

*Town of Discovery Bay Community Services District
Contra Costa County, California*



FISCAL YEAR 2011-12

"PRELIMINARY"

OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET

Scheduled for Adoption June 15, 2011

*Town of Discovery Bay Community Services District
Contra Costa County, California
Fiscal Year 2011-2012 Budget*



Board of Directors

J. Kevin Graves, President
Brian Dawson, Vice President
Mark Simon, Director
Chris Steele, Director
Ray Tetreault, Director

District Management

Rick Howard, General Manager
Daniel J. Schroeder, District Counsel
Virgil Koehne, Water and Wastewater Manager
Fairin Perez, Parks and Landscape Manager
Vacant, Finance Manager
Calista Anderson, Executive Assistant
Elizabeth Hardy, Senior Account Clerk

The Town of Discovery Bay Community Services District
main office is located at:

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*Town of Discovery Bay Community Services District
Contra Costa County, California*



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*Town of Discovery Bay Community Services District
Contra Costa County, California*



June 15, 2011

Dear Board of Directors,

I am pleased to submit to the Town of Discovery Bay Community Services District Board of Directors the financial plan for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

This budget is balanced and it presents a spending plan that matches revenue projections. This is the first year that the Board and public will be presented with a complete financial outlook of the district's finances relative to operating expenses and the day-to-day expenditures necessary to operate the district in an efficient manner. This budget also includes a Capital Improvement Program that continues to address some of the deficiencies and long-term capital needs of the District. The establishment of a Capital Replacement Program fund is also a first for the District. One of the key elements of financial sustainability is a capital replacement fund. The emergence of this fund will play a critical role in the District's ability to plan for its long term financial planning needs.

At the Board Workshop that took place on January 8, 2011, the Board identified a number of areas that require attention. The list included the following items:

Establishment of a Community Center • Increased costs of doing business • Sluggish Revenue Stream • Aging Infrastructure • Aquatic Weeds (Egeria Densa) • Improved Budget Processes • Improved Transparency • ECCFPD Funding Issues • Water Master Plan Outcomes • Wastewater Master Plan Outcomes • Increasing RWQCB Regulations • Increased WQ Regulations • New Residential Development Projects in Discovery Bay • Ongoing Website Improvements and Enhanced Communications

Many of the items on the list have been accomplished, are being addressed, or will soon be initiated. One of the many outcomes of the Workshop was the establishment of three committees tasked with helping the Board locate a community center here in Discovery Bay; to review the Fiscal Year 2011-12 Operating and Capital Improvement Program Budget; and to improve community wide communications. Each committee is made up of two (2) members of the board of Directors and joined by three (3) at-large members of the public.

The Community Center Committee has been meeting since April and hopes to have a final recommendation to the Board by December 31, 2011. The final report will include recommendations on a site, type of facility needed based upon a community survey, and a recommended approach of financing the community center.

The Fiscal Year 2011-12 Operating and Capital Improvement Program Budget Committee met five times over a two month period to review anticipated expenditures, revenues, and proposed capital projects. That committee

completed their work and recommended the budget be submitted to the Board of Directors for consideration and adoption.

The Communications Committee will be meeting over the course of the summer to identify methods of improved communication between the CSD and the community at large.

The CSD, in partnership with Contra Costa County Supervisor Mary N. Piepho, the California Department of Boating and Waterways (DPW) , and Reclamation District 800 have worked together to help find a resolution to the invasive aquatic weed known as Egeria Densa. As a result of those efforts, in April, DPW began the pesticide application process of controlling the weed from many of our inlets, bays and waterways.

The Board continues to work towards helping solve the severe funding issues facing the East Contra Costa Fire Protection District. While outside of our jurisdictional boundary, this issue is of such severity that it requires our constant vigilance. The closure of Fire Station 58 in Discovery Bay is a prelude to possible future reductions in emergency critical care and fire suppression services in Discovery Bay.

Last year, the Board directed staff to initiate a long term Water Master Plan and a Wastewater Master Plan to help identify long term capital needs. Both of those preliminary "draft" master plans have been submitted to staff and are currently undergoing a critical review. It is important that all of the assumptions included in the preliminary master plans be accurate and depicts current situational conditions. Once that review is complete, it is anticipated that the master plans will go before the entire Board during a series of workshops this summer.

This past year has witnessed a number of other accomplishments at the District, including the hiring of a new General Manager. The new General Manager has worked closely with the Board, staff and the community to bring about positive change and an enhanced outlook for the District itself.

Staff has embarked on a number of administrative changes that are anticipated to enhance productivity, are financially relevant, or improve the ability of the District to conduct its business more efficiently. Some of these changes include the establishment of an updated Purchasing and Procurement program; changing the method and type of credit card usage at the district by transferring to the CalCard program; offering residents the ability to utilize credit cards for paying water bills through a merchant card services agreement; providing basic medical coverage for District employees; and the establishment of a General Fund.

One of the biggest challenges facing the District was the need to try to find a method of moderating long term operational costs through our water and wastewater contractor. Veolia Water has been with the District under an emergency services contract since January 2009. It was important for the Board and staff to seek a solution to the escalating costs of our operations. In October 2010 staff circulated a Request for Proposal and distributed it to qualified firms. In early January, after a very intensive vetting process, Veolia Water Operating Services West was selected to continue to perform the contractual services necessary to fulfill the daily obligations to our residents. The term of the agreement is five (5) years, with the option to extend the contract for an additional two (2) terms of five (5) years each. The contract became effective May 1, 2011 and provides the District with a long term approach aimed at controlling our single largest operational cost.

Over the past year, the District has initiated or completed a number of parks and landscape projects. Some of these projects are relatively small in size and scope, while others are significantly more extensive. The two largest

landscape projects completed in the past twelve months include the Willow Lake Road and the Discovery Bay Boulevard landscape beautification projects. Both of these projects came in under budget and on time.

One only needs to go to Cornell Park to see some of the projects taking place at that location. The biggest project is the playground replacement project, which is slated for completion later this summer. Once complete, it will offer a number of play structures for children. The park has also been going through an intensive turf improvement program. This program is aimed at eliminating the various types of grasses that call Cornell Park home. Once complete, the turf should be in a much improved condition consisting of improved drainage and irrigation treatments. The baseball field at the park also underwent a changeover with new infield dirt, improved lines, and a more even surface for play.

The grand opening of the Ravenswood Park Splash Pad took place on April 30, 2011 with a community wide event. The grand marshal of the event was the splash pad itself, but a BBQ, music, jumping houses, and face painting also took center stage.

As I indicated earlier, this budget represents a balanced budget with revenues matching expenditures. For Fiscal Year 2011-12, while there are a number of recommended changes, however, from an operational standpoint, this budget accurately projects a "status quo" budget. The attached FY 2011-12 Operating, Capital, Capital Replacement and Revenue Budget represents a spending plan that is sustainable based upon revenues meeting expenditures of \$6,229,361.

Proposed FY 2011 – 12 Operating and Capital Improvement Program Budget	
Total O&M Budget	\$4,425,696
Total Capital Budget	\$1,249,665
Total Infrastructure Replacement Fund	\$320,000
Grand Total Expense Budget	\$5,995,361
Grand Total Revenue	\$5,995,361

This budget represents a considerable effort on behalf of staff as well as the FY 2011-12 Budget Review Committee. Key to the preparation of this budget was to ensure all carry-over projects were properly accounted for, that there are solid revenue projections based upon historic and anticipated revenues, and that spending is prudent and sensible. This budget also includes for the first time an Infrastructure Replacement component that is to be utilized for above and below ground infrastructure replacement needs.

The primary sources of revenues are derived from Property Tax charges for water and wastewater usage, charges for commercial sewer and water and residential water service fees. The remaining revenue sources can be attributed to miscellaneous reimbursements, charges and fees. For FY 2011-12 an overall rate increase of 17% is necessary to provide the revenue stream to fully implement the expenditure portions of this budget.

Overall, revenues are projected to be \$5,995,361, which includes the aforementioned projected rate increase of 17%. For the prior two years, rate increases represented 3% and 9%, respectively. The corporate merger between T-Mobile and AT&T Wireless has resulted in the Slifer Park T-Mobile cellular site being placed on hold for at least the remainder of the 2011 calendar year. As a consequence, I have removed the anticipated revenues from the

proposed budget. If, at a future date, the project moves forward we will be in a position to amend the revenue portion of the budget to account for the funds.

The Operating and Maintenance (O&M) section of the budget is proposed to be \$4,425,696. Increases to the Operating plan can be seen in Salary and Wages where it is proposed that an increase of \$109,589 be authorized over current year projected actuals. This increase represents a variety of factors, including properly accounting for payroll taxes, accurately attributing staff time to landscape related activities, and the elimination of one (1) position and the addition of another position. Additionally, it should be noted that a Classification and Compensation Study was recently completed. The results of that study recommend establishing a benchmark wage schedule, correcting one (1) out of class condition, recommend certain title changes to more accurately reflect the work performed, and make salary adjustments to acknowledge current market conditions and to remain competitive in the job marketplace. It is proposed that the position to be eliminated is an Account Clerk position that became available when a member of the staff accepted a new position with a neighbor agency. This provided the opportunity to readdress current staffing needs. Based upon a variety of factors, including comments raised by the District's financial auditors, the position of Finance Manager is proposed to be added to the District's Position Schedule. Overall, however, staffing is projected to continue with the same number of Full Time Equivalents (FTE) as the current fiscal year. The FY 2011-12 Position Schedule is attached and is a part of the proposed budget.

Other areas of increased spending in the O&M Budget include a more accurate reflection of expenditures based upon past years' historical data as well as current and future contractual obligations. This is evident in the increase in the contract with Veolia Water, as well as increases in the "General Repairs" line items. Other notable increases can be seen in Chemicals and Odor Supplies and Office Equipment/Software. In this area, staff is proposing to migrate from "Quick Books" to a Caselle based financial module (the District currently uses Caselle for all water billing) that will provide all of our financial information in one location, provide enhanced GL accounting software, and improve budgeting processes. Currently, Quick Books cannot accommodate these unified services.

The Capital Improvement Program (CIP) proposed expenditures of \$1,249,665, with a large portion of those needs derived from the Water and Wastewater Master Plan studies. While the studies are currently in the review stage, there are certain recommendations that the consultants and staff believed were necessary for inclusion into this FY 2011-12 CIP. Those recommendations include \$835,000 for additional belt presses and bio solids containment areas; and \$40,000 for preliminary work towards the establishment of one (1) additional water well on the west side of town.

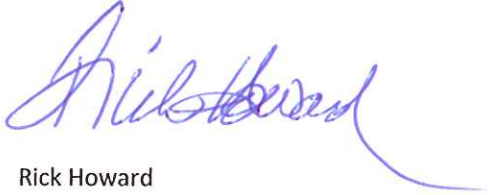
As previously discussed, the budget also includes \$320,000 in an Infrastructure Replacement fund for above and below ground infrastructure needs. The addition of the Infrastructure Replacement Fund was specifically recommended by the Budget Review Committee and I believe this to be a prudent recommendation.

I would also like to point out that this proposed budget does not contain any funds for any future residential or commercial development. All of the included funding requests only meet current obligations.

This budget is a balanced budget where revenues match expenditures, it maintains existing staffing levels while it also provides for improved financial accounting and reporting, and it is a budget that begins to acknowledge some of the capital challenges facing the District.

I would like to thank my staff for all of their assistance that went into this budget, especially Virgil Koehne, Fairin Perez, Liz Hardy, and Calista Anderson. I would also like to recognize the efforts of the FY 2011-12 Budget Review Committee, consisting of Board members Simon and Tetreault and public members Christeen Era, Michael McCleery, and Gaylin Zeigler. Their efforts are appreciated and I am grateful for their assistance.

Respectfully submitted,

A handwritten signature in blue ink that reads "Rick Howard". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Rick Howard
General Manager



*Town of Discovery Bay Community Services District
Contra Costa County, California*

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The Town of Discovery Bay Community Service District: At a Glance

Discovery Bay was established in the early 1970's as a weekend and summer resort community. Today, Discovery Bay has evolved into a thriving year-round home for more than 13,000 residents who enjoy small-town living against the backdrop of over 1,200 miles of Delta waterways. Discovery Bay boasts a full-service marina, three (3) public schools, one (1) private school, as well as two (2) shopping centers and a planned business park. However, this small town is no longer limited to Delta waterfront homes; it has developed into a community that provides something for everyone. Discovery Bay offers gated waterfront homes as well as Country Club homes located on a world-class golf course designed by Mike Asmundson. Recent additions include the two (2) gated communities of Lakeshore and The Lakes, as well as nearby Ravenswood, a community planned around a new public park.

