87 Carol Lane
P.O. Box 127
Oakley, CA 94561-0127
925-625-3798
Fax 925-625-0814
www.diablowater.org

Directors:
Edward Garcia
President

John H. de Fremery
Vice President

Kenneth L. Crockett
Paul Seger

General Manager & Secretary:
Daniel Muelrath

General Counsel:
Jeffery D. Polisner

AGENDA

The Regular Meeting of the Board of Directors of Diablo Water District will be held on Wednesday, July 24, 2019, 7:30 p.m. at the District's office, 87 Carol Lane, Oakley, California.

Director Crockett will attend the meeting via telephone at the following location: Sea Bird RV Park, Space # 24, 16429 Highway 101 S, Brookings, OR 97415.

The District's agendas and supporting documents are available at the District's Office located at 87 Carol Lane, Oakley, California, or by calling Christine Belleci at (925) 625-0588. A fee may be charged for copies.

If you have a special accommodation needs to attend the meeting, please provide at least two (2) working days notice prior to the meeting by calling Christine Belleci at (925) 625-0588.

1 - Pledge of Allegiance.

2 - Public Input. (Anyone present may address the Board of Directors on any subject within the jurisdiction of Diablo Water District. This need not be related to any item on the Agenda.)

3 - Approval of Minutes of the Regular Meeting of June 26, 2019.

Staff Recommendation: Approve Minutes.

4 - Adoption of a Resolution of Appreciation for Enrico Cinquini's Service on the Board of Directors.

Staff Recommendation: Adopt Resolution Number 2019-11.

5 - Vacant Board Position – Board Member Candidates.

Staff Recommendation: Perform interviews of candidates and if desired, appoint new Board Member.

6 - Perform Oath of Office for New Director.

Staff Recommendation: Perform Oath of Office for New Director.

7 – Second Public Hearing for By-Division Elections Map Creation.

Staff Recommendation: Receive information and conduct public hearing.

8 - Public Hearing Regarding Proposed 5 Percent Increase in Water Charges for County Well System M-27, Willow Park Marina and Reaffirming Current Charges for M-25, Knightsen and M-26, Beacon West.

Staff Recommendation: Conduct public hearing.

9 - Resolution 2019-12 Amending Regulation Number 1, Water Charges for County Well System M-27, Willow Park Marina; and Reaffirming the Current Charges for M-25, Knightsen and M-26, Beacon West.

Staff Recommendation: Adopt Resolution Number 2019-12.

10 - Award Financial Advisor Contract

Staff Recommendation: Authorized the General Manager to execute a not to exceed contract in the amount of $40,000 with Urban Futures, Inc, for financial advisory services on the upcoming bond refinancing and issuance.

11 - Acceptance of Facilities – Aspen Lane.

Staff Recommendation: Adopt Resolution Number 2019-13.

12 - Acceptance of Facilities – Aspen Place.

Staff Recommendation: Adopt Resolution Number 2019-14.

13 - Authorization to Execute Facilities Installation Agreement with KB Home Northbay, LLC for Subdivision 8975, Shiloh Property.

Staff Recommendation: Authorize the General Manager to Execute the Agreement.

14 - Discussion Items and Reports.

General Manager

- Water Supply Charts
- Integrated Regional Water Management Program Update
- Groundwater Sustainability Agency Update
- District Website

General Counsel

Engineer

- 2019 District Engineering Standards and Specifications
- 2019 Map Book

Comments of Directors

- CSDA Training – Director Seger

15 - Financial Reports.

A.) Approval of Warrant Register Numbers 2019-7 and 2019-7A.

B.) Receive Monthly Financial Statements.

16 - Next Meetings of the Board of Directors.

August 28, 2019

September 25, 2019

17 - Adjournment.

Posted this 19th day of July 2019.

Dan Muelrath Digitally signed by Dan Muelrath
Date: 2019.07.19 15:24:20 -07'00'

Dan Muelrath, General Manager/Secretary

87 Carol Lane
P.O. Box 127
Oakley, CA 94561-0127
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Directors:
Edward Garcia
President

John H. de Fremery
Vice President

Kenneth L. Crockett
Enrico Cinquini
Paul Seger

General Manager & Secretary:
Daniel Muelrath

General Counsel:
Jeffery D. Polisner

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF DIABLO WATER DISTRICT HELD ON JUNE 26, 2019

The regular meeting of the Board of Directors of Diablo Water District (District) was called to order by President Garcia, at the District's office, 87 Carol Lane, Oakley, California at 7:31 p.m. on June 26, 2019.

ROLL CALL

Directors Present:	Garcia, de Fremery, Crockett (via telephone), Seger
Directors Absent:	Cinquini (resigned prior to meeting)
Staff Present:	Dan Muelrath, General Manager
General Counsel:	Jeffrey Polisner
Consultant(s):	Bill Brick – District Engineer (CDM Smith) Larry Ferchaw – District Demographer (Cooperative Strategies)
Others Present:	Dawn Morrow (Ironhouse Sanitary District – Director)

1 - PLEDGE OF ALLEGIANCE.

The Pledge of Allegiance was led by Director Seger.

2 - PUBLIC INPUT (Anyone present may address the Board of Directors on any subject within the jurisdiction of Diablo Water District. This need not be related to any item on the Agenda.).

None.

DRAFT

3 - Approval of Minutes of the Regular Meeting of May 22, 2019.

It was moved by Vice President de Fremery, seconded by Director Seger, and unanimously carried to approve the minutes.

4 - **Public Hearing for By-Division Elections Map Creation.**

This item was moved until the District demographer arrived.

Public Hearing opened at 8:40pm

Mr. Ferchaw with Cooperative Strategies presented five maps for public input and Board consideration. Additional data points and clarify questions were addressed.

Hearing no further public or Board input, it was moved by Vice President de Fremery, seconded by Director Seger and unanimously carried to close the public hearing at 8:49pm.

5 - Authorize Staff to Submit an Application for the State Water Resources Control Board's Recycled Water Feasibility Study Grant.

It was moved by Director Seger, seconded by Vice President de Fremery, and unanimously carried to adopt Resolution Number 2019-8.

6 - Administrative Regulations Review and Update.

General Manager Muelrath explained the need to update the District's Administrative Regulation to reflect current legal requirements and industry best practices.

Recommended changes to Regulations 101 – 108 were reviewed and discussed.

DRAFT

Vice President de Fremery expressed his desire to have the "At-Will" language removed from the proposed changes to Regulation 104 and desired to see the Executive leave remain at 5 days.

Director Seger asked how additional holidays would impact the District financially. General Manager Muelrath noted that these were none financial benefits, but did acknowledge that additional overtime could be incurred if crews had to respond to emergencies while the office is closed for a holiday.

Additionally, Director Seger provided input wishing to see additional diverse and inclusive language in Regulation 104, Section II and to make sure employees know they can appeal General Manager decisions to the Board.

General discussion amongst Board members included whether or not, the Staff's dress code should apply to the Directors.

To address the two areas were there was general Board consensus, General Manager Muelrath suggested removing the addition of the Regulation 104, Section I. At-Will Employment. This item will be revisited during revisions to upcoming Regulations that will deal with performance and disciplinary procedures, which will also address how employees can appeal General Manager decisions.

It was moved by Vice President de Fremery, seconded by Director Seger, and unanimously carried to adopt Resolution Number 2019-9, authorizing the updates to Regulations 101 – 108 as reflected in Attachment A, excluding the addition of Section I. At-Will Employment, in Regulation 104.

7 - Acceptance of Facilities – Delta Coves.

Director Seger asked for an explanation of what safeguards are in place to protect the District.

DRAFT

General Manager Muelrath explained that once facilities are completed to District satisfaction that the District is obligated to accept the facilities. Additional safeguards contained in the Disclosure Agreement were discussed.

It was moved by Vice President de Fremery, seconded by Director Crockett, to adopt Resolution Number 2019-10.

Motion passed 3-1.

AYES: Garcia, de Fremery, Crockett
NOES: Seger
ABSTAIN: None

8 - Authorization to Write Off Uncollectible Accounts for FY 2018-2019.

It was moved by Director Crockett, seconded by Vice President de Fremery, and unanimously carried to authorize staff to write off $8,007.04 in bad debt from the financial system.

9- Authorization to Purchase a 2019 F-450 Contractor Body Truck.

It was moved by Vice President de Fremery, seconded by Director Seger, and unanimously carried to authorize the General Manager to purchase a F-450 Contractor Body Truck, not to exceed $61,000.

10 - Discussion Items and Reports.

General Manager

- Water Supply Charts
- Groundwater Sustainability Agency Update
- HomeServe Follow-up

General Counsel

DRAFT

- Parliamentary Procedure Review (*Parliamentary Procedure Quick Reference for Special Districts*, California Special District Association

Engineer

- Delta Coves
- Facilities Plan Update
- 2019 American Society Civil Engineer/Utility Engineering and Surveying Institute, Pipelines Conference Paper

Comments of Directors

- President Garcia acknowledged Enrico Cinquini's resignation from the Board

11 - Financial Reports.

It was moved by Vice President de Fremery, seconded by Director Seger, and unanimously carried to approve Warrant Register Number 2019-6.

It was moved by Director Seger, seconded by Vice President de Fremery, to approve Warrant Register Number 2019-6A.

Motion passed 3-0-1.

AYES: Garcia, de Fremery, Seger
NOES: None
ABSTAIN: Crockett

Monthly Financial Statements were received.

12 - Next Meetings of the Board of Directors.

July 24, 2019
August 28, 2019

13 - Adjournment.

DRAFT

It was moved by Director Crockett, seconded by Director Seger, and unanimously carried to adjourn at 9:30pm

Respectfully submitted,

Dan Muelrath, General Manager/Secretary

DRAFT

RESOLUTION NO. 2019 – 11

DIABLO WATER DISTRICT
RESOLUTION OF APPRECIATION
for
Enrico E. Cinquini

WHEREAS, Enrico Cinquini served the people of Oakley since March 24, 2010, as a Director of Diablo Water District;

AND WHEREAS, Enrico generously gave his time, his energy, and his best efforts to the accomplishment of the mission of Diablo Water District which is to provide a water supply of the highest quality, without interruption or shortage, at a reasonable cost in an environmentally responsible manner;

AND WHEREAS, Enrico was appointed, as the District's representative on the Public Outreach Committee;

AND WHEREAS, Enrico provided invaluable review and input in the preparation of the District's public communication program, annual budgets, annual audits and policies of the District;

AND WHEREAS, Enrico contributed to the Board of Directors of Diablo Water District sound judgment which greatly contributed to its successful operation;

AND WHEREAS, Enrico's passion and dedication to the welfare of the District, its customers, and its employees will be forever remembered;

THEREFORE, BE IT RESOLVED, the Board of Directors of the Diablo Water District does heartily commend Enrico Cinquini for his outstanding public service as a Director of Diablo Water District, and on behalf of the District's staff and its customers extends to him their deep appreciation for his excellent public service.

President	Vice President
Director	Director
Director	General Manager and Secretary

DIABLO WATER DISTRICT

June 26, 2019 Board Meeting
Item Number 5

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Vacant Board Position – Board Member Candidates

On June 26, 2019, Director Cinquini submitted his resignation effective immediately.

Following Government Code, staff has notified the County of the vacancy and has solicitated interest from potential Board Members.

It is the Board's responsibility to fill the position via appointment within 60 days of being notified of the vacancy or of the effective date. In this scenario, the Board was notified, and the resignation was effective on the same day: June 26, 2019.

The Board has until August 25th to appoint a new board member or to call for an election.

The term of this position is the remaining first half of the term of office (December 2020). The remaining second half of the term of office will be decided by the voters as part of the November 2020 elections.

Attached are resumes/letters of interests from three potential board members that responded to the District's advertisement of vacancy.

Directors may ask candidates for additional information.

RECOMMENDATION:

Perform interviews of candidates and if desired, appoint new Board Member.

Dan Muelrath
Dan Muelrath
General Manager

Attached: Board Member Candidates Information

June 27, 2019

DIABLO WATER DISTRICT
JUN 27 2019
RECEIVED

Board of Directors
Diablo Water District
87 Carol Lane
Oakley, CA 94561

Subject: Application to fill Position of Board of Directors, Diablo Water District

Dear President Garcia, Directors, and General Manager Muelrath,

I would appreciate consideration to fill Director, Enrico Cinquini's place on the Board.

Mr. Cinquini was a positive leader in the formation of Oakley. It would be an honor to fill his position.

Respectfully,

Howard Hobbs

Howard Hobbs

Scott R. Pastor
53 Zinfandel Court
Oakley, CA 94561
(925) 437-4099
srpastor6@gmail.com

11 July 2019

Dan Muelrath
Diablo Water District
P.O. Box 127
Oakley, CA 94561

Dear Mr. Mulerath,

It has recently come to my attention that Enrico E. Cinquini has vacated his position, as of June 26, 2019. While it is sad to see him go, I am interested in filling the position that he previously held.

I have been a resident of Oakley for the last twenty-four years; in those past twenty-four years I have seen this community grow into something that I enjoy being apart of. I have two children that my wife and I have raised in this community. I am currently a charter member of the Oakley Rotary, and have had the pleasure of serving the Oakley community in recent events.

Thank you for your consideration, and I hope to hear from you soon. My resumé is attached with this letter, if you have any questions please feel free to contact me.

Sincerely,

Scott R. Pastor

Scott R. Pastor

53 Zinfandel Court, Oakley, CA 94561
(925) 625-0294
Srpastor6@gmail.com

PERSONAL SUMMARY

- Born August 30, 1969
- Raised in Knightsen, attended local school
- Married in 1995, moved to Oakley
- Two children, both attending college

EMPLOYMENT HISTORY

- *April 1996 – Present*

-Oakland, California
-Captain of Fire, City of Oakland

- *August 1985 – January 2000*

-Oakley/Knightsen, California
-Captain of Fire, Oakley Fire Protection District/Volunteer

- *April 1989 – March 1996*

-San Francisco, California
-Captain of Fire, United States Government, Treasure Island

EDUCATION

- Liberty Union High School - Brentwood, California

-June 1987
-High School Diploma: General Education

SKILLS

- Performance of daily supervision of personnel

AFFILIATIONS

- Sheriff Posse: 2004 – Present
- Oakley Rotary Club: 2019 - Present

Daniel Muelrath

From: marilyn <tiernanarabians@earthlink.net>
Sent: Wednesday, July 17, 2019 10:47 AM
To: Daniel Muelrath
Subject: Diablo Water Board
Attachments: 2019.6.19 GPA-PSC-PSN Independent Contractor Agreement-Marilyn Rev2 .docx

>
>Dear President Garcia, Diablo Water Directors & General Manager,
>
>I was saddened to hear of Director Cinquini's illness and resignation
>from the board. I have lived in Oakley for 33 years and am astounded
>at how much things have changed in that time.
>
>I feel that the timing is right for a new voice on the board: I have
>years of experience working collaboratively in the professional
>workforce (in multiple corporations and fortune 500 companies)as a
>participant as well as facilitating meetings. I feel I would be a good
>fit with the present board and woould appreciate the opportunity to be
>the first woman to participate
>
>Keeping rates low and the quality of water high is of the utmost
>importance for our community as well as making certain that
>growth/developers follow our rules and guidelines carefully and to make
>certain that development pays for/provides the infrastructure to handle
>added connections and water usage.
>
>I appreciate your consideration and hope to hear from you soon.
>
>Thank You
>
>Marilyn Tiernan
>CEO
>Precision Supply Network, LLC
>
>
>Confidentiality Notice -- This e-mail, and any documents attached to it, may contain information that is confidential or legally privileged. If you are not the intended recipient, you must not read this transmission, and any disclosure, copying, printing, distribution or use of any of the information contained in or attached to this e-mail is STRICTLY PROHIBITED. If you have received this transmission in error, please immediately notify the sender by telephone or return e-mail and delete the original transmission and its attachments without reading or saving in any manner. Thank you.

Marilyn M. Tiernan

(925) 457-4740 (m)
(925) 625-4573 (h)
precisionsupplynet@yahoo.com

- 25+ years experience purchasing and managing projects, staff, and budgets for marketing communications, advertising, direct mail, digital and print
- Solid experience developing and managing budgets of up to $60M, negotiating contracts, preparing and presenting RFPs, and communication between customers and vendors
- Strong knowledge of conventional and electronic production processes (art production, photography, pre-press, and printing)

EXPERIENCE

OWNER PRECISION SUPPLY NETWORK, LLC 2014 – PRESENT,

SAN FRANCISCO BAY AREA, CA

- Design cutting-edge packaging solutions from design to manufacturing for CPG companies (food, nutrition products, personal care/cosmetics, liquor)
- Specialize in unique design and substrates Cosmetics, Skin Care, Personal Care and Nutrition
- Provide management for projects and collateral including packaging, Annual reports and display work
- Comfortable managing international business relations and teams of up to 15 markets include the US, Canada, China, Japan, Central America, South America, and Italy

OWNER DYNASTY DESIGNS 1994 – PRESENT, MULTIPLE

- Design, copy, and creative project management for the equine / equestrian industries
- Work directly with employees in aspects of the equine industry,
- End-to-end management and strategy for print collateral including promotional material, pedigrees, videos, etc.
- Manage a team of 4 that included a copywriter, marketer, graphic designer, production designer, etc.

DIRECTOR, GLOBAL SOURCING SHAKLEE 2005 – 2014,

SAN FRANCISCO BAY AREA, CA

- Manage a purchasing group of 10 employees and a budget of $60M
- Established a standardized practice for labeling Shaklee in multiple languages for 184 SKU's
- Managed all new product launches, working closely with all appropriate departments
- Managed all print material for all markets
- Launched in multiple International markets, Taiwan, China, Malaysia, Canada, Mexico & India
- Qualified International vendors to ensure SOP and best practices are enforced

MANAGER OF PRODUCTION/ PROJECT MANAGEMENT FRANKLIN TEMPLETON FINANCIAL - 2004 TO 2005

SAN FRANCISCO BAY AREA, CA

- Directed the production department and planning departments internal operations, consisting of 12 buyers and numerous junior production managers along with 16 planners. Managed and controlled the purchasing budget of $50MM per year, which includes direct mail (quarterly & annual reports) as well as Marketing collateral materials. Annual savings ran 20 percent.
- • Identified and successfully more efficient, cost effective plants for all product lines. • Used best industry practices and improved processes, keeping us well within Privacy Regulations. • Brought direct mail projects in house which allowed more control. And cost savings• Worked closely with the International markets to improve process' and corporate unity• For further streamlining, negotiated with a vendor's to accomplishing two objectives: ◦ Better paper prices (increases a primary obstacle to cost reduction)◦ Improved timing. • Negotiated shipping and freight charges

Marilyn M. Tiernan

(925) 457-4740 (m)
(925) 625-4573 (h)
precisionsupplynet@yahoo.com

throughout the country and for internationalshipping. • Responsible for new product launches and market recommendations. Worked closely with the FTC, FDIC, OCC and other regulating agencies

DIRECTOR OF PRODUCTION/ PROJECT MANAGEMENT GYMBOREE 2003 to 2004
SAN FRANCISCO BAY AREA, CA

(Contract position)

- Directed the production department and traffic department of Gymboree's internal advertising agency, consisting of 4 buyers and numerous junior production managers along with 6 Graphic personnel. Worked Storefront department to develop and execute seasonal campaigns for over 650 stores. Launched an additional retail chain for Jack & Janie, a high-end children's apparel store.
- • Identified and successfully implemented, cost savings for all product lines. • Used best industry practices and improved processes. • Launched new retail store chain Janie & Jack• Negotiated shipping and freight charges throughout the country
- • Worked closely with the all marketing personnel

DIRECTOR, PRINT PRODUCTION PROVIDIAN FINANCIAL 1997 – 2003,
SAN FRANCISCO, CA

- Directed the production department of Providian's internal advertising agency, consisting of 14+ buyers and 8 junior production managers, 6 traffic managers
- Implemented process and procedures, departmentally and as Corporate Initiative infortune 500 companies – third largest credit card provider as well as the third largest Mutual Fund Company
- Responsible for large payroll budget and approximately 250 million dollars in spending, this included postage.
- Ran large direct mail programs, responsible for vendor relations, COGS, timing
- Worked very closely with marketing to meet and exceed the desired results
- Negotiated vendor contracts, terms and conditions
- Responsible for vendor audits

Marilyn M. Tiernan

(925) 457-4740 (m)
(925) 625-4573 (h)
precisionsupplynet@yahoo.com

Business Administration (course work)
California State University - Hayward, CA

Business Administration (coursework)
Diablo Valley College – Pleasant Hill, CA

DIABLO WATER DISTRICT

July 24, 2019 Board Meeting
Item Number 6

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Oath of Office

Should the Board decide to appoint a candidate to the Board of Directors, Secretary Muelrath will perform the following oath of office and the new Director will be seated immediately.

The new Director will also be required to fill out the State's Form 700 – Statement of Economic Interests.

RECOMMENDATION:

Perform Oath of Office for New Director.

Dan Muelrath
Dan Muelrath
General Manager

Attached: 1.) Oath of Office
2.) Form 700

Oath of Office

State of California }
} ss.
County of Contra Costa }

For the Office of Director

Diablo Water District

I, _____,
do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

_____

Subscribed and sworn before me, this _____ day of _____, 20____.

_____
Signature of Person Administrating Oath

_____
Title

2018/2019 Statement of Economic Interests

Form 700

A Public Document

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Helpful Resources

- Video Tutorials
- Reference Pamphlet
- Excel Version
- FAQs
- Gift and Travel Fact Sheet for State and Local Officials

California Fair Political Practices Commission

1102 Q Street, Suite 3000 • Sacramento, CA 95811
Email Advice: advice@fppc.ca.gov
Toll-free advice line: 1 (866) ASK-FPPC • 1 (866) 275-3772
Telephone: (916)322-5660 • Website: www.fppc.ca.gov

December 2018

Quick Start Guide

Detailed instructions begin on page 3.

WHEN IS THE ANNUAL STATEMENT DUE?

- March 1 – Elected State Officers, Judges and Court Commissioners, State Board and Commission members listed in Government Code Section 87200
- April 2 – Most other filers

WHERE DO I FILE?

Most people file the Form 700 with their agency. If you're not sure where to file your Form 700, contact your filing officer or the person who asked you to complete it.

ITEMS TO NOTE!

- The Form 700 is a public document.
- Only filers serving in active military duty may receive an extension on the filing deadline.
- You must also report interests held by your spouse or registered domestic partner.
- Your agency's conflict of interest code will help you to complete the Form 700. You are encouraged to get your conflict of interest code from the person who asked you to complete the Form 700.

NOTHING TO REPORT?

Mark the "No reportable interests" box on Part 4 of the Cover Page, and submit only the signed Cover Page. Be sure to review each schedule carefully!

Schedule	Common Reportable Interests	Common Non-Reportable Interests
A-1: Investments	Stocks, including those held in an IRA or 401K. Each stock must be listed.	Insurance policies, government bonds, diversified mutual funds, funds similar to diversified mutual funds.
A-2: Business Entitites/Trusts	Business entities, sole proprietorships, partnerships, LLCs, corporations and trusts. (e.g., Form 1099 filers).	Savings and checking accounts, and annuities.
B: Real Property	Rental property in filer's jurisdiction, or within two miles of the boundaries of the jurisdiction.	A residence used exclusively as a personal residence (such as a home or vacation property).
C: Income	Non-governmental salaries. Note that filers are required to report only half of their spouse's or partner's salary.	Governmental salary (from school district, for example).
D: Gifts	Gifts from businesses, vendors, or other contractors (meals, tickets, etc.).	Gifts from family members.
E: Travel Payments	Travel payments from third parties (not your employer).	Travel paid by your government agency.

Note: Like reportable interests, non-reportable interests may also create conflicts of interest and could be grounds for disqualification from certain decisions.

QUESTIONS?

- advice@fppc.ca.gov
- (866) 275-3772 Mon-Thurs, 9-11:30 a.m.

E-FILING ISSUES?

- If using your agency's system, please contact technical support at your agency.
- If using FPPC's e-filing system, write to form700@fppc.ca.gov.

What's New

Gift Limit Increase

The gift limit increased to $500 for calendar years 2019 and 2020. The gift limit in 2018 was $470.

Who must file:

- Elected and appointed officials and candidates listed in Government Code Section 87200
- Employees, appointed officials, and consultants filing pursuant to a conflict of interest code ("code filers"). **Obtain your disclosure categories, which describe the interests you must report, from your agency;** they are not part of the Form 700
- Candidates running for local elective offices that are designated in a conflict of interest code (e.g., county sheriffs, city clerks, school board trustees, and water board members)

  Exception: Candidates for a county central committee are not required to file the Form 700.

