MICHAEL WAGAMAN
WAGAMAN STRATEGIES
DEMOGRAPHER, CONSULTANT

MARCH 19, 2019



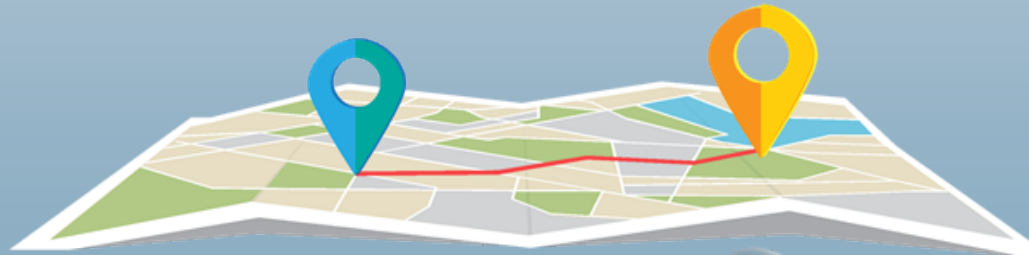
**Dublin San Ramon
Services District**

Water, wastewater, recycled water



BOARD ACTION REQUESTED

- Conduct third public hearing on the Board election divisioning process
- Introduce and receive comments on four draft maps
- Provide direction to staff and the District's independent demographer on:
 - ✓ The preferred map(s) – or new map
 - ✓ Any modifications to the preferred map(s)

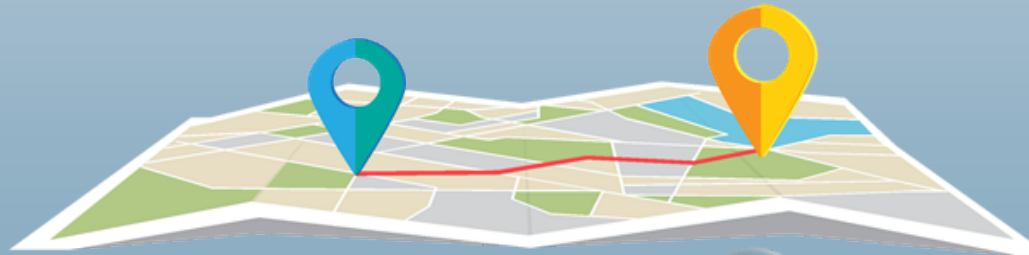


TIMELINE

- Jan 15** Board adopted resolution to transition to area-based elections
- Feb 5** **Public Hearing #1** - Receive public input
- Feb 19** **Public Hearing #2**- Receive public input, provide direction on criteria for boundaries
- Mar 1** Draft maps published
- Mar 19** **Public Hearing #3** - **Public input on draft maps and provide direction on adjustments**
- Mar 26** Revised maps published
- Apr 2** **Public Hearing #4** - Public input on revised maps, and potential selection of map
- Apr 16** Introduction of ordinance
- May 7** **Public Hearing #5** - Adoption of ordinance

FEBRUARY 19 BOARD DIRECTION

- Direction included considering:
 - ✓ Traditional re-divisioning criteria
 - ✓ Public testimony regarding communities of interest
 - ✓ Having only one division cross the county line versus distributing service areas between divisions
 - ✓ Potentially placing three incumbents up in 2020 in same division



MARCH 1 DRAFT MAPS

Plan	Only One Division Crosses County Line	Two Service Areas in Every Division
Three 2020 Members in Same District	Yellow	Purple
Three 2020 Members Not in Same District	Red	Green

PUBLIC INPUT

- **Public hearing speaker comments:**

- ✓ **Feb. 5** – Two Dublin residents expressed opposition to the District transitioning to a division-based election system (and emailed/called with this commentary prior to and after the hearing)
- ✓ **Feb. 19** – One Dublin resident suggested the District’s different services/usages be considered when drafting the division maps (and emailed about mapping materials after the hearing)

- **Email comments:**

- ✓ **Feb. - March** – One San Ramon resident urged the five (5) San Ramon Valley agencies that received the demand letter from Mr. Rafferty to comply with the CVRA independently of the politically motivated demand. One Dublin resident stated “I believe the “Red” map is the fairest map drawing and seems to divide each section clearly.”

- **Social media poll results and other comments:**

- ✓ **March 13 Poll (106 Votes)** Red (68) = **64%** Yellow (9) = **8%** Green (16) = **15%** Purple (13) = **12%**
Nextdoor poll results are as of Noon March 14. Updated results will be provided at the March 19 Board meeting.
- ✓ **Jan. - March** – Eight Dublin/San Ramon residents posted questions or comments to Nextdoor = three residents disagreed with the transition, two residents commented on the threat of litigation, one liked the RED map plan, one asked how the map boundaries were drawn, one asked about water service.

MARCH 19 NEXT STEPS

Mar 19 Public Hearing #3 - Public input on draft maps and provide direction on adjustments

Mar 26 Revised maps published

Apr 2 Public Hearing #4 - Public input on revised maps, and potential selection of map

Apr 16 Introduction of ordinance

May 7 Public Hearing #5 - Adoption of ordinance

QUESTIONS?

Michael Wagaman
Demographer, Consultant
(916) 440-0883

michael@wagamanstrategies.com



Draft Map
Plan Red

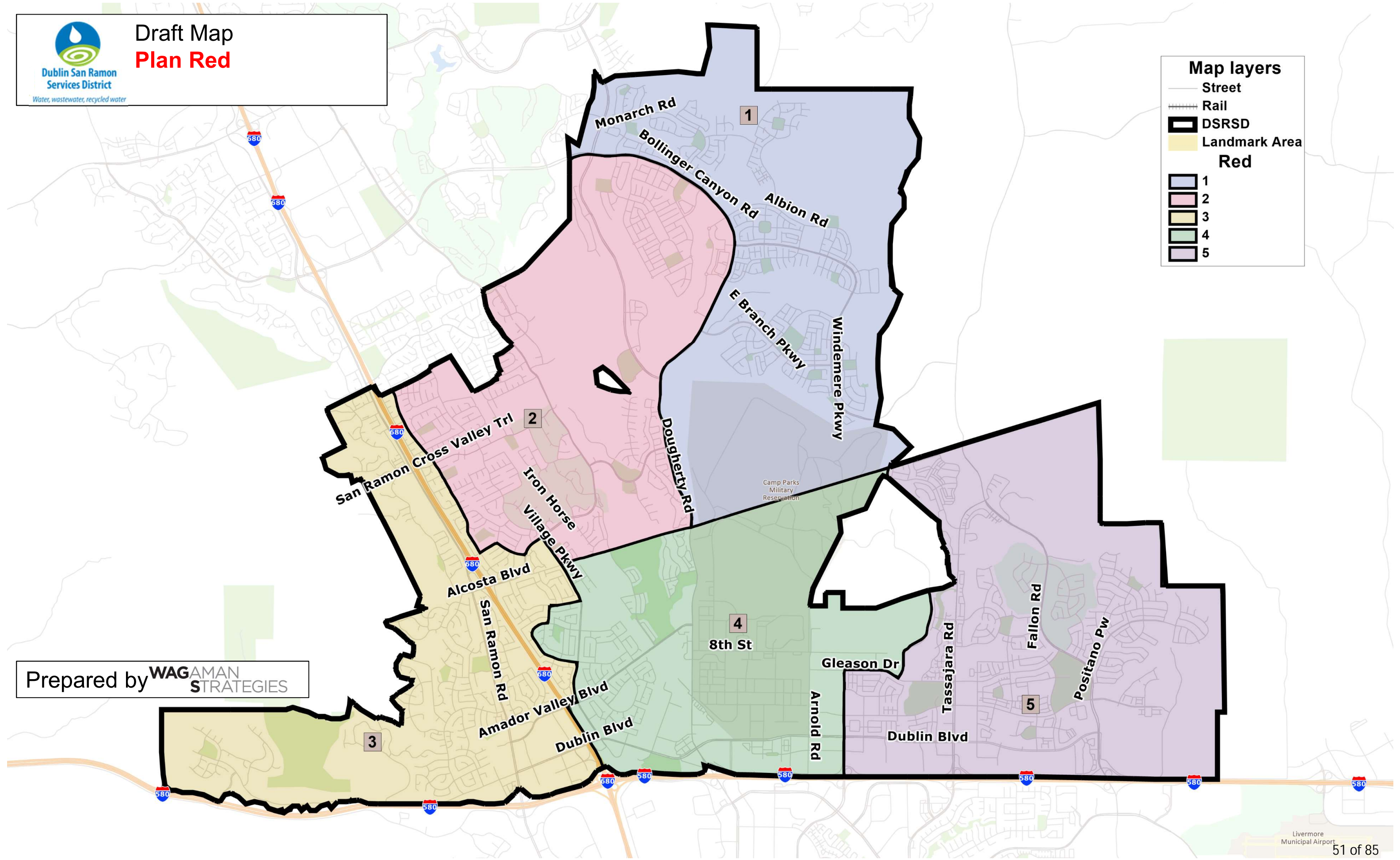
Dublin San Ramon Services District
Water, wastewater, recycled water