The approximately 9 square mile area known as the Town of Discovery Bay Community Services District (TODBCSD) was formed in 1997 following a vote of the people to form an Independent Special District with the purpose of providing essential public services to its residents. The Contra Costa County Local Agency Formation Commission (LAFCO) has authorized the TODBCSD the responsibility of providing the following special services to the residents of Discovery Bay:

- Water supply collection, treatment, and distribution
- Wastewater collection, treatment and distribution
- Parks and Landscape Maintenance
- Recreational Activities (Coming Soon)

District Form of Government

California's Independent Special Districts are legislatively authorized pursuant to California Government Code Sections 61000-61850. The Town of Discovery Bay Community Services District is governed by an elected five (5) member Board serving staggered four (4) year terms. The Board employs a General Manager to administer the day to day operations of the District.

Population

The 2010 census shows the total population in Discovery Bay to be 13,352 people.

Water Services

The Town of Discovery Bay CSD owns and maintains over sixty (60) miles of water mains in seven (7) residential developments: Discovery Bay West (Village 1, 2, 3 and 4, and Ravenswood); and two (2) of the older developments (Discovery Bay Proper and Centex). Currently, the District owns and operates five (5) water production wells that are located throughout the District and are capable of producing five million gallons of domestic water per day. The raw water is then treated in two (2) water treatment facilities with water storage capacity of 2.5 million gallons of treated water for customer distribution. The total water requirements of Discovery Bay are currently about 1,300 million gallons per year, which equates to an average daily demand of 3.6 million gallons per day.

Wastewater Services

The District provides wastewater collection, treatment and distribution services to approximately 5,800 homes and businesses located in the town. The wastewater treatment process goes through two (2) separate conveyance systems; Plant 1 and Plant 2. Wastewater Treatment Plant 1 is located just north of Highway 4, within the Discovery Bay Development area. Wastewater Treatment Plant 2 is located south of Highway 4 at the Town's eastern boundary. The two plants are interconnected and are dependent upon each other for various functions.

In order to facilitate and transport the raw wastewater to the main wastewater treatment, the District utilizes 15 wastewater lift stations to move the waste through 50 miles of sewer mains. The plants are capable of producing an average of 1.8 million gallons of wastewater per day. The wastewater treatment plants currently include an influent pump station, influent screening, secondary treatment facilities using oxidation ditches, and ultraviolet (UV) disinfection prior to discharging the treated water into Old River.

The water and wastewater facilities are operated and maintained by Veolia Water Operating System West under a multi-year agreement with the TODBCSD.

Parks and Landscaping Services

The District maintains all the public parks and publically owned landscaped areas in Discovery Bay. Over the past few years, the Board of Directors has established priorities to improve the landscape areas of Discovery Bay. Improvements can be seen throughout town, including the recently completed Discovery Bay Boulevard landscape enhancement project. The District has also initiated a number of projects within our parks system, including the recent completion of the Ravenswood Park Splash Pad, and the new playground that is presently under construction at Cornell Park.

The landscape areas in Discovery Bay are broken down into five landscape zones. Two of those zones are owned by the TODBCSD, with the remaining three owned by Contra Costa County, and maintained

under contract by the District. The five Landscaping & Lighting zones are:

Discovery Bay Landscape & Lighting Zone #8:

Zone 8 is owned and maintained by the Town of Discovery Bay CSD. This zone includes the landscape streetscape frontages along Highway 4, Clipper Drive, Discovery Bay Boulevard, Willow Lake Road, and a variety of smaller landscaped areas. Cornell Park & Roberta Fuss Tot Lot are also included in this zone.

Discovery Bay Landscape & Lighting Zone #9 (Ravenswood):

Zone 9 is owned and maintained by the Town of Discovery Bay CSD. This zone includes the landscape streetscape frontages along Wilde Drive and Poe Drive. Ravenswood Park is also included in this zone.

Contra Costa County Landscape & Lighting Zone #35:

Zone 35 is owned by Contra Costa County; but is maintained by Town Of Discovery Bay CSD. The zone includes the landscaped median islands on Bixler Road at the intersection of Highway 4, and a pedestrian pathway from the Sandy Cove Shopping Center to Newport Drive. There are also included two pedestrian bridges along the path.

Contra Costa County Landscape & Lighting Zone #57:

Zone 57 is owned by Contra Costa County; but is maintained by Town Of Discovery Bay CSD. This zone includes all landscaped streetscape frontages in and outside of the Centex Development, along Highway 4, a portion of Bixler Road, and two small parking areas. Regatta Park is also included in this zone.

Contra Costa County Landscape & Lighting Zone #61:

Zone 61 is owned by Contra Costa County; but is maintained by Town Of Discovery Bay CSD. This zone includes landscaped streetscape frontages along a major portion of Bixler Road, Point of Timber Road, the Park & Ride lot, a portion of Newport Drive, Preston Drive and Slifer Drive. Slifer Park is also included in this zone.

Recreation Services

The Town of Discovery Bay Community Services District is also responsible for providing recreational activities to the residents of the District. The most important project currently underway related to recreation services is the proposed community center project. Once the community center is built, it is anticipated that community recreational programs and activities will take place within the new facility. The Board has established a Community Center Committee made up of residents and Board members. It is anticipated that the Committee will make a final recommendation to the Board of Directors in December, 2011.

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Contra Costa County, California*



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***Town of Discovery Bay Community Services District
Contra Costa County, California
The Budget – All in One Place***



The following pages provide an “All in One Place” overview look at the complete Operating, Capital and Revenue Budgets for Fiscal Year 2011-2012. Individual budget summaries can be found in the succeeding pages of this document.

TOWN OF DISCOVERY BAY CSD						
O&M BUDGET - DRAFT						
Fiscal Year 2011-12						
Obj #	Account Description	2009/2010 ACTUALS	2010/2011 BUDGET	2010/2011 Projected ACTUALS	2010/2011 Year End Variance	2011/2012 DRAFT Budget
Salary & Wages						
7001	Salary & Wages	\$492,397	\$526,000	\$516,870	\$9,130	\$531,551
7005	Overtime	\$0	\$0	\$5,000	(\$5,000)	\$5,000
7007	Auto Allowance			\$4,200	(\$4,200)	\$4,200
7010	Payroll Taxes	\$0	\$0	\$52,607	(\$52,607)	\$53,655
7011	Group Insurance (Partial EE Reimb)		\$52,500	\$22,200	\$30,300	\$44,400
7021	Landscape Related Salary & Wages (Reimb)	\$0	\$121,000	\$107,150	\$13,850	\$157,737
7022	Landscape Related Overtime (Reimb)	\$0	\$0	\$1,000	(\$1,000)	\$3,000
7023	Landscape Related Payroll Taxes (Reimb)	\$0	\$0	\$10,800	(\$10,800)	\$16,073
7024	Landscape Related Group Ins (Partial EE Reimb)	\$0		\$11,800	(\$11,800)	\$23,600
7030	Worker's Comp	\$0	\$6,000	\$6,000	\$0	\$8,000
	Sub-Total	\$492,397	\$705,500	\$737,627	(\$32,127)	\$847,216
Board of Directors						
7101	Compensation	\$25,038	\$36,000	\$25,000	\$11,000	\$36,000
7102	Travel & Training	\$312	\$600	\$300	\$300	\$2,500
	Sub-Total	\$25,350	\$36,600	\$25,300	\$11,300	\$38,500
Contractual Services						
7205	Legal Services	\$87,417	\$80,000	\$76,000	\$4,000	\$80,000
7210	Consulting Services *	\$104,787	\$210,000	\$165,000	\$45,000	\$210,000
7215	Water & Wastewater Services Contract	\$1,079,476	\$1,173,000	\$1,060,000	\$113,000	\$1,148,000
7220	Liability Insurance	\$102,503	\$48,000	\$48,000	\$0	\$50,000
7225	Accounting Financial Services	\$21,025	\$35,000	\$29,580	\$5,420	\$30,000
	Sub-Total	\$1,395,208	\$1,546,000	\$1,378,580	\$167,420	\$1,518,000
Operations & Maintenance						
7301	General Repairs - Water/Sewer	\$554,147	\$350,000	\$650,000	(\$300,000)	\$550,000
7305	General Repairs - Pumps	\$0	\$150,000	\$115,000	\$35,000	\$100,000
7310	NTR/SIP Testing - RWQCB	\$0	\$15,000	\$0	\$15,000	\$5,000
7312	Preventive & Corrective Fund	\$101,819	\$80,000	\$70,000	\$10,000	\$107,000
7330	Chemicals/Odor Supplies	\$97,797	\$65,000	\$100,000	(\$35,000)	\$100,000
7385	NPDES NOV Fines (s)	\$0	\$25,000	\$15,000	\$10,000	\$25,000
7410	Copier Maintenance	\$4,697	\$4,500	\$3,000	\$1,500	\$4,500
7414	Outsource of Water Billing	0	\$24,000	\$0	\$24,000	\$15,000
7420	Postage	\$0	\$2,500	\$12,000	(\$9,500)	\$2,500
7430	Office Supplies	\$17,497	\$8,000	\$6,500	\$1,500	\$8,000
7440	Public Communications & Noticing	\$13,367	\$5,000	\$4,000	\$1,000	\$5,000
7450	Election Expenses	\$0	\$12,000	\$5,281	\$6,719	\$0
7460	Memberships	\$28,073	\$16,000	\$16,023	(\$23)	\$17,500
7470	Rent - Public Meetings	\$0	\$500	\$0	\$500	\$500
7480	Permits	\$29,233	\$50,000	\$38,000	\$12,000	\$40,000
7490	Travel & Training	\$1,716	\$2,500	\$2,700	(\$200)	\$3,000
7510	Info Systems Maintenance	\$29,109	\$1,000	\$4,500	(\$3,500)	\$2,500
7520	Cellular Communications/Data	\$4,849	\$4,500	\$6,300	(\$1,800)	\$6,500
7535	Electrical Cost (water)	\$328,208	\$300,000	\$335,000	(\$35,000)	\$335,000
7537	Electrical Cost (sewer)	\$371,784	\$325,000	\$370,000	(\$45,000)	\$370,000
7550	Telephone	\$6,371	\$4,000	\$4,200	(\$200)	\$4,800
7620	Special Equipment	\$4,699	\$3,000	\$1,000	\$2,000	\$3,000
7630	Facility Maintenance/Landscape	\$23,632	\$15,000	\$20,000	(\$5,000)	\$15,000
7665	Office Buildings/Improvements	\$21,877	\$10,000	\$6,000	\$4,000	\$10,000
7670	Office Equipment/Software	\$30,035	\$8,000	\$3,500	\$4,500	\$30,000
7680	Office Furnishings	\$1,456	\$1,000	\$397	\$603	\$1,000
7685	Miscellaneous Small Tools	\$6,193	\$3,500	\$6,500	(\$3,000)	\$3,500
7690	Equipment Maintenance/Fuel	\$25,323	\$19,000	\$25,100	(\$6,100)	\$20,000
7925	Miscellaneous Bank Charges	\$0	\$0	\$450	(\$450)	\$500
7950	Miscellaneous Services & Supplies	\$161,203	\$12,000	\$2,000	\$10,000	\$2,500
7951	Miscellaneous Reimbursable	\$0	\$10,000	\$500	\$9,500	\$1,000
7952	Landscape Related Reimbursables	\$0	\$100,000	\$100,000	\$0	\$200,000
7970	Unrecoverable Charges			\$5,000	(\$5,000)	\$5,000
7990	G.F. Expenditures			\$0	\$0	\$0
	Sub-Total	\$1,863,085	\$1,626,000	\$1,927,951	(\$301,951)	\$1,993,300
Inter-Governmental Charges						
7805	Revenue Collection	\$5,153	\$5,500	\$4,640	\$860	\$6,000
7810-0810	Investment Fee	\$0	\$700	\$400	\$300	\$200
7815-2315	Data Processing/Payroll Wire Transfer Fees	\$0	\$0	\$480	(\$480)	\$480
7820	Accounting (A/P, A/R, GL)	\$0	\$2,500	\$2,000	\$500	\$2,000
7825	Public Works - Permits	\$21,180	\$6,000	\$13,000	(\$7,000)	\$10,000
7850	Property Taxes			\$8,313	(\$8,313)	\$10,000
	Sub-Total	\$26,333	\$14,700	\$28,833	(\$14,133)	\$28,680
TOTAL O&M Budget						
		\$3,802,373	\$3,928,800	\$4,098,291	(\$169,491)	\$4,425,696