  - Members of newly created boards and commissions not yet covered under a conflict of interest code
  - Employees in newly created positions of existing agencies

See Reference Pamphlet, page 3, at *www.fppc.ca.gov.*

Where to file:

87200 Filers

State offices	➲	Your agency
Judicial offices	➲	The clerk of your court
Retired Judges	➲	Directly with FPPC
County offices	➲	Your county filing official
City offices	➲	Your city clerk
Multi-County offices	➲	Your agency

Code Filers — State and Local Officials, Employees, and Consultants Designated in a Conflict of Interest Code: File with your agency, board, or commission unless otherwise specified in your agency's code (e.g., Legislative staff files directly with FPPC). In most cases, the agency, board, or commission will retain the statements.

Members of Boards and Commissions of Newly Created Agencies: File with your newly created agency or with your agency's code reviewing body.

Employees in Newly Created Positions of Existing Agencies: File with your agency or with your agency's code reviewing body. (See Reference Pamphlet, page 3.)

Candidates: File with your local elections office.

How to file:

The Form 700 is available at *www.fppc.ca.gov*. Form 700 schedules are also available in Excel format. All statements must have an original "wet" signature or be duly authorized by your filing officer to file electronically under Government Code Section 87500.2.

When to file:

Annual Statements

➲ **March 1, 2019**

- Elected State Officers
- Judges and Court Commissioners
- State Board and State Commission Members listed in Government Code Section 87200

➲ **April 2, 2019**

- Most other filers

Individuals filing under conflict of interest codes in city and county jurisdictions should verify the annual filing date with their local filing officers.

Statements postmarked by the filing deadline are considered filed on time.

Statements of 30 pages or less may be emailed or faxed by the deadline as long as the originally signed paper version is sent by first class mail to the filing official within 24 hours.

Assuming Office and Leaving Office Statements

Most filers file within 30 days of assuming or leaving office or within 30 days of the effective date of a newly adopted or amended conflict of interest code.

Exception:

If you assumed office between October 1, 2018, and December 31, 2018, and filed an assuming office statement, you are not required to file an annual statement until March 2, 2020, or April 1, 2020, whichever is applicable. In that case, the annual statement will cover the day after you assumed office through December 31, 2019. (See Reference Pamphlet, page 6, for additional exceptions.)

Candidate Statements

File no later than the final filing date for the declaration of candidacy or nomination documents. A candidate statement is not required if you filed an assuming office or annual statement for the same jurisdiction within 60 days before filing a declaration of candidacy or other nomination documents.

Late Statements

There is no provision for filing deadline extensions unless the filer is serving in active military duty. (See page 19 for information on penalties and fines.)

Amendments

Statements may be amended at any time. You are only required to amend the schedule that needs to be revised. It is not necessary to amend the entire filed form. Obtain amendment schedules at *www.fppc.ca.gov.*

Types of Statements

Assuming Office Statement:

If you are a newly appointed official or are newly employed in a position designated, or that will be designated, in a state or local agency's conflict of interest code, your assuming office date is the date you were sworn in or otherwise authorized to serve in the position. If you are a newly elected official, your assuming office date is the date you were sworn in.

- Investments, interests in real property, and business positions held on the date you assumed the office or position must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date you assumed the office or position is reportable.

For positions subject to confirmation by the State Senate or the Commission on Judicial Performance, your assuming office date is the date you were appointed or nominated to the position.

Example:
Maria Lopez was nominated by the Governor to serve on a state agency board that is subject to state Senate confirmation. The assuming office date is the date Maria's nomination is submitted to the Senate. Maria must report investments, interests in real property, and business positions she holds on that date, and income (including loans, gifts, and travel payments) received during the 12 months prior to that date.

If your office or position has been added to a newly adopted or newly amended conflict of interest code, use the effective date of the code or amendment, whichever is applicable.

- Investments, interests in real property, and business positions held on the effective date of the code or amendment must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the effective date of the code or amendment is reportable.

Annual Statement:

Generally, the period covered is January 1, 2018, through December 31, 2018. If the period covered by the statement is different than January 1, 2018, through December 31, 2018, (for example, you assumed office between October 1, 2017, and December 31, 2017 or you are combining statements), you must specify the period covered.

- Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement must be reported. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2018.
- If your disclosure category changes during a reporting period, disclose under the old category until the effective date of the conflict of interest code amendment and disclose under the new disclosure category through the end of the reporting period.

Leaving Office Statement:

Generally, the period covered is January 1, 2018, through the date you stopped performing the duties of your position. If the period covered differs from January 1, 2018, through the date you stopped performing the duties of your position (for example, you assumed office between October 1, 2017, and December 31, 2017, or you are combining statements), the period covered must be specified. The reporting period can cover parts of two calendar years.

- Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement must be reported. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2018.

Candidate Statement:

If you are filing a statement in connection with your candidacy for state or local office, investments, interests in real property, and business positions held on the date of filing your declaration of candidacy must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date of filing your declaration of candidacy is reportable. Do not change the preprinted dates on Schedules A-1, A-2, and B.

Candidates running for local elective offices (e.g., county sheriffs, city clerks, school board trustees, or water district board members) must file candidate statements, as required by the conflict of interest code for the elected position. The code may be obtained from the agency of the elected position.

Amendments:

If you discover errors or omissions on any statement, file an amendment as soon as possible. You are only required to amend the schedule that needs to be revised; it is not necessary to refile the entire form. Obtain amendment schedules from the FPPC website at *www.fppc.ca.gov.*

Note that once you file your statement, you may not withdraw it. All changes must be noted on amendment schedules.

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

STATEMENT OF ECONOMIC INTERESTS

COVER PAGE

A PUBLIC DOCUMENT

Date Initial Filing Received
Official Use Only

Please type or print in ink.

NAME OF FILER (LAST) **(FIRST)** **(MIDDLE)**

1. Office, Agency, or Court

Agency Name *(Do not use acronyms)*

Division, Board, Department, District, if applicable

Your Position

► If filing for multiple positions, list below or on an attachment. *(Do not use acronyms)*

Agency: _____ Position: _____

2. Jurisdiction of Office *(Check at least one box)*

☐ State
☐ Multi-County _____
☐ City of _____
☐ Judge or Court Commissioner (Statewide Jurisdiction)
☐ County of _____
☐ Other _____

3. Type of Statement *(Check at least one box)*

☐ **Annual:** The period covered is January 1, 2018, through December 31, 2018.

-or-

The period covered is _____/_____/_____, through December 31, 2018.

☐ **Assuming Office:** Date assumed _____/_____/_____

☐ **Leaving Office:** Date Left _____/_____/_____
(Check one circle.)

◯ The period covered is January 1, 2018, through the date of leaving office.

-or-

◯ The period covered is _____/_____/_____, through the date of leaving office.

☐ **Candidate:** Date of Election _____ and office sought, if different than Part 1: _____

4. Schedule Summary (must complete) ► *Total number of pages including this cover page:* _____

Schedules attached

☐ **Schedule A-1 -** *Investments* – schedule attached
☐ **Schedule A-2 -** *Investments* – schedule attached
☐ **Schedule B -** *Real Property* – schedule attached
☐ **Schedule C -** *Income, Loans, & Business Positions* – schedule attached
☐ **Schedule D -** *Income – Gifts* – schedule attached
☐ **Schedule E -** *Income – Gifts – Travel Payments* – schedule attached

-or- ☐ ***None*** **-** *No reportable interests on any schedule*

5. Verification

MAILING ADDRESS STREET CITY STATE ZIP CODE
(Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER
( )

EMAIL ADDRESS

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed _____
(month, day, year)

Signature _____
(File the originally signed paper statement with your filing official.)

Clear Page Print

Instructions
Cover Page

Enter your name, mailing address, and daytime telephone number in the spaces provided. **Because the Form 700 is a public document, you may list your business/office address instead of your home address.**

Part 1. Office, Agency, or Court

- Enter the name of the office sought or held, or the agency or court. Consultants must enter the public agency name rather than their private firm's name. (Examples: State Assembly; Board of Supervisors; Office of the Mayor; Department of Finance; Hope County Superior Court)
- Indicate the name of your division, board, or district, if applicable. (Examples: Division of Waste Management; Board of Accountancy; District 45). **Do not use acronyms.**
- Enter your position title. (Examples: Director; Chief Counsel; City Council Member; Staff Services Analyst)
- If you hold multiple positions (i.e., a city council member who also is a member of a county board or commission), you may be required to file statements with each agency. To simplify your filing obligations, you may complete an expanded statement.
- To do this, enter the name of the other agency(ies) with which you are required to file and your position title(s) in the space provided. **Do not use acronyms.** Attach an additional sheet if necessary. Complete one statement covering the disclosure requirements for all positions. Each copy must contain an original signature. Therefore, before signing the statement, make a copy for each agency. Sign each copy with an original signature and file with each agency.

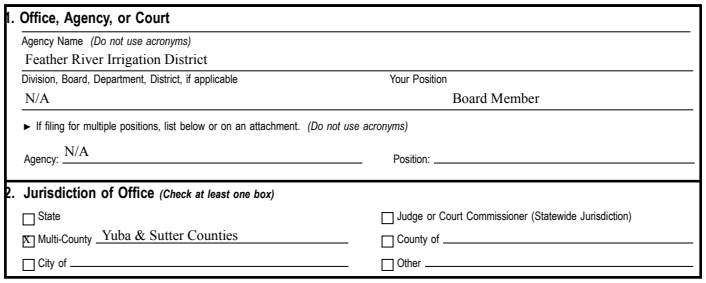
If you assume or leave a position after a filing deadline, you must complete a separate statement. For example, a city council member who assumes a position with a county special district after the April annual filing deadline must file a separate assuming office statement. In subsequent years, the city council member may expand his or her annual filing to include both positions.

Example:
Brian Bourne is a city council member for the City of Lincoln and a board member for the Camp Far West Irrigation District – a multi-county agency that covers Placer and Yuba counties. Brian will complete one Form 700 using full disclosure (as required for the city position) and covering interests in both Placer and Yuba counties (as required for the multi-county position) and list both positions on the Cover Page. Before signing the statement, Brian will make a copy and sign both statements. One statement will be filed with City of Lincoln and the other will be filed with Camp Far West Irrigation District. Both will contain an original signature.

Part 2. Jurisdiction of Office

- Check the box indicating the jurisdiction of your agency and, if applicable, identify the jurisdiction. Judges, judicial candidates, and court commissioners have statewide jurisdiction. All other filers should review the Reference Pamphlet, page 13, to determine their jurisdiction.
- If your agency is a multi-county office, list each county in which your agency has jurisdiction.
- If your agency is not a state office, court, county office, city office, or multi-county office (e.g., school districts, special districts and JPAs), check the "other" box and enter the county or city in which the agency has jurisdiction.

Example:
This filer is a member of a water district board with jurisdiction in portions of Yuba and Sutter Counties.


1. Office, Agency, or Court

Agency Name *(Do not use acronyms)*: Feather River Irrigation District

Division, Board, Department, District, if applicable: N/A

Your Position: Board Member

► If filing for multiple positions, list below or on an attachment. *(Do not use acronyms)*

Agency: N/A Position:

2. Jurisdiction of Office *(Check at least one box)*

☐ State ☐ Judge or Court Commissioner (Statewide Jurisdiction)

☒ Multi-County Yuba & Sutter Counties ☐ County of

☐ City of ☐ Other

Part 3. Type of Statement

Check at least one box. The period covered by a statement is determined by the type of statement you are filing. If you are completing a 2018 annual statement, **do not** change the pre-printed dates to reflect 2019. Your annual statement is used for reporting the **previous year's** economic interests. Economic interests for your annual filing covering January 1, 2019, through December 31, 2019, will be disclosed on your statement filed in 2020. See Reference Pamphlet, page 4.

Combining Statements: Certain types of statements may be combined. For example, if you leave office after January 1, but before the deadline for filing your annual statement, you may combine your annual and leaving office statements. File by the earliest deadline. Consult your filing officer or the FPPC.

Part 4. Schedule Summary

- Complete the Schedule Summary after you have reviewed each schedule to determine if you have reportable interests.
- Enter the total number of completed pages including the cover page and either check the box for each schedule you use to disclose interests; **or** if you have nothing to disclose on any schedule, check the "No reportable interests" box. Please **do not** attach any blank schedules.

Part 5. Verification

Complete the verification by signing the statement and entering the date signed. All statements must have an original "wet" signature or be duly authorized by your filing officer to file electronically under Government Code Section 87500.2. **When you sign your statement, you are stating, under penalty of perjury, that it is true and correct.** Only the filer has authority to sign the statement. An unsigned statement is not considered filed and you may be subject to late filing penalties.

SCHEDULE A-1
Investments
Stocks, Bonds, and Other Interests
(Ownership Interest is Less Than 10%)

Investments must be itemized.
Do not attach brokerage or financial statements.

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

Name _____

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 18 ACQUIRED ____/____/ 18 DISPOSED

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 18 ACQUIRED ____/____/ 18 DISPOSED

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 18 ACQUIRED ____/____/ 18 DISPOSED

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 18 ACQUIRED ____/____/ 18 DISPOSED

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 18 ACQUIRED ____/____/ 18 DISPOSED

► NAME OF BUSINESS ENTITY

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
☐ $2,000 - $10,000 ☐ $10,001 - $100,000
☐ $100,001 - $1,000,000 ☐ Over $1,000,000

NATURE OF INVESTMENT
☐ Stock ☐ Other _____ (Describe)
☐ Partnership ◯ Income Received of $0 - $499
◯ Income Received of $500 or More *(Report on Schedule C)*

IF APPLICABLE, LIST DATE:
____/____/ 18 ACQUIRED ____/____/ 18 DISPOSED

Comments: _____

Clear Page Print

Instructions – Schedules A-1 and A-2
Investments

"Investment" means a financial interest in any business entity (including a consulting business or other independent contracting business) that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency's jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling $2,000 or more at any time during the reporting period. (See Reference Pamphlet, page 13.)

Reportable investments include:

- Stocks, bonds, warrants, and options, including those held in margin or brokerage accounts and managed investment funds (See Reference Pamphlet, page 13.)
- Sole proprietorships
- Your own business or your spouse's or registered domestic partner's business (See Reference Pamphlet, page 8, for the definition of "business entity.")
- Your spouse's or registered domestic partner's investments even if they are legally separate property
- Partnerships (e.g., a law firm or family farm)
- Investments in reportable business entities held in a retirement account (See Reference Pamphlet, page 15.)
- If you, your spouse or registered domestic partner, and dependent children together had a 10% or greater ownership interest in a business entity or trust (including a living trust), you must disclose investments held by the business entity or trust. (See Reference Pamphlet, page 16, for more information on disclosing trusts.)
- Business trusts

You are not required to disclose:

- Government bonds, diversified mutual funds, certain funds similar to diversified mutual funds (such as exchange traded funds) and investments held in certain retirement accounts. (See Reference Pamphlet, page 13.) (Regulation 18237)
- Bank accounts, savings accounts, money market accounts and certificates of deposits
- Insurance policies
- Annuities
- Commodities
- Shares in a credit union
- Government bonds (including municipal bonds)
- Retirement accounts invested in non-reportable interests (e.g., insurance policies, mutual funds, or government bonds) (See Reference Pamphlet, page 15.)
- Government defined-benefit pension plans (such as CalPERS and CalSTRS plans)
- Certain interests held in a blind trust (See Reference Pamphlet, page 16.)

Use Schedule A-1 to report ownership of less than 10% (e.g., stock). Schedule C (Income) may also be required if the investment is not a stock or corporate bond. (See second example below.)

Use Schedule A-2 to report ownership of 10% or greater (e.g., a sole proprietorship).

To Complete Schedule A-1:

Do not attach brokerage or financial statements.

- Disclose the name of the business entity.
- Provide a general description of the business activity of the entity (e.g., pharmaceuticals, computers, automobile manufacturing, or communications).
- Check the box indicating the highest fair market value of your investment during the reporting period. If you are filing a candidate or an assuming office statement, indicate the fair market value on the filing date or the date you took office, respectively. (See page 20 for more information.)
- Identify the nature of your investment (e.g., stocks, warrants, options, or bonds).
- An acquired or disposed of date is only required if you initially acquired or entirely disposed of the investment interest during the reporting period. The date of a stock dividend reinvestment or partial disposal is not required. Generally, these dates will not apply if you are filing a candidate or an assuming office statement.

Examples:

Frank Byrd holds a state agency position. His conflict of interest code requires full disclosure of investments. Frank must disclose his stock holdings of $2,000 or more in any company that is located in or does business in California, as well as those stocks held by his spouse or registered domestic partner and dependent children.

Alice Lance is a city council member. She has a 4% interest, worth $5,000, in a limited partnership located in the city. Alice must disclose the partnership on Schedule A-1 and income of $500 or more received from the partnership on Schedule C.

Reminders

- Do you know your agency's jurisdiction?
- Did you hold investments at any time during the period covered by this statement?
- Code filers – your disclosure categories may only require disclosure of specific investments.

SCHEDULE A-2
Investments, Income, and Assets of Business Entities/Trusts
(Ownership Interest is 10% or Greater)

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

Name

▶ 1. BUSINESS ENTITY OR TRUST

Name

Address *(Business Address Acceptable)*

Check one

☐ Trust, *go to 2* ☐ Business Entity, *complete the box, then go to 2*

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
- ☐ $0 - $1,999
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:

___/___/ 18 ACQUIRED ___/___/ 18 DISPOSED

NATURE OF INVESTMENT

☐ Partnership ☐ Sole Proprietorship ☐ _____ Other

YOUR BUSINESS POSITION _____

▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)

- ☐ $0 - $499
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF $10,000 OR MORE (Attach a separate sheet if necessary.)

☐ None or ☐ Names listed below

▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST

Check one box:

☐ INVESTMENT ☐ REAL PROPERTY

Name of Business Entity, if Investment, or
Assessor's Parcel Number or Street Address of Real Property

Description of Business Activity or
City or Other Precise Location of Real Property

FAIR MARKET VALUE
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:

___/___/ 18 ACQUIRED ___/___/ 18 DISPOSED

NATURE OF INTEREST

☐ Property Ownership/Deed of Trust ☐ Stock ☐ Partnership

☐ Leasehold _____ Yrs. remaining ☐ Other _____

☐ Check box if additional schedules reporting investments or real property are attached

▶ 1. BUSINESS ENTITY OR TRUST

Name

Address *(Business Address Acceptable)*

Check one

☐ Trust, *go to 2* ☐ Business Entity, *complete the box, then go to 2*

GENERAL DESCRIPTION OF THIS BUSINESS

FAIR MARKET VALUE
- ☐ $0 - $1,999
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:

___/___/ 18 ACQUIRED ___/___/ 18 DISPOSED

NATURE OF INVESTMENT

☐ Partnership ☐ Sole Proprietorship ☐ _____ Other

YOUR BUSINESS POSITION _____

▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)

- ☐ $0 - $499
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF $10,000 OR MORE (Attach a separate sheet if necessary.)

☐ None or ☐ Names listed below

▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST

Check one box:

☐ INVESTMENT ☐ REAL PROPERTY

Name of Business Entity, if Investment, or
Assessor's Parcel Number or Street Address of Real Property

Description of Business Activity or
City or Other Precise Location of Real Property

FAIR MARKET VALUE
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:

___/___/ 18 ACQUIRED ___/___/ 18 DISPOSED

NATURE OF INTEREST

☐ Property Ownership/Deed of Trust ☐ Stock ☐ Partnership

☐ Leasehold _____ Yrs. remaining ☐ Other _____

☐ Check box if additional schedules reporting investments or real property are attached

Comments: _____

Clear Page Print

Instructions – Schedule A-2
Investments, Income, and Assets of Business Entities/Trusts

Use Schedule A-2 to report investments in a business entity (including a consulting business or other independent contracting business) or trust (including a living trust) in which you, your spouse or registered domestic partner, and your dependent children, together or separately, had a 10% or greater interest, totaling $2,000 or more, during the reporting period and which is located in, doing business in, planning to do business in, or which has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 13.) A trust located outside your agency's jurisdiction is reportable if it holds assets that are located in or doing business in the jurisdiction. Do not report a trust that contains non-reportable interests. For example, a trust containing only your personal residence not used in whole or in part as a business, your savings account, and some municipal bonds, is not reportable.

Also report on Schedule A-2 investments and real property held by that entity or trust if your pro rata share of the investment or real property interest was $2,000 or more during the reporting period.

To Complete Schedule A-2:

Part 1. Disclose the name and address of the business entity or trust. If you are reporting an interest in a business entity, check "Business Entity" and complete the box as follows:

- Provide a general description of the business activity of the entity.
- Check the box indicating the highest fair market value of your investment during the reporting period.
- If you initially acquired or entirely disposed of this interest during the reporting period, enter the date acquired or disposed.
- Identify the nature of your investment.
- Disclose the job title or business position you held with the entity, if any (i.e., if you were a director, officer, partner, trustee, employee, or held any position of management). A business position held by your spouse is not reportable.

Part 2. Check the box indicating **your pro rata** share of the **gross** income received **by** the business entity or trust. This amount includes your pro rata share of the **gross** income **from** the business entity or trust, as well as your community property interest in your spouse's or registered domestic partner's share. Gross income is the total amount of income before deducting expenses, losses, or taxes.

Part 3. Disclose the name of each source of income that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency's jurisdiction, as follows:

- Disclose each source of income and outstanding loan **to the business entity or trust** identified in Part 1 if your pro rata share of the **gross** income (including your community property interest in your spouse's or registered domestic partner's share) to the business entity or trust from that source was $10,000 or more during the reporting period. (See Reference Pamphlet, page 11, for examples.) Income from governmental sources may be reportable if not considered salary. See Regulation 18232. Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.
- Disclose each individual or entity that was a source of commission income of $10,000 or more during the reporting period through the business entity identified in Part 1. (See Reference Pamphlet, page 8.)

You may be required to disclose sources of income located outside your jurisdiction. For example, you may have a client who resides outside your jurisdiction who does business on a regular basis with you. Such a client, if a reportable source of $10,000 or more, must be disclosed.

Mark "None" if you do not have any reportable $10,000 sources of income to disclose. Phrases such as "various clients" or "not disclosing sources pursuant to attorney-client privilege" are not adequate disclosure. (See Reference Pamphlet, page 14, for information on procedures to request an exemption from disclosing privileged information.)

Part 4. Report any investments or interests in real property held or leased **by the entity or trust** identified in Part 1 if your pro rata share of the interest held was $2,000 or more during the reporting period. Attach additional schedules or use FPPC's Form 700 Excel spreadsheet if needed.

- Check the applicable box identifying the interest held as real property or an investment.
- If investment, provide the name and description of the business entity.
- If real property, report the precise location (e.g., an assessor's parcel number or address).
- Check the box indicating the highest fair market value of your interest in the real property or investment during the reporting period. (Report the fair market value of the portion of your residence claimed as a tax deduction if you are utilizing your residence for business purposes.)
- Identify the nature of your interest.
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property or investment during the reporting period.

CALIFORNIA FORM **700**
FAIR POLITICAL PRACTICES COMMISSION

Name

SCHEDULE B
Interests in Real Property
(Including Rental Income)

► ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS

CITY

FAIR MARKET VALUE
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:
__/__/ 18 ACQUIRED __/__/ 18 DISPOSED

NATURE OF INTEREST
- ☐ Ownership/Deed of Trust
- ☐ Easement
- ☐ Leasehold _____ Yrs. remaining
- ☐ _____ Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED
- ☐ $0 - $499
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of $10,000 or more.
- ☐ None

► ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS

CITY

FAIR MARKET VALUE
- ☐ $2,000 - $10,000
- ☐ $10,001 - $100,000
- ☐ $100,001 - $1,000,000
- ☐ Over $1,000,000

IF APPLICABLE, LIST DATE:
__/__/ 18 ACQUIRED __/__/ 18 DISPOSED

NATURE OF INTEREST
- ☐ Ownership/Deed of Trust
- ☐ Easement
- ☐ Leasehold _____ Yrs. remaining
- ☐ _____ Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED
- ☐ $0 - $499
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of $10,000 or more.
- ☐ None

* You are not required to report loans from a commercial lending institution made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

NAME OF LENDER*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF LENDER

INTEREST RATE TERM (Months/Years)

_____% ☐ None

HIGHEST BALANCE DURING REPORTING PERIOD
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

☐ Guarantor, if applicable

NAME OF LENDER*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF LENDER

INTEREST RATE TERM (Months/Years)

_____% ☐ None

HIGHEST BALANCE DURING REPORTING PERIOD
- ☐ $500 - $1,000
- ☐ $1,001 - $10,000
- ☐ $10,001 - $100,000
- ☐ OVER $100,000

☐ Guarantor, if applicable

Comments: _____

Clear Page Print

Instructions – Schedule B
Interests in Real Property

Report interests in real property located in your agency's jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling $2,000 or more any time during the reporting period. Real property is also considered to be "within the jurisdiction" of a local government agency if the property or any part of it is located within two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the local government agency. (See Reference Pamphlet, page 13.)