Map layers

- Street
- Rail
- DSRSD
- Landmark Area





Red

- 1
- 2
- 3
- 4
- 5








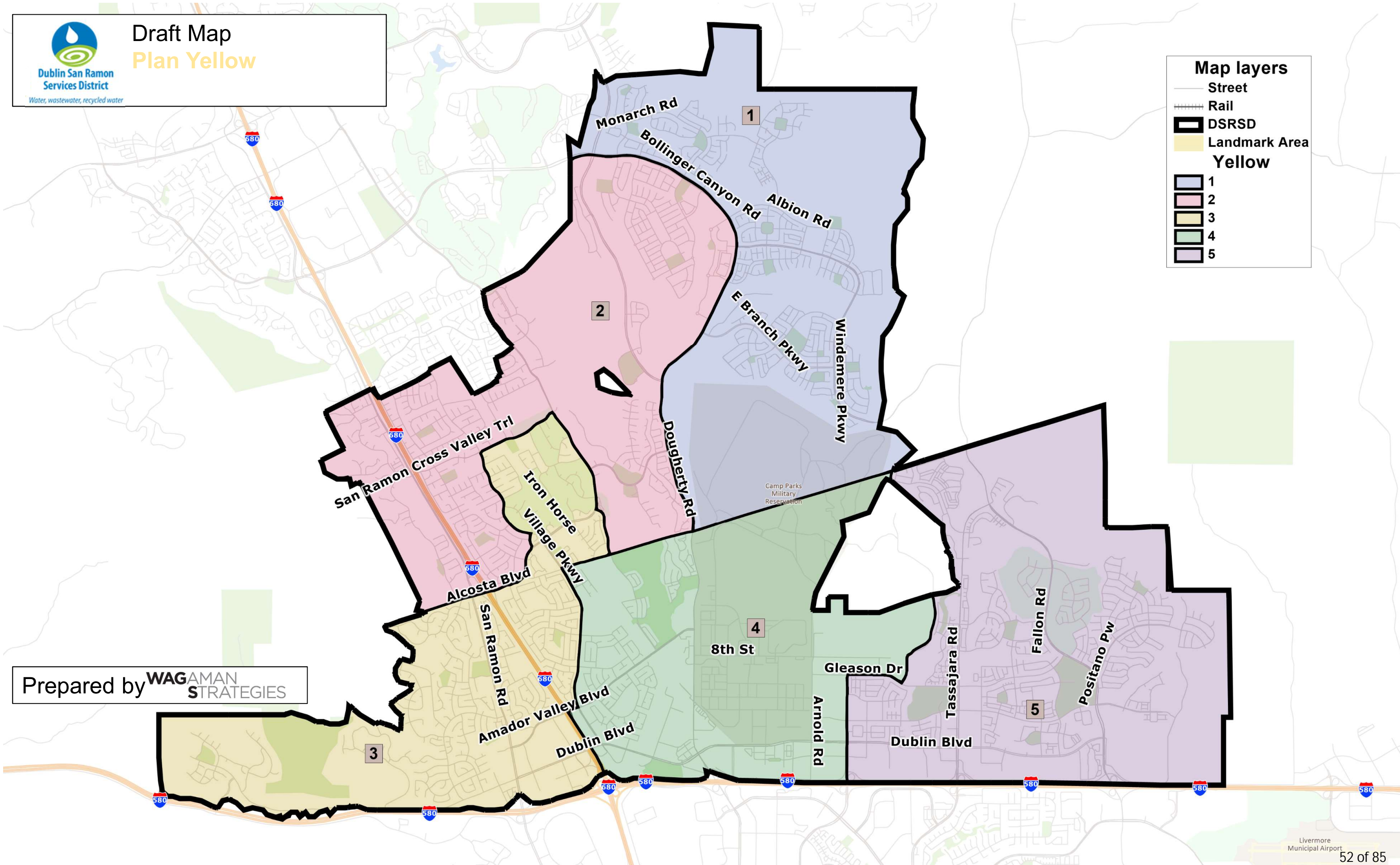
Prepared by **WAGAMAN STRATEGIES**

Map layers

-  Street
-  Rail
-  DSRSD
-  Landmark Area

Yellow

-  1
-  2
-  3
-  4
-  5



Prepared by **WAGAMAN STRATEGIES**



Dublin San Ramon Services District
Water, wastewater, recycled water

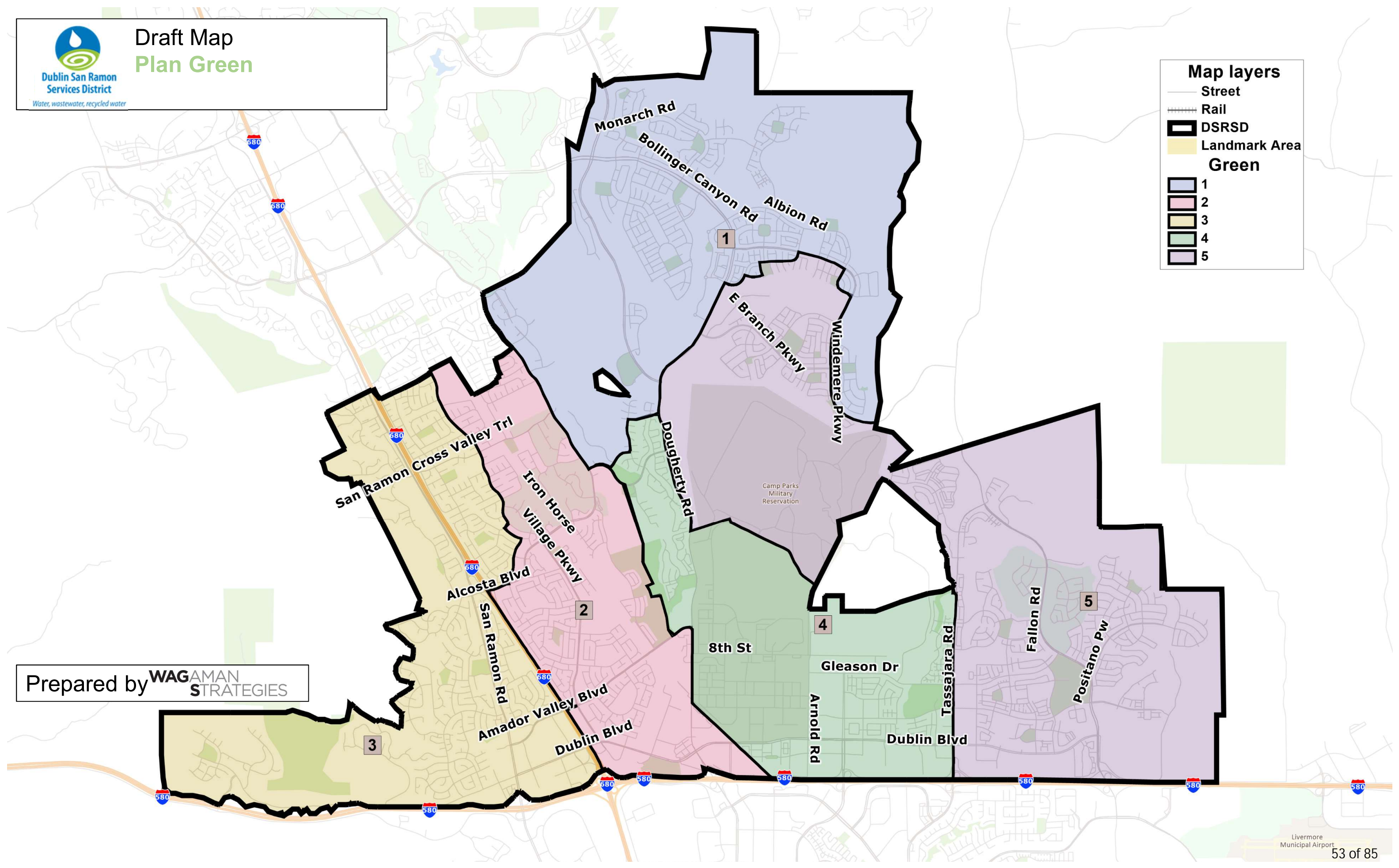
Draft Map Plan Green

Map layers

- Street
- Rail
- DSRSD
- Landmark Area

Green

- 1
- 2
- 3
- 4
- 5



Prepared by **WAGAMAN STRATEGIES**



Dublin San Ramon Services District
Water, wastewater, recycled water

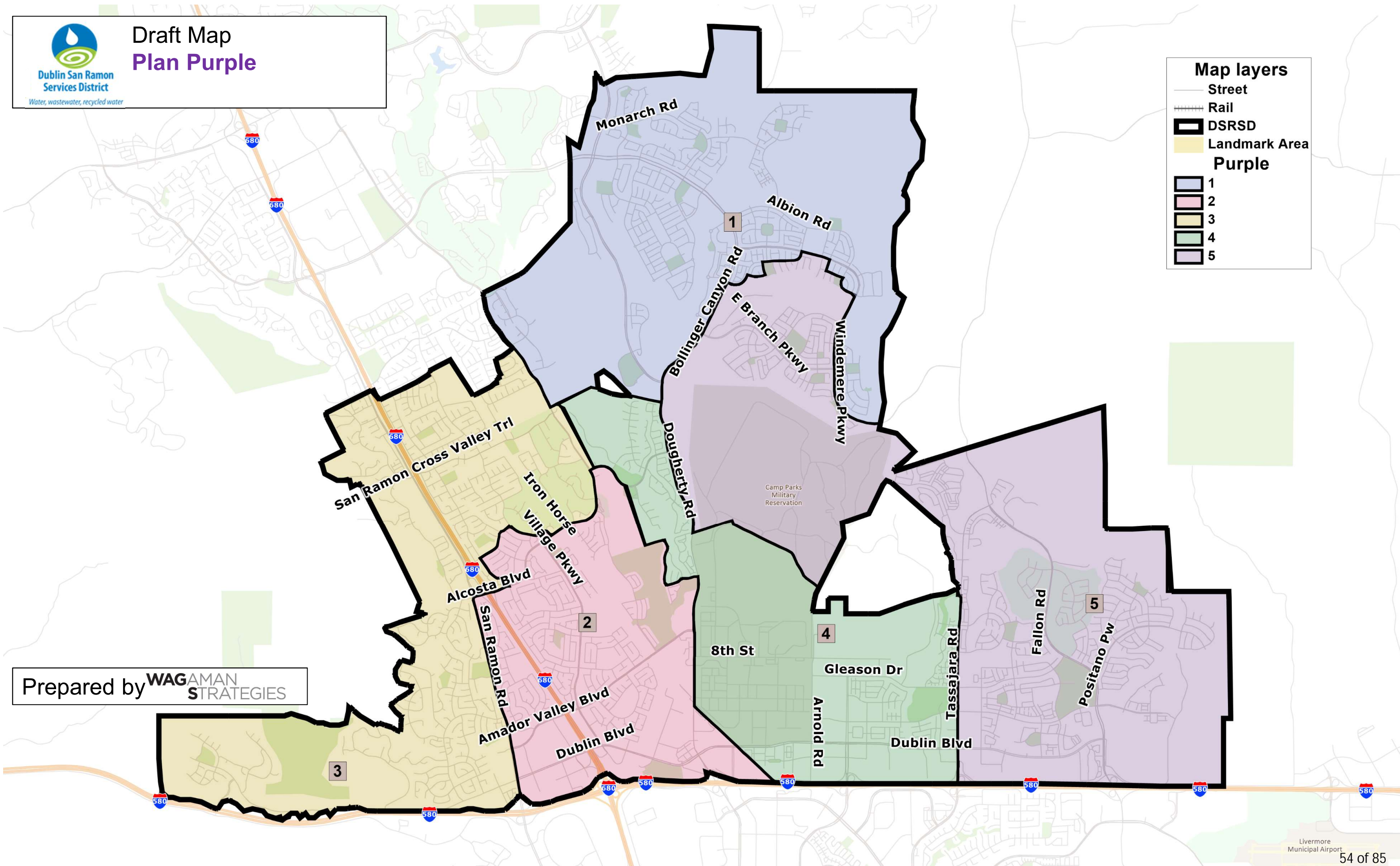
Draft Map Plan Purple

Map layers

- Street
- Rail
- DSRSD
- Landmark Area

Purple

- 1
- 2
- 3
- 4
- 5



Prepared by **WAGAMAN STRATEGIES**

**DUBLIN SAN RAMON SPECIAL DISTRICT
ROUND 1 DRAFT MAP DEMOGRAPHICS**

Plan	Division	Population^							Voting Age Population^				Citizen Voting Age Population+			
		Total	Deviation	% Dev	% White*	% Latino	% Asian*	% Black*	% White*	% Latino	% Asian*	% Black*	% White*	% Latino	% Asian*	% Black*
Red	1	17,234	261	1.5%	23.0%	4.8%	68.9%	2.1%	24.6%	4.4%	68.0%	2.0%	27.3%	4.1%	66.2%	1.1%
	2	16,921	-52	-0.3%	54.2%	10.5%	29.1%	4.7%	58.1%	9.3%	27.0%	4.1%	55.1%	11.1%	28.4%	4.7%
	3	16,967	-6	0.0%	56.7%	14.5%	23.4%	3.2%	59.6%	12.8%	22.5%	3.0%	63.8%	8.5%	22.9%	4.2%
	4	17,089	116	0.7%	42.7%	19.9%	16.7%	18.7%	42.1%	19.6%	15.6%	20.7%	50.7%	14.7%	18.1%	15.0%
	5	16,654	-319	-1.9%	35.2%	8.5%	49.6%	5.1%	37.9%	8.0%	48.0%	4.8%	36.6%	6.7%	50.1%	5.8%
Yellow	1	17,234	261	1.5%	23.0%	4.8%	68.9%	2.1%	24.6%	4.4%	68.0%	2.0%	27.3%	4.1%	66.2%	1.1%
	2	17,492	519	3.1%	51.7%	11.1%	30.7%	4.9%	55.3%	10.0%	28.8%	4.4%	52.7%	11.0%	30.1%	5.8%
	3	17,385	412	2.4%	59.5%	14.3%	21.2%	2.8%	62.5%	12.5%	20.3%	2.6%	67.6%	8.5%	20.2%	3.1%
	4	16,100	-873	-5.1%	41.5%	19.9%	16.8%	19.7%	40.9%	19.7%	15.7%	21.8%	48.8%	15.0%	18.6%	15.8%
	5	16,654	-319	-1.9%	35.2%	8.5%	49.6%	5.1%	37.9%	8.0%	48.0%	4.8%	36.6%	6.7%	50.1%	5.8%
Green	1	16,891	-82	-0.5%	30.8%	7.2%	55.8%	4.6%	34.2%	6.8%	53.4%	4.3%	33.4%	7.4%	53.9%	4.2%
	2	16,680	-293	-1.7%	59.0%	14.8%	20.8%	3.4%	62.4%	12.8%	19.7%	3.2%	67.4%	10.8%	18.2%	2.8%
	3	16,611	-362	-2.1%	60.0%	13.1%	21.8%	3.1%	62.6%	11.6%	21.0%	2.9%	62.6%	9.2%	23.2%	4.4%
	4	17,234	261	1.5%	35.1%	16.6%	28.2%	18.3%	34.8%	17.6%	24.9%	21.0%	38.6%	13.4%	28.9%	17.0%
	5	17,449	476	2.8%	27.6%	6.6%	60.2%	4.2%	30.3%	6.2%	58.4%	4.0%	32.0%	5.4%	56.9%	5.1%
Purple	1	16,445	-528	-3.1%	30.1%	7.2%	56.6%	4.6%	33.3%	6.8%	54.3%	4.3%	32.8%	7.3%	54.5%	4.2%
	2	17,251	278	1.6%	55.5%	17.1%	21.5%	3.7%	58.9%	14.9%	20.6%	3.5%	63.2%	11.3%	21.0%	3.5%
	3	17,434	461	2.7%	63.2%	10.9%	21.2%	2.9%	65.9%	9.7%	20.2%	2.7%	65.6%	8.9%	20.5%	4.5%
	4	16,432	-541	-3.2%	33.9%	16.3%	29.0%	18.9%	33.4%	17.5%	25.5%	21.9%	37.6%	13.5%	30.0%	17.2%
	5	17,303	330	1.9%	27.6%	6.7%	60.2%	4.2%	30.4%	6.2%	58.3%	4.1%	32.0%	5.4%	56.8%	5.1%

* Does not include Latinos. Calculated pursuant to OMB BULLETIN NO. 00-02.

^ 2010 Census Redistricting Data [P.L. 94-171] Summary File, U.S. Census Bureau.

+ Citizen Voting Age Population Special Tabulation from the 2012-2016 5-Year American Community Survey, U.S. Census Bureau.



Communications Specialist Lea Blevins, Dublin San Ramon Services Distr...



Poll: Which map do you prefer?

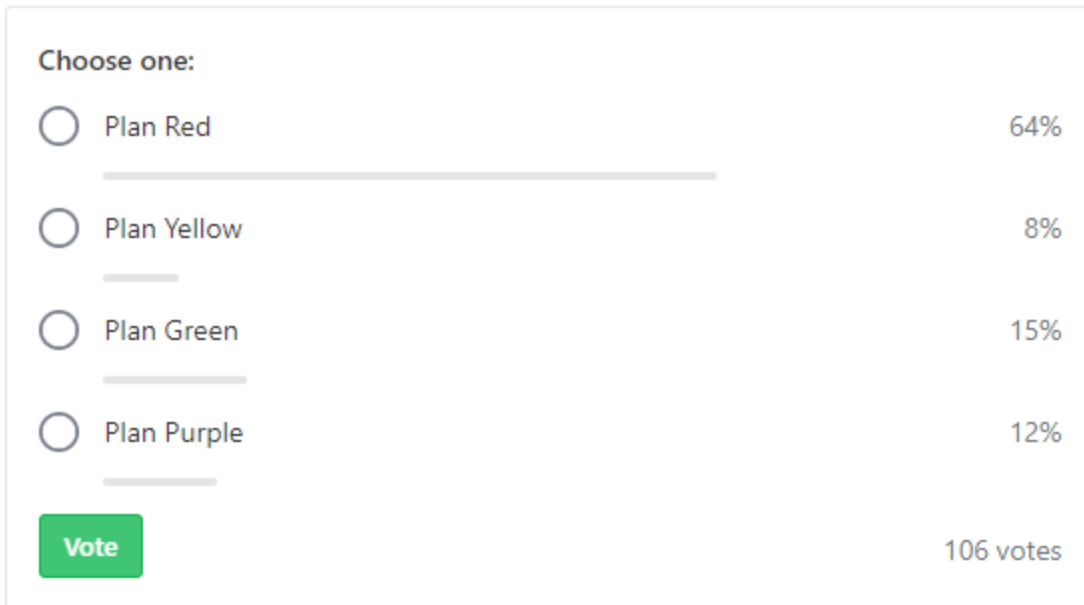
As DSRSD makes the transition from at-large to area-based elections, we want to know what election divisions you prefer from the demographer's draft maps. View a PDF of the maps: <http://www.dsrdsd.com/home/showdocument?id=6767> or via Google Maps that include our service areas: https://drive.google.com/open?id=1gIT4_bOOEFNiHrUivHuRAv6ntOi1yA6&usp=sharing

If you don't see a map you like, we encourage the public to draw their own: <http://www.dsrdsd.com/home/showdocument?id=6761>

The next Board of Directors meetings with public hearings on this process are:

6 p.m. Tuesday, March 19
Dougherty Station Community Center, Front Row Theater
17011 Bollinger Canyon Road, San Ramon

6 p.m. Tuesday, April 2
Shannon Community Center, Ambrose Hall
11600 Shannon Ave., Dublin



1d ago · Subscribers of Dublin San Ramon Services District in 1 area

Reply

1 10 · 3389 Impressions



Communications Specialist Lea Blevins, Dublin San Ramon Services Distr...



Weigh in on election area boundaries

There's still time to let us know what you think about election area boundaries as we transition from at-large to area-based elections. The demographer's draft maps are now available, and you can draw election boundary maps too, all for Board consideration. Learn more from our DSRSDtoday news: <https://www.dsrSD.com/Home/Components/News/News/1504/400>

The next Board of Directors meetings with public hearings on this process are:

6 p.m. Tuesday, March 19
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6 p.m. Tuesday, April 2
Shannon Community Center, Ambrose Hall
11600 Shannon Ave., Dublin



DSRSD Today | Dublin San Ramon Services District
DSRSD.COM

4 Mar · Subscribers of Dublin San Ramon Services District in 1 area



Reply



2 · 4 · 4175 Impressions



Steve V., West Dublin · 4 Mar
I like the RED map plan



2 Thanks

-----Original Message-----

From: Brian Morales [<mailto:whiteglives@comcast.net>]

Sent: Wednesday, March 6, 2019 9:30 AM

To: *Contact Resource <Contact@dsrsd.com>

Subject: Comments on boundaries

Hello,

I just read the article in the paper and wanted to share my opinion. I [REDACTED] [REDACTED] [REDACTED] have lived in Dublin for 30 years. I believe the "Red" map is the fairest map drawing and seems to divide each section clearly. Hopefully, this will give each section a voice by electing a board member from each section.