TOWN OF DISCOVERY BAY CSD						
CAPITAL Improvement Program - DRAFT						
Fiscal Year 2011-12						
Acct. #	Account Description	2009/2010 ACTUALS	2010/2011 BUDGET	2010/2011 Projected ACTUALS	2010/2011 Year End Variance	2011/2012 DRAFT Budget
SEWER						
0107-008	Wetlands Trial @ WWTP #1 - Voted in 3/21/07	\$12,090	\$0		\$0	
0910-001	Carport for Equipment	\$9,427	\$0		\$0	
0910-002	Catch Basin for Vac-Truck	\$55,387	\$0		\$0	
0910-004	Manhole Rehabilitation Project	\$0	\$15,000	\$24,070	(\$9,070)	\$15,000
0910-005	Landscape @ Plant #1	\$2,636	\$5,000	\$0	\$5,000	\$7,000
0910-006	Replace Sewer Main - Discovery Point	\$0	\$0	\$175,550	(\$175,550)	
0910-007	UV System Upgrade	\$457,297	\$0	\$315,027	(\$315,027)	\$23,665
0910-008	Salinity Study Project	\$0	\$200,000	\$0	\$200,000	\$70,000
0910-009	Pumps/Motors Replacement	\$35,470	\$0	\$20,000	(\$20,000)	
0910-010	Wetlands	\$8,304	\$85,000	\$0	\$85,000	
1011-001	By-Pass Pipeline	\$0	\$80,000	\$10,708	\$69,292	
1011-002	Upgrade/Replace SCADA PLC's (Multi Year)	\$0	\$20,000	\$0	\$20,000	\$25,000
1011-003	Bio-Solids Pumps (2) Wet Well	\$0	\$22,000	\$0	\$22,000	\$20,000
1011-004	Rehab Lift Station W	\$0	\$60,000	\$500	\$59,500	\$20,000
1011-005	Bypass Valve Lift Station S	\$0	\$12,000	\$0	\$12,000	\$10,000
1011-006	Metal Cover for UV Area *	\$0	\$125,000	\$0	\$125,000	\$25,000
1011-007	Clarifier Cleaning Devices	\$0	\$25,000	\$0	\$25,000	
1011-008	Paving for Bio-Solids Containment Area	\$0	\$15,000	\$0	\$15,000	\$15,000
1011-009	New Moles (2)	\$0	\$80,000	\$78,000	\$2,000	
1011-010	Road Crossing Ramps	\$0	\$25,000	\$0	\$25,000	\$15,000
1011-022	Emergency Sewer Main Repairs - Cherry Hills			\$100,000	(\$100,000)	
1112-001	Trailer Trash-Pump				\$0	\$20,000
1112-002	Raise Manholes				\$0	\$20,000
1112-003	Beltpress - Bio-sollids Area (Multi-year)				\$0	\$800,000
1112-009	Collection System Pump Station Improvements					\$40,000
	Sewer Sub Total	\$581,376	\$769,000	\$723,855	\$45,145	\$1,125,665

TOWN OF DISCOVERY BAY CSD						
CAPITAL Improvement Program - DRAFT						
Fiscal Year 2011-12						
Acct. #	Account Description	2009/2010 ACTUALS	2010/2011 BUDGET	2010/2011 Projected ACTUALS	2010/2011 Year End Variance	2011/2012 DRAFT Budget
WATER						
0105-003	Develop Water Meter Plan	\$592			\$0	
0809-002	Well #6 Design & Drill Test Hole	\$475,615	\$0		\$0	
0910-011	Security Door Locks (12)	\$12,980	\$6,000		\$6,000	\$8,000
0910-012	Ladder Vandel Guard	\$0	\$2,000		\$2,000	\$10,000
0910-013	Pumps / Motors Replacement	\$2,972	\$0		\$0	
0910-014	Water Meter Program (Multi-Year)	\$63,079	\$500,000	\$21,360	\$478,640	\$500,000
0910-000	Water Meter Program: Reimbursements		-\$500,000	\$0	(\$500,000)	(\$500,000)
1011-011	Filter Media Replacement		\$40,000	\$45,769	(\$5,769)	
1011-013	Rehabilitate Well(s)		\$30,000	\$10,335	\$19,665	\$30,000
1011-015	Water Meter Trailer		\$20,000	\$0	\$20,000	\$0
1112-006	New Well #7 (Multi-Year)				\$0	\$40,000
1112-008	Install Water Well Transducers & Wellhead Survey					\$36,000
	Water Sub Total	\$555,238	\$98,000	\$77,464	\$20,536	\$124,000
MISC.						
0910-015	Replace District Office Roof	\$0	\$0	\$20,000	(\$20,000)	
0910-017	Forklift	\$7,251			\$0	
1011-016	Pickup Truck (1)		\$20,000	\$0	\$20,000	
1011-017	K-Rail for Bulk Material		\$15,000	\$0	\$15,000	
1011-018	Portable Message Units		\$30,000	\$0	\$30,000	\$0
1011-019	GPS Tracking Device		\$12,000	\$0	\$12,000	
1011-020	Replace Fence Near Marina		\$15,000	\$0	\$15,000	
1011-021	New Chairs for Board Room		\$6,000	\$0	\$6,000	
	Misc. Sub Total	\$7,251	\$98,000	\$20,000	\$78,000	\$0
	Total Capital Budget	\$1,143,865	\$965,000	\$821,319	\$143,681	\$1,249,665

Infrastructure Replacement Fund						
R1112-008	Sewer Infrastructure Replacement Program					\$150,000
R1112-009	Pumps/Motors Replacement Program					\$40,000
R1011-010	Water Infrastructure Replacement Program		\$50,000	\$0	\$50,000	\$100,000
R1112-011	Facilities and Vehicles Replacement Fund					\$30,000
	Total Replacement Fund	\$0	\$50,000	\$0	\$50,000	\$320,000
	Total Replacement Fund & Capital Budget	\$1,143,865	\$1,015,000	\$821,319	\$193,681	\$1,569,665

TOWN OF DISCOVERY BAY CSD						
REVENUE PROJECTIONS - DRAFT						
Fiscal Year 2011-12						
Acct#	Account Description	2009/2010 ACTUALS	2010/2011 BUDGET	2010/2011 Projected ACTUALS	2010/2011 Year End Variance	2011/2012 DRAFT Budget
9000	Revenue					
9110	General Fund			\$2,000	\$2,000	\$0
9210	Property Tax Revenue		\$4,165,000	\$4,120,050	(\$44,950)	\$4,754,057
9220	Commercial Water & Sewer		\$240,000	\$240,000	\$0	\$365,312
9230	Residential Water		\$372,000	\$432,000	\$60,000	\$436,530
9240	Sewer/Water Permits		\$1,150	\$950	(\$200)	\$0
9250	Sewer Capacity Fee		\$2,789	\$0	(\$2,789)	\$0
9260	Water Capacity Fee		\$297	\$0	(\$297)	\$0
9270	Investments/CCC		\$10,778	\$8,000	(\$2,778)	\$10,000
9310	Misc. Reimbursements		\$39,882		(\$39,882)	\$10,000
9320	Misc Receivables		\$13,686	\$2,000	(\$11,686)	\$2,000
9410	EE Group Insurance Contributions		\$0	\$8,590	\$8,590	\$17,052
9420	Landscape Related Payroll Reimbursements			\$118,950	\$118,950	\$176,810
9430	Landscape Related Reimbursements			\$100,000	\$100,000	\$200,000
9450	Landscape Related Group Ins (Partial EE Reimb)			\$6,110	\$6,110	\$23,600
	Contribution from Reserves		\$0	\$100,000	\$100,000	
	GRAND TOTAL REVENUE	\$0	\$4,845,582	\$5,138,650	\$293,068	\$5,995,361

TOWN OF DISCOVERY BAY CSD						
SUMMARY 2010/2011						
		2009/2010 ACTUALS	2010/2011 BUDGET	2010/2011 Projected ACTUALS	2010/2011 Year End Variance	2011/2012 DRAFT Budget
	TOTAL O&M BUDGET	\$3,802,373	\$3,928,800	\$4,098,291	(\$169,491)	\$4,425,696
	TOTAL CAPITAL BUDGET	\$1,143,865	\$965,000	\$821,319	\$143,681	\$1,249,665
	TOTAL REPLACEMENT FUND	\$0	\$50,000	\$0	\$50,000	\$320,000
	CONTRIBUTION TO RESERVES		\$0	\$100,000	(\$100,000)	
	GRAND TOTAL EXPENSE BUDGETS	\$4,946,238	\$4,893,800	\$5,019,610	(\$75,810)	\$5,995,361
	GRAND TOTAL REVENUE BUDGETS	\$0	\$4,845,582	\$5,138,650	\$293,068	\$5,995,361
	VARIANCE	(\$4,946,238)	(\$48,218)	\$119,040	\$217,258	\$0
	Rebudget Remaining Funds				\$217,258	

* Encumbrance(s) Carry Over (Re-Budget):
Listing of Carry-Overs

Capitol Projects	
0910-007	McFadden Retention UV 3000+ \$ 23,665
1011-006	McFadden Change Order - UV Cover \$ 25,000
	Sub-Total... \$ 48,665
Consulting Services	
7210	Herwit Engineering (WWMP) \$ 20,000
7210	Luhdorff Scalmanini (WMP) \$ 30,000
7210	Misc. Small Contracts \$ 10,000
	Sub-Total... \$ 60,000
	Carry-Over Total... \$ 108,665
	(This total included in Remaining Funds from 2010/2011)

Remaining Funds Carried Over/Reallocated

Rebudget Remaining Funds from 2010/2011	\$217,258
Total moved to Revenue Acct# 9999	\$39,499
Remaining Funds from DRAFT Budget 2011/2012	\$100,000
Total moved to Acct# R112-015	\$100,000
Consulting Services DRAFT 2011/2012	
7210 Herwit Engineering	\$ 75,000
7210 Luhdorff Scalmanini	\$ 50,000
7210 Hornberger Engineering	\$ 15,000
7210 Misc. Small Contracts	\$ 10,000
Sub-Total... \$	150,000
	(This total included in O&M Budget for 2011/2012)

Town of Discovery Bay Community Services District
Contra Costa County, California
Revenues – “Where the money comes from”

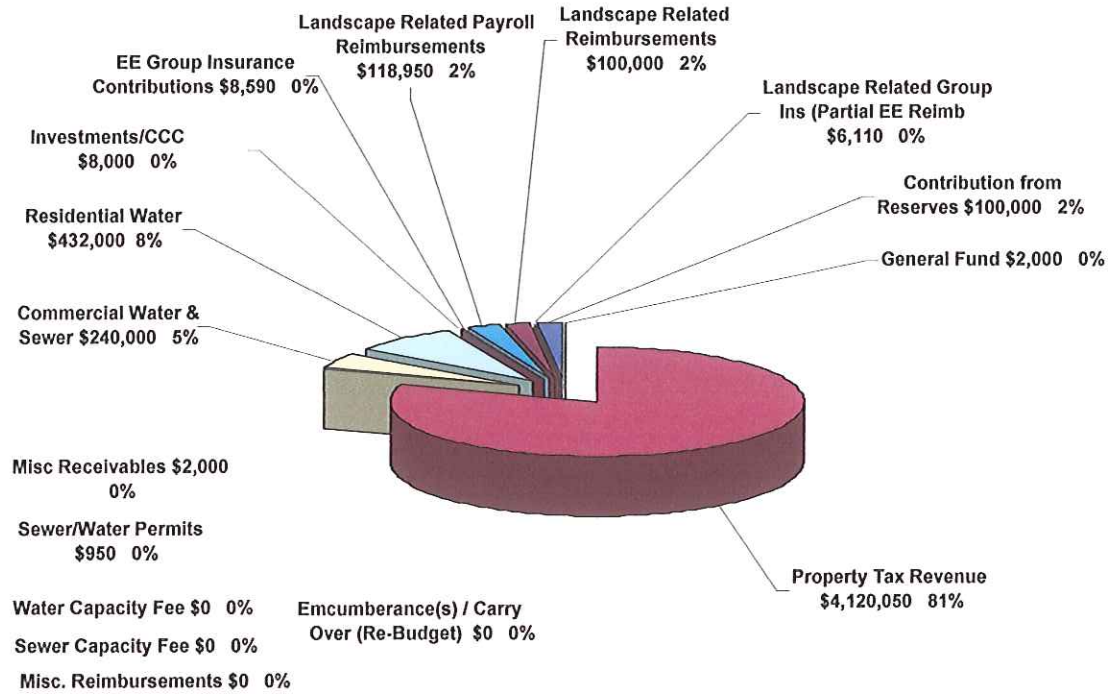


The following table identifies the various sources of revenue that can be anticipated during the course of the coming fiscal year. As is evident in the table, the primary sources of revenues are derived from Property Tax charges for water and wastewater usage, charges for commercial sewer and water and residential water service fees. The remaining revenue sources can be attributed to miscellaneous reimbursements, charges and fees.