Interests in real property include:

- An ownership interest (including a beneficial ownership interest)
- A deed of trust, easement, or option to acquire property
- A leasehold interest (See Reference Pamphlet, page 14.)
- A mining lease
- An interest in real property held in a retirement account (See Reference Pamphlet, page 15.)
- An interest in real property held by a business entity or trust in which you, your spouse or registered domestic partner, and your dependent children together had a 10% or greater ownership interest (Report on Schedule A-2.)
- Your spouse's or registered domestic partner's interests in real property that are legally held separately by him or her

You are <u>not</u> required to report:

- A residence, such as a home or vacation cabin, used exclusively as a personal residence (However, a residence in which you rent out a room or for which you claim a business deduction may be reportable. If reportable, report the fair market value of the portion claimed as a tax deduction.)

  Please note: A non-reportable residence can still be grounds for a conflict of interest and may be disqualifying.
- Interests in real property held through a blind trust (See Reference Pamphlet, page 16.)

To Complete Schedule B:

- Report the precise location (e.g., an assessor's parcel number or address) of the real property.
- Check the box indicating the fair market value of your interest in the property (regardless of what you owe on the property).
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property during the reporting period.
- Identify the nature of your interest. If it is a leasehold, disclose the number of years remaining on the lease.

Reminders

- Income and loans already reported on Schedule B are not also required to be reported on Schedule C.
- Real property already reported on Schedule A-2, Part 4 is not also required to be reported on Schedule B.
- Code filers – do your disclosure categories require disclosure of real property?

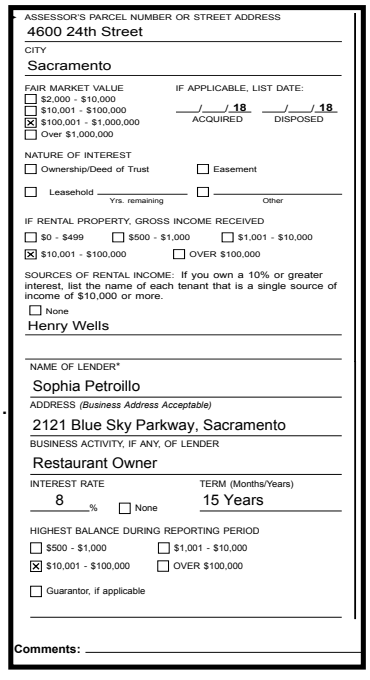
- If you received rental income, check the box indicating the gross amount you received.
- If you had a 10% or greater interest in real property and received rental income, list the name of the source(s) if your pro rata share of the gross income from any single tenant was $10,000 or more during the reporting period. If you received a total of $10,000 or more from two or more tenants acting in concert (in most cases, this will apply to married couples), disclose the name of each tenant. Otherwise, mark "None."
- Loans from a private lender that total $500 or more and are secured by real property may be reportable. **Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.**

  When reporting a loan:
  - Provide the name and address of the lender.
  - Describe the lender's business activity.
  - Disclose the interest rate and term of the loan. For variable interest rate loans, disclose the conditions of the loan (e.g., Prime + 2) or the average interest rate paid during the reporting period. The term of a loan is the total number of months or years given for repayment of the loan at the time the loan was established.
  - Check the box indicating the highest balance of the loan during the reporting period.
  - Identify a guarantor, if applicable.

If you have more than one reportable loan on a single piece of real property, report the additional loan(s) on Schedule C.

Example:

Allison Gande is a city planning commissioner. During the reporting period, she received rental income of $12,000, from a single tenant who rented property she owned in the city's jurisdiction. If Allison received $6,000 each from two tenants, the tenants' names would not be required because no single tenant paid her $10,000 or more. A married couple is considered a single tenant.



ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS
4600 24th Street
CITY
Sacramento
FAIR MARKET VALUE
☐ $2,000 - $10,000
☐ $10,001 - $100,000
☒ $100,001 - $1,000,000
☐ Over $1,000,000
IF APPLICABLE, LIST DATE:
___/___/ 18 ACQUIRED
___/___/ 18 DISPOSED
NATURE OF INTEREST
☐ Ownership/Deed of Trust ☐ Easement
☐ Leasehold ____ Yrs. remaining ☐ ____ Other
IF RENTAL PROPERTY, GROSS INCOME RECEIVED
☐ $0 - $499 ☐ $500 - $1,000 ☐ $1,001 - $10,000
☒ $10,001 - $100,000 ☐ OVER $100,000
SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of $10,000 or more.
☐ None
Henry Wells
NAME OF LENDER*
Sophia Petroillo
ADDRESS (Business Address Acceptable)
2121 Blue Sky Parkway, Sacramento
BUSINESS ACTIVITY, IF ANY, OF LENDER
Restaurant Owner
INTEREST RATE
8 %
☐ None
TERM (Months/Years)
15 Years
HIGHEST BALANCE DURING REPORTING PERIOD
☐ $500 - $1,000 ☐ $1,001 - $10,000
☒ $10,001 - $100,000 ☐ OVER $100,000
☐ Guarantor, if applicable
Comments:

SCHEDULE C
Income, Loans, & Business Positions
(Other than Gifts and Travel Payments)

CALIFORNIA FORM 700
FAIR POLITICAL PRACTICES COMMISSION

Name

► 1. INCOME RECEIVED

NAME OF SOURCE OF INCOME

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

YOUR BUSINESS POSITION

GROSS INCOME RECEIVED

☐ No Income - Business Position Only
☐ $500 - $1,000
☐ $1,001 - $10,000
☐ $10,001 - $100,000
☐ OVER $100,000

CONSIDERATION FOR WHICH INCOME WAS RECEIVED

☐ Salary ☐ Spouse's or registered domestic partner's income (For self-employed use Schedule A-2.)

☐ Partnership (Less than 10% ownership. For 10% or greater use Schedule A-2.)

☐ Sale of _____ *(Real property, car, boat, etc.)*

☐ Loan repayment

☐ Commission or ☐ Rental Income, *list each source of $10,000 or more*

_____ *(Describe)*

☐ Other _____ *(Describe)*

► 1. INCOME RECEIVED

NAME OF SOURCE OF INCOME

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

YOUR BUSINESS POSITION

GROSS INCOME RECEIVED

☐ No Income - Business Position Only
☐ $500 - $1,000
☐ $1,001 - $10,000
☐ $10,001 - $100,000
☐ OVER $100,000

CONSIDERATION FOR WHICH INCOME WAS RECEIVED

☐ Salary ☐ Spouse's or registered domestic partner's income (For self-employed use Schedule A-2.)

☐ Partnership (Less than 10% ownership. For 10% or greater use Schedule A-2.)

☐ Sale of _____ *(Real property, car, boat, etc.)*

☐ Loan repayment

☐ Commission or ☐ Rental Income, *list each source of $10,000 or more*

_____ *(Describe)*

☐ Other _____ *(Describe)*

► 2. LOANS RECEIVED OR OUTSTANDING DURING THE REPORTING PERIOD

* You are not required to report loans from a commercial lending institution, or any indebtedness created as part of a retail installment or credit card transaction, made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

NAME OF LENDER*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF LENDER

HIGHEST BALANCE DURING REPORTING PERIOD

☐ $500 - $1,000
☐ $1,001 - $10,000
☐ $10,001 - $100,000
☐ OVER $100,000

INTEREST RATE

_____% ☐ None

TERM (Months/Years)

_____

SECURITY FOR LOAN

☐ None ☐ Personal residence

☐ Real Property _____ *Street address*

_____ *City*

☐ Guarantor _____

☐ Other _____ *(Describe)*

Comments: _____

Clear Page Print

Instructions – Schedule C
Income, Loans, & Business Positions
(Income Other Than Gifts and Travel Payments)

Reporting Income:
Report the source and amount of gross income of $500 or more you received during the reporting period. Gross income is the total amount of income before deducting expenses, losses, or taxes and includes loans other than loans from a commercial lending institution. (See Reference Pamphlet, page 11.) You must also report the source of income to your spouse or registered domestic partner if your community property share was $500 or more during the reporting period.

The source and income must be reported only if the source is located in, doing business in, planning to do business in, or has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 13.) Reportable sources of income may be further limited by your disclosure category located in your agency's conflict of interest code.

Reporting Business Positions:
You must report your job title with each reportable business entity even if you received no income during the reporting period. Use the comments section to indicate that no income was received.

Commonly reportable income and loans include:
- Salary/wages, per diem, and reimbursement for expenses including travel payments provided by your employer
- Community property interest (50%) in your spouse's or registered domestic partner's income - **report the employer's name and all other required information**
- Income from investment interests, such as partnerships, reported on Schedule A-1
- Commission income not required to be reported on Schedule A-2 (See Reference Pamphlet, page 8.)
- Gross income from any sale, including the sale of a house or car (Report your pro rata share of the total sale price.)
- Rental income not required to be reported on Schedule B
- Prizes or awards not disclosed as gifts
- Payments received on loans you made to others
- An honorarium received prior to becoming a public official (See Reference Pamphlet, page 10.)
- Incentive compensation (See Reference Pamphlet, page 12.)

Reminders
- Code filers – your disclosure categories may not require disclosure of all sources of income.
- If you or your spouse or registered domestic partner are self-employed, report the business entity on Schedule A-2.
- Do not disclose on Schedule C income, loans, or business positions already reported on Schedules A-2 or B.

You are <u>not</u> required to report:
- Salary, reimbursement for expenses or per diem, or social security, disability, or other similar benefit payments received by you or your spouse or registered domestic partner from a federal, state, or local government agency.
- Stock dividends and income from the sale of stock unless the source can be identified.
- Income from a PERS retirement account.

(See Reference Pamphlet, page 12.)

To Complete Schedule C:

Part 1. Income Received/Business Position Disclosure
- Disclose the name and address of each source of income or each business entity with which you held a business position.
- Provide a general description of the business activity if the source is a business entity.
- Check the box indicating the amount of gross income received.
- Identify the consideration for which the income was received.
- For income from commission sales, check the box indicating the gross income received and list the name of each source of commission income of $10,000 or more. (See Reference Pamphlet, page 8.) **Note: If you receive commission income on a regular basis or have an ownership interest of 10% or more, you must disclose the business entity and the income on Schedule A-2.**
- Disclose the job title or business position, if any, that you held with the business entity, even if you did not receive income during the reporting period.

Part 2. Loans Received or Outstanding During the Reporting Period
- Provide the name and address of the lender.
- Provide a general description of the business activity if the lender is a business entity.
- Check the box indicating the highest balance of the loan during the reporting period.
- Disclose the interest rate and the term of the loan.
  - For variable interest rate loans, disclose the conditions of the loan (e.g., Prime + 2) or the average interest rate paid during the reporting period.
  - The term of the loan is the total number of months or years given for repayment of the loan at the time the loan was entered into.
- Identify the security, if any, for the loan.

CALIFORNIA FORM **700**
FAIR POLITICAL PRACTICES COMMISSION

Name

SCHEDULE D
Income – Gifts

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)
____/____/____	$_____	_____
____/____/____	$_____	_____
____/____/____	$_____	_____

Comments: _____

Clear Page Print

Instructions – Schedule D
Income – Gifts

A gift is anything of value for which you have not provided equal or greater consideration to the donor. A gift is reportable if its fair market value is $50 or more. In addition, multiple gifts totaling $50 or more received during the reporting period from a single source must be reported.

It is the acceptance of a gift, not the ultimate use to which it is put, that imposes your reporting obligation. Except as noted below, you must report a gift even if you never used it or if you gave it away to another person.

If the exact amount of a gift is unknown, you must make a good faith estimate of the item's fair market value. Listing the value of a gift as "over $50" or "value unknown" is not adequate disclosure. In addition, if you received a gift through an intermediary, you must disclose the name, address, and business activity of both the donor and the intermediary. You may indicate an intermediary either in the "source" field after the name or in the "comments" section at the bottom of Schedule D.

Commonly reportable gifts include:

- Tickets/passes to sporting or entertainment events
- Tickets/passes to amusement parks
- Parking passes not used for official agency business
- Food, beverages, and accommodations, including those provided in direct connection with your attendance at a convention, conference, meeting, social event, meal, or like gathering
- Rebates/discounts not made in the regular course of business to members of the public without regard to official status
- Wedding gifts (See Reference Pamphlet, page 16)
- An honorarium received prior to assuming office (You may report an honorarium as income on Schedule C, rather than as a gift on Schedule D, if you provided services of equal or greater value than the payment received. See Reference Pamphlet, page 10.)
- Transportation and lodging (See Schedule E.)
- Forgiveness of a loan received by you

You are <u>not</u> required to disclose:

- Gifts that were not used and that, within 30 days after receipt, were returned to the donor or delivered to a charitable organization or government agency without being claimed by you as a charitable contribution for tax purposes
- Gifts from your spouse or registered domestic partner, child, parent, grandparent, grandchild, brother, sister, and certain other famly members (See Regulation 18942 for a complete list.). The exception does not apply if the donor was acting as an agent or intermediary for a reportable source who was the true donor.
- Gifts of similar value exchanged between you and an individual, other than a lobbyist registered to lobby your state agency, on holidays, birthdays, or similar occasions
- Gifts of informational material provided to assist you in the performance of your official duties (e.g., books, pamphlets, reports, calendars, periodicals, or educational seminars)
- A monetary bequest or inheritance (However, inherited investments or real property may be reportable on other schedules.)
- Personalized plaques or trophies with an individual value of less than $250
- Campaign contributions
- Up to two tickets, for your own use, to attend a fundraiser for a campaign committee or candidate, or to a fundraiser for an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. The ticket must be received from the organization or committee holding the fundraiser.
- Gifts given to members of your immediate family if the source has an established relationship with the family member and there is no evidence to suggest the donor had a purpose to influence you. (See Regulation 18943.)
- Free admission, food, and nominal items (such as a pen, pencil, mouse pad, note pad or similar item) available to all attendees, at the event at which the official makes a speech (as defined in Regulation 18950(b)(2)), so long as the admission is provided by the person who organizes the event.
- Any other payment not identified above, that would otherwise meet the definition of gift, where the payment is made by an individual who is not a lobbyist registered to lobby the official's state agency, where it is clear that the gift was made because of an existing personal or business relationship unrelated to the official's position and there is no evidence whatsoever at the time the gift is made to suggest the donor had a purpose to influence you.

Reminders

- Gifts from a single source are subject to a $500 limit in 2019. (See Reference Pamphlet, page 10.)
- Code filers – you only need to report gifts from reportable sources.

Gift Tracking Mobile Application

- FPPC has created a gift tracking app for mobile devices that helps filers track gifts and provides a quick and easy way to upload the information to the Form 700. Visit FPPC's website to download the app.

To Complete Schedule D:

- Disclose the full name (not an acronym), address, and, if a business entity, the business activity of the source.
- Provide the date (month, day, and year) of receipt, and disclose the fair market value and description of the gift.

CALIFORNIA FORM **700**
FAIR POLITICAL PRACTICES COMMISSION

Name _____

SCHEDULE E
Income – Gifts
Travel Payments, Advances, and Reimbursements

- **Mark either the gift or income box.**
- **Mark the "501(c)(3)" box for a travel payment received from a nonprofit 501(c)(3) organization or the "Speech" box if you made a speech or participated in a panel. Per Government Code Section 89506, these payments may not be subject to the gift limit. However, they may result in a disqualifying conflict of interest.**
- **For gifts of travel, provide the travel destination.**

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

CITY AND STATE

☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE(S): ____/____/____ - ____/____/____ AMT: $_____
(If gift)

► MUST CHECK ONE: ☐ Gift **-or-** ☐ Income

◯ Made a Speech/Participated in a Panel

◯ Other - Provide Description _____

► If Gift, Provide Travel Destination _____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

CITY AND STATE

☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE(S): ____/____/____ - ____/____/____ AMT: $_____
(If gift)

► MUST CHECK ONE: ☐ Gift **-or-** ☐ Income

◯ Made a Speech/Participated in a Panel

◯ Other - Provide Description _____

► If Gift, Provide Travel Destination _____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

CITY AND STATE

☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE(S): ____/____/____ - ____/____/____ AMT: $_____
(If gift)

► MUST CHECK ONE: ☐ Gift **-or-** ☐ Income

◯ Made a Speech/Participated in a Panel

◯ Other - Provide Description _____

► If Gift, Provide Travel Destination _____

► NAME OF SOURCE *(Not an Acronym)*

ADDRESS *(Business Address Acceptable)*

CITY AND STATE

☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE

DATE(S): ____/____/____ - ____/____/____ AMT: $_____
(If gift)

► MUST CHECK ONE: ☐ Gift **-or-** ☐ Income

◯ Made a Speech/Participated in a Panel

◯ Other - Provide Description _____

► If Gift, Provide Travel Destination _____

Comments: _____

Clear Page Print

Instructions – Schedule E
Travel Payments, Advances, and Reimbursements

Travel payments reportable on Schedule E include advances and reimbursements for travel and related expenses, including lodging and meals.

Gifts of travel may be subject to the gift limit. In addition, certain travel payments are reportable gifts, but are not subject to the gift limit. To avoid possible misinterpretation or the perception that you have received a gift in excess of the gift limit, you may wish to provide a specific description of the purpose of your travel. (See the FPPC fact sheet entitled "Limitations and Restrictions on Gifts, Honoraria, Travel, and Loans" to read about travel payments under section 89506(a).)

You are <u>not</u> required to disclose:

- Travel payments received from any state, local, or federal government agency for which you provided services equal or greater in value than the payments received, such as reimbursement for travel on agency business from your government agency employer.
- A payment for travel from another local, state, or federal government agency and related per diem expenses when the travel is for education, training or other inter-agency programs or purposes.
- Travel payments received from your employer in the normal course of your employment that are included in the income reported on Schedule C.
- A travel payment that was received from a nonprofit entity exempt from taxation under Internal Revenue Code Section 501(c)(3) for which you provided equal or greater consideration, such as reimbursement for travel on business for a 501(c)(3) organization for which you are a board member.

  Note: Certain travel payments may not be reportable if reported via email on Form 801 by your agency.

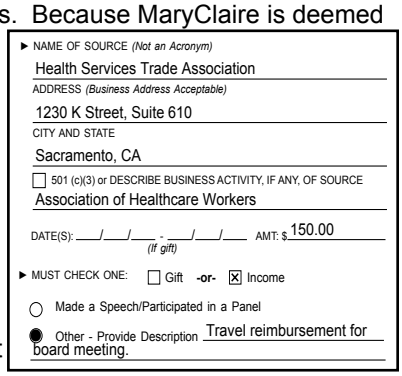
To Complete Schedule E:

- Disclose the full name (not an acronym) and address of the source of the travel payment.
- Identify the business activity if the source is a business entity.
- Check the box to identify the payment as a gift or income, report the amount, and disclose the date(s).
  - **Travel payments are gifts** if you did not provide services that were equal to or greater in value than the payments received. You must disclose gifts totaling $50 or more from a single source during the period covered by the statement.

    When reporting travel payments that are gifts, you must provide a description of the gift, the **date(s)** received, and the **travel destination.**
  - **Travel payments are income** if you provided services that were equal to or greater in value than the payments received. You must disclose income totaling $500 or more from a single source during the period covered by the statement. You have the burden of proving the payments are income rather than gifts. When reporting travel payments as income, you must describe the services you provided in exchange for the payment. You are not required to disclose the date(s) for travel payments that are income.

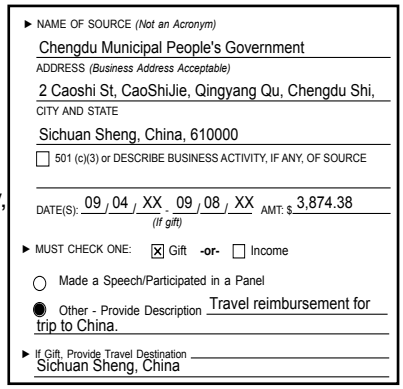
Example:

City council member MaryClaire Chandler is the chair of a 501(c)(6) trade association, and the association pays for her travel to attend its meetings. Because MaryClaire is deemed to be providing equal or greater consideration for the travel payment by virtue of serving on the board, this payment may be reported as income. Payments for MaryClaire to attend other events for which she is not providing services are likely considered gifts. Note that the same payment from a 501(c)3 would NOT be reportable.


► NAME OF SOURCE *(Not an Acronym)*
Health Services Trade Association
ADDRESS *(Business Address Acceptable)*
1230 K Street, Suite 610
CITY AND STATE
Sacramento, CA
☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE
Association of Healthcare Workers
DATE(S): ___/___/___ - ___/___/___ *(If gift)* AMT: $ 150.00
► MUST CHECK ONE: ☐ Gift **-or-** ☒ Income
○ Made a Speech/Participated in a Panel
● Other - Provide Description Travel reimbursement for board meeting.

Example:

Mayor Kim travels to China on a trip organized by China Silicon Valley Business Development, a California nonprofit, 501(c)(6) organization. The Chengdu Municipal People's Government pays for Mayor Kim's airfare and travel costs, as well as his meals and lodging during the trip. The trip's agenda shows that the trip's purpose is to promote job creation and economic activity in China and in Silicon Valley, so the trip is reasonably related to a governmental purpose. Thus, Mayor Kim must report the gift of travel, but the gift is exempt from the gift limit. In this case, the travel payments are not subject to the gift limit because the source is a foreign government and because the travel is reasonably related to a governmental purpose. (Section 89506(a)(2).) Note that Mayor Kim could be disqualified from participating in or making decisions about The Chengdu Municipal People's Government for 12 months. Also note that if China Silicon Valley Business Development (a 501(c)(6) organization) paid for the travel costs rather than the governmental organization, the payments would be subject to the gift limits. (See the FPPC fact sheet, Limitations and Restrictions on Gifts, Honoraria, Travel and Loans, at www.fppc.ca.gov.)


► NAME OF SOURCE *(Not an Acronym)*
Chengdu Municipal People's Government
ADDRESS *(Business Address Acceptable)*
2 Caoshi St, CaoShiJie, Qingyang Qu, Chengdu Shi,
CITY AND STATE
Sichuan Sheng, China, 610000
☐ 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE
DATE(S): 09/04/XX - 09/08/XX *(If gift)* AMT: $ 3,874.38
► MUST CHECK ONE: ☒ Gift **-or-** ☐ Income
○ Made a Speech/Participated in a Panel
● Other - Provide Description Travel reimbursement for trip to China.
► If Gift, Provide Travel Destination Sichuan Sheng, China

Restrictions and Prohibitions

The Political Reform Act (Gov. Code Sections 81000-91014) requires most state and local government officials and employees to publicly disclose their personal assets and income. They also must disqualify themselves from participating in decisions that may affect their personal economic interests. The Fair Political Practices Commission (FPPC) is the state agency responsible for issuing the attached Statement of Economic Interests, Form 700, and for interpreting the law's provisions.

Gift Prohibition

Gifts received by most state and local officials, employees, and candidates are subject to a limit. In 2017 and 2018, the gift limit was $470 from a single source during a calendar year. In 2019-2020, the gift limit increased to $500 from a single source during a calendar year.

In addition, state officials, state candidates, and certain state employees are subject to a $10 limit per calendar month on gifts from lobbyists and lobbying firms registered with the Secretary of State. See Reference Pamphlet, page 10.

State and local officials and employees should check with their agency to determine if other restrictions apply.

Disqualification

Public officials are, under certain circumstances, required to disqualify themselves from making, participating in, or attempting to influence governmental decisions that will affect their economic interests. This may include interests they are not required to disclose. For example, a personal residence is often not reportable, but may be grounds for disqualification. Specific disqualification requirements apply to 87200 filers (e.g., city councilmembers, members of boards of supervisors, planning commissioners, etc.). These officials must publicly identify the economic interest that creates a conflict of interest and leave the room before a discussion or vote takes place at a public meeting. For more information, consult Government Code Section 87105, Regulation 18707, and the Guide to Recognizing Conflicts of Interest at *www.fppc.ca.gov.*

Honorarium Ban

Most state and local officials, employees, and candidates are prohibited from accepting an honorarium for any speech given, article published, or attendance at a conference, convention, meeting, or like gathering. (See Reference Pamphlet, page 10.)