Thank you,

Brian

Sent from Brian's iPhone

Tentative Timeline

Board Meeting	Actions	Date & Location
1	Public Hearing without maps to provide input on criteria to be used for drawing voting divisions	February 5, 2019 Alcosta Senior & Community Center Garden View Room 9300 Alcosta Blvd., San Ramon
2	Public Hearing without maps to provide input on criteria to be used for drawing voting divisions Board to provide direction to demographer on desired criteria to be used for drawing maps	February 19, 2019 The Wave Wave Community Room 4201 Central Parkway, Dublin
3	Public Hearing with maps produced by the demographer for consideration and feedback by the public and Board	March 19, 2019 Dougherty Station Community Center Front Row Theater 17011 Bollinger Canyon Road, San Ramon
4	Public Hearing with revised map(s) produced by the demographer for consideration and selection of one of the published maps and sequencing of voting divisions	April 2, 2019 Shannon Community Center Ambrose Hall 11600 Shannon Avenue, Dublin
5	Introduce the ordinance to establish voting divisions	April 16, 2019 Shannon Community Center Ambrose Hall 11600 Shannon Avenue, Dublin
6	Public Hearing to adopt the ordinance to establish voting division on second reading	May 7, 2019 Shannon Community Center Ambrose Hall 11600 Shannon Avenue, Dublin



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

RECOMMENDATION:

Staff recommends the Board of Directors approve, by Motion, a continuation of the Emergency Action as declared in Board Resolution No. 53-18 and find that there exists a need for continuing the District Office flooding emergency which the Board last confirmed on March 5, 2019.

SUMMARY:

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

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

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

Originating Department: Engineering Services	Contact: J. Zavadil	Legal Review: N/A
Cost: \$0	Funding Source: Insurance Claim	
Attachments: <input type="checkbox"/> None <input checked="" type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input type="checkbox"/> Other (see list on right)	60 of 85	

STAFF REPORT



District Board of Directors
March 19, 2019

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

BACKGROUND

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

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

DISCUSSION

RESTORATION UPDATE

Overaa Construction is in the process of removing and replacing the floor slab and the effected walls in the southeast area of the building that was lifted by water under the slab. On March 7, 2019, the City of Dublin approved the plans and issued the building permit for the replacement of the damaged slab section. The work is expected to be completed by mid-April 2019.

Staff met with the City of Dublin regarding completing the restoration and the District Office Renovation Project (CIP 19-A005) through a change order with the City of Dublin's contractor for the Police Building as a task order under the Tri-Valley Intergovernmental Reciprocal Services Master Agreement. Staff also discussed the required drawings and specifications for project permitting. Staff has determined that due to potential issues with contract responsibilities and the timing of the project that it would be better for the district if the construction was completed under the emergency action procurement process. Staff has consequently initiated preliminary discussions with Sausal Corporation and Swinerton Management and Consulting, the general contractor and construction manager for the City of Dublin's Police Building Project, respectively, to perform similar roles for the District's Office Renovation Project.

Staff has also issued a task order with ID Architecture for drawings and specifications for the restoration and the District Office Renovation Project.

NEED FOR CONTINUING EMERGENCY

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

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

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

RECOMMENDATION

Staff recommends the Board of Directors approve, by Motion, a continuation of the State of Emergency as declared by Board Resolution No. 53-18 and find that there exists a need for continuing the District Office flooding emergency which the Board confirmed at the previous regularly scheduled meeting on March 5, 2019. A four-fifths vote by the Board of Directors is required to continue the State of Emergency.



TITLE: Receive Presentation and Accept Proposed DERWA (Dublin San Ramon Services District - East Bay Municipal Utility District Recycled Water Authority) Operations and Maintenance Budget for Fiscal Years Ending 2020 and 2021

RECOMMENDATION:

Staff recommends the Board of Directors receive a presentation and accept, by Motion, the proposed DERWA operations and maintenance budget for fiscal years ending (FYE) 2020 and 2021 for the operation and maintenance (O&M) of the DERWA facilities.

SUMMARY:

In conformance with the District’s long-term financial planning and as the operations contractor for DERWA, the District prepares and submits to DERWA the O&M budget proposals for a two-year fiscal term:

- The proposed FYE 2020 budget is \$3,075,414 to produce and distribute recycled water at a rate of \$596 per acre-foot based on demand projections of 5,163 acre-feet.
- The proposed FYE 2021 budget of \$3,127,233 to produce and distribute recycled water at a rate of \$581 per acre-foot based on demand projections of 5,380 acre-feet.