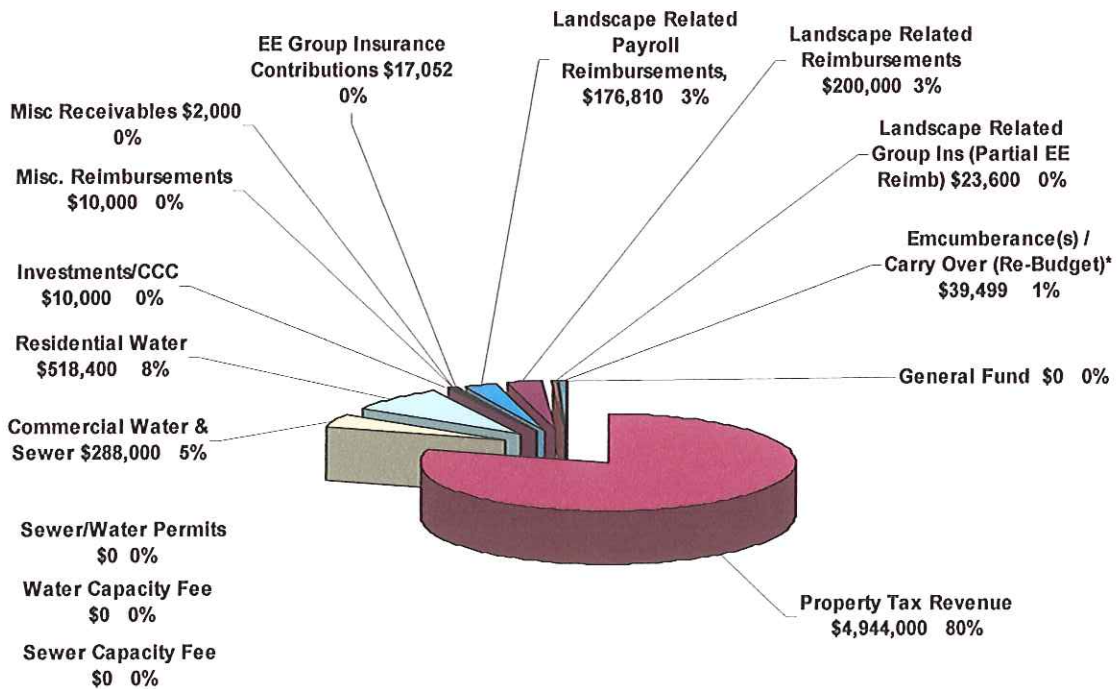
Of the approximately 5,000 residential and commercial properties in Discovery Bay, roughly 2,200 are billed for water use through meters. The remaining 2,800 properties are scheduled to receive water meters prior to the state mandated date of 2024.

REVENUE PROJECTIONS - DRAFT Fiscal Year 2011-12 Account Description	2009/2010 ACTUALS	2010/2011 BUDGET	2010/2011 Projected ACTUALS	2010/2011 Year End Variance	2011/2012 DRAFT Budget
Revenue					
General Fund			\$2,000	\$2,000	\$0
Property Tax Revenue	\$3,822,128	\$4,165,000	\$4,120,050	(\$44,950)	\$4,754,057
Commercial Water & Sewer	\$233,496	\$240,000	\$240,000	\$0	\$365,312
Residential Water	\$342,509	\$372,000	\$432,000	\$60,000	\$436,530
Sewer/Water Permits	\$1,150	\$1,150	\$950	(\$200)	\$0
Sewer Capacity Fee	\$2,789	\$2,789	\$0	(\$2,789)	\$0
Water Capacity Fee	\$297	\$297	\$0	(\$297)	\$0
Investments/CCC	\$10,778	\$10,778	\$8,000	(\$2,778)	\$10,000
Misc. Reimbursements	\$91,100	\$39,882		(\$39,882)	\$10,000
Misc Receivables	\$13,910	\$13,686	\$2,000	(\$11,686)	\$2,000
EE Group Insurance Contributions		\$0	\$8,590	\$8,590	\$17,052
Landscape Related Payroll Reimbursements			\$118,950	\$118,950	\$176,810
Landscape Related Reimbursements			\$100,000	\$100,000	\$200,000
Landscape Related Group Ins (Partial EE Reimb)			\$6,110	\$6,110	\$23,600
Contribution from Reserves		\$0	\$100,000	\$100,000	
GRAND TOTAL REVENUE	\$4,518,157	\$4,845,582	\$5,138,650	\$293,068	\$5,995,361

REVENUE Projected Actuals FY 2010/2011



REVENUE - Proposed FY 2011/2012



*Town of Discovery Bay Community Services District
Contra Costa County, California*



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*Town of Discovery Bay Community Services District
Contra Costa County, California
Operations and Maintenance Budget*



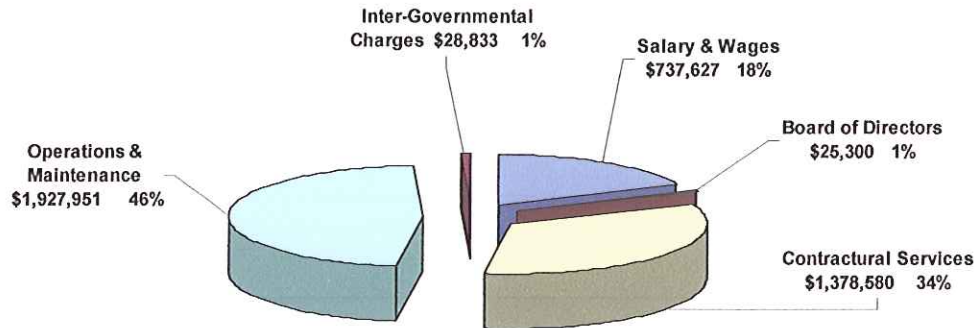
The Operations and Maintenance Budget for the Fiscal Year 2011-12 represents the day-to-day spending plan that meets the needs of the District and keeps it running smoothly and efficiently. The proposed plan was developed by forecasting actual historical expenses and known costs and integrating that data into a fiscal spending plan that best represents anticipated future expenditures.

The Operations and Maintenance (O&M) program has a proposed spending plan of \$4,425,696. Increases to the O&M program are evident in the Salary and Wages section where an increase of \$109,589 is proposed over current year projected actuals. This increase represents a variety of factors, including properly accounting for payroll taxes, accurately attributing staff time to landscape related activities, and the elimination of one position and the addition of another position. Also included in Salary and Wages are the recommendations of a Classification and Compensation Study that recommend the establishment of a benchmark wage schedule. The study recommends correcting one out of class condition, certain title changes to more accurately reflect work performed, and salary adjustments to acknowledge current market conditions necessary remain competitive in the job marketplace. It is proposed that an Account Clerk position be eliminated. That position is presently vacant due to a resignation resulting from the employee locating employment from a neighbor public agency. Based upon a variety of factors, including comments raised by the District's financial auditors, the position of Finance Manager is proposed to be added to the District's Position Schedule. Overall, however, staffing is projected to continue with the same number of Full Time Equivalent (FTE) as the current fiscal year.

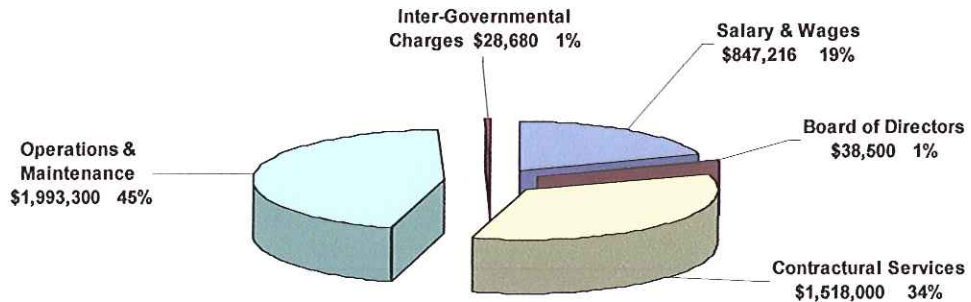
Other areas of increased spending in the proposed O&M Budget include a more accurate reflection of expenditures based upon past years' historical data as well as current and future contractual obligations. This is evident in the increase in the contract with Veolia Water, as well as increases in the "General Repairs" and Electricity line items. Other notable increases can be seen in Chemicals and Odor Supplies and Office Equipment/Software. In this area, staff is proposing to migrate from "Quick Books" to a Caselle based financial module (the District currently uses Caselle for all water billing) that will provide all of our financial information in one location, provide enhanced GL accounting software, and improve budgeting processes.

Operations and Maintenance Budget Fiscal Year 2011-12 Account Description	2009/2010 ACTUALS	2010/2011 BUDGET	2010/2011 Projected ACTUALS	2010/2011 Year End Variance	2011/2012 DRAFT Budget
Salary & Wages					
Salary & Wages	\$492,397	\$526,000	\$516,870	\$9,130	\$531,551
Overtime	\$0	\$0	\$5,000	(\$5,000)	\$5,000
Auto Allowance			\$4,200	(\$4,200)	\$4,200
Payroll Taxes	\$0	\$0	\$52,607	(\$52,607)	\$53,655
Group Insurance (Partial EE Reimb)		\$52,500	\$22,200	\$30,300	\$44,400
Landscape Related Salary & Wages (Reimb)	\$0	\$121,000	\$107,150	\$13,850	\$157,737
Landscape Related Overtime (Reimb)	\$0	\$0	\$1,000	(\$1,000)	\$3,000
Landscape Related Payroll Taxes (Reimb)	\$0	\$0	\$10,800	(\$10,800)	\$16,073
Landscape Related Group Ins (Partial EE Reimb)	\$0		\$11,800	(\$11,800)	\$23,600
Worker's Comp	\$0	\$6,000	\$6,000	\$0	\$8,000
Sub-Total	\$492,397	\$705,500	\$737,627	(\$32,127)	\$847,216
Board of Directors					
Compensation	\$25,038	\$36,000	\$25,000	\$11,000	\$36,000
Travel & Training	\$312	\$600	\$300	\$300	\$2,500
Sub-Total	\$25,350	\$36,600	\$25,300	\$11,300	\$38,500
Contractual Services					
Legal Services	\$87,417	\$80,000	\$76,000	\$4,000	\$80,000
Consulting Services *	\$104,787	\$210,000	\$165,000	\$45,000	\$210,000
Water & Wastewater Services Contract	\$1,079,476	\$1,173,000	\$1,060,000	\$113,000	\$1,148,000
Liability Insurance	\$102,503	\$48,000	\$48,000	\$0	\$50,000
Accounting Financial Services	\$21,025	\$35,000	\$29,580	\$5,420	\$30,000
Sub-Total	\$1,395,208	\$1,546,000	\$1,378,580	\$167,420	\$1,518,000
Operations & Maintenance					
General Repairs - Water/Sewer	\$554,147	\$350,000	\$650,000	(\$300,000)	\$550,000
General Repairs - Pumps	\$0	\$150,000	\$115,000	\$35,000	\$100,000
NTR/SIP Testing - RWQCB	\$0	\$15,000	\$0	\$15,000	\$5,000
Preventive & Corrective Fund	\$101,819	\$80,000	\$70,000	\$10,000	\$107,000
Chemicals/Odor Supplies	\$97,797	\$65,000	\$100,000	(\$35,000)	\$100,000
NPDES NOV Fines (s)	\$0	\$25,000	\$15,000	\$10,000	\$25,000
Copier Maintenance	\$4,697	\$4,500	\$3,000	\$1,500	\$4,500
Outsource of Water Billing	0	\$24,000	\$0	\$24,000	\$15,000
Postage	\$0	\$2,500	\$12,000	(\$9,500)	\$2,500
Office Supplies	\$17,497	\$8,000	\$6,500	\$1,500	\$8,000
Public Communications & Noticing	\$13,367	\$5,000	\$4,000	\$1,000	\$5,000
Election Expenses	\$0	\$12,000	\$5,281	\$6,719	\$0
Memberships	\$28,073	\$16,000	\$16,023	(\$23)	\$17,500
Rent - Public Meetings	\$0	\$500	\$0	\$500	\$500
Permits	\$29,233	\$50,000	\$38,000	\$12,000	\$40,000
Travel & Training	\$1,716	\$2,500	\$2,700	(\$200)	\$3,000
Info Systems Maintenance	\$29,109	\$1,000	\$4,500	(\$3,500)	\$2,500
Cellular Communications/Data	\$4,849	\$4,500	\$6,300	(\$1,800)	\$6,500
Electrical Cost (water)	\$328,208	\$300,000	\$335,000	(\$35,000)	\$335,000
Electrical Cost (sewer)	\$371,784	\$325,000	\$370,000	(\$45,000)	\$370,000
Telephone	\$6,371	\$4,000	\$4,200	(\$200)	\$4,800
Special Equipment	\$4,699	\$3,000	\$1,000	\$2,000	\$3,000
Facility Maintenance/Landscape	\$23,632	\$15,000	\$20,000	(\$5,000)	\$15,000
Office Buildings/Improvements	\$21,877	\$10,000	\$6,000	\$4,000	\$10,000
Office Equipment/Software	\$30,035	\$8,000	\$3,500	\$4,500	\$30,000
Office Furnishings	\$1,456	\$1,000	\$397	\$603	\$1,000
Miscellaneous Small Tools	\$6,193	\$3,500	\$6,500	(\$3,000)	\$3,500
Equipment Maintenance/Fuel	\$25,323	\$19,000	\$25,100	(\$6,100)	\$20,000
Miscellaneous Bank Charges	\$0	\$0	\$450	(\$450)	\$500
Miscellaneous Services & Supplies	\$161,203	\$12,000	\$2,000	\$10,000	\$2,500
Miscellaneous Reimbursable	\$0	\$10,000	\$500	\$9,500	\$1,000
Landscape Related Reimbursables	\$0	\$100,000	\$100,000	\$0	\$200,000
Unrecoverable Charges			\$5,000	(\$5,000)	\$5,000
G.F. Expenditures			\$0	\$0	\$0
Sub-Total	\$1,863,085	\$1,626,000	\$1,927,951	(\$301,951)	\$1,993,300
Inter-Governmental Charges					
Revenue Collection	\$5,153	\$5,500	\$4,640	\$860	\$6,000
Investment Fee	\$0	\$700	\$400	\$300	\$200
Data Processing/Payroll Wire Transfer Fees	\$0	\$0	\$480	(\$480)	\$480
Accounting (A/P, A/R, GL)	\$0	\$2,500	\$2,000	\$500	\$2,000
Public Works - Permits	\$21,180	\$6,000	\$13,000	(\$7,000)	\$10,000
Property Taxes			\$8,313	(\$8,313)	\$10,000
Sub-Total	\$26,333	\$14,700	\$28,833	(\$14,133)	\$28,680
TOTAL O&M Budget	\$3,802,373	\$3,928,800	\$4,098,291	(\$169,491)	\$4,425,696