Loan Restrictions

Certain state and local officials are subject to restrictions on loans. (See Reference Pamphlet, page 14.)

Post-Governmental Employment

There are restrictions on representing clients or employers before former agencies. The provisions apply to elected state officials, most state employees, local elected officials, county chief administrative officers, city managers, including the chief administrator of a city, and general managers or chief administrators of local special districts and JPAs. The FPPC website has fact sheets explaining the provisions.

Late Filing

The filing officer who retains originally-signed or electronically filed statements of economic interests may impose on an individual a fine for any statement that is filed late. The fine is $10 per day up to a maximum of $100. Late filing penalties may be reduced or waived under certain circumstances.

Persons who fail to timely file their Form 700 may be referred to the FPPC's Enforcement Division (and, in some cases, to the Attorney General or district attorney) for investigation and possible prosecution. In addition to the late filing penalties, a fine of up to $5,000 per violation may be imposed.

For assistance concerning reporting, prohibitions, and restrictions under the Act:

- Email questions to advice@fppc.ca.gov.
- Call the FPPC toll-free at (866) 275-3772.

Form 700 is a Public Document Public Access Must Be Provided

Statements of Economic Interests are public documents. The filing officer must permit any member of the public to inspect and receive a copy of any statement.

- Statements must be available as soon as possible during the agency's regular business hours, but in any event not later than the second business day after the statement is received. Access to the Form 700 is not subject to the Public Records Act procedures.
- No conditions may be placed on persons seeking access to the forms.
- No information or identification may be required from persons seeking access.
- Reproduction fees of no more than 10 cents per page may be charged.

Questions and Answers

General

Q. What is the reporting period for disclosing interests on an assuming office statement or a candidate statement?

A. On an assuming office statement, disclose all reportable investments, interests in real property, and business positions held on the date you assumed office. In addition, you must disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you assumed office.

On a candidate statement, disclose all reportable investments, interests in real property, and business positions held on the date you file your declaration of candidacy. You must also disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you file your declaration of candidacy.

Q. I hold two other board positions in addition to my position with the county. Must I file three statements of economic interests?

A. Yes, three are required. However, you may complete one statement listing the county and the two boards on the Cover Page or an attachment as the agencies for which you will be filing. Report your economic interests using the largest jurisdiction and highest disclosure requirements assigned to you by the three agencies. Make two copies of the entire statement before signing it, sign each copy with an original signature, and distribute one original to the county and to each of the two boards. Remember to complete separate statements for positions that you leave or assume during the year.

Q. I am a department head who recently began acting as city manager. Should I file as the city manager?

A. Yes. File an assuming office statement as city manager. Persons serving as "acting," "interim," or "alternate" must file as if they hold the position because they are or may be performing the duties of the position.

Q. My spouse and I are currently separated and in the process of obtaining a divorce. Must I still report my spouse's income, investments, and interests in real property?

A. Yes. A public official must continue to report a spouse's economic interests until such time as dissolution of marriage proceedings is final. However, if a separate property agreement has been reached prior to that time, your estranged spouse's income may not have to be reported. Contact the FPPC for more information.

Q. As a designated employee, I left one state agency to work for another state agency. Must I file a leaving office statement?

A. Yes. You may also need to file an assuming office statement for the new agency.

Investment Disclosure

Q. I have an investment interest in shares of stock in a company that does not have an office in my jurisdiction. Must I still disclose my investment interest in this company?

A. Probably. The definition of "doing business in the jurisdiction" is not limited to whether the business has an office or physical location in your jurisdiction. (See Reference Pamphlet, page 13.)

Q. My spouse and I have a living trust. The trust holds rental property in my jurisdiction, our primary residence, and investments in diversified mutual funds. I have full disclosure. How is this trust disclosed?

A. Disclose the name of the trust, the rental property and its income on Schedule A-2. Your primary residence and investments in diversified mutual funds registered with the SEC are not reportable.

Q. I am required to report all investments. I have an IRA that contains stocks through an account managed by a brokerage firm. Must I disclose these stocks even though they are held in an IRA and I did not decide which stocks to purchase?

A. Yes. Disclose on Schedule A-1 or A-2 any stock worth $2,000 or more in a business entity located in or doing business in your jurisdiction.

Q. The value of my stock changed during the reporting period. How do I report the value of the stock?

A. You are required to report the highest value that the stock reached during the reporting period. You may use your monthly statements to determine the highest value. You may also use the entity's website to determine the highest value. You are encouraged to keep a record of where you found the reported value. Note that for an assuming office statement, you must report the value of the stock on the date you assumed office.

Q. I am the sole owner of my business, an S-Corporation. I believe that the nature of the business is such that it cannot be said to have any "fair market value" because it has no assets. I operate the corporation under an agreement with a large insurance company. My contract does not have resale value because of its nature as a personal services contract. Must I report the fair market value for my business on Schedule A-2 of the Form 700?

A. Yes. Even if there are no *tangible* assets, intangible assets, such as relationships with companies and clients are commonly sold to qualified professionals. The "fair market value" is often quantified for other purposes, such as marital dissolutions or estate planning. In addition, the IRS presumes that "personal services corporations" have a fair market value. A professional "book of business" and the associated goodwill that generates income are not without a determinable value. The Form 700 does not require a precise fair market value; it is only necessary to check a box indicating the broad range within which the value falls.

Q. I own stock in IBM and must report this investment on Schedule A-1. I initially purchased this stock in the early 1990s; however, I am constantly buying and selling shares. Must I note these dates in the "Acquired" and "Disposed" fields?

A. No. You must only report dates in the "Acquired" or "Disposed" fields when, during the reporting period, you initially purchase a reportable investment worth $2,000 or more or when you dispose of the entire investment. You are not required to track the partial trading of an investment.

Q. On last year's filing I reported stock in Encoe valued at $2,000 - $10,000. Late last year the value of this stock fell below and remains at less than $2,000. How should this be reported on this year's statement?

A. You are not required to report an investment if the value was less than $2,000 during the **entire** reporting period. However, because a disposed date is not required for stocks that fall below $2,000, you may want to report the stock and note in the "comments" section that the value fell below $2,000. This would be for informational purposes only; it is not a requirement.

Q. We have a Section 529 account set up to save money for our son's college education. Is this reportable?

A. If the Section 529 account contains reportable interests (e.g., common stock valued at $2,000 or more), those interests are reportable (not the actual Section 529 account). If the account contains solely mutual funds, then nothing is reported.

Income Disclosure

Q. I reported a business entity on Schedule A-2. Clients of my business are located in several states. Must I report all clients from whom my pro rata share of income is $10,000 or more on Schedule A-2, Part 3?

A. No, only the clients located in or doing business on a regular basis in your jurisdiction must be disclosed.

Q. I believe I am not required to disclose the names of clients from whom my pro rata share of income is $10,000 or more on Schedule A-2 because of their right to privacy. Is there an exception for reporting clients' names?

A. Regulation 18740 provides a procedure for requesting an exemption to allow a client's name not to be disclosed if disclosure of the name would violate a legally recognized privilege under California or Federal law. This regulation may be obtained from our website at *www.fppc.ca.gov. (*See Reference Pamphlet, page 14.)

Q. I am sole owner of a private law practice that is not reportable based on my limited disclosure category. However, some of the sources of income to my law practice are from reportable sources. Do I have to disclose this income?

A. Yes, even though the law practice is not reportable, reportable sources of income to the law practice of $10,000 or more must be disclosed. This information would be disclosed on Schedule C with a note in the "comments" section indicating that the business entity is not a reportable investment. The note would be for informational purposes only; it is not a requirement.

Q. I am the sole owner of my business. Where do I disclose my income - on Schedule A-2 or Schedule C?

A. Sources of income to a business in which you have an ownership interest of 10% or greater are disclosed on Schedule A-2. (See Reference Pamphlet, page 8.)

Q. My husband is a partner in a four-person firm where all of his business is based on his own billings and collections from various clients. How do I report my community property interest in this business and the income generated in this manner?

A. If your husband's investment in the firm is 10% or greater, disclose 100% of his share of the business on Schedule A-2, Part 1 and 50% of his income on Schedule A-2, Parts 2 and 3. For example, a client of your husband's must be a source of at least $20,000 during the reporting period before the client's name is reported.

Q. How do I disclose my spouse's or registered domestic partner's salary?

A. Report the name of the employer as a source of income on Schedule C.

Q. I am a doctor. For purposes of reporting $10,000 sources of income on Schedule A-2, Part 3, are the patients or their insurance carriers considered sources of income?

A. If your patients exercise sufficient control by selecting you instead of other doctors, then your patients, rather than their insurance carriers, are sources of income to you. (See Reference Pamphlet, page 14.)

Q. I received a loan from my grandfather to purchase my home. Is this loan reportable?

A. No. Loans received from family members are not reportable.

Q. Many years ago, I loaned my parents several thousand dollars, which they paid back this year. Do I need to report this loan repayment on my Form 700?

A. No. Payments received on a loan made to a family member are not reportable.

Real Property Disclosure

Q. During this reporting period we switched our principal place of residence into a rental. I have full disclosure and the property is located in my agency's jurisdiction, so it is now reportable. Because I have not reported this property before, do I need to show an "acquired" date?

A. No, you are not required to show an "acquired" date because you previously owned the property. However, you may want to note in the "comments" section that the property was not previously reported because it was used exclusively as your residence. This would be for informational purposes only; it is not a requirement.

Q. I am a city manager, and I own a rental property located in an adjacent city, but one mile from the city limit. Do I need to report this property interest?

A. Yes. You are required to report this property because it is located within 2 miles of the boundaries of the city you manage.

Q. Must I report a home that I own as a personal residence for my daughter?

A. You are not required to disclose a home used as a personal residence for a family member unless you receive income from it, such as rental income.

Q. I am a co-signer on a loan for a rental property owned by a friend. Since I am listed on the deed of trust, do I need to report my friend's property as an interest in real property on my Form 700?

A. No. Simply being a co-signer on a loan for property does not create a reportable interest in real property for you.

Gift Disclosure

Q. If I received a reportable gift of two tickets to a concert valued at $100 each, but gave the tickets to a friend because I could not attend the concert, do I have any reporting obligations?

A. Yes. Since you accepted the gift and exercised discretion and control of the use of the tickets, you must disclose the gift on Schedule D.

Q. Julia and Jared Benson, a married couple, want to give a piece of artwork to a county supervisor. Is each spouse considered a separate source for purposes of the gift limit and disclosure?

A. Yes, each spouse may make a gift valued at the gift limit during a calendar year. For example, during 2018 the gift limit was $470, so the Bensons may have given the supervisor artwork valued at no more than $940. The supervisor must identify Jared and Julia Benson as the sources of the gift.

Q. I am a Form 700 filer with full disclosure. Our agency holds a holiday raffle to raise funds for a local charity. I bought $10 worth of raffle tickets and won a gift basket valued at $120. The gift basket was donated by Doug Brewer, a citizen in our city. At the same event, I bought raffle tickets for, and won a quilt valued at $70. The quilt was donated by a coworker. Are these reportable gifts?

A. Because the gift basket was donated by an outside source (not an agency employee), you have received a reportable gift valued at $110 (the value of the basket less the consideration paid). The source of the gift is Doug Brewer and the agency is disclosed as the intermediary. Because the quilt was donated by an employee of your agency, it is not a reportable gift.

Q. My agency is responsible for disbursing grants. An applicant (501(c)(3) organization) met with agency employees to present its application. At this meeting, the applicant provided food and beverages. Would the food and beverages be considered gifts to the employees? These employees are designated in our agency's conflict of interest code and the applicant is a reportable source of income under the code.

A. Yes. If the value of the food and beverages consumed by any one filer, plus any other gifts received from the same source during the reporting period total $50 or more, the food and beverages would be reported using the fair market value and would be subject to the gift limit.

Q. I received free admission to an educational conference related to my official duties. Part of the conference fees included a round of golf. Is the value of the golf considered informational material?

A. No. The value of personal benefits, such as golf, attendance at a concert, or sporting event, are gifts subject to reporting and limits.

DIABLO WATER DISTRICT

July 24, 2019 Board Meeting
Item Number 7

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Second Public Hearing for By-Division Elections Map Creation

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In response to the California Voters Right Act, the Board took action in December 2018 to transition the District from at-large elections to by-division elections.

At the Board's March 27, 2019 and April 24, 2019 meetings, public hearings were held, where the District's Demographer (Cooperative Strategies) provided an overview of the map creation process and demographic data. Input was received from the Directors and public regarding possible area boundaries.

By law, the District must hold two map creation public hearings (June and July) and a final public hearing for final adoption that is scheduled for August.

One new map has been created (Scenario 6).

The Directors and public will have a chance to provide additional input on all division boundaries and map scenarios.

Maps were added to the District website, 7 days prior to the Board meeting, for public review.

RECOMMENDATION:

Receive information and conduct public hearing.

Dan Muelrath
Dan Muelrath
General Manager

Attached: 1.) Public hearing announcement published in Oakley Press
2.) Voting area scenario maps

DIABLO WATER DISTRICT

Public Hearings for Area Elections Map Creation and Adoption
June 26, 2019, July 24, 2019 and August 28, 2019 @ 7:30pm

Diablo Water District (DWD) is moving from an at-large Director election to a by division Director election. As part of the process, DWD is seeking public input for the creation of by division voting area. To participate please submit suggestions via mail to: Diablo Water District, Attn: General Manager, PO Box 127, Oakley, CA 94561 or attend the public hearings in person at 87 Carol Lane, Oakley. Oakley Press No. 03-0477 **80108**
Publish dates: June 14, 21, July 12, 19, August 16, 23, 2019.

DIABLO WATER DISTRICT

CONCEPTUAL VOTING AREAS - SCENARIO 1

	Total Population	Variance	Voting Age Population Age 18 and Over (2010 Census)	Citizen Voting Age Population (2013-2017 Estimate)
Voting Area 1	7,120	-0.25%	4,855	5,390
Voting Area 2	7,128	-0.14%	5,127	4,686
Voting Area 3	7,358	3.08%	5,191	5,441
Voting Area 4	7,039	-1.38%	4,656	5,023
Voting Area 5	7,044	-1.31%	5,018	4,767
Total	**35,689**	**4.47%**	**24,847**	**25,307**

DiabloWaterBoundary
Area Not in District
County Boundary
Board Member

Conceptual Voting Areas

Voting Area 1 (2020)
Voting Area 2 (2022)
Voting Area 3 (2022)
Voting Area 4 (2022)
Voting Area 5 (2020)

Edward Garcia
Kenneth Crockett
Paul Seger
Jack de Fremery

County of Sacramento
County of Contra Costa
Big Break
Big Break Regional Trl
Marsh Creek Regional Trl
Main St
W Cypress Rd
E Cypress Rd
Empire Ave
O'Hara Ave
Sellers Ave
Laurel Rd
Delta Rd
Dutch Slough Rd
Dutch Slough Dr
Wells Ln
Sandmound Blvd
Bethel Island Rd
Sunset Rd
Stone Rd
Big Break Rd
Oakley Rd
Bayside Way
Almond Dr
Walnut Dr
Acme St
Monet Dr
Crane Ct
Vella Cir
Ibis Dr
Shearwater Way
Virginia Ln
Palmwood
Riley Rd
Vitale St
Pheasant Way
Yosemite Cir
Century Way
Honey Ln
Wildhorse Rd
Easy St
Willow Oak Pl
Tule Ln
Hill Ave
W Bolton Rd
Brownstone Rd
Monte Linda St
Neroly Rd
Begonia Dr
Iris Ct
Anastasia Dr
Rathdrum Way
Plumbridge Way
Lauritzen Ln
Fleming Ln
Bridgehead Rd
Ramp
Wightman Ln
Drive in Way
Jessica Ct
Elm Ln
Sandy Ln
Carol Ln
Teresa Ln
Pecan Ln
Martin St
Teakwood Dr
Pitta Ct
Jordan Ln
Beaulieu Ln
Merlot Ln
Rutherford Ln
Vintage Pkwy
Bynum Trl
Concannon Dr
Walnut Meadows Dr
Bettinger Way
Almondwood Pl
Vine Hill Rd
Cll de Oro
Live Oak Ave
Beldin Ln
Kegan Ln
Zartop St
Otsego St
Canopy Ln
Chardonnay Dr
Ashwood Dr
Gamay Dr
Duarte Ave
Port Ct
Lois Ln
Saddle Dr
Frandoras Cir
Lariat Ln
Stirrup Dr
Tate Ln
Megan Dr
Knox Ln
Truman Ln
Le Conte Cir
Benton St
Menona Dr
Mendota Way
Appleglen St
Braemar St
Hawkins St
Arabian Way
Palomino Way
Woodbridge Way
Thistle
Chianti Way
Delta de Anza
O Hara Ct
Rose Ave
Mellowood Dr
Beechnut Ln
Fall Ln
Big Bear Rd
Dali Ct
Machado Ln
Meadows Ln
Franklin Ln
Picasso Dr
Sellers Ave
Loren Ln
Acorn Dr
Marsh Way
Solitude Dr
Ceder Glenn Dr
Simoni Ranch Rd
Carpenter Rd
Lavender Way
Everlasting Way
Daffodil Dr
Vintage Dr
Hibiscus Way
Tazetta Dr
Dynasty Dr
Oakley St
Kessler Ln
Anderson Ln
Roger Ln
Doyle Ln
Lozoya Way
Cosmore Dr
Malicoat Ave
Salvador Ln
Whitehall Ct
Joshua St
Susie St
Coventry Dr
Brown Rd
Holmes Rd
Nutmeg Dr
Kay Ct
Kay Ln
1 St
Pine St
Haley Ct
Laurel Rd
Fireplace
Fire Pl
Blaine Ln
Curlew Commons
2nd St
Knightsen Ave
Peach Ln
Pastor Ln
Poe Ln
Delta Rd
Holland Tract Rd
Aspen Rd
Tule Tree Ln
Dutch Slough Dr
Ranch Ln
Sycamore Dr
Redwood Dr
Poplar Dr
Cactus Ln
Clear Lake Ct
E Summer Lake Dr
Manresa Shore Ln
Payton Dr
Stoneridge Dr
Jan Ln
Quarter Ave
Norcross Ln
2nd St
4th St
7th St

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N W E S

July 2019

COOPERATIVE STRATEGIES
COMPLETE FINANCIAL & DEMOGRAPHIC PLANNING FOR EDUCATION

DIABLO WATER DISTRICT

CONCEPTUAL VOTING AREAS - SCENARIO 1

Total Population (2010 Census)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	Variance
Population	7,120	7,128	7,358	7,039	7,044	
Population Variance	-18	-10	220	-99	-94	
	-0.25%	-0.14%	3.08%	-1.38%	-1.31%	4.47%
Hispanic/Latino	2,193	2,602	2,337	2,474	2,812	
	30.80%	36.50%	31.76%	35.15%	39.92%	
White	3,444	3,679	3,700	2,804	3,364	
	48.37%	51.61%	50.29%	39.84%	47.76%	
Black/ African American	379	339	621	789	338	
	5.32%	4.76%	8.44%	11.21%	4.80%	
American Indian/ Alaska Native	25	36	36	34	46	
	0.35%	0.51%	0.49%	0.48%	0.65%	
Asian	794	188	338	595	193	
	11.15%	2.64%	4.59%	8.45%	2.74%	
Native Hawaiian/ Other Pacific Islander	17	19	25	23	36	
	0.24%	0.27%	0.34%	0.33%	0.51%	
Other	11	17	22	17	9	
	0.15%	0.24%	0.30%	0.24%	0.13%	
Two or More Races	257	248	279	303	246	
	3.61%	3.48%	3.79%	4.30%	3.49%	

Population 18 and Over (2010 Census)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	
Population	4,855	5,127	5,191	4,656	5,018	
Population Variance	-114	158	222	-313	49	
	-2.30%	3.17%	4.46%	-6.31%	0.98%	
Hispanic/Latino	1,339	1,667	1,430	1,475	1,756	
	27.58%	32.51%	27.55%	31.68%	34.99%	
White	2,531	2,901	2,853	2,042	2,678	
	52.13%	56.58%	54.96%	43.86%	53.37%	
Black/ African American	252	237	434	513	229	
	5.19%	4.62%	8.36%	11.02%	4.56%	
American Indian/ Alaska Native	22	31	24	24	38	
	0.45%	0.60%	0.46%	0.52%	0.76%	
Asian	569	149	265	432	152	
	11.72%	2.91%	5.10%	9.28%	3.03%	
Native Hawaiian/ Other Pacific Islander	12	15	18	19	25	
	0.25%	0.29%	0.35%	0.41%	0.50%	
Other	7	8	13	9	3	
	0.14%	0.16%	0.25%	0.19%	0.06%	
Two or More Races	123	119	154	142	137	
	2.53%	2.32%	2.97%	3.05%	2.73%	

Citizens by Voting Age Population Estimate (2013-2017)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	
Population	5,390	4,686	5,441	5,023	4,767	
Population Variance	329	-375	380	-38	-294	
	6.49%	-7.42%	7.50%	-0.76%	-5.82%	
Hispanic/Latino	1,047	1,390	1,205	1,212	1,455	
	19.42%	29.66%	22.15%	24.13%	30.52%	
White	2,906	2,559	3,422	2,005	2,696	
	53.91%	54.61%	62.89%	39.92%	56.56%	
Black/ African American	510	240	295	888	199	
	9.46%	5.12%	5.42%	17.68%	4.17%	
American Indian/ Alaska Native	27	57	30	82	58	
	0.50%	1.22%	0.55%	1.63%	1.22%	
Asian	716	203	321	571	111	
	13.28%	4.33%	5.90%	11.37%	2.33%	
Native Hawaiian/ Other Pacific Islander	0	75	7	0	78	
	0.00%	1.60%	0.13%	0.00%	1.64%	
Other	0	0	0	0	0	
	0.00%	0.00%	0.00%	0.00%	0.00%	
Two or More Races	184	162	161	265	170	
	3.41%	3.46%	2.96%	5.28%	3.57%	

DIABLO WATER DISTRICT

CONCEPTUAL VOTING AREAS - SCENARIO 2

	Total Population	Variance	Voting Age Population Age 18 and Over (2010 Census)	Citizen Voting Age Population (2013-2017 Estimate)
Voting Area 1	7,222	1.18%	4,821	5,190
Voting Area 2	6,937	-2.81%	4,690	5,223
Voting Area 3	7,125	-0.18%	5,124	4,683
Voting Area 4	7,281	2.01%	5,184	5,015
Voting Area 5	7,124	-0.19%	5,028	5,196
Total	**35,689**	**4.82%**	**24,847**	**25,307**

DiabloWaterBoundary
Area Not in District
County Boundary
Board Member

Conceptual Voting Areas

Voting Area 1 (2020)
Voting Area 2 (2022)
Voting Area 3 (2022)
Voting Area 4 (2020)
Voting Area 5 (2022)

Edward Garcia
Kenneth Crockett
Paul Seger
Jack de Fremery

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July 2019

COOPERATIVE STRATEGIES
COMPLETE FINANCIAL & DEMOGRAPHIC PLANNING FOR EDUCATION

DIABLO WATER DISTRICT

CONCEPTUAL VOTING AREAS - SCENARIO 2

Total Population (2010 Census)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	Variance
Population	7,222	6,937	7,125	7,281	7,124	
Population Variance	84	-201	-13	143	-14	
	1.18%	-2.81%	-0.18%	2.01%	-0.19%	4.82%
Hispanic/Latino	2,524	2,143	2,602	2,963	2,186	
	34.95%	30.89%	36.52%	40.69%	30.69%	
White	2,939	3,309	3,676	3,390	3,677	
	40.70%	47.70%	51.59%	46.56%	51.61%	
Black/ African American	777	391	339	383	576	
	10.76%	5.64%	4.76%	5.26%	8.09%	
American Indian/ Alaska Native	35	24	36	50	32	
	0.48%	0.35%	0.51%	0.69%	0.45%	
Asian	598	791	188	210	321	
	8.28%	11.40%	2.64%	2.88%	4.51%	
Native Hawaiian/ Other Pacific Islander	25	15	19	38	23	
	0.35%	0.22%	0.27%	0.52%	0.32%	
Other	18	10	17	10	21	
	0.25%	0.14%	0.24%	0.14%	0.29%	
Two or More Races	306	254	248	237	288	
	4.24%	3.66%	3.48%	3.26%	4.04%	