On February 26, staff submitted proposed O&M budgets (Attachment 1) to DERWA Authority Manager Michael Tognolini for review. The DERWA Board is responsible for approval of the DERWA budget. The proposed DERWA budget is anticipated to be considered for adoption at the DERWA Board meeting on March 25.

The proposed DERWA budget includes a substantial increase in labor due to a 23% increase in total assets to the Jeffrey G. Hansen Water Recycling Plant, which includes the recent expansion and substantial completion of the improvements and an increase in routine ultra violet system maintenance tasks due to the additional regulatory operations plan requirements. The budget accounts for an increase in field operational activities including repairs, recycled water storage balancing with the City of Pleasanton’s Tassajara reservoir, an increase in Underground Service Alert tasks for construction, and new response protocol due to recent State Water Board requirements on reporting leaks that enter storm basins. The increase in facility assets involves more oversight for plant operations, mechanical, electrical, instrumentation, and automation activities.

In addition, the Jeffrey G. Hansen Water Recycling Plant has processes that require a special half-life service after reaching a 14-year life. Most of these special services, including labor, were added to the capital budget.

It should be noted that DSRSD’s contribution to the operating costs of the DERWA program will be included in DSRSD’s upcoming budget, planned to be considered by the DSRSD Board on May 21.

Originating Department: Operations	Contact: J. Carson	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – February 26, 2019 letter to DERWA Authority Manager with proposed O&M budgets	
		63 of 85



Regional Wastewater Treatment Facility
7399 Johnson Drive
Pleasanton, CA 94588-3862

main (925) 846-4565
fax (925) 462-0658
www.dsrdsd.com

February 26, 2019

Mr. Michael Tognolini
DERWA General Manager
7051 Dublin Blvd.
Dublin, CA 94568

Subject: Proposed DERWA FY 2019-2020 and FY 2020-2021 Operations & Maintenance Budgets (Revised from 2/22/2019 version)

Dear Mike:

Attached are the proposed budgets for the operation and maintenance of the DERWA Facilities during FY 2019-2020 and FY 2020-2021 to coincide with the District's 2-year budget cycle. Please note this is a revised version from the previous one submitted on February 22, 2019.

The total proposed budget for FY 2019-2020 is \$3,075,414 including periodically occurring maintenance to the RWF (14 years old mark), a 23% increase in assets to manage, labor, chemicals, utilities, materials, supplies, laboratory analysis, and contractual services. This amount will provide recycled water to DERWA customers at a rate of approximately \$596 per acre-foot, based on demand projections of 5,163 acre-feet for the coming fiscal year.

Attachment 1 shows the proposed FY 2019-2020 budget in detail. For your convenience the expenses are separated by treatment (\$2,486,348 or \$482 per acre-foot) and distribution (\$589,066 or \$114 per acre-foot). The table also shows which items are special non-recurring expenses which accounts for \$102,500 of the total budget.

Attachment 2 shows a comparison of the current budget (with actual year-to-date (YTD) expenses for FY 2018-2019 through December 31, 2019 and projected fiscal year-end expenses through June 30, 2019) to the proposed FY 2019-2020 and FY 2020-2021 budgets. The table also shows a history of budgeted versus actual expenses for the previous two fiscal years. The labor, materials, and supplies shown are itemized by treatment and distribution.

Attachment 3 provides detail on the labor hours that were used for the proposed FY 2019-2020 and FY 2020-2021 budgets. Labor costs are based on DSRSD's burden labor rates, which are adjusted annually. DSRSD labor costs are expected to increase by 2.75% in FY 2019-2020.

Attachment 4 shows the actual recycled water demand during the 2018 irrigation season (January 2018 – December 2018). The total recycled water demand during this period was 4,507 acre-feet or 1,469 million gallons.

Attachment 5 shows the projected recycled water demand during calendar year 2019. The total recycled water demand during this period is expected to be about 5,080 acre-feet or 1,655 million gallons.

Attachment 6 shows the projected recycled water demand expected during FY 2019-2020. The total recycled water demand during this period is predicted to be about 5,163 acre-feet or 1,682 million gallons.

Attachment 7 shows the proposed FY 2020-2021 budget of \$3,127,233 in detail. For your convenience the expenses are separated by treatment (\$2,582,909 or \$480 per acre-foot) and distribution (\$544,324 or \$101 per acre foot). There is \$21,000 special non-recurring expenses for FY 2020-2021.

Attachment 8 shows the projected recycled water demand expected during FY 2020-2021. The total recycled water demand during this period is predicted to be about 5,380 acre-feet or 1,753 million gallons.

The proposed budgets include the following noteworthy items:

- Labor – Estimated labor hours are based on burden labor rates, per established practice, which are adjusted annually. For budgeting purposes, the burden labor rates assume that there will be a 2.75% CPI increase in salaries effective January 1, 2020, and another 2.75% CPI increase in salaries effective January 1, 2021. The total labor hours projected for FY 2019-2020 increased by 31% compared to the current FY 2018-2019 budgeted labor hours due to:
 - Field Operations distributions increased repairs/ storage balance management/leak response due to new Water Board regulations on RW entering storm drain basins.
 - Jeffrey G. Hansen Water Recycling Plant additional regulatory tasks for Plant Operations. The new regulatory requirements account for roughly 227 additional hours a month to perform duties such as: ICA/Control Enclosure, UV Channel components, ICA/Control Enclosure HMI, UV Channel weir gate, UV modules wiping system (check for leakage/replace all wiper rings), UV modules sensor wipers (check cleaning function of sensor brushes), UV modules quartz sleeves (check quartz sleeves for ingress of water), UV modules lamps (replace all UV lamps at 14,000 hrs), Sensor-Mode sensor wipes (replace all sensor cleaning brushes (every 10,000 hours), UV system all (check for corrosion and damages). The above info is an example of the additional and/or more hours required by the Water Board to maintain compliance with the permit.
 - A 21% increase in assets for Mechanical/Electrical/Instrumentation/Automation maintenance.
- Additional periodically occurring maintenance is covered in this budget due to the Water Recycling Plant reaching the 14 year mark, triggering half-life maintenance tasks. The Water Recycling Plant's duty cycle has increased due to the demand and some of these larger maintenance items include the following:
 - Mechanical – The sand filter rehabilitation has one (1) remaining unit left. Also the air lifts for all the sand filters need replacement per lifecycle guidelines. The No.4 unit was just reconditioned and No. 5 is planned for this coming budget. The air lifts for units 1-3 are failing separately due to the increased duty on the process. More spare parts are needed and replacement of these items is occurring faster than previous years of lower throughput flow.

February 26, 2019

Page 3 of 3

- Electrical – The UV lamp rehabilitation has increased and the UV wiper system rehabilitation is budgeted for FY 2020-2021. UPS upgrades are also included in this budget cycle as part of asset replacement program. Additional instrumentation replacements are included due to the end of their useful life (ability to track with acceptable variances in signal).
 - SFUV Wiper Arm system is 14 years old and the wiper system has been rebuilt twice during the service life. The SFUV wiper system replacement is a CIP item and DSRSD staff plans on installing the units. After this replacement takes place, the upkeep cost will roughly be 10% a year of the total cost.
 - Support – The RWF ACTIFLO process improvement has a startup/first year technical support need to ensure optimal performance is met.
- Chemicals to process recycled water: Alum and polymer usage is projected to stay the same for FY 2019-2020. The ACTIFLO process was commissioned in 2018 and staff is continuing to research the process optimization to improve efficiency.

DSRSD staff is available at your convenience to discuss the proposed operating and maintenance budgets.

Sincerely,



Jeff Carson

Operations Manager

Attachments

cc: Linda Hu, EBMUD Senior Civil Engineer
Dan McIntyre, DSRSD General Manager
Judy Zavadil, DSRSD District Engineer/Engineering Services Manager
Carol Atwood, DSRSD Administrative Services Manager
Levi Fuller, DSRSD Operations Supervisor
Maurice Atendido, DSRSD Electrical & Instrumentation Supervisor
Shawn Quinlan, DSRSD Maintenance Supervisor
Diane Griffin, DSRSD Laboratory Supervisor
Dan Martin, DSRSD Field Operations Supervisor
Dan Lopez, DSRSD Safety Division Supervisor
Gemma Lathi, DSRSD Administrative Analyst II – Operations

DERWA OPERATIONS BUDGET FOR FISCAL YEAR 2019-2020

Summary:	Total	Treatment	Distribution	Non-Recurring
LABOR	\$1,085,144	\$712,128	\$373,016	
MATERIALS & SUPPLIES	\$1,751,720	\$1,623,970	\$127,750	\$42,500
CONTRACTUAL SERVICES	\$238,550	\$150,250	\$88,300	\$60,000
	\$3,075,414	\$2,486,348	\$589,066	\$102,500

Assumptions:	Total	SF-UV	MF-UV	Treatment	Distribution
Days of operation =	365	200	165		
Annual acre feet =	5,163	4,561	602		
Annual million gallons =	1,682	1,486	196		

Unit Costs:					
Cost/AF =	\$596			\$482	\$114
Cost/MG=	\$1,828			\$1,478	\$350

Detailed Breakdown:

LABOR	Hours	Est. Rate	Labor	Treatment	Distribution
DIVISION 50 - Ops Admin					
Assoc Civil Eng SME	0	\$138	\$0	\$0	\$0
Subtotal	0		\$0	\$0	\$0
DIVISION 51 - Field Operations					
WWSO IV	836	\$158	\$132,252		\$132,252
Supervisor	200	\$264	\$52,731		\$52,731
Subtotal	1,036		\$184,983	\$0	\$184,983
DIVISION 52 - Treatment Plant					
Process Lead Operator V	92	\$179	\$16,453	\$16,453	
Senior WWTP Operator	3,160	\$163	\$513,730	\$513,730	
Operator II	9	\$134	\$1,209	\$1,209	
Supervisor	61	\$271	\$16,580	\$16,580	
Subtotal	3,322		\$547,972	\$547,972	\$0
DIVISION 53 - Mechanical					
Senior Mechanic	120	\$177	\$21,261	\$15,946	\$5,315
Mechanic II	580	\$161	\$93,423	\$29,895	\$63,528
Supervisor	60	\$211	\$12,673	\$4,056	\$8,618
Subtotal	760		\$127,358	\$49,897	\$77,461
DIVISION 54 - Electrical					
Sr Instrument/Controls Tech	78	\$196	\$15,320	\$7,660	\$7,660
OP Control Sys Spec	234	\$179	\$41,769	\$10,442	\$31,327
Instrument Tech	234	\$167	\$39,141	\$19,570	\$19,570
Senior Electrician	78	\$180	\$14,038	\$7,019	\$7,019
Electrician II	234	\$164	\$38,285	\$28,713	\$9,571
Supervisor	104	\$202	\$20,972	\$10,486	\$10,486
Subtotal	962		\$169,525	\$83,891	\$85,634
DIVISION 56 - Safety					
Safety Officer	40	\$117	\$4,693		\$4,693
Subtotal	40		\$4,693		\$4,693
DIVISION 40 - Engineering					
Senior Civil Engineer-Sup	80	\$212	\$16,939	\$10,164	\$6,776
Principal Engineer-Sup AM	40	\$250	\$9,982	\$5,989	\$3,993
Engineering Tech II-AM	100	\$140	\$14,005	\$8,403	\$5,602
Admin Technician-AM	80	\$121	\$9,687	\$5,812	\$3,875
Subtotal	300		\$50,613	\$30,368	\$20,245
Total Billable Labor	6,420		\$1,085,144	\$712,128	\$373,016

Note: FYE 2020 (July 2019 - June 2020) estimated labor rates are from DSRSD calendar year 2019 billing rates factored with the 2.75% CPI increase effective January 1, 2020.