O & M Projected FY 2010/2011



O & M Proposed FY 2011/2012



**Town of Discovery Bay Community Services District
Contra Costa County, California
Capital Improvement Program Budget**



The Capital Improvement Program for Fiscal Year 2011-2012 is valued at \$1,569,665 and includes funding necessary to properly service, maintain and support the basic functions of District operations.

The CIP is broken down into four distinct areas – Wastewater Collection and Treatment; Domestic Water Production; Miscellaneous; and Infrastructure Replacement. All of the projects that are included as a part of the CIP represent projects that continue to maintain existing infrastructure and do not include any funds to accommodate future development.

It is anticipated that once the Water and Wastewater Master Plans that were commissioned late in the prior fiscal year are complete and have been reviewed by the Board of Directors and receive public input, the plans will be adopted and the capital component of each plan will be addressed separately. Future residential and commercial development in Discovery Bay will determine the timing of any capital improvements necessary to accommodate any new growth.

Wastewater Collection and Treatment – Capital Improvements

The Wastewater Collection and Treatment CIP represent fifteen (15) projects at a total combined cost of \$1,125,665. Included in the CIP is \$48,665 in carry-over funds necessary to close out two (2) projects associated with the UV Disinfectant system. There are five (4) projects that allocate \$57,000 for facility enhancements and operational efficiency; eight (8) projects that total \$950,000 and are necessary to meet current daily demands; and one (1) project study in the amount of \$70,000.

Domestic Water Production: Capital Improvements

The CIP for Domestic Water production includes five (5) projects at total combined cost of \$124,000. The projects include \$18,000 for safety and operational efficiency; \$30,000 for the rehabilitation of Well 5A; \$36,000 to install well transducers and complete a well head survey to ensure long term well sustainability; and \$40,000 for site selection and test drilling for a new Well 7.

Miscellaneous: Capital Improvements

There are no Miscellaneous Capital Projects proposed for the FY 2011-12.

Infrastructure Replacement Fund

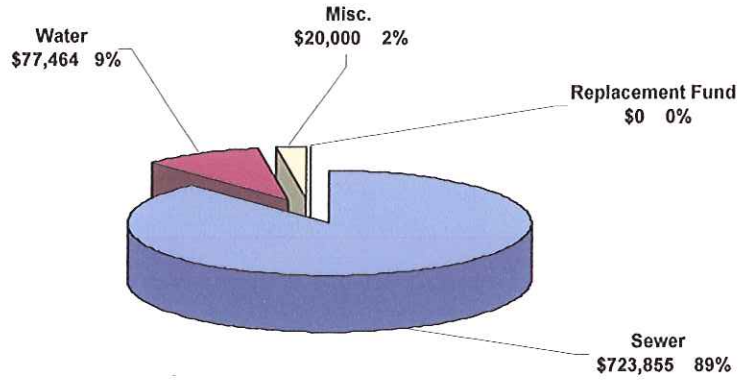
The addition of the Infrastructure Replacement Fund allocates \$320,000 in four distinct areas: Sewer Infrastructure; Pumps and Motors Replacement; Water Infrastructure; and Facilities and Vehicles Replacement.

CAPITAL Improvement Program					
Fiscal Year 2011-12	2009/2010	2010/2011	2010/2011	2010/2011	2011/2012
Account Description	ACTUALS	BUDGET	Projected	Year End	DRAFT
SEWER			ACTUALS	Variance	Budget
Carport for Plant 2 for Equipment	\$765				
Wetlands Trial @ WWTP #1 - Voted in 3/21/07	\$12,090				
Carport for Equipment	\$9,427				
Catch Basin for Vector - Truck	\$55,387				
Manhole Rehabilitation Project		\$15,000	\$24,070	(\$9,070)	\$15,000
Landscape @ Plant #1	\$2,636	\$5,000	\$0	\$5,000	\$7,000
Replace Sewer Main			\$175,550	(\$175,550)	
UV System *	\$457,297	\$0	\$315,027	(\$315,027)	\$23,665
Salinity Study Project		\$200,000	\$0	\$200,000	\$70,000
Pumps/Motors Replacement	\$35,470	\$0	\$20,000	(\$20,000)	
Wetlands	\$8,304	\$85,000	\$0	\$85,000	
By-Pass Pipeline		\$80,000	\$10,708	\$69,292	
Upgrade/Replace SCADA PLC's (Multi Year)		\$20,000	\$0	\$20,000	\$25,000
Bio-Solids Pumps (2) Wet Well		\$22,000	\$0	\$22,000	\$20,000
Rehab Lift Station W		\$60,000	\$500	\$59,500	\$20,000
Bypass Valve Lift Station S		\$12,000	\$0	\$12,000	\$10,000
Metal Cover for UV Area		\$125,000	\$0	\$125,000	\$25,000
Clarifier Cleaning Devices		\$25,000	\$0	\$25,000	
Paving for Bio-Solids Containment Area		\$15,000	\$0	\$15,000	\$15,000
New Moles (2)		\$80,000	\$78,000	\$2,000	
Road Crossing Ramps		\$25,000	\$0	\$25,000	\$15,000
Emergency Sewer Main Repairs - Cherry Hills			\$100,000	(\$100,000)	
Trailer Trash-Pump				\$0	\$20,000
Raise Manholes				\$0	\$20,000
Belt press – Bio solids (Multi-year)				\$0	\$800,000
Collection System Pump Station Improvements					\$40,000
Sewer Sub Total	\$581,376	\$769,000	\$723,855	\$45,145	\$1,125,665

CAPITAL Improvement Program			2010/2011	2010/2011	2011/2012
Fiscal Year 2011-12	2009/2010	2010/2011	Projected	Year End	DRAFT
Account Description	ACTUALS	BUDGET	ACTUALS	Variance	Budget
WATER					
Develop Water Meter Plan	\$592				
Well #6 Design & Drill Test Hole	\$475,615	\$0		\$0	
Security Door Locks (12)	\$12,980	\$6,000		\$6,000	\$8,000
Ladder Vandal Guard		\$2,000		\$2,000	\$10,000
Pumps / Motors Replacement	\$2,972				
Water Meter Program (Multi-Year)	\$63,079	\$500,000	\$21,360	\$478,640	\$500,000
Water Meter Program: Reimbursements		-\$500,000	\$0	(\$500,000)	(\$500,000)
Filter Media Replacement		\$40,000	\$45,769	(\$5,769)	
Rehabilitate Well 5		\$30,000	\$10,335	\$19,665	\$30,000
Water Meter Trailer		\$20,000	\$0	\$20,000	
New Well #7 (Multi-Year)					\$40,000
Well Transducers & Wellhead Survey					\$36,000
Water Sub Total	\$555,238	\$98,000	\$77,464	\$20,536	\$124,000
MISCELLANEOUS					
Replace District Office Roof			\$20,000	(\$20,000)	
Forklift	\$7,251			\$0	
Pickup Truck (1)		\$20,000	\$0	\$20,000	
K-Rail for Bulk Material		\$15,000	\$0	\$15,000	
Portable Message Units		\$30,000	\$0	\$30,000	
GPS Tracking Device		\$12,000	\$0	\$12,000	
Replace Fence Near Marina		\$15,000	\$0	\$15,000	
New Chairs for Board Room		\$6,000	\$0	\$6,000	
Miscellaneous Sub Total	\$7,251	\$98,000	\$20,000	\$78,000	\$0.0
Total Capital Improvement Program Budget	\$1,143,865	\$965,000	\$821,319	\$143,681	\$1,249,665
Infrastructure Replacement Fund					
Sewer Infrastructure Replacement Program					\$150,000
Pumps/Motors Replacement Program					\$40,000
Water Infrastructure Replacement Program		\$50,000	\$0	\$50,000	\$100,000
Facilities and Vehicles Replacement Fund					\$320,000
Total Replacement Fund		\$50,000	\$0	\$50,000	\$320,00
Total Infrastructure Replacement & Capital Improvement Program Budget	\$1,143,865	\$1,015,000	\$821,319	\$193,681	\$1,573,706

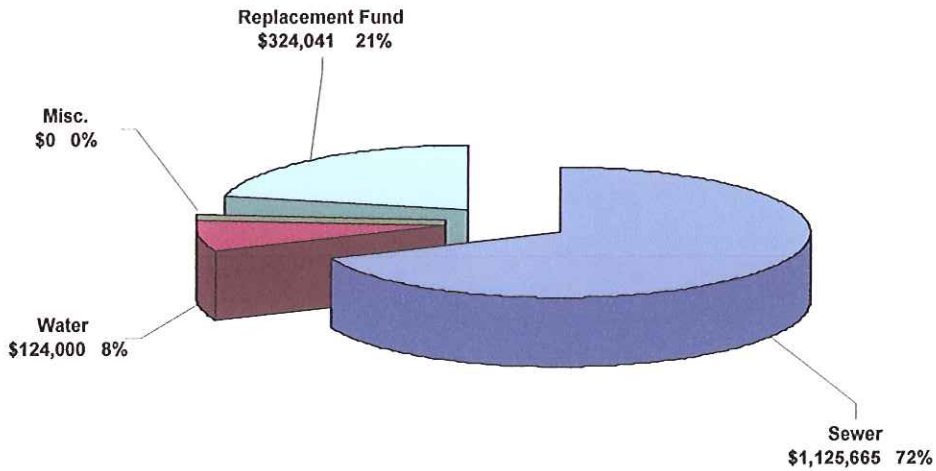
CAPITAL PROGRAM PROJECTED ACTUALS

FY 2010/2011



CAPITAL IMPROVEMENT PROGRAM

FY 2011/2012



Town of Discovery Bay Community Services District
Contra Costa County, California
Salary and Wages



The Town of Discovery Bay lies within the metropolitan statistical areas of San Francisco/Oakland/San Jose. However, it is geographically closer to the farmlands of the central valley and the cities of Brentwood, Stockton and Tracy. The proximity to the employment centers of the Bay Area and those of the Central Valley determine the labor pool from which the District recruits its workers. In order to maintain a qualified and motivated workforce, it is necessary to provide a salary and compensation package that is commensurate within industry norms and within the financial means of the District.

During the winter of 2011, District staff, with the support of a human resources professional, initiated a "Class and Compensation" study aimed at identifying the types of positions at the District and the type of work performed. This information was then compared through a series of "Benchmark" positions of other public agencies in our area. The result of the study identified a classification and salary schedule that will become the basis of the District's compensation program. After discussion with the Board of Directors and at the recommendation of the General Manager, it was determined to establish the proposed Wage Schedule. The wage schedule identifies salary ranges, with a minimum to maximum wage range. The complete Salary Range Table is a part of this document and is listed as Exhibit B.