Population 18 and Over (2010 Census)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	
Population	4,821	4,690	5,124	5,184	5,028	
Population Variance	-148	-279	155	215	59	
	-2.99%	-5.62%	3.11%	4.32%	1.18%	
Hispanic/Latino	1,517	1,297	1,667	1,867	1,319	
	31.47%	27.65%	32.53%	36.01%	26.23%	
White	2,163	2,410	2,898	2,697	2,837	
	44.87%	51.39%	56.56%	52.03%	56.42%	
Black/ African American	508	257	237	264	399	
	10.54%	5.48%	4.63%	5.09%	7.94%	
American Indian/ Alaska Native	25	21	31	41	21	
	0.52%	0.45%	0.60%	0.79%	0.42%	
Asian	431	570	149	162	255	
	8.94%	12.15%	2.91%	3.13%	5.07%	
Native Hawaiian/ Other Pacific Islander	21	10	15	25	18	
	0.44%	0.21%	0.29%	0.48%	0.36%	
Other	10	6	8	4	12	
	0.21%	0.13%	0.16%	0.08%	0.24%	
Two or More Races	146	119	119	124	167	
	3.03%	2.54%	2.32%	2.39%	3.32%	

Citizens by Voting Age Population Estimate (2013-2017)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	
Population	5,190	5,223	4,683	5,015	5,196	
Population Variance	129	162	-378	-46	135	
	2.54%	3.19%	-7.48%	-0.92%	2.66%	
Hispanic/Latino	1,248	1,011	1,390	1,481	1,179	
	24.05%	19.36%	29.68%	29.53%	22.69%	
White	2,133	2,778	2,556	2,834	3,287	
	41.10%	53.19%	54.58%	56.51%	63.26%	
Black/ African American	854	544	240	243	251	
	16.45%	10.42%	5.12%	4.85%	4.83%	
American Indian/ Alaska Native	82	27	57	48	40	
	1.58%	0.52%	1.22%	0.96%	0.77%	
Asian	570	717	203	153	279	
	10.98%	13.73%	4.33%	3.05%	5.37%	
Native Hawaiian/ Other Pacific Islander	0	0	75	72	13	
	0.00%	0.00%	1.60%	1.44%	0.25%	
Other	0	0	0	0	0	
	0.00%	0.00%	0.00%	0.00%	0.00%	
Two or More Races	303	146	162	184	147	
	5.84%	2.80%	3.46%	3.67%	2.83%	

DIABLO WATER DISTRICT

CONCEPTUAL VOTING AREAS - SCENARIO 3

	Total Population	Variance	Voting Age Population Age 18 and Over (2010 Census)	Citizen Voting Age Population (2013-2017 Estimate)
Voting Area 1	7,120	-0.25%	4,752	5,121
Voting Area 2	7,039	-1.38%	4,759	5,292
Voting Area 3	7,212	1.04%	5,095	4,419
Voting Area 4	7,197	0.83%	5,132	4,686
Voting Area 5	7,121	-0.24%	5,109	5,789
Total	**35,689**	**2.42%**	**24,847**	**25,307**

DiabloWaterBoundary
Area Not in District
County Boundary
Board Member

Conceptual Voting Areas

Voting Area 1 (2020)
Voting Area 2 (2022)
Voting Area 3 (2020)
Voting Area 4 (2022)
Voting Area 5 (2022)

Edward Garcia
Kenneth Crockett
Paul Seger
Jack de Fremery

July 2019

COOPERATIVE STRATEGIES
COMPLETE FINANCIAL & DEMOGRAPHIC PLANNING FOR EDUCATION

DIABLO WATER DISTRICT

CONCEPTUAL VOTING AREAS - SCENARIO 3

Total Population (2010 Census)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	Variance
Population	7,120	7,039	7,212	7,197	7,121	
Population Variance	-18	-99	74	59	-17	
	-0.25%	-1.38%	1.04%	0.83%	-0.24%	2.42%
Hispanic/Latino	2,501	2,166	2,928	2,642	2,181	
	35.13%	30.77%	40.60%	36.71%	30.63%	
White	2,891	3,357	3,442	3,639	3,662	
	40.60%	47.69%	47.73%	50.56%	51.43%	
Black/ African American	767	401	308	380	610	
	10.77%	5.70%	4.27%	5.28%	8.57%	
American Indian/ Alaska Native	35	24	54	35	29	
	0.49%	0.34%	0.75%	0.49%	0.41%	
Asian	580	809	176	214	329	
	8.15%	11.49%	2.44%	2.97%	4.62%	
Native Hawaiian/ Other Pacific Islander	25	15	32	20	28	
	0.35%	0.21%	0.44%	0.28%	0.39%	
Other	18	10	13	14	21	
	0.25%	0.14%	0.18%	0.19%	0.29%	
Two or More Races	303	257	259	253	261	
	4.26%	3.65%	3.59%	3.52%	3.67%	

Population 18 and Over (2010 Census)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	
Population	4,752	4,759	5,095	5,132	5,109	
Population Variance	-217	-210	126	163	140	
	-4.37%	-4.23%	2.53%	3.27%	2.81%	
Hispanic/Latino	1,503	1,311	1,830	1,675	1,348	
	31.63%	27.55%	35.92%	32.64%	26.38%	
White	2,131	2,442	2,703	2,852	2,877	
	44.84%	51.31%	53.05%	55.57%	56.31%	
Black/ African American	501	264	212	261	427	
	10.54%	5.55%	4.16%	5.09%	8.36%	
American Indian/ Alaska Native	25	21	46	26	21	
	0.53%	0.44%	0.90%	0.51%	0.41%	
Asian	415	586	140	169	257	
	8.73%	12.31%	2.75%	3.29%	5.03%	
Native Hawaiian/ Other Pacific Islander	21	10	21	16	21	
	0.44%	0.21%	0.41%	0.31%	0.41%	
Other	10	6	5	6	13	
	0.21%	0.13%	0.10%	0.12%	0.25%	
Two or More Races	146	119	138	127	145	
	3.07%	2.50%	2.71%	2.47%	2.84%	

Citizens by Voting Age Population Estimate (2013-2017)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	
Population	5,121	5,292	4,419	4,686	5,789	
Population Variance	60	231	-642	-375	728	
	1.18%	4.56%	-12.69%	-7.42%	14.38%	
Hispanic/Latino	1,238	1,021	1,469	1,280	1,301	
	24.17%	19.29%	33.24%	27.32%	22.47%	
White	2,103	2,808	2,362	2,643	3,672	
	41.07%	53.06%	53.45%	56.40%	63.43%	
Black/ African American	838	560	174	250	310	
	16.36%	10.58%	3.94%	5.34%	5.35%	
American Indian/ Alaska Native	82	27	48	57	40	
	1.60%	0.51%	1.09%	1.22%	0.69%	
Asian	557	730	126	200	309	
	10.88%	13.79%	2.85%	4.27%	5.34%	
Native Hawaiian/ Other Pacific Islander	0	0	72	75	13	
	0.00%	0.00%	1.63%	1.60%	0.22%	
Other	0	0	0	0	0	
	0.00%	0.00%	0.00%	0.00%	0.00%	
Two or More Races	303	146	168	181	144	
	5.92%	2.76%	3.80%	3.86%	2.49%	

DIABLO WATER DISTRICT

CONCEPTUAL VOTING AREAS - SCENARIO 4

	Total Population	Variance	Voting Age Population Age 18 and Over (2010 Census)	Citizen Voting Age Population (2013-2017 Estimate)
Voting Area 1	7,120	-0.25%	4,752	5,121
Voting Area 2	7,039	-1.38%	4,759	5,292
Voting Area 3	7,271	1.87%	5,228	4,239
Voting Area 4	7,399	3.66%	5,216	5,203
Voting Area 5	6,860	-3.89%	4,892	5,452
Total	**35,689**	**7.55%**	**24,847**	**25,307**

DiabloWaterBoundary
Area Not in District
County Boundary
Board Member

Conceptual Voting Areas

Voting Area 1 (2020)
Voting Area 2 (2020) or (2022)
Voting Area 3 (2022)
Voting Area 4 (2020) or (2022)
Voting Area 5 (2022)

Edward Garcia
Kenneth Crockett
Paul Seger
Jack de Fremery

0 0.25 0.5 1 1.5 2 Miles

July 2019

COOPERATIVE STRATEGIES
COMPLETE FINANCIAL & DEMOGRAPHIC PLANNING FOR EDUCATION

DIABLO WATER DISTRICT

CONCEPTUAL VOTING AREAS - SCENARIO 4

Total Population (2010 Census)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	Variance
Population	7,120	7,039	7,271	7,399	6,860	
Population Variance	-18	-99	133	261	-278	
	-0.25%	-1.38%	1.87%	3.66%	-3.89%	7.55%
Hispanic/Latino	2,501	2,166	2,838	2,723	2,190	
	35.13%	30.77%	39.03%	36.80%	31.92%	
White	2,891	3,357	3,683	3,551	3,509	
	40.60%	47.69%	50.65%	47.99%	51.15%	
Black/ African American	767	401	265	493	540	
	10.77%	5.70%	3.64%	6.66%	7.87%	
American Indian/ Alaska Native	35	24	40	44	34	
	0.49%	0.34%	0.55%	0.59%	0.50%	
Asian	580	809	169	282	268	
	8.15%	11.49%	2.32%	3.81%	3.91%	
Native Hawaiian/ Other Pacific Islander	25	15	23	22	35	
	0.35%	0.21%	0.32%	0.30%	0.51%	
Other	18	10	13	16	19	
	0.25%	0.14%	0.18%	0.22%	0.28%	
Two or More Races	303	257	240	268	265	
	4.26%	3.65%	3.30%	3.62%	3.86%	

Population 18 and Over (2010 Census)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	
Population	4,752	4,759	5,228	5,216	4,892	
Population Variance	-217	-210	259	247	-77	
	-4.37%	-4.23%	5.20%	4.96%	-1.56%	
Hispanic/Latino	1,503	1,311	1,816	1,697	1,340	
	31.63%	27.55%	34.74%	32.53%	27.39%	
White	2,131	2,442	2,918	2,754	2,760	
	44.84%	51.31%	55.81%	52.80%	56.42%	
Black/ African American	501	264	177	348	375	
	10.54%	5.55%	3.39%	6.67%	7.67%	
American Indian/ Alaska Native	25	21	33	33	27	
	0.53%	0.44%	0.63%	0.63%	0.55%	
Asian	415	586	133	219	214	
	8.73%	12.31%	2.54%	4.20%	4.37%	
Native Hawaiian/ Other Pacific Islander	21	10	16	16	26	
	0.44%	0.21%	0.31%	0.31%	0.53%	
Other	10	6	6	9	9	
	0.21%	0.13%	0.11%	0.17%	0.18%	
Two or More Races	146	119	129	140	141	
	3.07%	2.50%	2.47%	2.68%	2.88%	

Citizens by Voting Age Population Estimate (2013-2017)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	
Population	5,121	5,292	4,239	5,203	5,452	
Population Variance	60	231	-822	142	391	
	1.18%	4.56%	-16.25%	2.80%	7.72%	
Hispanic/Latino	1,238	1,021	1,470	1,327	1,253	
	24.17%	19.29%	34.68%	25.50%	22.98%	
White	2,103	2,808	2,352	3,004	3,321	
	41.07%	53.06%	55.48%	57.74%	60.91%	
Black/ African American	838	560	41	346	347	
	16.36%	10.58%	0.97%	6.65%	6.36%	
American Indian/ Alaska Native	82	27	38	57	50	
	1.60%	0.51%	0.90%	1.10%	0.92%	
Asian	557	730	169	255	211	
	10.88%	13.79%	3.99%	4.90%	3.87%	
Native Hawaiian/ Other Pacific Islander	0	0	40	75	45	
	0.00%	0.00%	0.94%	1.44%	0.83%	
Other	0	0	0	0	0	
	0.00%	0.00%	0.00%	0.00%	0.00%	
Two or More Races	303	146	129	139	225	
	5.92%	2.76%	3.04%	2.67%	4.13%	

DIABLO WATER DISTRICT

CONCEPTUAL VOTING AREAS - SCENARIO 5

	Total Population	Variance	Voting Age Population Age 18 and Over (2010 Census)	Citizen Voting Age Population (2013-2017 Estimate)
Voting Area 1	7,247	1.53%	4,912	5,160
Voting Area 2	7,039	-1.38%	4,759	5,292
Voting Area 3	6,993	-2.03%	5,029	5,385
Voting Area 4	7,381	3.41%	5,132	5,215
Voting Area 5	7,029	-1.52%	5,015	4,255
Total	**35,689**	**5.44%**	**24,847**	**25,307**

DiabloWaterBoundary
Area Not in District
County Boundary
Board Member

Conceptual Voting Areas
Voting Area 1 (2022)
Voting Area 2 (2022)
Voting Area 3 (2020)
Voting Area 4 (2020)
Voting Area 5 (2022)

Edward Garcia
Kenneth Crockett
Paul Seger
Jack de Fremery

0 0.25 0.5 1 1.5 2 Miles

July 2019

COOPERATIVE STRATEGIES
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DIABLO WATER DISTRICT

CONCEPTUAL VOTING AREAS - SCENARIO 5

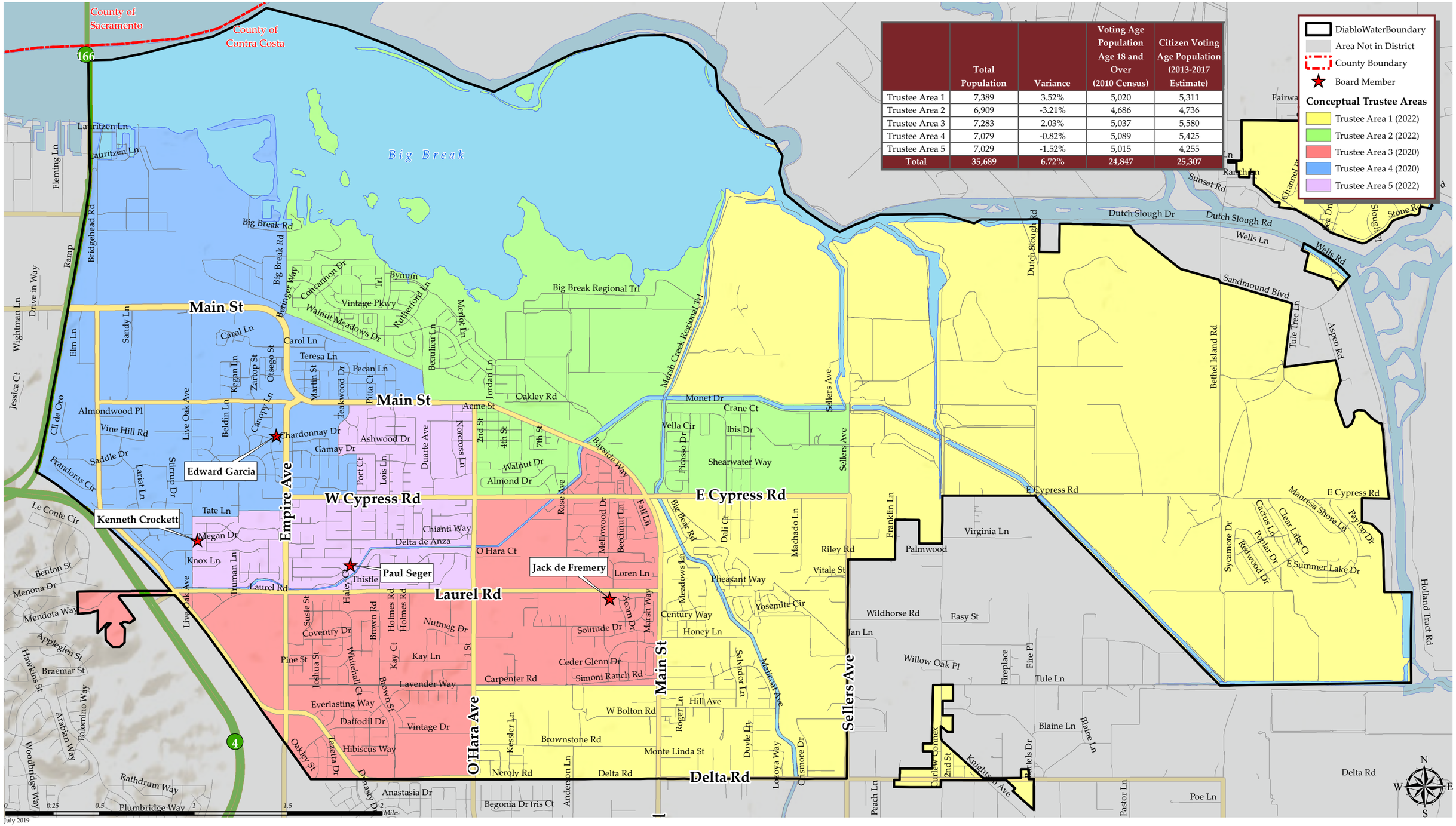
Total Population (2010 Census)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	Variance
Population	7,247	7,039	6,993	7,381	7,029	
Population Variance	109	-99	-145	243	-109	
	1.53%	-1.38%	-2.03%	3.41%	-1.52%	5.44%
Hispanic/Latino	2,365	2,166	2,265	2,937	2,685	
	32.63%	30.77%	32.39%	39.79%	38.20%	
White	3,281	3,357	3,623	3,187	3,543	
	45.27%	47.69%	51.81%	43.18%	50.41%	
Black/ African American	720	401	508	541	296	
	9.94%	5.70%	7.26%	7.33%	4.21%	
American Indian/ Alaska Native	29	24	41	52	31	
	0.40%	0.34%	0.59%	0.70%	0.44%	
Asian	486	809	232	378	203	
	6.71%	11.49%	3.32%	5.12%	2.89%	
Native Hawaiian/ Other Pacific Islander	30	15	32	17	26	
	0.41%	0.21%	0.46%	0.23%	0.37%	
Other	18	10	18	16	14	
	0.25%	0.14%	0.26%	0.22%	0.20%	
Two or More Races	318	257	274	253	231	
	4.39%	3.65%	3.92%	3.43%	3.29%	

Population 18 and Over (2010 Census)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	
Population	4,912	4,759	5,029	5,132	5,015	
Population Variance	-57	-210	60	163	46	
	-1.16%	-4.23%	1.20%	3.27%	0.92%	
Hispanic/Latino	1,399	1,311	1,395	1,851	1,711	
	28.48%	27.55%	27.74%	36.07%	34.12%	
White	2,461	2,442	2,887	2,446	2,769	
	50.10%	51.31%	57.41%	47.66%	55.21%	
Black/ African American	475	264	352	375	199	
	9.67%	5.55%	7.00%	7.31%	3.97%	
American Indian/ Alaska Native	20	21	32	39	27	
	0.41%	0.44%	0.64%	0.76%	0.54%	
Asian	361	586	183	275	162	
	7.35%	12.31%	3.64%	5.36%	3.23%	
Native Hawaiian/ Other Pacific Islander	21	10	23	16	19	
	0.43%	0.21%	0.46%	0.31%	0.38%	
Other	13	6	9	6	6	
	0.26%	0.13%	0.18%	0.12%	0.12%	
Two or More Races	162	119	148	124	122	
	3.30%	2.50%	2.94%	2.42%	2.43%	

Citizens by Voting Age Population Estimate (2013-2017)						
	Voting Area 1	Voting Area 2	Voting Area 3	Voting Area 4	Voting Area 5	
Population	5,160	5,292	5,385	5,215	4,255	
Population Variance	99	231	324	154	-806	
	1.95%	4.56%	6.39%	3.03%	-15.93%	
Hispanic/Latino	1,241	1,021	1,163	1,343	1,541	
	24.05%	19.29%	21.60%	25.75%	36.22%	
White	2,721	2,808	3,410	2,414	2,235	
	52.73%	53.06%	63.32%	46.29%	52.53%	
Black/ African American	497	560	308	688	79	
	9.63%	10.58%	5.72%	13.19%	1.86%	
American Indian/ Alaska Native	4	27	52	135	36	
	0.08%	0.51%	0.97%	2.59%	0.85%	
Asian	570	730	186	245	191	
	11.05%	13.79%	3.45%	4.70%	4.49%	
Native Hawaiian/ Other Pacific Islander	0	0	38	75	47	
	0.00%	0.00%	0.71%	1.44%	1.10%	
Other	0	0	0	0	0	
	0.00%	0.00%	0.00%	0.00%	0.00%	
Two or More Races	127	146	228	315	126	
	2.46%	2.76%	4.23%	6.04%	2.96%	

DIABLO WATER DISTRICT

CONCEPTUAL VOTING AREAS - SCENARIO 6



	Total Population	Variance	Voting Age Population Age 18 and Over (2010 Census)	Citizen Voting Age Population (2013-2017 Estimate)
Trustee Area 1	7,389	3.52%	5,020	5,311
Trustee Area 2	6,909	-3.21%	4,686	4,736
Trustee Area 3	7,283	2.03%	5,037	5,580
Trustee Area 4	7,079	-0.82%	5,089	5,425
Trustee Area 5	7,029	-1.52%	5,015	4,255
Total	35,689	6.72%	24,847	25,307

COOPERATIVE STRATEGIES
COMPLETE FINANCIAL & DEMOGRAPHIC PLANNING FOR EDUCATION

DIABLO WATER DISTRICT

CONCEPTUAL TRUSTEE AREAS - SCENARIO 6

Total Population (2010 Census)						
	Trustee Area 1	Trustee Area 2	Trustee Area 3	Trustee Area 4	Trustee Area 5	Variance
Population	7,389	6,909	7,283	7,079	7,029	
Population Variance	251	-229	145	-59	-109	
	3.52%	-3.21%	2.03%	-0.82%	-1.52%	6.72%
Hispanic/Latino	2,685	2,605	2,116	2,327	2,685	
	36.34%	37.70%	29.05%	32.87%	38.20%	
White	3,116	3,009	3,678	3,645	3,543	
	42.17%	43.55%	50.50%	51.49%	50.41%	
Black/ African American	632	545	484	509	296	
	8.55%	7.89%	6.65%	7.19%	4.21%	
American Indian/ Alaska Native	42	37	24	43	31	
	0.57%	0.54%	0.33%	0.61%	0.44%	
Asian	606	384	684	231	203	
	8.20%	5.56%	9.39%	3.26%	2.89%	
Native Hawaiian/ Other Pacific Islander	16	30	16	32	26	
	0.22%	0.43%	0.22%	0.45%	0.37%	
Other	14	13	17	18	14	
	0.19%	0.19%	0.23%	0.25%	0.20%	
Two or More Races	278	286	264	274	231	
	3.76%	4.14%	3.62%	3.87%	3.29%	

Population 18 and Over (2010 Census)						
	Trustee Area 1	Trustee Area 2	Trustee Area 3	Trustee Area 4	Trustee Area 5	
Population	5,020	4,686	5,037	5,089	5,015	
Population Variance	51	-283	68	120	46	
	1.02%	-5.70%	1.36%	2.41%	0.92%	
Hispanic/Latino	1,647	1,574	1,299	1,436	1,711	
	32.81%	33.59%	25.79%	28.22%	34.12%	
White	2,336	2,249	2,746	2,905	2,769	
	46.53%	47.99%	54.52%	57.08%	55.21%	
Black/ African American	421	369	323	353	199	
	8.39%	7.87%	6.41%	6.94%	3.97%	
American Indian/ Alaska Native	30	26	23	33	27	
	0.60%	0.55%	0.46%	0.65%	0.54%	
Asian	439	290	494	182	162	
	8.75%	6.19%	9.81%	3.58%	3.23%	
Native Hawaiian/ Other Pacific Islander	14	21	12	23	19	
	0.28%	0.45%	0.24%	0.45%	0.38%	
Other	6	9	10	9	6	
	0.12%	0.19%	0.20%	0.18%	0.12%	
Two or More Races	127	148	130	148	122	
	2.53%	3.16%	2.58%	2.91%	2.43%	

Citizens by Voting Age Population Estimate (2013-2017)						
	Trustee Area 1	Trustee Area 2	Trustee Area 3	Trustee Area 4	Trustee Area 5	
Population	5,311	4,736	5,580	5,425	4,255	
Population Variance	250	-325	519	364	-806	
	4.93%	-6.43%	10.25%	7.18%	-15.93%	
Hispanic/Latino	1,282	1,298	1,013	1,175	1,541	
	24.14%	27.41%	18.15%	21.66%	36.22%	
White	2,368	2,419	3,132	3,434	2,235	
	44.59%	51.08%	56.13%	63.30%	52.53%	
Black/ African American	872	311	561	309	79	
	16.42%	6.57%	10.05%	5.70%	1.86%	
American Indian/ Alaska Native	108	42	16	52	36	
	2.03%	0.89%	0.29%	0.96%	0.85%	
Asian	415	472	655	189	191	
	7.81%	9.97%	11.74%	3.48%	4.49%	
Native Hawaiian/ Other Pacific Islander	0	75	0	38	47	
	0.00%	1.58%	0.00%	0.70%	1.10%	
Other	0	0	0	0	0	
	0.00%	0.00%	0.00%	0.00%	0.00%	
Two or More Races	266	119	203	228	126	
	5.01%	2.51%	3.64%	4.20%	2.96%	

DIABLO WATER DISTRICT

July 24, 2019 Board Meeting
Item Number 8

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Public Hearing Regarding Proposed 5 Percent Increase in Water Charges for County Well System M-27, Willow Park Marina and Reaffirming Current Charges for M-25, Knightsen and M-26, Beacon West.