Attachment 1

DERWA OPERATIONS BUDGET FOR FISCAL YEAR 2019-2020

	Total	Treatment	Distribution	Non-Recurring
MATERIALS & SUPPLIES				
Operations Supplies				
Sand	\$10,000	\$10,000	\$0	
Aluminum Sulfate	\$300,000	\$300,000	\$0	
Polymer	\$50,000	\$50,000	\$0	
Sodium Hypochlorite	\$32,500	\$30,000	\$2,500	
Memclean	\$5,000	\$5,000	\$0	
Citric Acid	\$5,000	\$5,000	\$0	
UV Bulbs	\$60,000	\$60,000	\$0	
UV Wipers/Sensors (FYE20 capital replacement, FYE21 O&M)	\$0	\$0	\$0	
UV Wiperarms (FYE20 capital replacement, FYE21 O&M)	\$0	\$0	\$0	
SF cell rehabilitation	\$50,000	\$50,000	\$0	
Electricity	\$850,000	\$750,000	\$100,000	
Backwash Waste	\$50,000	\$50,000	\$0	
Water (Pleasanton bills)	\$900	\$900	\$0	
Supplies/Expenses (misc)	\$2,500	\$2,000	\$500	
Subtotal	\$1,415,900	\$1,312,900	\$103,000	\$0
Mechanical Supplies				
Metering pumps	\$14,000	\$14,000	\$0	
Gauges/valves & airlift assemblies	\$49,000	\$49,000	\$0	
Pump repair parts	\$18,000	\$0	\$18,000	
Compressor parts	\$5,000	\$5,000	\$0	
HVAC maintenance	\$7,500	\$7,500	\$0	
Wiper system rehabilitation (moved to capital program)	\$0	\$0	\$0	
Subtotal	\$93,500	\$75,500	\$18,000	\$0
Electrical Supplies				
Metering parts	\$7,500	\$7,500	\$0	
Analyzer parts	\$3,000	\$3,000	\$0	
21 KV equipment	\$1,500	\$1,500	\$0	
Motor/VFD parts	\$2,250	\$2,250	\$0	
Motor repairs	\$11,000	\$8,000	\$3,000	
UV ballast replacements	\$33,420	\$33,420	\$0	
Corrective Parts	\$10,500	\$7,500	\$3,000	
Major Project Parts	\$5,250	\$4,500	\$750	
*PSR1 Flow Meter Replacement (one-time, FYE 20)	\$10,000	\$10,000	\$0	\$10,000
*PSR1 RTD replacements (one-time, either FYE 20 or 21)	\$10,000	\$10,000	\$0	\$10,000
*MF Feed PS VFD upgrade (one-time, either FYE 20 or 21)	\$7,500	\$7,500	\$0	\$7,500
*Spare actuator for SFUV channels (one-time, either FYE 20 or 21)	\$5,000	\$5,000	\$0	\$5,000
*Spare SFUV and MFUV LOI's (one-time, either FYE 20 or 21)	\$10,000	\$10,000	\$0	\$10,000
*LED area and exterior lighting upgrades (FY21 est \$18,000)	\$0	\$0	\$0	\$0
Subtotal	\$116,920	\$110,170	\$6,750	\$42,500
Laboratory Services/Analysis				
Compliance Testing	\$75,900	\$75,900	\$0	
Salt Mgmt Plan sampling/analysis	\$17,000	\$17,000	\$0	
Operational Support Testing	\$32,500	\$32,500	\$0	
Subtotal	\$125,400	\$125,400	\$0	\$0
Total Materials & Supplies	\$1,751,720	\$1,623,970	\$127,750	\$42,500
CONTRACTUAL SERVICES				
Sub-surface Repairs, as needed	\$15,000	\$0	\$15,000	
IHT Pipeline CP Survey and AC Mitigation Study, annual	\$8,800	\$0	\$8,800	
21 KV transformer testing, annual	\$2,000	\$2,000	\$0	
*21kV Tri-Annual PM Service (due FY21, est \$3,000)	\$0	\$0	\$0	\$0
480V Annual PM Service	\$20,000	\$20,000	\$0	
Repair services, as needed	\$10,000	\$10,000	\$0	
MF Service Contract, annual	\$13,750	\$13,750	\$0	
SCADA Software Support, annual	\$18,000	\$16,000	\$2,000	
PLC Support, annual	\$17,500	\$17,500	\$0	
*Reservoir Cleaning R100/R200 (every 3-4 years, due 2020)	\$60,000	\$0	\$60,000	\$60,000
Actiflo optimization technical support	\$7,000	\$7,000	\$0	
SFUV Service Contract, annual	\$28,000	\$28,000	\$0	
Professional Services, misc	\$5,000	\$2,500	\$2,500	
Wedeco preventative maintenance	\$33,500	\$33,500	\$0	
Total Contractual Services	\$238,550	\$150,250	\$88,300	\$60,000
TOTAL O&M BUDGET (LABOR, MATERIALS & SERVICES)	\$3,075,414	\$2,486,348	\$589,066	\$102,500
Current FYE 2019 Budget	\$2,501,833	\$2,121,037	\$380,796	
Increase	22.93%	17.22%	54.69%	

Attachment 2

	PREVIOUS TWO YEARS BUDGET HISTORY				CURRENT YEAR PROJECTED EXPENSES			PROPOSED 2-YEAR BUDGET	
	Approved Budget	Actual Expenses	Approved Budget	Actual Expenses	Approved Budget	YTD (6 mos) Expenses	Projected Expenses	Proposed Budget	Proposed Budget
	FY 2016-2017	FY 2016-2017	FY 2017-2018	FY 2017-2018	FY 2018-2019	FY 2018-2019	FY 2018-2019	FY 2019-2020	FY 2020-2021
Labor									
Transmission	\$216,421	\$105,949	\$214,863	\$131,317	\$235,111	\$84,291	\$168,582.00	\$373,016	\$383,274
Treatment	<u>\$457,020</u>	<u>\$456,889</u>	<u>\$461,673</u>	<u>\$663,109</u>	<u>\$528,016</u>	<u>\$408,412</u>	<u>\$816,824.00</u>	<u>\$712,128</u>	<u>\$744,189</u>
Subtotal	\$673,441	\$562,838	\$676,535	\$794,426	\$763,127	\$492,703	\$985,406	\$1,085,144	\$1,127,463
Materials & Supplies: Distribution									
Sodium Hypochlorite	\$2,500	\$0	\$2,500	\$0	\$2,500	\$1,169	\$1,169	\$2,500	\$2,500
Electricity	\$119,289	\$80,428	\$99,827	\$86,476	\$112,488	\$56,327	\$112,654	\$100,000	\$105,000
Water (potable makeup/Pleasanton bills)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies/Expenses (misc)	\$500	\$1,565	\$500	\$26,362	\$500	\$56	\$500	\$500	\$500
Mechanical Supplies	\$9,000	\$10,586	\$12,200	\$6,447	\$12,700	\$6,162	\$12,700	\$18,000	\$18,000
Electrical Supplies	\$3,750	\$8,459	\$3,750	\$5,139	\$3,000	\$2,382	\$3,000	\$6,750	\$6,750
Laboratory Analysis	\$500	\$0	\$518	\$0	\$518	\$0	\$0	\$0	\$0
Contractual Services	<u>\$14,390</u>	<u>\$10,217</u>	<u>\$16,390</u>	<u>\$10,636</u>	<u>\$13,980</u>	<u>\$25,886</u>	<u>\$51,772</u>	<u>\$88,300</u>	<u>\$28,300</u>
Subtotal	\$149,929	\$111,255	\$135,685	\$135,060	\$145,686	\$91,982	\$181,795	\$216,050	\$161,050
Materials & Supplies: Treatment									
Sand					\$1,000	\$10,127	\$10,127	\$10,000	\$10,000
Aluminum Sulfate/PACL	\$142,282	\$203,062	\$200,000	\$158,572	\$300,000	\$173,866	\$290,400	\$300,000	\$300,000
Polymer	\$0	\$4,872	\$20,000	\$57,533	\$63,000	\$26,007	\$39,675	\$50,000	\$50,000
Sodium Hypochlorite	\$40,652	\$19,357	\$51,180	\$22,740	\$62,958	\$12,137	\$12,137	\$30,000	\$32,000
Memclean	\$5,000	\$1,862	\$5,000	\$3,098	\$5,000	\$2,294	\$5,000	\$5,000	\$5,000
Citric Acid	\$1,500	\$612	\$1,500	\$1,475	\$1,500	\$2,076	\$2,076	\$5,000	\$5,000
UV Bulbs/Wipers	\$33,000	\$7,871	\$38,000	\$52,221	\$48,000	\$40,028	\$135,000	\$60,000	\$106,500
SF cell rehabilitation	\$50,000	\$61	\$50,000	\$0	\$50,000	\$0	\$0	\$50,000	\$50,000
Electricity	\$580,883	\$512,152	\$579,022	\$663,097	\$652,459	\$406,640	\$737,235	\$750,000	\$787,500
Backwash Waste	\$21,905	\$27,634	\$41,151	\$34,422	\$50,620	\$27,707	\$50,000	\$50,000	\$50,000
Water (Pleasanton bills)	\$850	\$770	\$900	\$1,267	\$900	\$337	\$900	\$900	\$900
Supplies/Expenses (misc)	\$500	\$731	\$500	\$3,971	\$500	\$16,872	\$5,000	\$2,000	\$2,000
Mechanical Supplies	\$8,000	\$136,760	\$27,400	\$45,609	\$119,400	\$40,997	\$81,994	\$75,500	\$75,500
Electrical Supplies	\$65,170	\$43,760	\$65,170	\$75,716	\$52,920	\$29,769	\$59,538	\$110,170	\$85,670
Laboratory Analysis	\$95,010	\$82,821	\$97,027	\$98,550	\$100,424	\$50,872	\$101,744	\$125,400	\$125,400
Contractual Services	<u>\$31,250</u>	<u>\$8,985</u>	<u>\$31,300</u>	<u>\$35,500</u>	<u>\$84,340</u>	<u>\$382</u>	<u>\$764</u>	<u>\$150,250</u>	<u>\$153,250</u>
Subtotal	\$1,076,002	\$1,051,310	\$1,208,150	\$1,253,770	\$1,593,021	\$840,110	\$1,531,590	\$1,774,220	\$1,838,720
Transmission Subtotal	\$366,350	\$217,204	\$350,547	\$266,377	\$380,796	\$176,273	\$350,377	\$589,066	\$544,324
Treatment Subtotal	\$1,533,022	\$1,508,199	\$1,669,823	\$1,916,879	\$2,121,037	\$1,248,522	\$2,348,414	\$2,486,348	\$2,582,909
Grand Total	\$1,899,372	\$1,725,403	\$2,020,370	\$2,183,256	\$2,501,833	\$1,424,796	\$2,698,791	\$3,075,414	\$3,127,233
Production, Acre-Feet	4,159	3,881	3,927	5,099	4,831	2,678	4,703	5,163	5,380
Cost per AF	\$457	\$445	\$514	\$428	\$518	\$532	\$574	\$596	\$581