The results of the Classification and Compensation study recommended the elimination of (1) position and the addition of another position, correcting one (1) out of class condition, certain title changes to more accurately reflect the work performed, and adjust salaries to acknowledge current market conditions and to remain competitive in the job marketplace. The position eliminated is an Account Clerk position and the position to be added is a Financial Manager position. Overall, there is no change to the total number of "Full Time Equivalents".

Proposed Salary Schedule

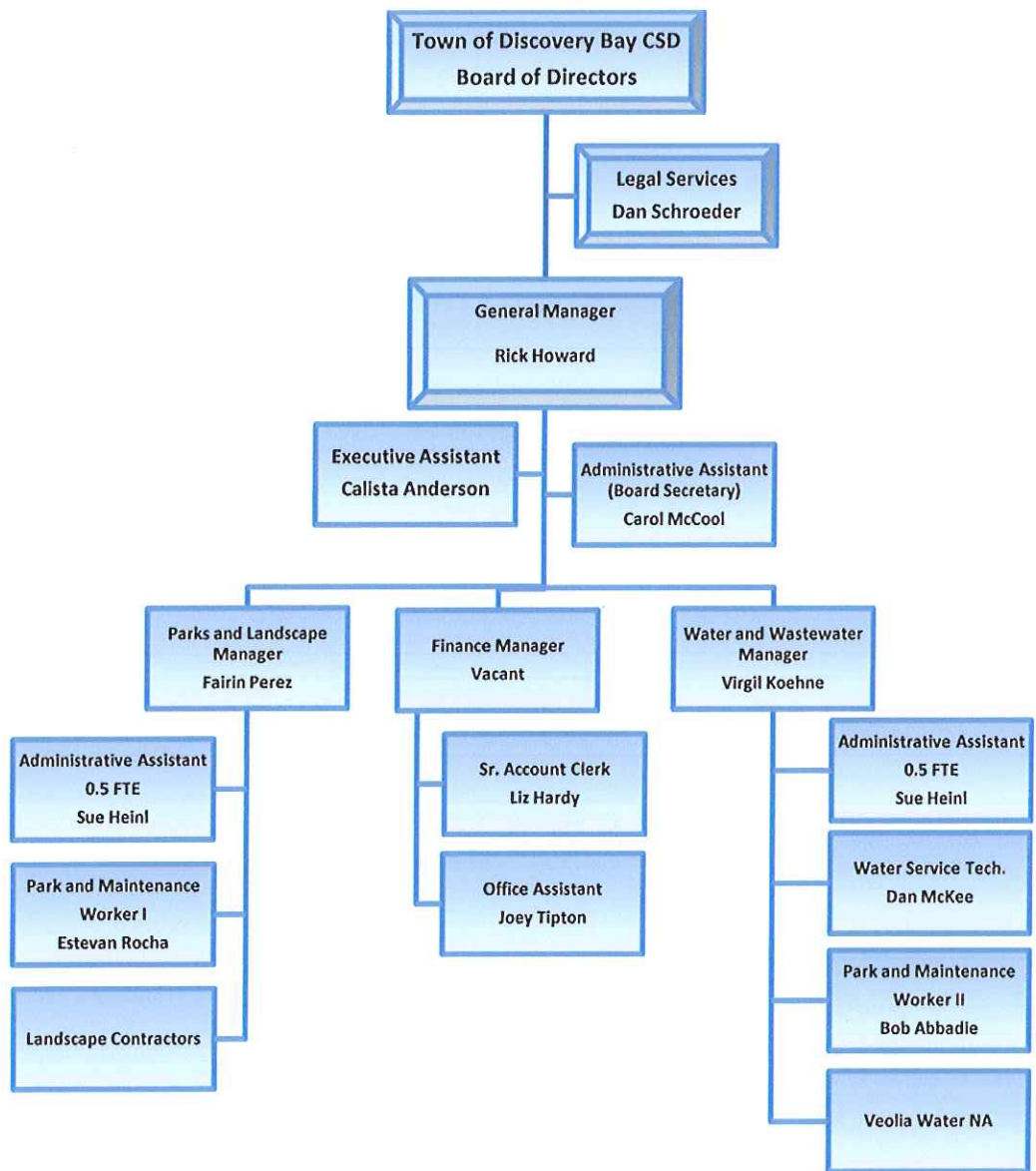
Classification	Range #	Minimum Pay Rate				Maximum Pay Rate			
		Hourly	Bimonthly	Monthly	Annual	Hourly	Bimonthly	Monthly	Annual
Account Clerk	135	18.52	1,605	3,211	38,527	23.15	2,007	4,013	48,159
Administrative Assistant	139	20.45	1,772	3,544	42,527	25.56	2,215	4,430	53,158
Executive Assistant	148	25.53	2,213	4,426	53,110	31.92	2,766	5,532	66,387
Finance Manager	517	29.69	2,573	5,146	61,755	40.08	3,474	6,947	83,370
General Manager	541	53.70	4,654	9,308	111,699	72.50	6,283	12,566	150,793
Office Assistant	131	16.78	1,454	2,909	34,904	20.98	1,818	3,636	43,629
Parks & Landscape Manager	517	29.69	2,573	5,146	61,755	40.08	3,474	6,947	83,370
Parks & Maintenance Worker I	131	16.78	1,454	2,909	34,904	20.98	1,818	3,636	43,629
Parks & Maintenance Worker II	138	19.95	1,729	3,457	41,489	24.93	2,161	4,322	51,862
Senior Account Clerk	139	20.45	1,772	3,544	42,527	25.56	2,215	4,430	53,158
Water & Wastewater Manager	517	29.69	2,573	5,146	61,755	40.08	3,474	6,947	83,370
Water Services Technician	144	23.13	2,005	4,010	48,115	28.92	2,506	5,012	60,144



**FY 2011-12 Authorized Positions
Regular Positions/Full Time Equivalents (FTE's)**

	Actual	Actual	Proposed
Position Title	FY 2009-10	FY 2010-11	FY 2011-12
Director	5.0	5.0	5.0
General Manager	1.0	1.0	1.0
Water and Wastewater Manager	0.0	1.0	1.0
Landscape Manager	1.0	1.0	0.0
Finance Manager	0.0	0.0	1.0
Parks and Landscape Manager	0.0	0.0	1.0
Administrative Assistant	3.0	3.0	2.0
Executive Assistant	0.0	0.0	1.0
Office Clerk	1.0	1.0	0.0
Office Assistant	0.0	0.0	1.0
Account Clerk	1.0	1.0	0.0
Sr. Account Clerk	1.0	1.0	1.0
Water Services Worker	1.0	1.0	0.0
Water Services Technician	0.0	0.0	1.0
Parks and Maintenance Worker I	1.0	1.0	1.0
Parks and Maintenance Worker II	1.0	1.0	1.0
Totals	16.0	17.0	17.0

*Town of Discovery Bay Community Services District
 Contra Costa County, California
 Organizational Chart*



Town of Discovery Bay Community Services District
Contra Costa County, California
Salary and Wages



Proposed Salary and Wages with Date of Last Wage Increase

Job Title	Date of Last Rate Change	Prior Wage Rate Change	Current Rate	Proposed Wage Rate	Proposed Range #
Office Assistant	5/3/2010	\$ 14.50	\$ 14.50	\$ 16.78	131
Administrative Assistant	9/3/2010	\$ 18.70	\$ 18.70	\$ 20.45	139
Administrative Assistant	2/1/2011	\$ 18.00	\$ 18.00	\$ 20.45	139
Executive Assistant	8/5/2009	\$ 20.18	\$ 22.50	\$ 25.53	148
Finance Manager	7/1/2011	\$	\$	\$ 33.65	517
Senior Account Clerk	8/5/2009	\$ 16.95	\$ 20.00	\$ 20.45	139
Account Clerk	10/26/2009	\$ 17.00	\$ 17.00	\$ 18.52	135
Parks and Landscape Mgr.	12/7/2009	\$ 24.81	\$ 24.81	\$ 29.69	517
Water and Wastewater Mgr.	8/6/2008	\$ 43.27	\$ 44.95	\$ 44.95	517
Parks and Maintenance I	5/17/2010	\$ 15.00	\$ 15.00	\$ 16.78	131
Parks and Maintenance II	8/5/2009	\$ 17.28	\$ 18.00	\$ 19.95	138
Water Services Technician	8/6/2008	\$ 25.00	\$ 25.75	\$ 25.75	144
Construction Manager	3/16/2000	\$ 60.00	\$ 60.00	\$ 60.00	541
General Manager	6/14/2010	\$ 56.97	\$ 56.97	\$ 56.97	541

*Town of Discovery Bay Community Services District
Contra Costa County, California*



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*Town of Discovery Bay Community Services District
Contra Costa County, California
Parks and Landscape*



The District maintains all the public parks and publically owned landscaped areas in Discovery Bay. The landscape areas in Discovery Bay are broken down into five landscape zones. Two of those zones are owned by the Town of Discovery Bay CSD, with the remaining three owned by Contra Costa County, and maintained under contract by the District. The five Landscaping & Lighting zones are:

Discovery Bay Landscape & Lighting Zone #8:

Zone 8 is owned and maintained by the Town of Discovery Bay CSD. This zone includes the landscape streetscape frontages along Highway 4, Clipper Drive, Discovery Bay Boulevard, Willow Lake Road, and a variety of smaller landscaped areas. Cornell Park & Roberta Fuss Tot Lot are also included in this zone.

Discovery Bay Landscape & Lighting Zone #9 (Ravenswood):

Zone 9 is owned and maintained by the Town of Discovery Bay CSD. This zone includes the landscape streetscape frontages along Wilde Drive and Poe Drive. Ravenswood Park is also included in this zone.

Contra Costa County Landscape & Lighting Zone #35:

Zone 35 is owned by Contra Costa County; but is maintained by Town Of Discovery Bay CSD. The zone includes the landscaped median islands on Bixler Road at the intersection of Highway 4, and a pedestrian pathway from the Sandy Cove Shopping Center to Newport Drive. There are also included two pedestrian bridges along the path.

Contra Costa County Landscape & Lighting Zone #57:

Zone 57 is owned by Contra Costa County; but is maintained by Town Of Discovery Bay CSD. This zone includes all landscaped streetscape frontages in and outside of the Centex Development, along Highway 4, a portion of Bixler Road, and two small parking areas. Regatta Park is also included in this zone.

Contra Costa County Landscape & Lighting Zone #61:

Zone 61 is owned by Contra Costa County; but is maintained by Town Of Discovery Bay CSD. This zone includes landscaped streetscape frontages along a major portion of Bixler Road, Point of Timber Road, the Park & Ride lot, a portion of Newport Drive, Preston Drive and Slifer Drive. Slifer Park is also included in this zone.