A 5% increase in the water charge at County Well system M-27, Willow Park Marina is needed to keep this fund balance from going further into the negative. Reasons for the decreased fund balance include installing state mandated water meters and the need to replace failing water service lines. Staff expects this Well system will need additional future rate increases until a prudent fund balance is reached.

Current annual rate:	$273
Proposed annual rate:	$287
Increase per year:	$14

The balances for M-25 and M-26 remain in good condition, so no rate increase is being sought for M-25 and M-26.

Per Proposition 218, all customers at M-27 were notified of the proposed rate increase and public hearing. As of the date of publishing this Board packet, no written protests have been received.

RECOMMENDATION:

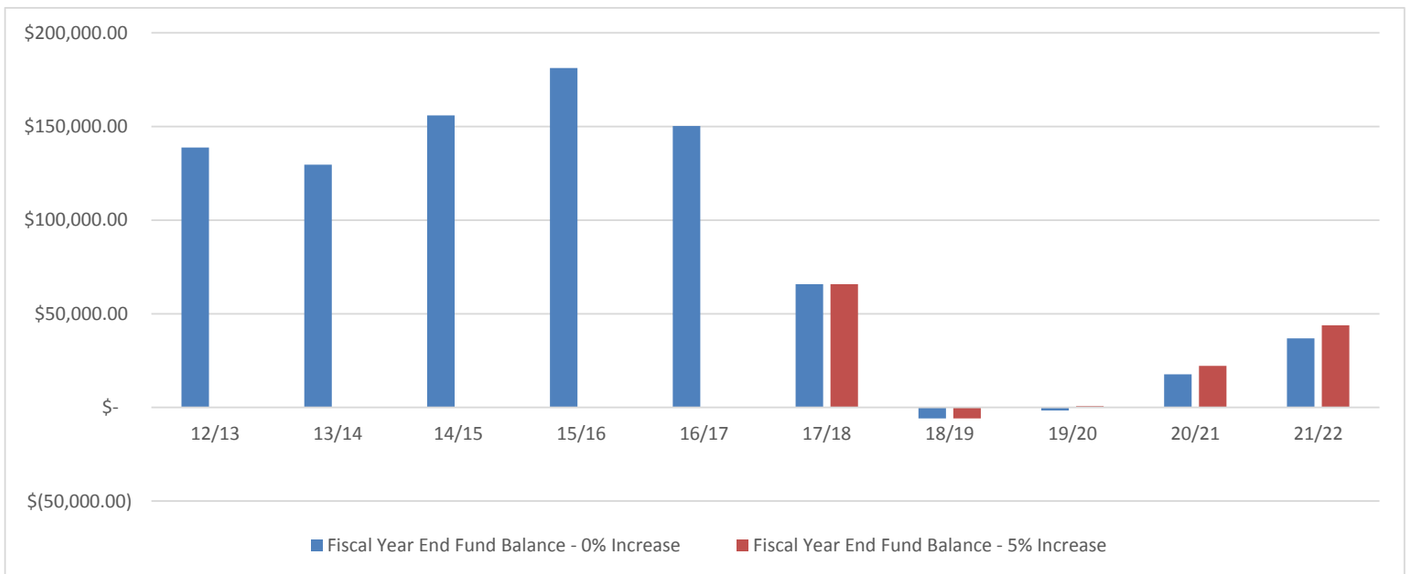
Conduct Public Hearing.

Dan Muelrath
Dan Muelrath
General Manager

Attached: M 27 Revenue and Expense Table

DIABLO WATER DISTRICT
WILLOW PARK MARINA (M27)

	12/13	13/14	14/15	15/16	16/17	17/18	18/19	Forecast 19/20	Forecast 20/21	Forecast 21/22
TOTAL INCOME:	$ 34,738.68	$ 39,995.81	$ 40,031.50	$ 40,514.09	$ 40,811.23	$ 42,658.12	$ 44,305.39	$ 44,226.00	$ 44,226.00	$ 44,226.00
TOTAL EXPENSES:	$ 46,703.89	$ 49,192.73	$ 13,721.17	$ 15,100.17	$ 71,600.00	$ 126,816.18	$ 115,928.13	$ 40,000.00	$ 25,000.00	$ 25,000.00
NET INCOME:	**$ (11,965.21)**	**$ (9,196.92)**	**$ 26,310.33**	**$ 25,413.92**	**$ (30,788.77)**	**$ (84,158.06)**	**$ (71,622.74)**	**$ 4,226.00**	**$ 19,226.00**	**$ 19,226.00**
	50% Generator	50% Generator Mag Starter			Install Meters	Install Meters	Install Meters	Install Meters		
Fiscal Year End Fund Balance - 0% Increase	$ 138,723.72	$ 129,548.00	$ 155,858.63	$ 181,134.44	$ 150,182.11	$ 65,779.05	$ (5,843.69)	$ (1,617.69)	$ 17,608.31	$ 36,834.31
Fiscal Year End Fund Balance - 5% Increase						$ 65,779.05	$ (5,843.69)	$ 593.31	$ 22,141.31	$ 43,805.31



DIABLO WATER DISTRICT

July 24, 2019 Board Meeting
Item Number 9

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Resolution 2019-12 Amending Regulation Number 1, Water Charges for County Well System M-27, Willow Park Marina; and Reaffirming the Current Charges for M-25, Knightsen and M-26, Beacon West.

Attached is Resolution 2019-12 amending Regulation Number 1 to revise the water charges to $287 per year for County Well System M-27 and reaffirming the current charges for M-25 and M-26.

RECOMMENDATION:

Adopt Resolution Number 2019-12.

Dan Muelrath
Dan Muelrath
General Manager

Attached: Resolution Number 2019-12

RESOLUTION NO. 2019 – 12

A RESOLUTION OF THE BOARD OF DIRECTORS OF DIABLO WATER DISTRICT AMENDING REGULATION NUMBER 1, WATER CHARGES FOR COUNTY WELL SYSTEM M-27, WILLOW PARK MARINA AND REAFFIRMING THE CURRENT CHARGES FOR M-25, KNIGHTSEN AND M-26, BEACON WEST

BE IT RESOLVED by the Board of Directors of Diablo Water District that Sections 1B and 1C of Regulation Number 1 are hereby affirmed with no increase; and that Section 1D of Regulation Number 1 is hereby amended and will be effective August 1, 2019, to read as follows:

Section 1B.

A monthly service of charge, payable bimonthly, shall be charged to customers of the Knightsen Water System, formerly customers of the County of Contra Costa, hereinafter to be known as "M-25", as follows:

Size of Meter	Service Charge
5/8"	$74.09
1"	$103.73
1 1/2"	$133.36
2"	$214.86
3"	$815.00

Said customers shall also be subject to Sections 3, 4, 5 and 6 of Regulation No. 1.

Section 1C.

An annual service charge of $1,154.00 shall be charged to all customers of service area M-26 to be billed and collected through the real property tax statements for each property.

Section 1D.

An annual service charge of $287.00 shall be charged to all customers of service area M-27 to be billed and collected through the real property tax statements of each property.

* * * * *

I certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Directors of Diablo Water District at a regular meeting thereof, held on July 24, 2019, by the following vote:

AYES:

NOES:

ABSENT:

DATED:

_____
Dan Muelrath, Secretary

DIABLO WATER DISTRICT

July 24, 2019 Board Meeting
Item Number 10

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Award Financial Advisor Contract

As part of the budget adoption process, staff presented the following ideas that needed further investigation during Fiscal Year 2019 / 20:

- Refinancing the District's 2010 Bond at a lower rate
- Bond funding the water main relocation of the downtown Amtrak station
- Refinancing the 2014 loan (office building) balloon payment for improved cashflow
- Paydown of CalPERS Unfunded Accrued Liability obligation
- Explore other rate stabilization ideas

Staff solicited proposals for a municipal financial advisor, for services to include refinancing the 2010 Bond, and additional monies as may be deemed prudent by the Board. The refinancing of the 2010 Bond is expected to reduce the District's costs, including the advisors fee, by over $300,000 (net present value).

Six proposals were received, and staff interviewed the top two firms.

Based on the experience of the firm and project manager, rapport with staff and their proposed fee for services, staff is recommending an award to Urban Futures, Inc. The fee of $40,000 will be paid from bond procedures and is contingent to a successful refinance.

RECOMMENDATION:

Authorized the General Manager to execute a not to exceed contract in the amount of $40,000 with Urban Futures, Inc, for financial advisory services on the upcoming bond refinancing and issuance.

Dan Muelrath

Dan Muelrath
General Manager

DIABLO WATER DISTRICT

July 24, 2019 Board Meeting
Item Number 11

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Acceptance of Facilities – Aspen Lane

Per the Facilities Installation Agreement with Discover Builders, all District facilities have been completed and are ready for District acceptance. All required tests and inspection have been performed on the following facilities:

1. The water mains, service lines, meters, and appurtenances necessary to extend the District's water distribution system to the Developer's land consisting of 16 lots.

These facilities will be accepted via District Resolution Number 2019-13.

RECOMMENDATION:

Adopt Resolution Number 2019-13.

Dan Muelrath
Dan Muelrath
General Manager

Attached: Resolution Number 2019-13

RESOLUTION NO. 2019 – 13

A RESOLUTION OF THE BOARD OF DIRECTORS OF DIABLO WATER DISTRICT ACCEPTING DISTRICT FACILITIES

WHEREAS, Diablo Water District ("District") and Discovery Builders, Incorporated ("Developer"), entered into a Facilities Installation Agreement for Subdivision No. 9043, Aspen Lane; and

WHEREAS, the Developer has satisfied the requirements for the installation of certain District facilities, appurtenances and easements; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Diablo Water District that the District hereby accepts the following facilities and appurtenances:

1. The water mains, service lines, meters, and appurtenances necessary to extend the District's water distribution system to the Developer's land consisting of 16 lots.

* * * * *

I certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Directors of Diablo Water District at a regular meeting thereof, held on July 24, 2019, by the following vote:

AYES:

NOES:

ABSENT:

DATED:

_____

Dan Muelrath, Secretary

DIABLO WATER DISTRICT

July 24, 2019 Board Meeting
Item Number 12

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Acceptance of Facilities – Aspen Place

Per the Facilities Installation Agreement with Baywood Land Management, LLC, all District facilities have been completed and are ready for District acceptance. All required tests and inspection have been performed on the following facilities:

1. The water mains, service lines, meters, and appurtenances necessary to extend the District's water distribution system to the Developer's land consisting of 20 lots.

These facilities will be accepted via District Resolution Number 2019-14.

RECOMMENDATION:

Adopt Resolution Number 2019-14.

Dan Muelrath
Dan Muelrath
General Manager

Attached: Resolution Number 2019-14

RESOLUTION NO. 2019 – 14

A RESOLUTION OF THE BOARD OF DIRECTORS OF DIABLO WATER DISTRICT ACCEPTING DISTRICT FACILITIES

WHEREAS, Diablo Water District ("District") and Baywood Land Management Company, LLC ("Developer"), entered into a Facilities Installation Agreement for Subdivision No. 9044, Aspen Place; and

WHEREAS, the Developer has satisfied the requirements for the installation of certain District facilities, appurtenances and easements; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Diablo Water District that the District hereby accepts the following facilities and appurtenances:

1. The water mains, service lines, meters, and appurtenances necessary to extend the District's water distribution system to the Developer's land consisting of 20 lots.

* * * * *

I certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Directors of Diablo Water District at a regular meeting thereof, held on July 24, 2019, by the following vote:

AYES:

NOES:

ABSENT:

DATED:

_____

Dan Muelrath, Secretary

DIABLO WATER DISTRICT

July 24, 2019 Board Meeting
Item Number 13

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Authorization to Execute Facilities Installation Agreement with KB Home Northbay, LLC for Subdivision 8975, Shiloh Property.

Attached is the Facilities Installation Agreement with KB Home Northbay, LLC for Subdivision 8975, Shiloh Property. Design plans have been approved and the Developer is awaiting Board approval to begin installing water district facilities.

The project consists of water mains and appurtenances to serve water to 69 single family lots and 2 irrigation accounts.

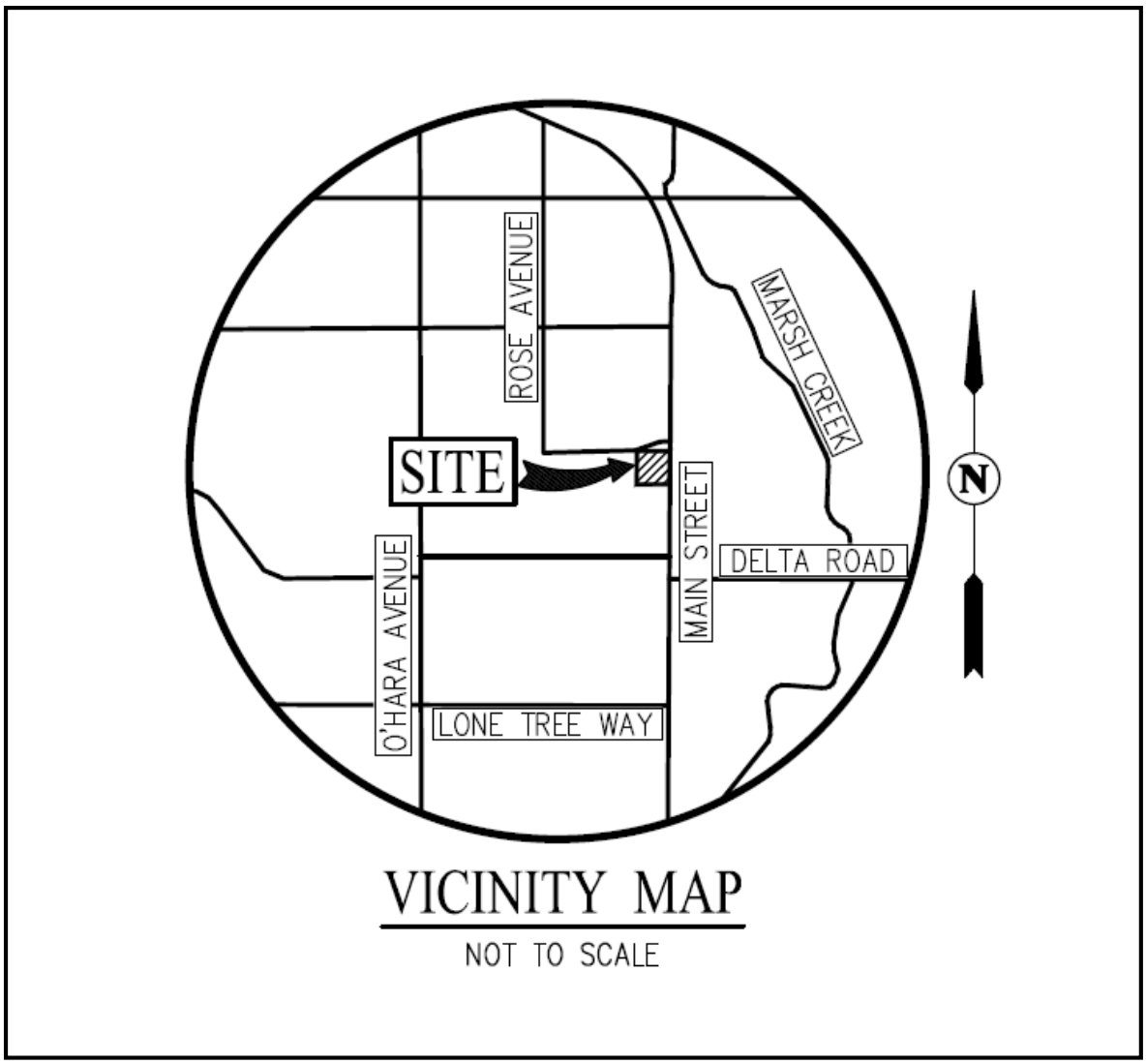
RECOMMENDATION:

Authorize the General Manager to Execute the Agreement.

Dan Muelrath
Dan Muelrath
General Manager

Attached: Diablo Water District Facilities Installation Agreement Shiloh Property Subdivision No. 8975.

DIABLO WATER DISTRICT
July 24, 2019



Vicinity Map

Not to Scale

KB Home North Bay LLC
Corner of Main Street and Simoni Ranch
Oakley, California

DIABLO WATER DISTRICT
FACILITIES INSTALLATION AGREEMENT
SHILOH PROPERTY
SUBDIVISION NO. 8975

On _____, DIABLO WATER DISTRICT, a local governmental agency of the State of California, herein called "the District", and KB HOME NORTH BAY, a limited liability company, herein called "the Developer", agreed as hereinafter set forth.

1. Developer's Land The Developer warrants that it is the owner of the land within the territory of the District designated "Subdivision No. 8975 Shiloh Property" consisting of 69 lots, numbered 1 to 69, within approximately 9.6 acres and is hereinafter referred to as "the Developer's land".

2. District Water Service Subject to any required consent of the U. S. Bureau of Reclamation and Contra Costa Water District, the District shall furnish potable water service in accordance with its regulations from time to time in effect to the Developer's land provided the District's water distribution system is extended to the Developer's land on the terms and conditions herein set forth. The Developer acknowledges that water service to the Developer's property shall not be provided until the required consent of the U.S. Bureau of Reclamation to include the Developer's land in the Central Valley Project water service area has been received. The Developer hereby acknowledges receipt of a copy of the District's Regulations 3, 5, 7, and 8, and the District's Standard Specifications and Drawings dated June 2019.

3. Facilities The water mains, service lines, meters and appurtenances, necessary to extend the District's water distribution system to the Developer's land, hereinafter collectively referred to as "the facilities", are shown on the plans for the construction of Subdivision No. 8975 – Shiloh Property, Oakley, prepared by Carlson, Barbee, and Gibson, Incorporated and approved by the District on _____. The Developer, or successor in interest, shall at its expense and without cost to the District, install the facilities in accordance with said plans and the District's Standard Specifications and Drawings dated June 2019. It is the responsibility of the Developer and/or its contractor to pothole existing utilities prior to commencing any work. Any required revisions to the plans shall be approved by the District prior to the continuation of the project. Meter boxes shall not be located within the sidelines of a driveway or in a sidewalk. Any meter so located shall be properly relocated prior to commencement of water service to Developer's land. The Developer shall not connect, or permit to be connected, to the District's water distribution system any main, pipe, fitting, valve or appurtenance not shown on said plans without the prior written approval of the District. Developer and/or Owner are responsible for the actions of their subcontractors including the tampering of services and theft of water.

4. Easements and Right of Entry Prior to commencement of water service to the Developer's land, the Developer shall cause to be granted to the District all necessary easements for the facilities which will not be located in the right-of-way of public streets or highways. The grants of easement shall be without cost to the District and shall be in form satisfactory to the District. Until such easements have been recorded and until the right-of-

way for public streets has been accepted by the appropriate governmental agency, the District shall have the right to enter the aforementioned future easement and public street areas within the Developer's land at any time and for any purpose.

5. District's Costs The District's present estimate of its costs for engineering, inspection and administration in connection with the installation of the facilities is $25,000. The Developer has heretofore paid $8,000 on account thereof. The Developer shall pay the District $17,000 upon execution of this agreement.

If prior to completion of installation of the facilities and/or the District's acceptance of the facilities, the Developer's deposit on account is low or falls into a negative status; the District shall request additional funds in order to continue with the project. The Developer must pay the District the requested amount within 15 business days. If the requested amount is not received within 15 business days, the District shall suspend all work on the project, at which time the Developer will be issued a cease and desist order on all District related facilities installation activities. Additionally, the Developer will be charged an interest charge at the current Local Agency Investment Fund rate until the requested deposit amount is received and their account has a positive balance.

Upon completion of the installation of the facilities or the earlier termination of this agreement, the District shall determine the actual balance of the account. An account statement shall be given to the Developer and any amounts due to the District must be received within 10 business days of request. If the balance due is not received within 10 business days of request, the District shall charge the Developer an interest charge at the

current Local Agency Investment Fund rate until the amount is received. If the deposit is in a positive state, the balance shall be refunded or credited to the Developer.

The District's staff costs shall include, but not be limited to, the salary and benefits earned by each District employee, contract employee, or contractor for each hour or fraction of an hour that the employee is engaged in working in connection with the facilities, plus a 30 percent overhead charge. Use of the District's vehicles shall be charged at the current Caltrans equipment rental rates. Services of consulting engineers and attorneys shall be charged at cost.

6. Connection Charges The Developer shall pay the District's connection charges for water services for 69 lots, two 1-inch irrigation services, and any other service (s) that may be shown on the plans. The District's connection charges for a metered water service shall be paid, before water service from that meter is requested, or prior to issuance of a building permit for any building that the metered water service is intended or within 36 months after the date of this agreement, whichever occurs first. Water shall not be furnished to any lot or irrigation service unless and until the connection charges therefore have been paid. Before the installation of any water service that is not shown on the plans occurs, the connection charges for that water service shall be paid by the developer. The charges paid shall be those in effect on the date of payment. In addition, water service shall not be furnished to any lot or irrigation service until the Developer provides satisfactory evidence that all facilities reserve charges of Contra Costa Water District have been paid. The Developer should verify the amount of said charges with Contra Costa Water District.

Failure to make any payment within the time set forth above shall, at the option of the District, result in the termination of this agreement. If any payment is made and accepted by the District after the due date set forth above, the Developer shall pay interest thereon at the rate of nine percent (9%) per annum for the period of the delinquency. The District will not impose a connection charge for District potable water meters that are presently on the Developer's land or are moved to a different location on the Developer's land.

7. Performance, Labor and Material Bonds Prior to commencement of the installation and not later than 60 days after the date of this agreement, the Developer shall deliver to the District a corporate surety performance bond satisfactory to the District in the amount of $400,000 and a corporate surety labor and materials bond satisfactory to the District in the amount of $200,000, both covering the Developer's performance of this agreement. Sureties on all bonds shall be admitted carriers in the State of California. In lieu of a corporate surety bond (s), the District will consider accepting an irrevocable letter of credit from an appropriate financial institution in a form satisfactory to the District, or cash.

8. Building & Grading Permits The Developer shall, at its expense, obtain all building permits and all necessary grading permits for the installation of the facilities and; thereupon, shall promptly commence within twelve months from the date of this Agreement and diligently prosecute to completion the installation of the facilities.

9. Installation of Facilities The facilities shall be installed by a licensed contractor satisfactory to the District in a good and workmanlike manner and to the satisfaction of the District. The District shall have absolute discretion in determining the kind and quality of

work and materials. As the work progresses, the District shall have the right to revise and adopt plans and specifications as it deems necessary. Any extra costs arising from any such revision of plans and specifications shall be paid for by the Developer. All work shall be inspected by a representative of the District and no facility shall be covered or obscured until it has been inspected and approved by the District's inspector.

10. Acceptance of Facilities Upon completion of the installation of the facilities they shall be tested by the District. No water service shall be furnished to the Developer's land until the results of all final tests are satisfactory to the District. Once the Developer has satisfied the requirements for the installation of the water facilities as per this agreement, the District will prepare a Resolution of Acceptance to present to the Board of Directors at a regular meeting. Upon the District's acceptance of the facilities they shall become the property of the District, shall be a part of the District's water distribution system, and shall thereafter be operated and maintained by the District. The Developer shall not seek any certificate of occupancy or final inspection of any structures to be built within the Developer's land until the District has accepted all the facilities. Water service shall not be provided to any lot described in Section 1 above until the District has received a complete list of addresses assigned by the City of Oakley or Contra Costa County for every lot within the Developer's land.

11. Insurance Before starting the installation of the facilities, the Developer shall deliver to the District insurance certificates of the Developer and the Developer's underground contractor, if applicable, naming the District, its directors, officers, attorneys,

employees, authorized volunteers, and its consulting engineers, CDM Smith, Inc., as additional insureds and stating that the insurance may not be canceled without 30-days' prior written notice to the District. The coverages of said insurance shall be not less than the following and shall follow the District's current insurance requirements and provisions as per attached Exhibit A.