Note: YTD expenses are for the 6-month period ending December 31, 2018

DERWA LABOR ESTIMATING

FYE 2020

PERSONNEL

Division 51 - Field Operations (Distribution)		1036
WWSO IV	1 hour per day for rounds	480
WWSO IV	Chlorinating reservoirs, occasional as needed	16
WWSO IV	Annual fill and drain procedure	60
WWSO IV	Valve exercising & ARV inspections	150
WWSO IV	USA's - 2 hours per week	130
Supervisor	Supervising staff activities, inspecting work, dealing with problems	200
Division 52 - Treatment Plant Operations (Production)		3322
Senior Operator	BF/SF/UV 3.8 hr per shift or 7 hr per day for 7.5 mos	2340
Senior Operator	Membrane plant 1.3 hr per shift or 4 hr per day for 4.5 mos	480
Process Lead Operator V	Troubleshooting problems	83
Senior Operator	UV lamp and wiper maintenance/replacement, annual	324
Supervisor	Supervising staff activities, inspecting work, dealing with problems	61
Senior Operator	New Actiflo process training and overtime	16
Process Lead Operator V	New Actiflo process training and overtime	9
Operator II	New Actiflo process training and overtime	9
Division 53 - Mechanical Maintenance		760
Mechanic II	PM's	180
Mechanic II	Sand plant 8 hr per week for 8 mos	256
Mechanic II	Membrane plant 2 hr per week for 5 mos	40
Mechanic II	Pump station/reservoir maint 2 hr per week	104
Senior Mechanic	Troubleshooting problems	120
Supervisor	Supervising staff activities, inspecting work, dealing with problems	60
Division 54 - Electrical & Instrumentation Maintenance		962
Instrument Tech	RW Treatment Plant & Transmission Instruments 3.5 hours/week	234
OP Control Sys Spec	RW Treatment Plant & Transmission SCADA system 3.5 hours/week	234
Sr Instrument/Controls Tech	Instrument replacement and SCADA troubleshooting 0.75 hours/week	78
Electrician	RW Treatment Plant 2 hours/week	234
Senior Electrician	Electrical troubleshooting .75 hours/week	78
Supervisor	Supervising staff activities, dealing with problems 1.5 hours/week	104
Division 56 - Safety		40
Safety Officer/Tech	Inspecting misc DERWA facilities	40
Division 40 - Engineering		300
Senior Civil Engineer	Assistance with engineering, maintenance, and bidding issues	80
Principal Engineer	Asset Management: 60% distribution, 40% treatment	40
Engineering Tech II	Asset Management: 60% distribution, 40% treatment	100
Admin Technican	Asset Management: 60% distribution, 40% treatment	80
TOTAL		6420

Attachment 4

Actual 2018 Season Recycled Water Demand Totals

Month	Production		Recycled Water Demand				
	SF-UV (MG)	MF-UV (MG)	Average MGD	Peak MGD	MG	AF	Peaking Factor
JAN	0.00	10.64	0.44	1.26	13.5	41.6	2.88
FEB	0.00	36.61	1.23	1.90	34.5	105.8	1.54
MAR	0.00	21.74	0.76	3.79	23.7	72.7	4.95
APR	7.73	39.72	1.70	4.18	51.0	156.5	2.46
MAY	150.34	10.52	5.26	7.74	163.1	500.6	1.47
JUN	213.03	0.00	7.21	9.19	216.2	663.4	1.28
JUL	246.21	0.00	8.75	10.73	271.1	832.1	1.23
AUG	223.70	0.00	7.91	10.02	245.2	752.6	1.27
SEP	189.61	0.00	6.74	9.75	202.2	620.7	1.45
OCT	136.73	0.00	4.82	6.92	149.3	458.1	1.44
NOV	71.42	7.09	2.93	5.17	87.8	269.3	1.77
DEC	0.00	8.84	0.36	0.57	11.0	33.8	1.61
AVG			4.02				1.94
TOTAL	1,238.77	135.15			1,468.6	4,507.3	
MIN	7.73	7.09	0.36	0.57	11.0	33.8	1.2
MAX	246.2	39.7	8.75	10.73	271.1	832.1	5.0

Attachment 5

Projected Recycled Water Demand for Current 2019 Season

Month	Production		Recycled Water Demand				Peaking Factor
	SF-UV (MG)	MF-UV (MG)	Average MGD	Peak MGD	MG	AF	
JAN		15.27	0.49	1.42	15.3	46.9	2.88
FEB		38.87	1.39	2.14	38.9	119.3	1.54
MAR		26.69	0.86	4.27	26.7	81.9	4.95
APR	57.47		1.92	4.71	57.5	176.4	2.46
MAY	183.84		5.93	8.72	183.8	564.2	1.47
JUN	243.62		8.12	10.36	243.6	747.7	1.28
JUL	305.54		9.86	12.10	305.5	937.7	1.23
AUG	276.35		8.91	11.29	276.4	848.2	1.27
SEP	227.92		7.60	10.99	227.9	699.5	1.45
OCT	168.21		5.43	7.80	168.2	516.2	1.44
NOV		98.90	3.30	5.83	98.9	303.5	1.77
DEC		12.43	0.40	0.65	12.4	38.1	1.61
AVG			4.53				1.94
TOTAL	1,462.96	192.15			1,655.1	5,079.7	
MIN	57.47	12.43	0.40	0.65	12.4	38.1	1.2
MAX	305.54	98.90	9.86	12.10	305.5	937.7	5.0

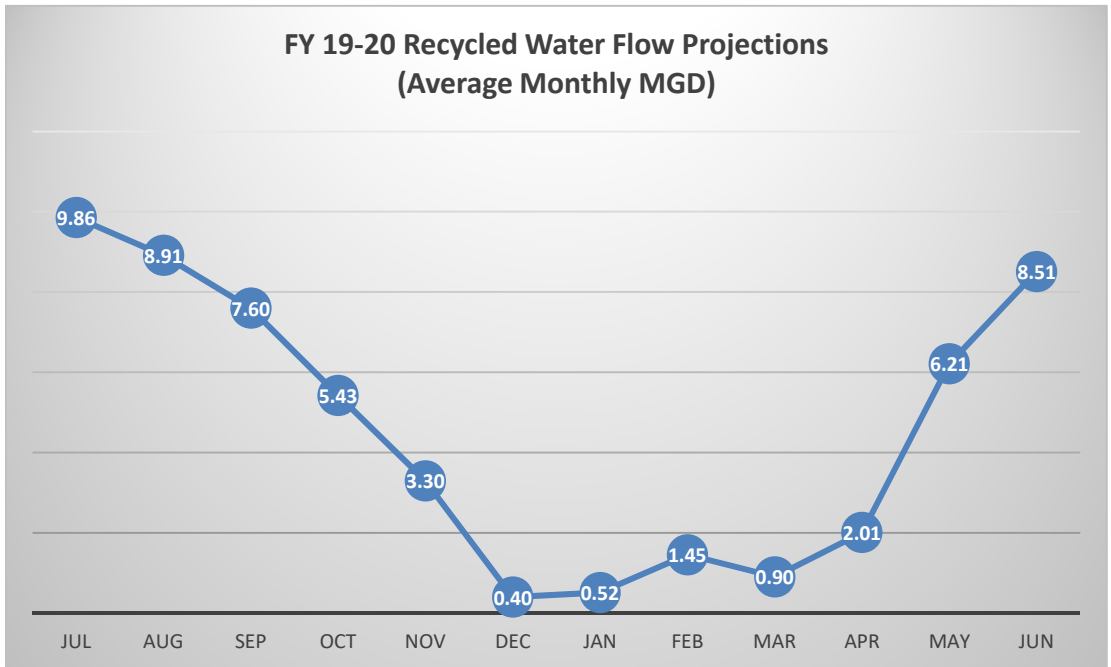
Notes: The flows shown for the current calendar year are projections based on the last calendar year's season demand multiplied by 12.7% per "2017-2021 DERWA Five-Year Projected Average Recycled Water Demand" from "EBMUD Recycled Water Flow Projections Letter to DSRSD, dated 03282017" from Mike Tognolini.

Attachment 6

Estimated Recycled Water Demand Totals for Fiscal Year 2019-2020

Month	Production		Recycled Water Demand				
	SF-UV (MG)	MF-UV (MG)	Average MGD	Peak MGD	MG	AF	Peaking Factor
JUL	305.54	0.00	9.86	12.10	305.54	937.73	1.23
AUG	276.35	0.00	8.91	11.29	276.35	848.15	1.27
SEP	227.92	0.00	7.60	10.99	227.92	699.52	1.45
OCT	168.21	0.00	5.43	7.80	168.21	516.25	1.44
NOV	0.00	98.90	3.30	5.83	98.90	303.53	1.77
DEC	0.00	12.43	0.40	0.65	12.43	38.14	1.61
JAN	0.00	16.00	0.52	1.49	16.00	49.10	2.88
FEB	0.00	40.73	1.45	2.24	40.73	125.02	1.54
MAR	0.00	27.97	0.90	4.47	27.97	85.84	4.95
APR	60.23	0.00	2.01	4.93	60.23	184.86	2.46
MAY	192.66	0.00	6.21	9.14	192.66	591.30	1.47
JUN	255.32	0.00	8.51	10.85	255.32	783.59	1.28
AVG			4.59				1.94
TOTAL	1,486.23	196.03			1,682.27	5,163.03	
MIN	60.23	12.43	0.40	0.65	12.43	38.14	1.23
MAX	305.54	98.90	9.86	12.10	305.54	937.73	4.95

Notes: The flows shown for the current calendar year are projections based on projected increase for 2019 (12.73%) and 2020 (4.84%) per "2017-2021 DERWA Five-Year Projected Average Recycled Water Demand" from "EBMUD Recycled Water Flow Projections Letter to DSRSD, dated 03282017" from Mike Tognolini.



Attachment 7

DERWA OPERATIONS BUDGET FOR FISCAL YEAR 2019-2021

Summary:

	<u>Total</u>	<u>Treatment</u>	<u>Distribution</u>	<u>Non-Recurring</u>
LABOR	\$1,127,463	\$744,189	\$383,274	
MATERIALS & SUPPLIES	\$1,818,220	\$1,685,470	\$132,750	\$18,000
CONTRACTUAL SERVICES	\$181,550	\$153,250	\$28,300	\$3,000
	\$3,127,233	\$2,582,909	\$544,324	\$21,000

Assumptions:

	<u>Total</u>	<u>SF-UV</u>	<u>MF-UV</u>	<u>Treatment</u>	<u>Distribution</u>
Days of operation =	365	200	165		
Annual acre feet =	5,380	4,561	602		
Annual million gallons =	1,753	1,486	196		

Unit Costs:

Cost/AF =	\$581		\$480	\$101
Cost/MG=	\$1,784		\$1,474	\$311

Detailed Breakdown:

<u>LABOR</u>	<u>Hours</u>	<u>Est. Rate</u>	<u>Labor</u>	<u>Treatment</u>	<u>Distribution</u>
DIVISION 50 - Ops Admin					
Assoc Civil Eng SME	0	\$142	\$0	\$0	\$0
Subtotal	0		\$0	\$0	\$0
DIVISION 51 - Field Operations					
WWSO IV	836	\$163	\$135,889		\$135,889
Supervisor	200	\$271	\$54,181		\$54,181
Subtotal	1,036		\$190,070	\$0	\$190,070
DIVISION 52 - Treatment Plant					
Process Lead Operator V	94	\$184	\$17,274	\$17,274	
Senior WWTP Operator	3,230	\$167	\$539,549	\$539,549	
Operator II	9	\$138	\$1,242	\$1,242	
Supervisor	63	\$278	\$17,453	\$17,453	
Subtotal	3,396		\$575,519	\$575,519	\$0
DIVISION 53 - Mechanical					
Senior Mechanic	120	\$182	\$21,845	\$16,384	\$5,461
Mechanic II	580	\$166	\$95,992	\$30,718	\$65,275
Supervisor	60	\$217	\$13,022	\$4,167	\$8,855
Subtotal	760		\$130,860	\$51,269	\$79,591
DIVISION 54 - Electrical					
Sr Instrument/Controls Tech	78	\$202	\$15,742	\$7,871	\$7,871
OP Control Sys Spec	234	\$183	\$42,918	\$10,729	\$32,188
Instrument Tech	234	\$172	\$40,217	\$20,109	\$20,109
Senior Electrician	78	\$185	\$14,424	\$7,212	\$7,212
Electrician II	234	\$168	\$39,337	\$29,503	\$9,834
Supervisor	104	\$207	\$21,549	\$10,774	\$10,774
Subtotal	962		\$174,187	\$86,198	\$87,989
DIVISION 56 - Safety					
Safety Officer	40	\$121	\$4,822		\$4,822
Subtotal	40		\$4,822		\$4,822
DIVISION 40 - Engineering					
Senior Civil Engineer-Sup	80	\$218	\$17,405	\$10,443	\$6,962
Principal Engineer-Sup AM	40	\$256	\$10,257	\$6,154	\$4,103
Engineering Tech II-AM	100	\$144	\$14,390	\$8,634	\$5,756
Admin Technician-AM	80	\$124	\$9,953	\$5,972	\$3,981
Subtotal	300		\$52,005	\$31,203	\$20,802
Total Billable Labor	6,494		\$1,127,463	\$744,189	\$383,274