Obj #	Discovery Bay Landscape & Lighting District #8 O & M PROPOSED BUDGET 2011/2012		2009/2010 ACTUALS	2010/2011 BUDGET	as of 3/31/11	Estimated Year-End	2011/2012 Proposed Budget
	Account Description	2010/2011 ACTUALS					
	Salary & Wages						
2310	Staff Payroll	\$52,461	\$72,000	\$37,704	\$ 65,000	\$93,760	
	Sub-Total	\$52,461	\$72,000	\$37,704	\$ 65,000	\$93,760	
	Contractual Services						
2310	Professional/Specialized Services	\$13,864	\$8,100	\$935	\$ 3,500	\$8,000	
2360	Insurance	\$10,389	\$5,200	\$1,315		\$5,000	
	Sub-Total	\$24,253	\$13,300	\$2,250	\$ 3,500	\$13,000	
	Operations & Maintenance						
2100	Office Expenses, Supplies	\$1,321	\$1,250	\$934	\$ 1,250	\$1,250	
2102	Books, Periodicals & Subscriptions	\$25	\$200	\$160	\$ 160	\$200	
2103	Postage	\$21	\$50	\$11	\$ 50	\$50	
2110	Communications	\$1,180	\$600	\$265	\$ 600	\$1,765	
2120	Utilities (Street Lights, Water, Garbage)	\$97,019	\$100,000	\$64,766	\$ 100,000	\$108,500	
2130	Small Tools & Instruments	\$874	\$1,850	\$882	\$ 1,700	\$2,000	
2131	Minor Equipment, Furniture less than \$1,000	\$1,000	\$350	\$178	\$ 350	\$500	
2170	Household Items	\$1,095	\$1,400	\$1,162	\$ 1,400	\$1,750	
2190	Public Notices	\$633	\$150	\$0	\$ 300	\$300	
2200	Memberships	\$200	\$300	\$160	\$ 250	\$250	
2250	Rent & Lease of Equipment	\$95	\$500	\$154	\$ 500	\$500	
2251	Computer Software	\$0	\$0	\$0	\$ -	\$0	
2270	Maintenance of Equipment	\$1,858	\$950	\$90	\$ 500	\$1,000	
2271	Automotive Supplies & Repairs	\$9	\$2,000	\$1,384	\$ 2,000	\$2,000	
2272	Gasoline	\$2,591	\$4,000	\$1,715	\$ 3,500	\$3,500	
2281	Maintenance of Buildings	\$5,402	\$5,300	\$3,148	\$ 5,300	\$5,400	
2282	Grounds Maintenance	\$197,484	\$205,000	\$121,005	\$ 205,000	\$212,000	
2284	Requested Maintenance from County	\$0	\$0	\$0	\$ -	\$0	
2301	Employee Auto Mileage - Reimbursement	\$790	\$100	\$36	\$ 75	\$100	
2303	Other Travel Employee Expenses	\$102	\$750	\$389	\$ 750	\$1,500	
2470	Road/Construction Materials (Street Signs)	\$0	\$500	\$490	\$ 490	\$500	
2479	Other Special Expenses	\$4,135	\$3,500	\$1,485	\$ 3,500	\$12,000	
	Sub-Total	\$315,834	\$328,750	\$198,414	\$ 327,675	\$355,065	
	7800 Inter-Governmental Charges						
3530/3550	Taxes & Assessments	\$0	\$0	\$0	\$ -	\$1,000	
3611	Interfund Exp. (Investment & Property Tax)	\$0	\$500	\$0	\$ -	\$500	
5011	Reimbursement for County Admin. Costs	\$0	\$500	\$0	\$ 500	\$500	
	Sub-Total	\$0	\$1,000	\$0	\$ 500	\$2,000	
	TOTAL O&M Budget	\$392,548	\$415,050	\$238,368	\$396,675	\$463,825	
	Discovery Bay Landscape & Lighting District #8 CAPITAL PROPOSED BUDGET 2011/2012						
Acct. #	Account Description	2009/2010 ACTUALS	2010/2011 BUDGET	as of 3/31/11 2010/2011 ACTUALS	Estimate Year End	2011/2012 Proposed Budget	
	PARKS						
4789	Cornell Park - Playground Replacement		\$226,000	\$15,127	\$ 110,000	\$ 126,000.00	
4834	Cornell Park (Restroom Partitions)		\$7,500	\$7,000	\$ 7,000		
	Cornell Park (ADA Upgrades)					\$35,000	
	Cornell Park (Tennis Court Surfacing)					\$20,000	
	Cornell Park (Dog Park Fencing)					\$85,000	
	Cornell Park (Tot Lot Removal)					\$12,500	
	Cornell Park (Horse Shoe & Bocce Court)					\$15,000	
	Parks Sub Total	\$0	\$233,500	\$22,127	\$ 117,000	\$293,500	
	STREETSCAPE						
4265	Various Improvements	\$4,842	\$7,500	\$4,061	\$ 7,500	\$7,500	
4546	Structure & Walkway Repairs		\$3,500	\$830	\$ 1,500	\$2,000	
4829	Landscape Master Plan Areas						
	Willow Lake Road Streetscape		\$102,500	\$86,650	\$ 96,650		
	Discovery Bay Blvd. (West) / Sand Point Rd.		\$175,000	\$111,037	\$ 126,000	\$12,000	
	Highway 4 (East)					\$30,000	
	Discovery Bay Blvd (East)					\$50,000	
	Streetscape Sub Total	\$4,842	\$288,500	\$202,578	\$ 231,650	\$101,500	
	MISC.						
4853	Vehicle Purchase		\$14,000	\$13,968	\$ 13,000	\$25,000	
4959	Tools & Sundry Equipment	\$3,624	\$2,750	\$2,600	\$ 2,750	\$3,000	
	Misc. Sub Total	\$3,624	\$16,750	\$16,568	\$ 15,750	\$28,000	
	Total Capital Budget	\$8,466	\$538,750	\$241,273	\$364,400	\$423,000	

Acct#	Discovery Bay Landscape & Lighting District #8 REVENUE PROPOSED BUDGET 2011/2012 Account Description	2009/2010 ACTUALS	2010/2011 BUDGET	as of 3/31/11	Estimate Year End	2011/2012 Proposed Budget
				2010/2011 ACTUALS		
	Revenue					
740	Current Funds in Contra Costa County	1,723,467	1,713,602	1,713,602	\$ 1,713,602	1,408,536
500	Accounts Payable - Yr. End					
510	Retainage Account	0	0	16	\$ 16	
830	Disbursements	(5,885)	(1,000)	(66)	(66)	
9010	Current Property Taxes	423,592	438,250	438,250	\$ 438,250	430,000
9011	Property Tax Supplemental/Unitary/Secured	2,227	2,075	2,075	\$ 2,075	
9018	SRAF State Rev Transfer	(45,668)				
9020	Property Taxes - Current Unsecured	19,454	14,529	14,529	\$ 14,529	14,000
9035	Property Taxes - Prior Unsecured	250	188	188	\$ 188	
9181	Earnings on Investments	1,604	500	247	\$ 247	
9385	H/O Prop Tax Relief/State Aid/In Lieu Taxes	\$4,779				
9799	Misc Revenue & Services		\$770	\$770	\$ 770	
	GRAND TOTAL REVENUE	\$400,353	\$455,312	\$456,009	\$ 456,009	\$444,000

	TOWN OF DISCOVERY BAY CSD SUMMARY 2010/2011	2009/2010 ACTUALS	2010/2011 BUDGET	as of 3/31/11	Estimate Year End	2011/2012 Proposed Budget
				2010/2011 ACTUALS		
	TOTAL O&M Budget	\$392,548	\$415,050	\$238,368	\$396,675	\$463,825
	TOTAL CAPITAL Budget	\$8,466	\$538,750	\$241,273	\$364,400	\$423,000
	CONTRIBUTION TO RESERVES					
	RESERVE - REC 800 AGRMT.					\$35,000
	GRAND TOTAL BUDGETS	\$401,014	\$953,800	\$479,641	\$761,075	\$921,825
	GRAND TOTAL REV.	\$400,353	\$455,312	\$456,009	\$456,009	\$444,000
	VARIANCE	(\$661)	(\$498,488)	(\$23,632)	(\$305,066)	(\$477,825)

Obj #	Discovery Bay Landscape & Lighting District #9 O & M PROPOSED BUDGET 2011/2012 Account Description	2009/2010 ACTUALS	2010/2011 BUDGET	as of 3/31/11	Estimated Year-End	2011/2012 Proposed Budget
				2010/2011 ACTUALS		
	Salary & Wages					
2310	Staff Payroll	\$9,126	\$25,500	\$12,610	\$ 25,500	\$37,952
	Sub-Total	\$9,126	\$25,500	\$12,610	\$ 25,500	\$37,952
	Contractual Services					
2310	Professional/Specialized Services	\$3,065	\$4,000	\$3,787	\$ 4,000	\$8,200
2360	Insurance	\$0	\$1,000	\$490	\$ 1,000	\$1,500
	Sub-Total	\$3,065	\$5,000	\$4,277	\$ 5,000	\$9,700
	Operations & Maintenance					
2100	Office Expenses, Supplies	\$39	\$500	\$327	\$ 500	\$500
2102	Books, Periodicals & Subscriptions	\$0	\$50	\$0	\$ -	\$50
2103	Postage	\$0	\$150	\$80	\$ 150	\$150
2110	Communications	\$37	\$250	\$120	\$ 250	\$350
2120	Utilities (Street Lights, Water, Garbage)	\$5,666	\$15,000	\$11,802	\$ 15,000	\$26,325
2130	Small Tools & Instruments	\$263	\$750	\$268	\$ 750	\$750
2131	Minor Equipment, Furniture less than \$1,000	\$0	\$250	\$103	\$ 200	\$250
2170	Household Items	\$632	\$700	\$255	\$ 700	\$750
2190	Public Notices	\$38	\$254	\$254	\$ 500	\$500
2200	Memberships	\$0	\$40	\$40	\$ 40	\$50
2250	Rent & Lease of Equipment	\$0	\$0	\$0	\$ -	\$0
2251	Computer Software	\$0	\$0	\$0	\$ -	\$0
2270	Maintenance of Equipment	\$109	\$200	\$80	\$ 160	\$200
2271	Automotive Supplies & Repairs	\$0	\$300	\$87	\$ 340	\$300
2272	Gasoline	\$120	\$400	(\$332)	(200)	\$500
2281	Maintenance of Buildings	\$0	\$0	\$0	\$ -	\$0
2282	Grounds Maintenance	\$32,593	\$48,540	\$27,303	\$ 48,540	\$44,500
2284	Requested Maintenance from County	\$0	\$0	\$0	\$ -	\$0
2301	Employee Auto Mileage - Reimbursement	\$128	\$150	\$0	\$ -	\$50
2303	Other Travel Employee Expenses	\$46	\$0	\$0	\$ -	\$0
2470	Road/Construction Materials (Street Signs)	\$0	\$0	\$0	\$ -	\$0
2479	Other Special Expenses	\$1,249	\$2,800	\$343	\$ 2,800	\$1,350
	Sub-Total	\$40,920	\$70,334	\$40,730	\$ 69,730	\$76,575
	7800 Inter-Governmental Charges					
3530/3550	Taxes & Assessments	\$423	\$423	\$423	\$ 423	\$425
3611	Interfund Exp. (Investment & Property Tax)	\$0	\$500	\$0	\$ -	\$0
5011	Reimbursement for County Admin. Costs	\$0	\$500	\$0	\$ -	\$0
	Sub-Total	\$423	\$1,423	\$423	\$ 423	\$425
	TOTAL O&M Budget	\$53,534	\$102,257	\$58,040	\$100,653	\$124,652
	Discovery Bay Landscape & Lighting District #9 CAPITAL PROPOSED BUDGET 2011/2012					
Acct. #	Account Description	2009/2010 ACTUALS	2010/2011 BUDGET	as of 3/31/11 2010/2011 ACTUALS	Estimate Year End	2011/2012 Proposed Budget
	PARKS					
4265	Various Improvements (Splash Pad)	\$18,089	\$120,000	\$104,625	\$ 120,000	
4546	Structure & Walkway Repairs (Solar)	\$0	\$32,000	\$30,236	\$ 32,000	
4789	Playground Equipment	\$0	\$0	\$0	\$ -	
	Parks Sub Total	\$18,089	\$152,000	\$134,861	\$ 152,000	\$0
	STREETSCAPE					
	Streetscape Sub Total	\$0	\$0	\$0	\$ -	\$0
	MISC.					
4959	Tools & Sundry Equipment	\$2,416	\$0	\$0	\$ -	
	Misc. Sub Total	\$2,416	\$0	\$0	\$ -	\$0
	Total Capital Budget	\$20,505	\$152,000	\$134,861	\$152,000	\$0

Acct#	Discovery Bay Landscape & Lighting District #9 REVENUE PROPOSED BUDGET 2011/2012 Account Description	2009/2010 ACTUALS	2010/2011 BUDGET	as of 3/31/11	Estimate Year End	2011/2012 Proposed Budget
				2010/2011 ACTUALS		
	Revenue					
740	Current Funds in Contra Costa County	242,637	251,015	251,015	\$ 251,015	82,500
500	Accounts Payable - Yr. End					
510	Retainage Account					
830	Disbursements					

9010	Current Property Taxes	82,418	83,405	83,405	\$ 83,405	110,856
9011	Property Tax Supplemental/Unitary/Secured					
9018	SRAF State Rev Transfer					
9020	Property Taxes - Current Unsecured					
9035	Property Taxes - Prior Unsecured					
9181	Earnings on Investments					
9385	H/O Prop Tax Relief/State Aid/In Lieu Taxes					
9799	Misc Revenue & Services			\$733	\$ 733	
	GRAND TOTAL REVENUE	\$82,418	\$83,405	\$84,138	\$ 84,138	\$110,856

TOWN OF DISCOVERY BAY CSD SUMMARY 2010/2011		2009/2010 ACTUALS	2010/2011 BUDGET	as of 3/31/11 2010/2011 ACTUALS	Estimate Year End	2011/2012 Proposed Budget
	TOTAL O&M Budget	\$53,534	\$102,257	\$58,040	\$100,653	\$124,652
	TOTAL CAPITAL Budget	\$20,505	\$152,000	\$134,861	\$152,000	\$0
	CONTRIBUTION TO RESERVES					
	GRAND TOTAL BUDGETS	\$74,039	\$254,257	\$192,901	\$252,653	\$124,652
	GRAND TOTAL REV.	\$82,418	\$83,405	\$84,138	\$84,138	\$110,856
	VARIANCE	\$8,379	(\$170,852)	(\$108,763)	(\$168,515)	(\$13,796)