Workers Compensation and Employer's Liability

$1,000,000 for each occurrence

Comprehensive Auto Liability

Bodily Injury	$1,000,000 for each person and $2,000,000 for each accident
Property Damage	$2,000,000 for each occurrence and annual aggregate

Comprehensive General Liability

Bodily Injury	$2,000,000 for each occurrence and annual aggregate
Property Damage	$5,000,000 for each occurrence and annual aggregate

12. As-Built Drawings Upon completion of the installation and prior to the final acceptance of the facilities by the District, the Developer shall deliver to the District one set of full-size reproducible drawings and two sets of prints, both revised to show as-built conditions. The reproducible set shall be photo quality on plain mylar. Sepia, vellum or diazo mylar is not acceptable. Developer shall also deliver a PDF (Portable Document Format) version of the as-built drawings to the District; and the Global Positioning System (GPS) coordinates of all buried fittings (excluding saddles and corporation stops) and all above ground facilities as determined by the District in a shapefile data format as defined by Environmental Systems Research Institute, Inc. (ESRI). GPS coordinates of existing water facilities that are exposed during any construction activity shall also be provided. All GPS

coordinates shall be to within an accuracy of ten (10) centimeters and shall include Latitude, Longitude and Elevation.

13. Maintenance of Facilities The Developer shall pay to the District on demand the amount of any costs incurred by the District in replacing, repairing, or maintaining said facilities as shall be reasonably necessary during the period of 36 months following final acceptance thereof by the District. To secure said payment, the Developer shall, prior to the commencement of any water service through the facilities, deliver to the District a corporate surety maintenance bond satisfactory to the District in the amount of $100,000. In lieu of a corporate surety bond (s), the District will consider accepting an irrevocable letter of credit from an appropriate financial institution in a form satisfactory to the District, or cash.

14. Obstruction of Water Meters The Developer shall not cause or permit any water meter in the Developer's land to be obstructed in a manner that interferes with convenient reading or servicing of the meter. If the obstruction is not immediately removed by the Developer, it may be removed by the District without prior notice to the Developer who shall reimburse the District for its costs and expenses thereby incurred, including overhead.

15. Indemnity The Developer shall indemnify and hold the District, its directors, officers, attorneys, employees, authorized volunteers, and CDM Smith, Inc. (District's Engineer) harmless from all damage, loss, liability, claims, demands, causes of action and judgments of any nature connected in any way with the work of installation of the facilities or with the removal of obstructions of meters (including, without limitation, those made,

obtained or asserted by any employee of the Developer or any employee of the Developer's agents or contractors), except only as the same may be caused by the sole negligence or willful misconduct of the District its directors, officers, attorneys, employees, authorized volunteers, and CDM Smith, Inc. (District's Engineer) or for actions involving any public agency which may be involved in land use planning or approvals to which the District was required to indemnify as a part of the development process.

16. Remedies for Breach In the event of default or delay on the part of the Developer in making any payment or performing any undertaking on the Developer's part contained herein, the District shall have the right to refuse to provide water service, and to disconnect and to discontinue water service through the facilities or to any premises connected to the facilities irrespective of whether the Developer may have previously sold, contracted to sell, leased, transferred or assigned the Developer's title or interest in the lot or lots served thereby. The Developer shall inform each person to whom the Developer may sell, lease, transfer or assign any right, title or interest in the Developer's land of the provisions of this section.

17. Successors and Assigns This agreement shall bind and benefit the successors and assigns of the parties to this agreement; however, this agreement shall not be assigned by the Developer without the prior written consent of the District.

DIABLO WATER DISTRICT

By:_____
Dan Muelrath, General Manager

Attest:

_____

KB HOME NORTH BAY, LLC

By: _____
Kevin Fredrickson,
Vice President of Land Development

"ATTACH NOTARY STATEMENT HERE"

EXHIBIT A

DIABLO WATER DISTRICT

INSURANCE PROVISIONS

Workers' compensation Coverage: By his/her signature hereunder, Contractor certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing the performance of the work of this agreement. Contractor and sub-contractors will keep workers' compensation insurance for their employees in effect during all work covered by this agreement. Contractor and sub-contractors will also include an endorsement for Waiver of Subrogation.

Commercial General Liability and Automobile Liability Insurance -The Contractor shall provide and maintain the following commercial general liability and automobile liability insurance:

Coverage - Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001)
2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (any auto)

Limits -The Contractor shall maintain limits no less than the following:

1. General Liability – Two million dollars ($2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater for bodily injury, personal injury and property damage and products & completed operations liability. If Commercial General Liability Insurance or other form with a general aggregate limit or products-completed operations aggregate limit is used, either the general aggregate limit shall apply separately to the project/location (via ISO endorsement at least as broad as the ISO CG 2503, or ISO CG 2504, provided to Diablo Water District) or the general aggregate limit and products-completed operations aggregate limit shall be five million dollars ($5,000,000).
2. Automobile Liability – Two million dollars ($2,000,000) for bodily injury and property damage each accident limit.
3. Excess Liability – The limits of Insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess Insurance. Any umbrella or excess Insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non contributory basis for the benefit of the District (if agreed to in a written contract or agreement) before the District's own primary or self Insurance shall be called upon to protect it as a named insured.

Required Provisions - The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. Diablo Water District, its directors, officers, attorneys, employees, authorized volunteers, or CDM Smith, Inc. (District's Engineer) are to be given insured status at least as broad as ISO endorsement CG 20 10 11 85; or both CG 20 10 and CG 20 37 if forms with later edition dates. Also acceptable is CG 20 10 04 13 (or older editions) specifically naming the District parties or using language that states "as required by contract". All Subcontractors hired by Contractor must also have the same forms or coverage at least as broad; as respects liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; and automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to Diablo Water District, its directors, officers, attorneys, employees, authorized volunteers, or CDM Smith, Inc. (District's Engineer).
2. For any claims related to this project, the Contractor's insurance shall be primary insurance as respects Diablo Water District, its directors, officers, attorneys, employees, authorized volunteers, or CDM Smith, Inc. (District's Engineer) using the ISO CG 20 01 04 13 or coverage at least as broad. Any insurance, self-insurance or other coverage maintained by Diablo Water District, its directors, officers, attorneys, employees, authorized volunteers, or CDM Smith, Inc. (District's Engineer) shall not contribute to it.
3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to Diablo Water District, its directors, officers, attorneys, employees, authorized volunteers, or CDM Smith (District's Engineer).
4. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required above shall provide that coverage shall not be canceled, except with a written thirty (30) days notice of cancellation or ten (10) days written notice for non-payment of premium to Diablo Water District.

Such liability insurance shall indemnify the Contractor and his/her sub-contractors against loss from liability imposed by law upon, or assumed under contract by, the Contractor or his/her sub-contractors for damages on account of such bodily injury (including death), property damage, personal injury, completed operations, and products liability.

The automobile liability policy shall cover all owned, non-owned, and hired automobiles.

All of the insurance shall be provided on policy forms and through companies satisfactory to Diablo Water District and shall refer to the project name and location on each certificate and endorsement.

Deductibles and Self-Insured Retentions – Any deductible or self-insurance retention must be declared to and approved by Diablo Water District. At the option of Diablo Water District, the insurer shall either reduce or eliminate such deductibles or self-insured retentions. Policies containing any self-insured retention (SIR) provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named or additional insureds, co-insurers, and/or insureds other that the First Named Insured.

Acceptability of Insurers - Insurance is to be placed with insurers having a current A.M. Best (Alfred M. Best) rating of no less than A-:VII or equivalent or as otherwise approved by Diablo Water District.

Evidences of Insurance – As a condition of the Agreement, the Contractor shall provide to Diablo Water District prior to any work to be performed a certificate of insurance (Acord Form 25 or equivalent) signed by the insurer's representative evidencing the coverage required by this agreement. Such evidence shall include (1) attached additional insured endorsements with primary & non-contributory wording, (2) Workers' Compensation waiver of subrogation, and (3) a copy of the Commercial General Liability declarations or endorsement page listing all policy endorsements, and confirmation that coverage includes or has been modified to include Required Provisions 1-5 above. The District reserves the right to obtain complete, certified copies of all required insurance policies, at any time. Contractor shall maintain the Insurance required by this agreement for a period of not less than 10 years following the termination or completion of this agreement. Contractor further waives all rights of subrogation under this agreement. Failure to continually satisfy the Insurance requirements is a material breach of contract.

If any of the required coverages expire during the term of this agreement, the Contractor shall deliver the renewal certificate(s) including the general liability additional insured endorsement to Diablo Water District at least ten (10) days prior to the expiration date. Failure to comply with any of the Insurance requirements shall constitute a material breach of contract. The Insurance requirements in this agreement do not in any way represent or imply that such coverage is sufficient to adequately cover the Contractor's obligations under this agreement. All Insurance or self-insurance coverage and limits applicable to a given loss or available to the named insured shall be available and applicable to the additional insured. The insurance obligations under this agreement are independent of and in addition to the defense and indemnity obligations contained elsewhere in this agreement and shall not in any way act to limit or restrict the defense or Indemnity or additional insured obligations of the Contractor or the Contractor's insurance carrier, and shall be for (1) the full extent of the Insurance or self-insurance coverages and limits carried by or available to the Contractor, or (2) the minimum Insurance coverage and amounts shown in this agreement; whichever is greater. District reserves the right to add such other parties as may be required in the future to the indemnity and additional insured requirements of this agreement.

DIABLO WATER DISTRICT

July 24, 2019 Board Meeting

Item Number 14

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: General Manager Items and Reports

Attached items included for discussion:

- Water Supply Charts
  - Statewide Reservoir Conditions
  - Total Water Demand
  - Local Well Production
- Integrated Regional Water Management Program
  - DWD is submitting a grant application to help fast-track the deployment of advanced water meters and distribution system leak sensors (total grant request is $500,000).
  - Contra Costa Water District and the DWD are submitting a grant application to annex additional water systems on Bethel Island into the sphere of each agency and the Central Water Project.
- Groundwater Sustainability Agency Update
  - Current efforts are focused on increasing outreach and public engagement for development of groundwater sustainability plan.
  - It has been suggested that each agency has a refresher on the requirements of being a Groundwater Sustainability Agency.
- District website
  - New customer friendly website has been launched: www.diablowater.org

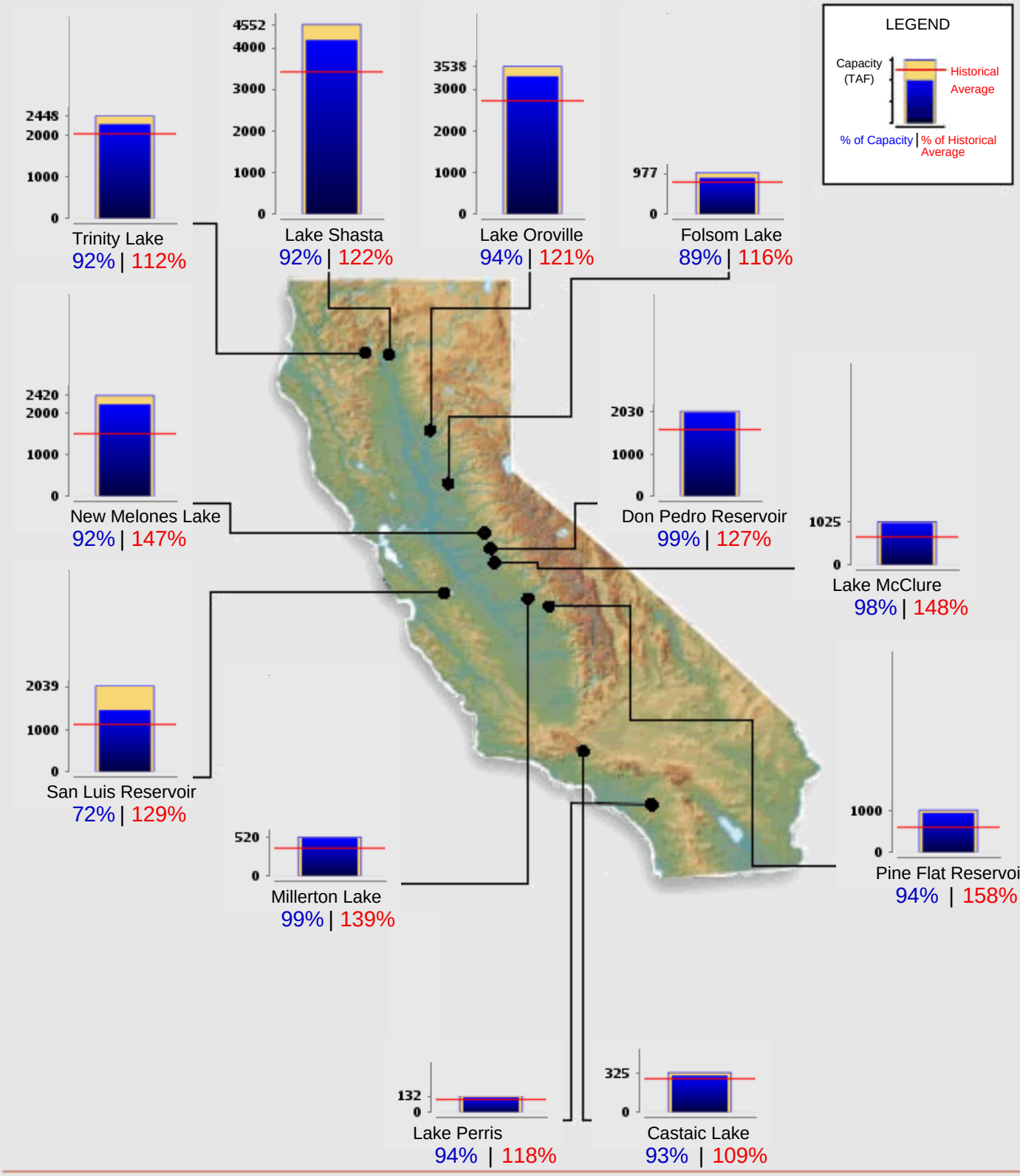
Dan Muelrath

Dan Muelrath
General Manager

Reservoir Conditions

Ending At Midnight - July 16, 2019

CURRENT RESERVOIR CONDITIONS

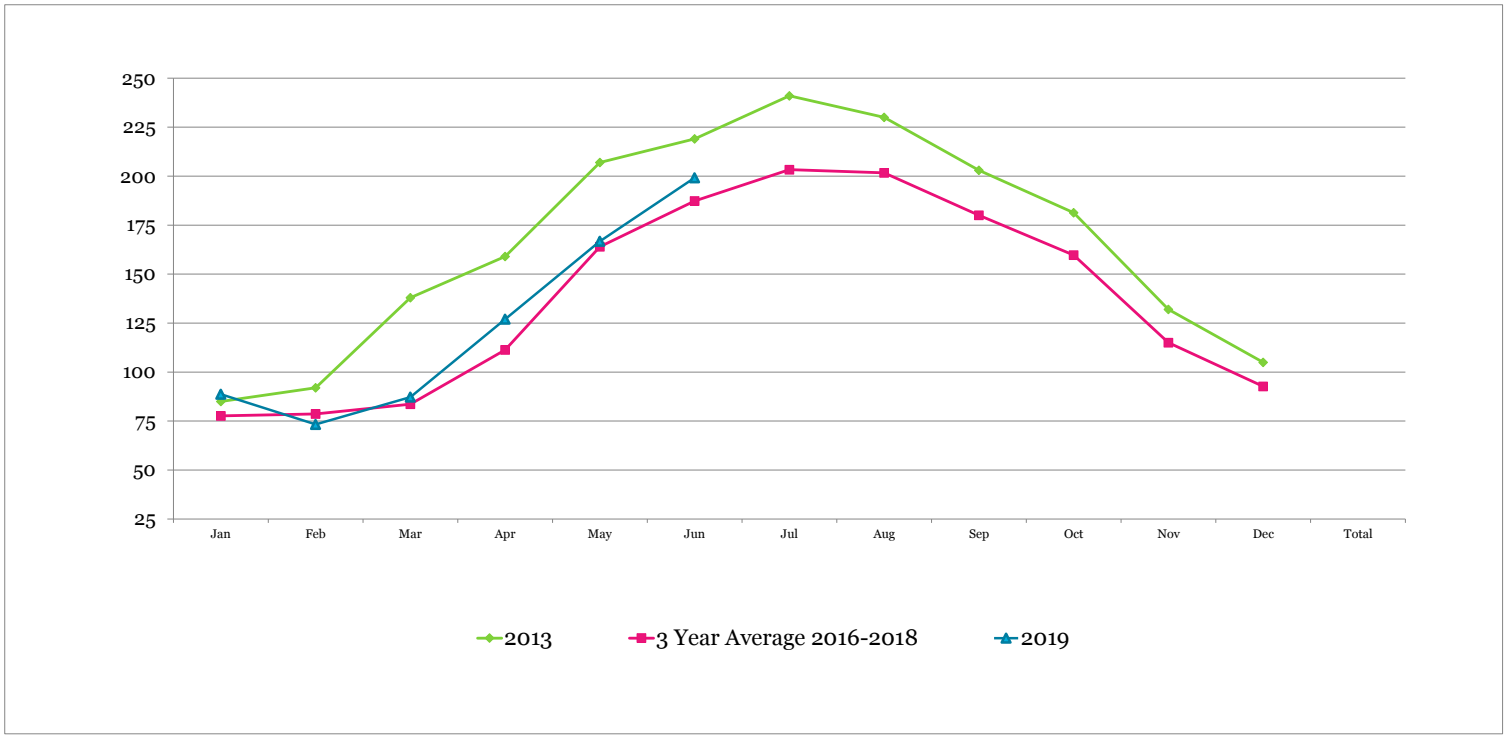


Graph Updated 07/17/2019 03:48 PM

DIABLO WATER DISTRICT

WATER USE IN MILLION GALLONS

(This chart does not include Utility Water)



SBX7-7 Water Conservation Compliance (20% by 2020)

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Average
Target	163	163	163	163	163	163	163	163	163	163	163	163	163
3 Year Average	78	79	84	111	164	187	203	202	180	160	115	93	138
Gross GPCD	69	63	67	102	129	159							98

Million Gallons (MG) Population in 2017 = 41,714 Gallons Per Capita Per Day (GPCD)

SB 1668 Water Management Compliance (Indoor Water Use)

	2020	2025	2030
Residential Indoor Target	55	52.5	50
FY 15/16	50.43		
FY 16/17	49.97		
FY 17/18	60.28		
FY 18/19	55.02		

WELL WATER BLENDED INTO DISTRIBUTION SYSTEM
MILLION GALLONS(MG)

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
1	1.016											
2	1.371											
3	0.757											
4	1.151											
5	0.903											
6	1.126											
7	0.665											
8	1.256											
9	0.946											
10	1.334											
11	1.287											
12	0.867											
13	1.521											
14	0.734											
15	1.598											
16	0.827											
17	1.595											
18	0.000											
19	0.000											
20	0.000											
21	0.000											
22	0.000											
23	0.000											
24	0.000											
25	0.000											
26	0.000											
27	0.000											
28	0.000											
29	0.000											
30	0.000											
31	0.000											
TOTAL	18.9527	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000

Jul-19 to Jan-20 at $2130.00/MG	**18.9527**	**MG**
Feb-20 to Jun-20 at $2130.00/MG	**0.0000**	**MG**
GRAND TOTAL:	**18.9527**	**MG**

FY 19/20	**SAVINGS**	**$ 40,369.25**
FY 18/19	**SAVINGS**	**$ 614,245.45**
FY 17/18	**SAVINGS**	**$ 634,030.91**
FY 16/17	**SAVINGS**	**$ 444,895.41**
FY 15/16	**SAVINGS**	**$ 397,766.92**
FY 14/15	**SAVINGS**	**$ 580,430.65**
FY 13/14	**SAVINGS**	**$ 509,579.93**
FY 12/13	**SAVINGS**	**$ 382,228.02**
FY 11/12	**SAVINGS**	**$ 637,659.61**
FY 10/11	**SAVINGS**	**$ 590,057.39**
FY 09/10	**SAVINGS**	**$ 496,279.31**
FY 08/09	**SAVINGS**	**$ 371,579.65**
FY 07/08	**SAVINGS**	**$ 486,615.14**
FY 06/07	**SAVINGS**	**$ 326,985.06**

TOTAL SAVINGS IN WATER PURCHASES FROM CCWD TO DATE **$6,512,722.71**

WELL WATER BLENDED INTO DISTRIBUTION SYSTEM
MILLION GALLONS(MG)

	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19
1	1.305	1.338	0.925	0.943	0.930	0.229	0.408	0.436	0.228	0.726	0.977	0.435
2	1.055	1.026	0.931	0.888	0.872	0.745	0.588	0.405	0.484	0.481	1.212	1.147
3	1.358	1.013	0.850	1.027	1.034	0.667	0.587	0.587	0.354	0.265	1.035	0.691
4	1.354	0.881	1.084	0.660	0.562	0.435	0.311	0.352	0.646	0.798	0.696	1.067
5	0.889	0.876	0.891	0.939	1.553	0.474	0.521	0.087	0.113	0.302	1.162	0.699
6	1.359	1.146	0.950	0.660	0.444	0.603	0.537	0.598	0.750	0.471	1.038	1.157
7	0.996	1.119	0.819	0.869	1.488	0.395	0.456	0.616	0.034	0.507	0.960	0.733
8	1.357	1.005	0.892	0.963	0.839	0.826	0.437	0.106	1.516	0.764	1.064	1.161
9	1.096	1.031	0.808	0.912	0.915	0.205	0.538	0.564	0.316	0.543	1.105	0.644
10	1.359	0.911	0.907	0.731	0.695	0.718	0.389	0.492	0.564	0.323	0.481	1.230
11	1.356	0.959	1.037	0.749	1.031	0.484	0.451	0.698	0.223	0.832	1.128	1.067
12	0.889	0.893	0.975	0.839	0.718	0.511	0.673	0.615	0.400	0.659	0.424	1.274
13	1.360	1.026	0.881	0.914	0.961	0.452	0.412	0.000	0.000	0.740	1.200	1.264
14	1.352	1.041	1.004	0.567	0.924	0.777	0.318	0.547	0.450	0.916	0.301	0.942
15	0.788	1.080	0.743	1.117	0.727	0.162	0.672	0.630	0.315	0.354	0.498	1.083
16	1.366	0.761	0.951	0.763	0.746	0.667	0.278	0.312	0.584	0.858	0.325	1.345
17	0.993	1.192	0.930	0.810	0.947	0.516	0.506	0.314	0.490	0.765	0.908	1.261
18	1.156	1.019	0.785	0.965	0.708	0.617	0.393	0.491	0.741	0.479	0.423	1.225
19	1.082	0.857	1.077	1.006	0.690	0.330	0.563	0.600	0.502	1.043	0.654	1.099
20	0.755	1.091	0.661	0.846	0.905	0.821	0.627	0.379	0.414	0.708	0.642	0.773
21	1.126	1.077	1.111	0.725	0.394	0.189	0.283	0.690	0.671	0.856	0.743	0.702
22	1.087	1.166	0.787	0.956	0.924	0.633	0.777	1.205	0.450	0.921	0.378	1.175
23	1.082	0.950	0.812	0.718	0.566	0.302	0.455	0.490	0.391	0.833	0.961	0.993
24	1.134	0.906	1.082	0.978	0.275	0.738	0.423	0.338	0.518	1.039	0.706	1.441
25	1.117	0.768	0.766	0.833	0.000	0.564	0.449	0.585	0.274	0.936	0.647	1.097
26	1.123	0.921	1.046	0.975	0.464	0.482	0.463	0.000	0.542	0.911	0.608	1.158
27	0.880	1.041	0.869	0.335	0.772	0.267	0.799	0.167	0.244	0.863	0.882	1.142
28	1.097	0.894	0.995	0.867	0.262	0.821	0.434	0.667	0.640	1.166	0.909	1.280
29	0.818	1.028	0.518	0.885	0.624	0.429	0.272		0.268	0.996	0.855	0.880
30	1.230	0.801	1.136	0.921	0.705	0.206	0.566		0.682	0.804	0.544	1.134
31	0.781	1.023		0.975		0.725	0.551		0.326		1.150	
TOTAL	34.6990	30.8389	27.2187	26.3367	22.6718	15.9902	15.1318	12.9731	14.1285	21.8576	24.6131	31.2939

Jul-18 to Jan-19 at $2260.90/MG	**172.8871 MG**
Feb-19 to Jun-19 at $2130.00/MG	**104.8662 MG**
GRAND TOTAL:	**277.7533 MG**