Note: FYE 2021 estimated labor rates includes 2.75% CPI increase effective January 1 of each 2020 and 2021 calendar years per DSRSD Bargaining MOU

Attachment 7

DERWA OPERATIONS BUDGET FOR FISCAL YEAR 2019-2021

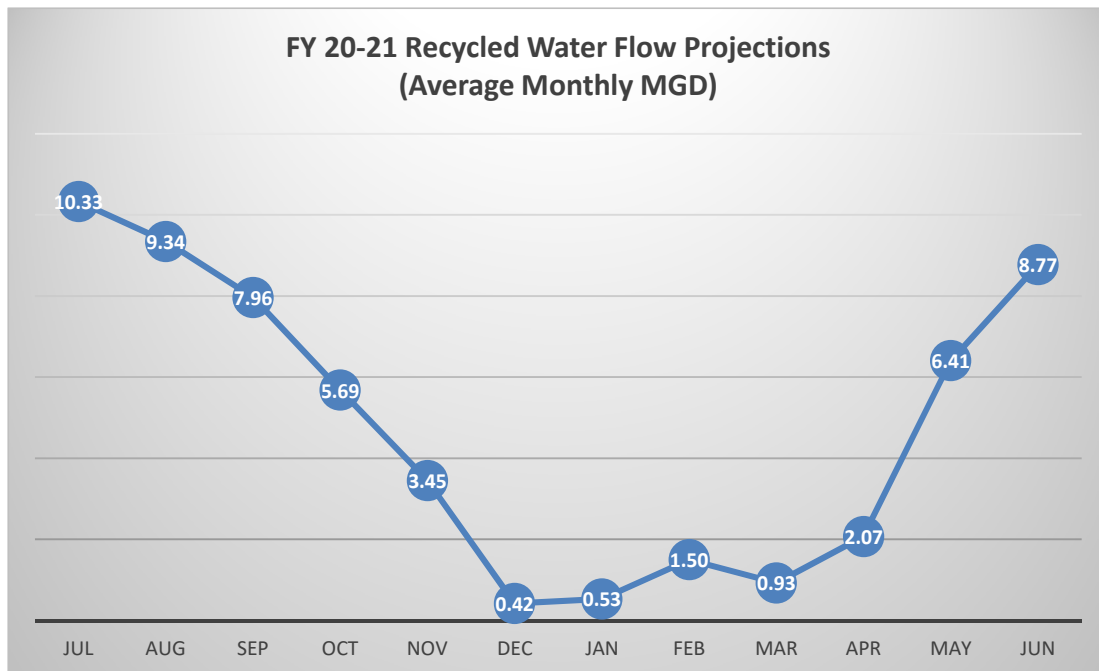
<u>MATERIALS & SUPPLIES</u>	<u>Total</u>	<u>Treatment</u>	<u>Distribution</u>	<u>Non-Recurring</u>
Operations Supplies				
Sand	\$10,000	\$10,000	\$0	
Aluminum Sulfate	\$300,000	\$300,000	\$0	
Polymer	\$50,000	\$50,000	\$0	
Sodium Hypochlorite	\$34,500	\$32,000	\$2,500	
Memclean	\$5,000	\$5,000	\$0	
Citric Acid	\$5,000	\$5,000	\$0	
UV Bulbs	\$60,000	\$60,000	\$0	
UV Wipers/Sensors	\$36,500	\$36,500	\$0	
UV Wiperarms	\$10,000	\$10,000	\$0	
SF cell rehabilitation	\$50,000	\$50,000	\$0	
Electricity	\$892,500	\$787,500	\$105,000	
Backwash Waste	\$50,000	\$50,000	\$0	
Water (Pleasanton bills)	\$900	\$900	\$0	
Supplies/Expenses (misc)	\$2,500	\$2,000	\$500	
Subtotal	\$1,506,900	\$1,398,900	\$108,000	\$0
Mechanical Supplies				
Metering pumps	\$14,000	\$14,000	\$0	
Gauges/valves & airlift assemblies	\$49,000	\$49,000	\$0	
Pump repair parts	\$18,000	\$0	\$18,000	
Compressor parts	\$5,000	\$5,000	\$0	
HVAC maintenance	\$7,500	\$7,500	\$0	
Wiper system rehabilitation (moved to capital outlay)	\$0	\$0	\$0	
Subtotal	\$93,500	\$75,500	\$18,000	\$0
Electrical Supplies				
Metering parts	\$7,500	\$7,500	\$0	
Analyzer parts	\$3,000	\$3,000	\$0	
21 KV equipment	\$1,500	\$1,500	\$0	
Motor/VFD parts	\$2,250	\$2,250	\$0	
Motor repairs	\$11,000	\$8,000	\$3,000	
UV ballast replacements	\$33,420	\$33,420	\$0	
Corrective Parts	\$10,500	\$7,500	\$3,000	
Major Project Parts	\$5,250	\$4,500	\$750	
*LED area and exterior lighting upgrades (FY21 est \$18,000)	\$18,000	\$18,000	\$0	\$18,000
Subtotal	\$92,420	\$85,670	\$6,750	\$18,000
Laboratory Services/Analysis				
Compliance Testing	\$75,900	\$75,900	\$0	
Salt Mgmt Plan sampling/analysis	\$17,000	\$17,000	\$0	
Operational Support Testing	\$32,500	\$32,500	\$0	
Subtotal	\$125,400	\$125,400	\$0	\$0
Total Materials & Supplies	\$1,818,220	\$1,685,470	\$132,750	\$18,000
CONTRACTUAL SERVICES				
Sub-surface Repairs, as needed	\$15,000	\$0	\$15,000	
IHT Pipeline CP Survey and AC Mitigation Study, annual	\$8,800	\$0	\$8,800	
21 KV transformer testing, annual	\$2,000	\$2,000	\$0	
21kV Tri-Annual PM Service (due FY21, est \$3,000)	\$3,000	\$3,000	\$0	\$3,000
480V Annual PM Service	\$20,000	\$20,000	\$0	
Repair services, as needed	\$10,000	\$10,000	\$0	
MF Service Contract, annual	\$13,750	\$13,750	\$0	
SCADA Software Support, annual	\$18,000	\$16,000	\$2,000	
PLC Support, annual	\$17,500	\$17,500	\$0	
Reservoir Cleaning R100/R200 (every 3-4 years, next 2023)	\$0	\$0	\$0	
Actiflo optimization technical support	\$7,000	\$7,000	\$0	
SFUV Service Contract, annual	\$28,000	\$28,000	\$0	
Professional Services, misc	\$5,000	\$2,500	\$2,500	
Wedeco preventative maintenance	\$33,500	\$33,500	\$0	
Total Contractual Services	\$181,550	\$153,250	\$28,300	\$3,000
TOTAL O&M BUDGET (LABOR, MATERIALS & SERVICES)	\$3,127,233	\$2,582,909	\$544,324	\$21,000
FYE 2020 Proposed Budget	\$3,075,414	\$2,486,348	\$589,066	
Increase	1.68%	3.88%	-7.60%	

Attachment 8

Estimated Recycled Water Demand Totals for Fiscal Year 2020-2021

Month	Production		Recycled Water Demand				
	SF-UV (MG)	MF-UV (MG)	Average MGD	Peak MGD	MG	AF	Peaking Factor
JUL	320.20	0.00	10.33	12.68	320.20	982.74	1.23
AUG	289.62	0.00	9.34	11.83	289.62	888.86	1.27
SEP	238.86	0.00	7.96	11.52	238.86	733.09	1.45
OCT	176.28	0.00	5.69	8.18	176.28	541.03	1.44
NOV	0.00	103.65	3.45	6.11	103.65	318.10	1.77
DEC	0.00	13.03	0.42	0.68	13.03	39.98	1.61
JAN	0.00	16.49	0.53	1.53	16.49	50.62	2.88
FEB	0.00	41.99	1.50	2.31	41.99	128.87	1.54
MAR	0.00	28.83	0.93	4.61	28.83	88.49	4.95
APR	62.09	0.00	2.07	5.09	62.09	190.55	2.46
MAY	198.60	0.00	6.41	9.42	198.60	609.51	1.47
JUN	263.18	0.00	8.77	11.19	263.18	807.73	1.28
AVG			4.78				1.94
TOTAL	1,548.83	203.98			1,752.82	5,379.56	
MIN	0.00	0.00	0.42	0.68	13.03	39.98	1.23
MAX	320.20	103.65	10.33	12.68	320.20	982.74	4.95

Notes: The flows shown for the current calendar year are projections based on projected increase for 2020 (4.84%) and 2021 (3.08%) per "2017-2021 DERWA Five-Year Projected Average Recycled Water Demand" from "EBMUD Recycled Water Flow Projections Letter to DSRSD, dated 03282017" from Mike Tognolini.





TITLE: Receive Briefing on DERWA (Dublin San Ramon Services District - East Bay Municipal Utility District Recycled Water Authority) Recycled Water Connection Moratorium

RECOMMENDATION:

Staff recommends the Board of Directors receive a briefing on a proposed DERWA resolution requesting a recycled water connection moratorium.

SUMMARY:

Improved water use efficiency and conservation by customers has decreased wastewater flows and, consequently, the recycled water supply available for the DERWA program. In addition, as the City of Pleasanton expands its recycled water program, less wastewater is available for DERWA. Even with the recent DERWA supplemental supply agreement with Central Contra Costa Sanitary District (Central San) to divert approximately one million gallons of wastewater from the Central San collection system to the DSRSD collection system, the recycled water peak day demands are expected to exceed the available recycled water supply in the near future.

Pursuant to Article IV of the "Agreement For The Sale Of Recycled Water By The DSRSD-EBMUD Recycled Water Authority to the Dublin San Ramon Services District and the East Bay Municipal Utility District" (Sales Agreement), when there is a supply shortfall, the member agencies shall implement demand management for their respective customers and the Authority Manager shall take actions to curtail delivery of recycled water to the DERWA member agencies by the same percentage reduction so that the actual delivery to the member agencies will equal the recycled water supply.

Given the projected shortfall in recycled water and the complexity of implementing demand management on a real-time peak day basis, a prudent and practical method of demand management for the member agencies is to implement a connection moratorium for new recycled water customers. However, EBMUD has recently made significant investment and has expended grant funding for the Phase 2 Expansion of its recycled water distribution system and is currently in the process of converting existing potable water customers to recycled water.

DERWA Authority Manager, Mike Tognolini, will recommend at the March 25 DERWA Board meeting that the DERWA Board adopt a resolution requesting the member agencies implement a connection moratorium with the exception of Phase 2 Expansion of the EBMUD recycled water program, which would be "grandfathered" as new connections.

