



43885 South Grimmer Blvd.
Fremont, California 94538-6348
(510) 668-4259

COPY

Check No. - 229794
Check Date - 01/09/2015
Stub 1 of 1

Invoice Number	Invoice Date	Description	Gross	Deductions	Amount Paid
122314	12/23/2014		6,500.00		6,500.00
			6,500.00	0.00	6,500.00

Payee: 1201 ACWD Employees Association



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BANK OF THE WEST
Fremont Paseo #604
39533 Paseo Padre Pkwy, Fremont, CA 94538

30-25
1211

Check No. - 00229794

VOID AFTER 90 DAYS FROM CHECK DATE

Date	Amount
01/09/2015	*****6,500.00

1201

TWO SIGNATURES REQUIRED IF OVER \$500,000

PAY

SIX THOUSAND FIVE HUNDRED AND 00/100*****

TO THE ORDER OF:
ACWD Employees Association
43885 S Grimmer Bl
Fremont CA 94538

Shelley Burgott

⑈00229794⑈ ⑆121100782⑆ 604022673⑈



REQUEST FOR CHECK

A Request for Check form should not be used to pay for services or materials that require a Purchase Order.
 Examples of appropriate use of a request for check form are fees, permits or water customer rebates.

PAYABLE TO: ACWD Employees' Association (Attention: Lisa Lenchanko) 1201

MAILING ADDRESS: 43885 S. Grimmer Blvd., Fremont, CA 94538

REASON FOR EXPENDITURE: Contribution to EA

REQUIRED ATTACHMENTS: Vendor Completed W-9 Form, if New Vendor
 Supporting Documentation for Expenditure

DESCRIPTION	ACCOUNT DISTRIBUTION	AMOUNT
	(Bus. Unit . Account . Project Phase-if applicable)	
Contribution to Employees' Association (see attached)	310.7450 - 7140	\$6,500.00
	8930	
	Total \$	\$6,500.00

Instructions for Check Disbursement District Payment Terms are Net 30 (check one): Mail Check Pick-up Check (Ext. 4278)

REQUESTED BY: Brenda B. Mercado [Signature] 12/23/2014
 Print Name Signature Date

APPROVALS

\$0 - \$5,000 SUPERVISOR: _____
 Print Name Signature Date

\$5,001 - \$25,000 DIVISION MANAGER: Robert T. Shaver [Signature] 12/29/14
 Print Name Signature Date

\$25,001 - \$50,000 DEPARTMENT HEAD: _____
 Print Name Signature Date

(Based on Walt Wadlow's previous approval - attached)

Accounting Use Only: Vendor #: _____ Document #: _____

28776

Alameda County Water District Employees' Association

P.O. Box 5110 • Fremont, California • 94538

December 10, 2014

Mr. Walt Wadlow
General Manager
Alameda County Water District
43885 South Grimmer Blvd
Fremont, CA 94537

Based on our discussion, I will
approve \$6,500 due to increased
venue costs facing the EA.

Wadlow
12/11/14

Dear Mr. Wadlow:

On behalf of the Employees' Association (EA), I would like to thank the members of the Board of Directors for their continued support of the EA of the Alameda County Water District.

As you know, the EA is a volunteer group of Alameda County Water District employees who plan and execute activities in which ACWD employees, retirees and their families can participate. Most of our funding comes from dues paid by the employee EA members. In the past, the Board has been very generous in providing an annual contribution to help us provide the employees with memorable events, such as the Holiday party and the family picnic.

In 2014 the EA board members continued to remain focused on their efforts in building interdepartmental relationships and comradeship by hosting several events such as, an A's vs. Giants Baseball Family Night, 12 Day of Christmas Drawing, Alameda County Fair Discount Tickets Fundraiser, and a Silent Auction Fundraiser.

With consideration to the rising costs of supplies, materials, venue costs and also providing a starting budget for the newly elected Board of Directors, we are requesting a contribution of \$6,800.00. Contributions for previous years are shown in Attachment A and the EA budget for 2013 is shown on Attachment B.

The EA board members look forward to organizing more activities, including new fundraising ideas from the upcoming newly elected Board, for its members and we recognize that your assistance is a large part of what keeps the EA going. Thank you for your time and kind consideration of our request.

Sincerely,

Lisa Lenchanko
President
Alameda County Water District Employees' Association

Attachments
cc: Patty Ambur, Treasurer

\$
6,500

ATTACHMENT A

PRIOR YEAR CONTRIBUTIONS FROM THE ACWD BOARD OF DIRECTORS

Year	Contribution
1993	\$1,500
1994	\$2,000
1995	\$2,000
1996	\$3,000
1997	\$2,100
1998	\$2,500
1999	\$2,500
2000	\$2,500
2001	\$2,500
2002	\$5,000
2003	\$1,500
2004	\$1,500
2005	\$1,500
2006	\$1,500
2007	\$1,500
2008	\$0
2009	\$2,500
2010	\$2,500
2011	\$2,500
2012	\$2,500
2013	\$4,000

ATTACHMENT B

2013 ACWD EMPLOYEES' ASSOCIATION BUDGET

Income	
Current ACWD Contribution Amount	\$ 4,000.00
Carryover from 2013	\$ 4,436.32
Fundraising 2013	\$ 600.00
Dues through December 2013	\$11,891.00
Subtotal	\$20,927.32
Expenses 2014	
Picnic	- \$ 3,600.00
Filing for Non-Profit	- \$ 20.00
Desired Year End Carryover	- \$ 3,300.00
Estimate Holiday Party	- \$16,500.00
A's vs. Giants Tickets	- \$ 492.00
Estimated Additional Activities	- \$ 800.00
Subtotal	- \$24,712.00