FY 18/19	**SAVINGS**	**$ 614,245.45**
FY 17/18	**SAVINGS**	**$ 634,030.91**
FY 16/17	**SAVINGS**	**$ 444,895.41**
FY 15/16	**SAVINGS**	**$ 397,766.92**
FY 14/15	**SAVINGS**	**$ 580,430.65**
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FY 09/10	**SAVINGS**	**$ 496,279.31**
FY 08/09	**SAVINGS**	**$ 371,579.65**
FY 07/08	**SAVINGS**	**$ 486,615.14**
FY 06/07	**SAVINGS**	**$ 326,985.06**

TOTAL SAVINGS IN WATER PURCHASES FROM CCWD TO DATE **$ 6,472,353.45**

MONTHLY WELL NUMBERS

Million Gallons (MG)

DATE	GLEN PARK	STONECREEK
07/01/19	0.9188	0.1705
07/02/19	1.0599	0.3353
07/03/19	0.7613	0.2694
07/04/19	1.1555	0.4029
07/05/19	0.7016	0.2258
07/06/19	0.8582	0.2923
07/07/19	0.6699	0.0056
07/08/19	1.2357	0.0561
07/09/19	0.7899	0.1804
07/10/19	1.0935	0.2894
07/11/19	0.9911	0.3200
07/12/19	0.6510	0.2400
07/13/19	1.2074	0.3621
07/14/19	0.6313	0.1275
07/15/19	1.2341	0.3888
07/16/19	0.7237	0.1278
07/17/19	1.2114	0.4078
07/18/19		
07/19/19		
07/20/19		
07/21/19		
07/22/19		
07/23/19		
07/24/19		
07/25/19		
07/26/19		
07/27/19		
07/28/19		
07/29/19		
07/30/19		
07/31/19		
Totals	**15.8943**	**4.2017**
	Combined Totals	**20.096**

DIABLO WATER DISTRICT

July 24, 2019 Board Meeting
Item Number 15

TO: Each Director

FROM: Dan Muelrath, General Manager

SUBJECT: Financial Reports

Items included for discussion:

- Warrant Register Numbers:
  - 2019-7 (attached)
  - 2019-7A (available at Board Meeting)

- Monthly Financial Statements (attached)

Dan Muelrath

Dan Muelrath
General Manager

DIABLO WATER DISTRICT
WARRANT REGISTER 2019 - 7
JULY 24, 2019

CK#	PAYABLE TO	FOR	AMOUNT
49823	Elk Grove Ford	Purchase New 2019 F450 Ford Truck	60,958.08
49824	Krystal Abaunza	Refund Over Pay Water Account	173.73
49825	Abel Chevrolet	Auto - 2014 Chevy Oil Change	62.96
49826	ACWA/JPIA	Worker's Compensation - 2nd Quarter	8,327.13
49827	Air Systems Service	Office Maintenance Agreement - HVAC	600.00
49828	All Bay Answering Service	Office - Answering Service	162.00
49829	Hamad S. Almahri or Semaya Babukr	Refund Over Pay Water Account	316.16
49830	Altamont Landscape Inc	Office - Landscaping	483.00
49831	City of Antioch	ECWMA Annual Dues	375.00
49832	AT&T	Glen Park & Scada Telephone	310.81
49833	Backflow Distributors, Inc	Maint Backflow - Ball Valves/Repair Kits	2,584.33
49834	Isabel Bautista	Refund Over Pay Water Account	71.24
49835	Big B Lumberteria Inc	GO CY - Wood Stakes/Hat/Brackets/Shovels/Lumber	281.67
49836	Danny Bowers	Retiree Employee Health Benefits	237.11
49837	Elizabeth or Diego Bow	Refund Over Pay Water Account	88.73
49838	John Bown or Nicole Lynch	Refund Over Pay Water Account	27.00
49839	Brenntag Pacific Inc	Chemicals Glen Park Well/M27/M25	1,176.73
49840	Brentwood Ace Hardware	Maintenance Delta Coves - Push Threaded Adaptor	10.80
49841	Lance or Olga Brick	Refund Over Pay Water Account	36.54
49842	Brentwood Auto Parts Inc	Auto - Exhaust Fluid/Gloves/Detailer/Wash/Wax	179.28
49843	Brentwood Press & Publish	Public Info - Division Elect Map/Notice of Director Vacancy	162.69
49844	Nicole Castro	Refund Over Pay Water Account	141.37
49845	Contra Costa Co Auditor-Controller	LAFCO Cost for FY 2019/2020	5,270.58
49846	CCWD	Water Samples & Randall Bold Operating Costs	120,466.41
49847	CCWD	Water Purchases	413,909.45
49848	Certified Real Estate Pro	Refund Over Pay Water Account	68.48
49849	City of Brentwood	Reimburse Expenses - S9426 Bacteria Samples	2,132.19
49850	Comcast	Delta Coves - Internet	168.30
49851	Credit Consulting Service Inc	Office - Collection Expense	128.89
49852	Delta Diablo Janitorial	Office - Janitorial Services & Bi-Annual Window Cleaning	1,585.00
49853	Del Barba Ranch	Refund Over Pay Water Account	182.23
49854	Delta Storage	Refund Over Pay Water Account	67.57
49855	Discovery Builders	Refund Over Pay Water Account	2.04
49856	Eagle Business Forms	Office Supplies - Water Bills & Hydrant Tamper Notices	687.26
49857	East Bay Welding Supply	Maint T&D-Pipe Wrap	73.74
49858	Victoria Evola	Refund Over Pay Water Account	39.15
49859	Golden State Flow	Maintenance T&D - Meters	3,304.22
49860	Betsi Gutierrez or Erick Garcia	Refund Over Pay Water Account	10.11
49861	Hach Company	Maint Delta Coves - Chlorinating Solution	257.04
49862	Harrington Industrial Plastics	Maint Blending - 5 Valves Parts	728.38
49863	Hill Brothers Chemical Co	Chemicals Blending - Ammonia	1,179.19
49864	Patricia Hills	Refund Over Pay Water Account	42.55
49865	Guenter Hofstadler	Refund Over Pay Water Account	77.88
49866	Hunt & Sons Inc	Auto - Gas/Carwash	191.64
49867	Infosend	Office - June's Regular & Final Notices with Postage	5,754.72
49868	Kassem Kassem	Refund Over Pay Water Account	93.98
49869	Matthew Scott Lawles	Refund Over Pay Water Account	166.19
49870	Joseph Lee	Refund Over Pay Water Account	1.76
49871	Chuck Linn	Retiree Employee Health Benefits	237.11
49872	Karen Lowery	Refund Over Pay Water Account	104.98
49873	Lowe's	CY Improvements-Paint/Brush & GO CY - Hose/Pesticide	439.00

DIABLO WATER DISTRICT
WARRANT REGISTER 2019 - 7
JULY 24, 2019
PAGE 2

CK#	PAYABLE TO	FOR	AMOUNT
49874	Luhdorff & Scalmanini Engineers Inc	Reimburse Expenses - Delta Coves & Santiago Island	7,707.20
49875	Agustin G Martinez	Refund Over Pay Water Account	47.80
49876	Steve Mashore	Refund Over Pay Water Account	129.20
49877	Jewel McDaniel	Refund Over Pay Water Account	157.00
49878	Yvette McGrawl	Refund Over Pay Water Account	30.72
49879	Jamie Melton	Refund Over Pay Water Account	66.60
49880	Morning Star Properties	Refund Over Pay Water Account	32.35
49881	Raphael Nacnac	Refund Over Pay Water Account	3.99
49882	Mt. Diablo Resource Recovery	GO CY - Garbage Service	329.80
49883	Oakley Ace Hardware	GO CY-Backpack Sprayer/Putty/Trowel/Saw Blade/Pry Bar	275.10
49884	Pacific Gas & Electric Co	Utilities - T&D/Office/Reservoir/Plant	6,158.89
49885	Paul's Automotive Center	Auto - 2015 Chevy Oil Change	76.00
49886	Green Point Land Co	Refund Over Pay Water Account	7.70
49887	Jeffrey D Polisner	Legal Expenses	4,823.10
49888	Bandi Reddy	Refund Over Pay Water Account	34.00
49889	Roberts & Brune Co	Maint T&D - Compress Coupling/Gaskets/Fittings/Adaptors	3,987.29
49890	Sanco Pipelines Inc	Refund Over Pay Water Account	702.11
49891	Scheer Security	Office Maintenance Agreements - Fire Inspection	150.00
49892	Albert Seeno Construction	Refund Over Pay Water Account	27.50
49893	Paul Seger	Directors Expenses - Mileage to Training	60.90
49894	SSFRP III LLC	Refund Over Pay Water Account	80.17
49895	Staples Credit Plan	Office/CY Supplies-Copy Paper/Folders/Labels/Dep Bags	457.36
49896	Tractor Supply Co	Auto - Gas Can/Oil & CY Improvements - Wheel Chock	98.45
49897	Tutt's Truck Outfitters	Auto - 2019 F450 Lined Rack and Utility Boxes	913.45
49898	Paul Urenda Jr.	Retiree Health Benefits	135.50
49899	Cristobal Vargas	Refund Over Pay Water Account	83.22
49900	Viking Shred	Office Maintenance Agreements - Shredding Service	38.99
49901	Watersavers Irrigation	Maint T&D - Drain Fabric/Maint T&D - PVC Fittings	476.60
49902	Fred or Debbie Whitcomb	Refund Over Pay Water Account	84.92
49903	Lisa L or John A Zamora	Refund Over Pay Water Account	7.98
	TOTAL WARRANTS		661,320.29

The foregoing Accounts Payable Warrants 49823 through 49903 for July 2019 are hereby approved for payment.

_____ General Manager

_____ Director

_____ Director

_____ Director

_____ Director

_____ Director

Signatures Required: General Manager and minimum of three (3) Directors

DIABLO WATER DISTRICT
BANKING ACTIVITY for JUNE 2019
July 24, 2019

TRANSACTION TYPE	DATE	PAYABLE TO	FOR	AMOUNT
Electronic Debit	06/06/19	Merchant Bankcard	Credit Card Processing Fees - Vantiv (May)	99.44
Electronic Debit	06/17/19	American Online Services	Office Expense - AOL Email Account	38.99
Electronic Debit	06/21/19	Point & Pay	Credit Card Processing Fees - PNP (May)	4,469.72
Electronic Debit	06/27/19	State of California - EDD	State Withholding - June 2019 Payroll	7,349.58
Electronic Debit	06/28/19	CalPERS	CalPERS Retirement Contributions - June 2019 Payroll	26,495.95
		TOTAL ACTIVITY		38,453.68

The above Banking Transactions for June 2019 were given to the Board of Directors for their review as part of the July 24, 2019 Board Meeting.

Jennifer McCoy

Jennifer McCoy
Accounting Operations Manager

Date

DIABLO WATER DISTRICT
MONTHLY FINANCIAL REPORT
FOR PERIOD JUNE 1, 2019 TO JUNE 30, 2019

Balance as of May 31, 2019		***$8,951,331.59***
Receipts, June 2019		
Operating	711,288.06	
Non-Operating (MERA, Admin, Inspection & Eng Fees & Contract Services)	50,523.13	
Facilities Reserve	81,880.64	
Interest		
General	3,989.09	
MERA	240.48	
Facilities Reserve	3,308.09	
Investment activity (+ or -)	19,002.71	
Disbursements, June 2019		
Operating	(880,828.32)	
Facilities Reserve	(65,080.97)	
Quarterly Bank Analysis Charges	0.00	
Balance as of June 30, 2019		***$8,875,654.50***

FUNDS (as of close of business on June 30, 2019)			AMOUNT	
District General Fund			2,821,028.89	
Restricted funds				
2013 Series Held in Trust by Union Bank			513,335.19	
2010 Series Held in Trust by Union Bank			286,507.73	
Rate Stabilization Fund			1,000,000.00	
Facilities Reserve			2,928,868.93	
Main Extension Reimbursement			190,499.91	
South Park Well System			269,783.32	
Knightsen Well System (M25)			8,413.63	
Beacon West Well System (M26)			36,238.06	
Willow Park Marnia Well System (M27)			(5,654.95)	
Rock Island Well System			127,084.52	
Customer Deposits			303,865.00	
Developer Admin, Inspection & Eng Deposit Totals			(225,315.73)	
Current Active Projects	$	(142,711.51)		
Projects on Hold	$	(5,000.99)		
Project for Tracking Purposes Only	$	(12,512.32)		
Accidents Pending Collection	$	(65,090.91)		
Accidents Uncollectible	$	-		
Subdivision #4990 Phase 3 Bond Deposit			300,000.00	
69 Carol Lane Maintenance Bond			0.00	
71 Carol Lane Perform, Labor & Materials Bond			90,000.00	
71 Carol Lane Maintenance Bond			15,000.00	
Substandard Street Investment				
Future Relocation of Bethel Island Road Offsite Waterline			192,000.00	
Laurel Woods change of street grade			23,470.25	
District's Portion of Investment			529.75	
TOTAL				***$8,875,654.50***

DIABLO WATER DISTRICT
MONTHLY FINANCIAL REPORT
FOR PERIOD JUNE 1, 2019 TO JUNE 30, 2019
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INVESTMENTS/BANK ACCOUNTS

(as of close of business on June 30, 2019)

INSTITUTION		PAR VALUE	RATE OF INTEREST	MARKET VALUE
California Local Agency Investment Fund	*		2.4280	3,645,993.60
Bank of the West, General Checking Account	*			1,402,832.75
UBS EM 01208 - Value with Interest Earnings				504,784.28
MD 08/02/22 795450B61 Sallie Mae Bank UT US/CD		245,000.00	2.30	
MD 08/09/22 1404204F4 Capital One Bank VA US/CD		110,000.00	2.35	
MD 08/30/22 38148PNS2 Goldman Sachs Bank NY US/CD		145,000.00	2.35	
Union Bank - 6711902901 *Held Union Bank* - Value with Interest Earnings/Res Fund 2010				286,507.73
MD 10/13/21 140420K25 Capital One BK USA Natl Assn Glen Allen VA/CD		140,000.00	1.70	
MD 10/14/21 949763BR6 Wells Fargo BK NA Sioux Falls S D/CD		145,000.00	1.70	
Union Bank of California Money Management Fund Series 2010		5,616.88	Varies	
MBS RMB-028036 *Held Bank of New York* - Value with Interest Earnings				2,522,200.95
MD 10/17/19 8562842P8 State BK India New York NY/CD		125,000.00	2.25	
MD 06/05/20 87164WHZ4 Synchrony BK Retail/CD		158,000.00	2.00	
MD 08/31/20 33715LCE8 First Technology Federal Credit Union/CD		245,000.00	2.90	
MD 05/05/21 981571CE0 Worlds Foremost BK Sydney/CD		200,000.00	1.75	
MD 05/25/21 313G3NL5 Federal Natl Mtg Assn NTS - Rated AA+		400,000.00	1.63	
MD 09/07/21 02007GET6 Ally Bk Sandy Utah/CD		240,000.00	3.00	
MD 02/24/22 8562846J8 State BK India New York NY/CD		120,000.00	2.35	
MD 03/01/22 949763FE1 Wells Fargo BK NA Sioux Falls S D/CD		100,000.00	2.30	
MD 04/05/22 02587DN38 American Express Centurion/CD		240,000.00	2.45	
MD 11/30/22 62384RAD8 Mtn. Amer Fed Cr Un West Utah/CD		200,000.00	2.40	
MD 12/20/22 14042RKZ3 Capital One Natl Assn Mclean VA/CD		230,000.00	2.60	
MD 09/07/23 319141KY2 First Bank of Highland/CD		240,000.00	3.30	
Multibank Interest, Money Management Fund		20,369.08		
Union Bank - 6712029100 *Held Union Bank* - Value with Interest Earnings/Res Fund 2013				513,335.19
MD 08/29/22 02587CFU9 American Express Fed SVGS BK Instl/CD		200,000.00	2.40	
MD 11/29/22 38148PTQ0 Goldman Sachs BK USA NY/CD		100,000.00	2.50	
MD 11/23/21 254672T24 Discover BK/CD		205,000.00	2.00	
Union Bank of California Money Management Fund Series 2013		9,521.74	Varies	
TOTAL				***$8,875,654.50***

* Demand Account

It is expected that there are sufficient funds to meet anticipated expenses for the next 6 months.

ACRONYMS

ADMIN - Administration

Assn - Association

BK - Bank

CD - Certificate of Deposit

CERBT - California Employers Retiree Benefit Trust

ENG - Engineering

MBS - Multi-Bank Securities, Inc

MD - Maturity Date

MERA - Main Extension Reimbursement Account

Mtg - Meeting

Natl - National

RES - Reserve

UBS - UBS Financial Services, Incorporated

DIABLO WATER DISTRICT
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HELD IN TRUST BY DIABLO WATER DISTRICT
For Board of Directors Information Only
(as of close of business on June 30, 2019)

INSTITUTION	RATE OF INTEREST	MARKET VALUE
Lincoln National, Deferred Compensation	Varies	1,014,909.36
CERBT Funds (Updated Quarterly)	3.901% year/year	981,889.71
TOTAL		***$1,996,799.07***

Deferred Compensation is pre tax money that has been deposited by District employees into the District's 457 Deferred Compensation Plan. All monies in the plan are held in trust by the District for the exclusive benefit of each employee.

CERBT Funds - California Employers' Retiree Trust Fund is administered by CalPERS. The interest earned on the District's balance in this Trust Fund is used to pay the Diablo Water District portion of retiree medical benefit premiums. CalPERS pays the District each July from the Trust Fund for the previous year's total cost of retiree medical benefit premiums.

COUNTY WELL FUND BALANCES

Knightsen (M25)	Expenses	Income	Total Fund Balance
FY 08/09	(7,727.20)	6,678.44	(24,622.61)
FY 09/10	(10,755.47)	6,597.68	(28,780.40)
FY 10/11	(14,038.87)	6,436.27	(36,383.00)
FY 11/12	(12,396.89)	8,286.50	(40,493.39)
FY 12/13	(10,137.89)	8,883.84	(41,747.44)
FY 13/14	(6,200.51)	12,272.06	(35,675.89)
FY 14/15	(6,932.58)	15,655.41	(26,953.06)
FY 15/16	(8,416.99)	16,875.62	(18,494.43)
FY 16/17	(8,785.34)	17,273.74	(10,006.03)
FY 17/18	(7,922.88)	20,365.36	2,436.45
FY 18/19	(11,864.02)	17,841.20	8,413.63

Beacon West (M26)	Expenses	Income	Total Fund Balance
FY 08/09	(14,594.32)	19,911.45	30,455.03
FY 09/10	(31,228.25)	20,010.10	19,236.88
FY 10/11	(21,189.06)	21,008.74	19,056.56
FY 11/12	(26,446.02)	22,161.82	14,772.36
FY 12/13	(11,276.42)	22,097.67	25,593.61
FY 13/14	(7,640.39)	26,326.16	44,279.38
FY 14/15	(8,057.01)	26,427.40	62,649.77
FY 15/16	(15,355.08)	26,632.79	73,927.48
FY 16/17	(11,263.96)	26,832.38	89,495.90
FY 17/18	(155,935.65)	105,994.17	39,554.42
FY 18/19	(29,613.20)	26,296.84	36,238.06

*Borrowed $80,000 from Fac Res

Willow Park (M27)	Expenses	Income	Total Fund Balance
FY 08/09	(22,923.46)	37,741.56	108,407.13
FY 09/10	(18,061.81)	36,018.24	126,363.56
FY 10/11	(23,516.61)	36,036.01	138,882.96
FY 11/12	(24,035.34)	36,667.17	151,514.79
FY 12/13	(47,529.75)	34,738.68	138,723.72
FY 13/14	(49,171.53)	39,995.81	129,548.00
FY 14/15	(13,720.87)	40,031.50	155,858.63
FY 15/16	(15,238.28)	40,514.09	181,134.44
FY 16/17	(71,763.56)	40,811.23	150,182.11
FY 17/18	(127,061.18)	42,658.12	65,779.05
FY 18/19	(115,739.39)	44,305.39	(5,654.95)

FY = Fiscal Year

Rock Island (RI)	Expenses	Income	Total Fund Balance
FY 08/09	(5,162.99)	31,943.91	155,487.87
FY 09/10	(35,354.24)	0.00	120,133.63
FY 10/11	0.00	0.00	120,133.63
FY 11/12	0.00	370.87	120,504.50
FY 12/13	0.00	409.09	120,913.59
FY 13/14	0.00	355.75	121,269.34
FY 14/15	0.00	370.22	121,639.56
FY 15/16	0.00	762.55	122,402.11
FY 16/17	0.00	964.64	123,366.75
FY 17/18	0.00	1,321.56	124,688.31
FY 18/19	0.00	2,396.21	127,084.52

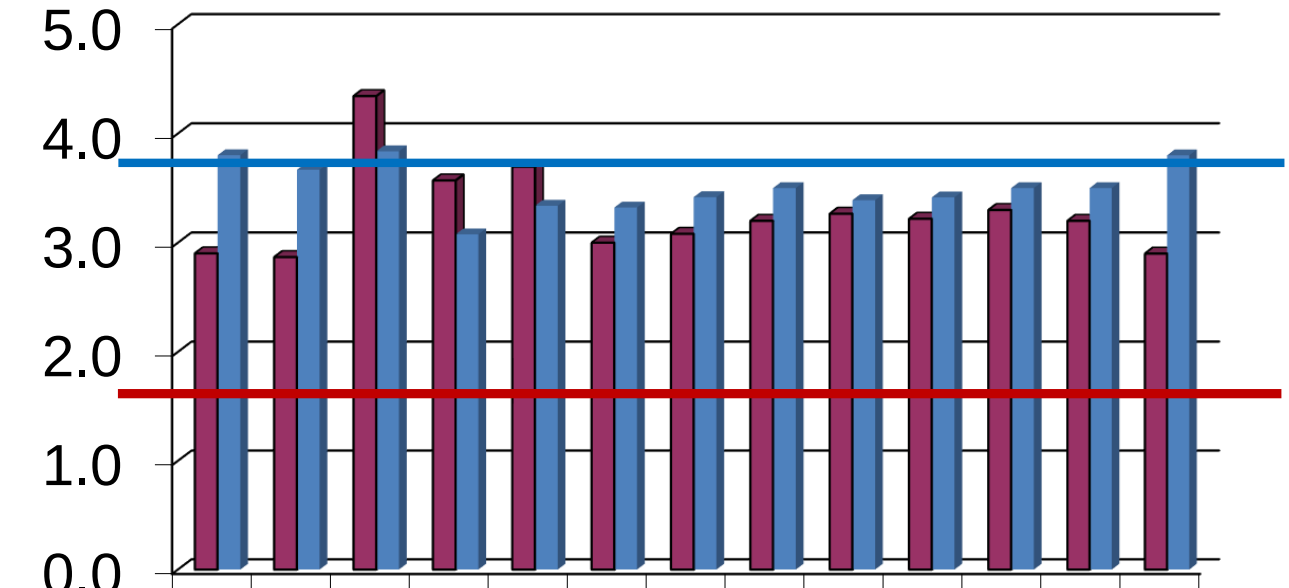
South Park (M24)	Expenses	Income	Total Fund Balance
FY 07/08	(21,865.37)	0.00	(21,865.37)
FY 08/09	(8,212.97)	76,068.67	45,990.33
FY 09/10	(6,267.75)	53,553.26	93,275.84
FY 10/11	(24,731.90)	53,005.86	121,549.80
FY 11/12	(18,224.35)	31,507.30	134,832.75
FY 12/13	(17,341.44)	41,850.59	159,341.90
FY 13/14	(15,339.36)	39,724.90	183,727.44
FY 14/15	(18,281.94)	36,995.15	202,440.65
FY 15/16	(31,991.77)	28,678.51	199,127.39
FY 16/17	(16,908.12)	36,153.23	218,372.50
FY 17/18	(19,152.52)	41,858.73	241,078.71
FY 18/19	(18,996.46)	47,701.07	269,783.32

DIABLO WATER DISTRICT
FUNDS AVAILABLE 2018 - 2019

General Fund Minimum with Rate Stabilization $3.90 Mil.

Million $

Facilities Reserve Minimum $1.80 Mil.



	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
Fac Res	2.9	2.9	4.3	3.6	3.7	3.0	3.1	3.2	3.3	3.2	3.3	3.2	2.9
Gen Oper	3.8	3.7	3.8	3.1	3.3	3.3	3.4	3.5	3.4	3.4	3.5	3.5	3.8