Originating Department: Engineering Services	Contact: J. Zavadil	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input checked="" 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 type="checkbox"/> Other (see list on right)	77 of 85	



TITLE: Receive Presentation on Water Supply, Storage, Conveyance, Quality and Conservation Policy

RECOMMENDATION:

Staff recommends the Board of Directors receive a presentation on the Water Supply, Storage, Conveyance, Quality and Conservation policy.

SUMMARY:

In September 2015, in response to the 2014/2015 drought, the District completed a high-level Long-term Alternative Water Supply Study (Study) (<http://www.dsrsd.com/home/showdocument?id=2529>) and in October 2015, the Board adopted the attached Water Supply, Storage, Conveyance, Quality and Conservation policy (Policy).

Over the next three Board meetings, staff would like to review the Policy and the Study with the Board and present new information and developments since the completion of the Study and the adoption of the Policy. The District’s water wholesaler, Zone 7 Water Agency, and the Tri-Valley Retailers will need to make important decisions regarding long-term water supply for the valley over the next year. The objective of the review is for the Board to determine whether the Policy should be refined and whether any additional information is needed for the Board to make investment, partnership, and timing decisions. Additionally, any preliminary discussions will guide staff in advance of the scheduled quadrennial Board review of the Policy that is planned for this fall.

Staff will provide a briefing on the Policy in this meeting, provide a briefing on the Study at the April 2 meeting, and provide recommendations and seek direction for moving forward at the April 16 meeting.

Originating Department: Engineering Services	Contact: J. Zavadil	Legal Review: Not Required
Cost: \$0	Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)	Attachment 1 – Water Supply, Storage, Conveyance, Quality and Conservation Policy	
		78 of 85



Policy

Policy No.: P300-15-1	Type of Policy: Operations
Policy Title: Water Supply, Storage, Conveyance, Quality and Conservation	
Policy Description: Provides guidance for addressing the current water supply challenges	
Approval Date: 10/20/2015	Last Review Date: 2015
Approval Resolution No.: 89-15	Next Review Date: 2019
Rescinded Resolution No.: 57-06	Rescinded Resolution Date: 11/21/2006

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

1. To meet continuously the water demands of existing customers and the needs of new development planned by the Cities of Dublin and San Ramon.
2. To maintain a safe, secure, and reliable water supply and water storage system so that the water supplied continuously meets full customer demands in no less than 85% of calendar years, and that 75% of water supplied continuously meets demands in no less than 99% of calendar years.
3. To diversify the sources of water supply so that no less than 60% of total demand (potable and recycled) is satisfied by local and regional water supplies, and that no more than 40% of total water supply (potable and recycled) comes from any one physical source.
4. To take measures to meet continuously the recycled water demands of DERWA 100% of time, which may include acquiring additional wastewater effluent supplies and/or off-season wastewater effluent storage.
5. Given the uncertainty of consistent water deliveries from the State Water Project, explore in partnership with other Tri-Valley agencies the development of an expanded or additional local water facility to supplement the groundwater basin when flows from the State Water Project are jeopardized.
6. To diversify the transmission system so that there are at least two independent conveyance systems for each water supply source to serve DSRSD's customers, and each conveyance system in concert with local storage facilities has the capacity to convey 70% of maximum day demands for extended periods of time.

Policy No.: P300-15-1	Policy Title: Water Supply, Storage, Conveyance, Quality and Conservation
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7. To actively promote water conservation for commercial and residential customers, with a long-term goal of a permanent system-wide average annual residential potable use of no more than 70-gallons per capita per day.
8. To enhance the quality of the District’s water supply.
9. With the exception of brine produced from recycling production, to discharge no treated wastewater to the Bay.
10. To seek grant opportunities and project partners so that the costs to District customers for implementing these policy objectives are acceptable.
11. To ensure that the ultimate beneficiaries of the water supply equitably participate in the funding of the costs associated with the acquisition and delivery of the water supply into the District service area.
12. These policy objectives can best be met through collaboration with the other Tri-Valley water agencies and cities, and regional water agencies.



TITLE: Receive Presentation on the Strategic Plan 2019 Update and Provide Direction

RECOMMENDATION:

Staff recommends the Board of Directors receive a presentation on the Strategic Plan (2019 Update) priorities developed by the Leadership Team, discuss the Board’s priorities for the Strategic Plan, and provide direction on the Strategic Plan to staff.

SUMMARY:

The Board of Directors has approved a Strategic Plan since 2007. The Strategic Plan is a five year planning document, describing the District’s mission, its vision in the years ahead, and some key strategic goals and action items in support of the mission and vision. Concurrently, with each biennial budget process in the Spring immediately following a Board election, the Board updates the Strategic Plan by adopting a new edition of the Strategic Plan. Most recently in 2017, the Board of Directors streamlined the Strategic Plan, adopting the sixth edition of the plan.

The Leadership Team (consisting of the District’s executive managers and mid-managers) has developed some preliminary concepts for the Strategic Plan for the Board’s review and comment. A copy of these draft concepts for the Strategic Plan is included as Attachment 1. For comparison, the currently adopted sixth edition (2017) of the Strategic Plan is included as Attachment 2.

Staff will make a presentation on the Strategic Plan concepts developed thus far, and receive comment and direction from the Board for the following:

- Items be to re-worded or clarified
- Items to be significantly revised
- Items to be added
- Items to be deleted

Most of the concepts in the Strategic Plan can be addressed with existing District resources. However, a number of items may require additional resources, and these are highlighted in the attached draft Strategic Plan. Based on the Board’s direction, staff will propose the necessary resources with the upcoming operating budget (planned for first review on May 21).

Originating Department: Office of the General Manager		Contact: D. McIntyre	Legal Review: Not Required
Cost: \$0		Funding Source: N/A	
Attachments: <input type="checkbox"/> None <input type="checkbox"/> Staff Report <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Task Order <input type="checkbox"/> Proclamation <input checked="" type="checkbox"/> Other (see list on right)		Attachment 1 – 2019 Draft Strategic Plan Attachment 2 – 2017 Adopted Strategic Plan (Sixth Edition)	
			81 of 85

DRAFT Strategic Plan – 2019 Update (Seventh Edition)

Mission:

Protect public health and the environment by providing reliable and sustainable water, recycled water, and wastewater services in a safe, efficient, and fiscally responsible manner.

Vision:

In our operations, financial practices, and public policies we always strive to be an effective and efficient organization. Our agency is nimble and resilient in navigating the challenges of our ever-changing industry. We relentlessly pursue incremental improvement, and to be seen as a leader of industry best management practices.

Strategic Goals and Action Items:

1. Maintain our financial stability and sustainability
 - Invest short-term to minimize long-term District costs
 - Develop long-term (10-year) financial models to guide future operating budgets and rate studies
 - Manage District costs to ensure future utility rate increases do not exceed general inflation
2. Make additional investment in information systems that provide a strong return on investment
 - Expand the use of our electronic records management program
 - Replace our finance and utility billing software system by 2022
 - Fully customize and implement our computerized maintenance management system (Lucity) to support our integrated Asset Management Program
3. Update our business practices and procedures
 - Update our electronic operations manuals and integrate them with our electronic records management and maintenance management systems
 - Work collaboratively to review and revise our Joint Powers Authority and other interagency agreements to address changing conditions

4. Develop a fully integrated Asset Management Program to guide all the District's business decisions
 - Place greater emphasis on preventative maintenance in our operations
 - Integrate CIP planning and operations/maintenance activities to optimize life-cycle costs
5. Attract, professionally develop, and engage a highly skilled workforce to ensure a continuously high performing organization
6. Match District staffing to business needs, reallocating resources as necessary to address new challenges and opportunities
7. Enhance our ability to respond to emergencies and maintain business continuity
 - Update our Emergency Response Plan
 - Create a database of emergency assets, equipment, and materials in stock
 - Conduct a District-wide Incident Command System exercise to assess District capabilities
 - Explore coordination with City of Dublin on a Joint Emergency Operations Center
8. Meet the objectives of the District's water supply policy by developing and implementing an integrated recycled and potable water program
 - Obtain new recycled water sources to meet long-term demands
 - Complete a 2020 Urban Water Management Plan that creates a blueprint for improving long-term water supply reliability
 - Work collaboratively with our Tri-Valley partners in the development of a more diversified and resilient water supply

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STRATEGIC PLAN

FYE 2017 - 2022
SIXTH EDITION

Updated May 2017



STRATEGIC GOALS AND ACTION ITEMS

1. Develop a fully integrated Asset Management Program as the backbone of a cohesive business management strategy
 - Integrate CIP planning and operations/maintenance activities to optimize life-cycle costs (including a greater emphasis on preventative maintenance in our operations)
 - Develop long-term (10-year) financial models to guide future operating budgets and rate studies
 - Continuously match District staffing to business needs, reallocating resources as necessary to address new challenges and opportunities
2. Develop and maintain a highly qualified workforce to ensure a continuously high performing organization with sufficient resilience and redundancy to thrive in the face of staffing transitions
3. Work collaboratively with other agencies in the Tri-Valley to improve service quality and efficiency
 - Explore creative service delivery strategies, including expanded use of the Tri-Valley Reciprocal Services Agreement
4. Revitalize and renew our business practices and procedures
 - Fully utilize information technology tools available to us and make additional financial investment in information systems
 - Update our financial, human resources, safety, and operational practices and procedures
5. Enhance our ability to respond to emergencies and maintain business continuity
6. Develop and implement an integrated recycled and potable water program that meets the objectives of the District's water supply policy
 - Complete a feasibility study for a Tri-Valley advanced purification project and implement a joint Tri-Valley strategy
 - Obtain new recycled water sources to meet long-term demands
 - Develop strategy for balancing limited water resources to appropriately balance tertiary-treated recycled water and advanced purified water needs
 - Complete a 2020 Urban Water Management Plan that creates a blueprint for improving long-term water supply reliability
 - Cooperate with our partners in the Tri-Valley in development of further water recycling
 - Support and encourage our Tri-Valley partners in the development of a more diversified and resilient water supply
7. Aggressively develop an electronic records management program
8. Diversify our biosolids management practices to address economic opportunities and regulatory challenges

M ISSION

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

V ISION

Enhance resiliency in our capabilities in the face of staffing transitions

Proactively maintain our financial stability and sustainability

Use technology to improve operations and efficiency

Lead innovation in the water, wastewater, and recycling industry in an economically prudent manner

Demonstrate leadership in engendering productive collaborations and partnerships in the Tri-Valley

Develop a more reliable water supply

When our communities approach buildout, reduce development-related staffing appropriately and reallocate resources to address long-term Asset Management needs



**Dublin San Ramon
Services District**

Water, wastewater, recycled water 84 of 85



DISTRICT CORE VALUES

The core values are simple key words that describe the values of the agency; they are accompanied by questions that are to be asked when major policy decisions are being considered to ascertain if the decision is in conformance to the stated values.

CORE VALUE	CORE VALUE QUESTION
Protect Public Health and the Environment	Does the decision protect public health and the environment?
Sustain Financial Stability	Does the decision sustain or contribute to the financial stability of the District?
Be Open and Transparent	Is the decision being made in an appropriately open and transparent manner and has it considered public input?
Fairness, Respect, Honesty, and Ethics	Does the decision treat all concerned fairly, respectfully, honestly, and ethically?
Operate Safely	Does the decision promote a safe environment for the community and the workforce?
Provide High Quality Customer Service	Does the decision reflect high quality customer service?
Provide Sustainable, Efficient, Reliable, and Secure Services	Does the decision maintain or enhance the District's sustainability, efficiency, reliability, and security?
Perform at a High Standard	Does the decision or action lead to a high performing, highly qualified, motivated, safe, and innovative workforce and an adaptable organization?

Updated June 2017