Special Districts Budget Worksheet

Entity: LL2 Zone 35 / Fund 2881 (SANDY COVE - DISCOVERY BAY AREA)

Maximum Assessment is \$1,669.21 / Acre
 FY 2011-12 Assessments @ \$1,669.21/Acre
 16.92 Acres
 16.92 EDUs
 10 Parcels

	Account Codes	FY 2010-11 6 month actuals/ 6 month projections	FY 2011-12 Prop. Budget
Fund Balance as of June 30		\$145,322.00	\$160,904.59
Revenues:			
Taxes and assessments (9895)		\$27,771.96	\$28,243.03
Interfund Rev.-Gov/Gov (9851)		\$0.00	\$0.00
Earnings on Investment (9181)		\$129.00	\$0.00
Total Revenue Available:		\$173,222.96	\$189,147.62
Expenditures:			
Office Expense (2100)		\$0.00	\$0.00
Publications & Legal Notices (2190)		\$0.00	\$0.00
Interest on Notes & Warrants (3520)		\$0.00	\$0.00
Tax & Assessment Fees (3530)		(\$258.50)	(\$300.00)
Interfund Exp - (County Counsel) (3611)		(\$250.00)	(\$250.00)
General Services Occupancy Cost (3619)		\$0.00	\$0.00
Utilities - Water & Electricity (2120)	WO5449	(\$250.00)	(\$500.00)
Other Special Departmental (2250)		\$0.00	\$0.00
Grounds Maintenance - (Discovery Bay Community Services District) (2282)	WO5449	(\$5,100.00)	(\$6,500.00)
Grounds Maintenance - (in house) (3620)	WO5449	\$0.00	\$0.00
Professional Services (Non-County Staff) (2310)	WO5586	(\$8,627.65)	(\$10,482.44)
Professional Services (County Staff) (5011)	WO5586	\$2,167.78	(\$1,870.48)
Playground Inspection (5011)		\$0.00	\$0.00
Vandalism/Incidentals (Task L99)	WO5450	\$0.00	\$0.00
Capital Improvement Projects & Reserves:			
Capital Improvement Projects		\$0.00	(\$10,000.00)
Capital Replacement Projects		\$0.00	(\$145,123.19)
Operating Reserves (50% of Revenue)		\$0.00	(\$14,121.52)
Total Expenditures:		(\$12,318.37)	(\$189,147.63)
Balance Forward to Ensuing Year		\$160,904.59	(\$0.00)

CPI Info. Date	Actual CPI	Increase	Rate
Feb-03	197.70		\$1,434.92
Feb-04	198.10	0.20%	\$1,437.82
Feb-05	201.20	1.56%	\$1,460.32
Feb-06	207.10	2.93%	\$1,503.14
Feb-07	213.70	3.19%	\$1,551.04
Feb-08	219.61	2.77%	\$1,593.95
Feb-09	222.17	1.16%	\$1,612.49
Feb-10	226.15	1.79%	\$1,641.37
Feb-11	229.98	1.70%	\$1,669.21

Zone 35 - Operating Budget Detail

Operating Costs - Grounds Maintenance
Account Code 2282

	2011 / 2012
Irrigation	
Irrigation Repairs	\$ 500.00
Emergency Work	\$ -
Clock Upgrades	\$ -
Total	\$ 500.00
Mulching	
Landscape Mulch	\$ 250.00
Total	\$ 250.00
Grounds Maintenance	
Contractor Fees	\$ 2,580.00
Total	\$ 2,580.00
Plantings	
Misc. Plantings/Replacements	\$ 3,000.00
Total	\$ 3,000.00
Dog Mitts	
Yuckos	\$ 200.00
Total	\$ 200.00
Grand Total	\$ 6,530.00

Operating Costs - Utilities
Account Code 2120

	2011 / 2012
PG&E	
Irrigation	\$ 75.00
Total	\$ 75.00
TODB CSD Water	
Irrigation	\$ 425.00
Total	\$ 425.00

Grand Total - 2120 \$ **500.00**

Operating Costs - Staff Payroll
Account Code - 2310

	2011 / 2012
Office Staff	
Parks/Landscape Manager (5%)	\$ 3,477.50
Administrative Assistant (4%)	\$ 1,869.50
Main Office Staff Time (.05%)	\$ 233.69
Total	\$ 5,580.69
Maintenance Staff	
Parks/Landscape Maint. (3.5%)	\$ 1,441.08
Parks/Landscape Maint. (3.5%)	\$ 1,441.08
Total	\$ 2,882.15
Legal Fees	
Legal	\$ 750.00
Total	\$ 750.00
Misc. Reimbursements	
Vehicle Reimbursements	\$ 1,200.00
Total	\$ 1,200.00

Grand Total - 2310 \$ **10,412.84**

Special Districts Budget Worksheet

Entity: LL2 Zone 57 / Fund 2877 (PACIFIC WATERWAYS - DISCOVERY BAY AREA)

Maximum assessment is: \$231.00 / EDU
 FY 2011-12 Assessments @ \$231.00 / EDU
 379.00 EDUs
 379 Parcels

	Account Codes	FY 2010-11 6 month actuals/ 6 month projections	FY 2011-12 Prop. Budget
Fund Balance as of June 30		\$291,787.00	\$290,425.32
Revenues:			
Taxes and assessments (9895)		\$87,549.00	\$87,549.00
Interfund Rev. Gov/Gov (9851)		\$0.00	\$0.00
Earnings on Investment (9181)		\$129.00	\$0.00
Total Revenue Available:		\$379,465.00	\$377,974.32
Expenditures:			
Office Expense (2100)		(\$150.00)	(\$200.00)
Publications & Legal Notices (2190)		\$0.00	\$0.00
Interest on Notes & Warrants (3520)		\$0.00	\$0.00
Tax & Assessment Fees (3530)		(\$575.00)	(\$600.00)
Interfund Exp - (County Counsel) (3611)		(\$500.00)	(\$500.00)
General Services Occupancy Cost (3619)		\$0.00	\$0.00
Utilities - Water & Electricity (2120)	WO5583	(\$14,004.00)	(\$15,000.00)
Other Special Departmental (2250)		\$0.00	\$0.00
Grounds Maintenance - (Discovery Bay Community Services District) (2282)	WO5583	(\$35,500.00)	(\$50,000.00)
Grounds Maintenance - (in house) (3620)	WO5583	\$0.00	\$0.00
Professional Services (Non-County Staff) (2310)	WO5557	(\$22,663.37)	(\$18,400.49)
Professional Services (County Staff) (5011)	WO557/54	(\$5,847.31)	(\$7,078.40)
Playground Inspection (5011)		\$0.00	\$0.00
Vandalism/Incidentals (Task L99)	WO5576	\$0.00	\$0.00
Capital Improvement Projects & Reserves:			
Capital Improvement Projects - Basket Ball Court		(\$9,800.00)	(\$150,000.00)
Capital Replacement Projects		\$0.00	(\$92,420.93)
Operating Reserves (50% of Revenue)		\$0.00	(\$43,774.50)
Total Expenditures:		(\$89,039.68)	(\$377,974.32)
Balance Forward to Ensuing Year		\$290,425.32	\$0.00

Zone 57 - Operating Budget Detail

Operating Costs - Grounds Maintenance
Account Code 2282

	2011 / 2012
Irrigation	
Irrigation Repairs	\$ 2,500.00
Emergency Work	\$ 2,000.00
Clock Upgrades	\$ 5,500.00
Total	\$ 10,000.00
Mulching	
Landscape Mulch	\$ 4,400.00
Total	\$ 4,400.00
Grounds Maintenance	
Contractor Fees	\$ 31,620.00
Total	\$ 31,620.00
Plantings	
Misc. Plantings/Replacements	\$ 3,000.00
Total	\$ 3,000.00
Dog Mitts	
Yuckos	\$ 980.00
Total	\$ 980.00
Grand Total	\$ 50,000.00

Operating Costs - Utilities
Account Code 2120

	2011 / 2012
PG&E	
Irrigation/Street Lighting	\$ 6,000.00
Total	\$ 6,000.00
TODB CSD Water	
Irrigation	\$ 9,000.00
Total	\$ 9,000.00

Grand Total - 2120 \$ **15,000.00**

Operating Costs - Staff Payroll
Account Code - 2310

	2011 / 2012
Office Staff	
Parks/Landscape Manager (7%)	\$ 4,868.50
Administrative Assistant (8%)	\$ 3,739.01
Main Office Staff Time (1%)	\$ 467.38
Total	\$ 9,074.88
Maintenance Staff	
Parks/Landscape Maint. (10%)	\$ 4,117.36
Parks/Landscape Maint. (5%)	\$ 2,058.68
Total	\$ 6,176.04
Legal Fees	
Legal	\$ 750.00
Total	\$ 750.00
Misc. Reimbursements	
Vehicle Reimbursements	\$ 2,500.00
Total	\$ 2,500.00

Grand Total - 2310 \$ **18,500.92**

Special Districts Budget Worksheet
Entity: LL2 Zone 61 / Fund 2833 (DISCOVERY BAY WEST)

Maximum Assessment is \$190.00 / EDU
FY 2011-12 Assessments @ \$190.00 / EDU
1,615.50 EDUs
1,924 Parcels

	Work Orders	FY 2010-11 6 month actuals/ 6 month projections	FY 2011-12 Prop. Budget
Fund Balance as of June 30		\$516,001.00	\$665,810.41
Revenues:			
Taxes and assessments (9895)		\$306,945.00	\$306,945.00
Interfund Rev. Gov/Gov (9831)		\$0.00	\$0.00
Earnings on Investment (9181)		\$883.00	\$0.00
Total Revenue Available		\$823,829.00	\$972,755.41
Expenditures:			
Office Expense (2100)		(\$150.00)	(\$300.00)
Publications & Legal Notices (2190)		\$0.00	\$0.00
Interest on Notes & Warrants (3520)		\$0.00	\$0.00
Tax & Assessment Fees (3530)		(\$2,175.00)	(\$2,175.00)
Interfund Exp - (County Council) (3611)		(\$250.00)	(\$250.00)
General Services Occupancy Cost (3619)		\$0.00	\$0.00
Utilities - Water & Electricity (2120)	WO5583	(\$32,500.00)	(\$35,000.00)
Other Special Departmental (2250)		\$0.00	\$0.00
Grounds Maintenance - (Discovery Bay Community Services District) (2282)	WO5054	(\$77,100.00)	(\$90,860.00)
Grounds Maintenance - (in house) (3620)	WO5054	(\$75.00)	(\$150.00)
Professional Services (Non-County Staff) (2310)	WO5441	(\$44,096.75)	(\$49,286.59)
Professional Services (County Staff) (5011)	WO5441	(\$1,671.84)	(\$9,786.82)
Playground Inspection (5011)		\$0.00	\$0.00
Vandalism/Incidentals (Task L99)	WO5025	\$0.00	\$0.00
Capital Improvement Projects & Reserves:			
Capital Improvement Projects		\$0.00	(\$300,000.00)
Capital Replacement Projects		\$0.00	(\$331,474.50)
Operating Reserves (50% of Revenue)		\$0.00	(\$153,472.50)
Total Expenditures		(\$158,018.59)	(\$972,755.41)
Balance Forward to Ensuing Year		\$665,810.41	\$0.00

Subdivision	Total Units	Current Assessable		Revenue	Started FY
		Units	Revenue		
Village 1(7686)	57	57.00	\$10,830.00	Started FY01-02	
Village 1 (12 unit remainder, Parcel 1)	12	6.00	\$1,140.00		
Village 1(8143)	77	77.00	\$14,630.00	Started FY01-02	
Village 1(8166)	58	58.00	\$11,020.00	Started FY01-02	
Village 1(8167)	71	71.00	\$13,490.00	Started FY01-02	
Village 2(9023)	99	99.00	\$18,810.00	Started FY02-03	
Village 2(8428)	80	80.00	\$15,200.00	Started FY02-03	
Village 2(8429)	77	77.00	\$14,630.00	Started FY02-03	
Village 2(8430)	44	44.00	\$8,360.00	Started FY02-03	
Village 2(8431)	50	50.00	\$9,500.00	Started FY02-03	
Village 2(8432)	55	55.00	\$10,450.00	Started FY03-04	
Village 2(8433)	49	49.00	\$9,310.00	Started FY03-04	
Village 2 Senior Apartments	64	0.00	\$0.00		
Village 3(8570)	72	72.00	\$13,680.00	Started FY04-05	
Village 3 (8571)	97	97.00	\$18,430.00	Started FY05-06	
Village 3 (8572)	88	88.00	\$16,720.00	Started FY05-06	
Village 3 (8577)	110	109.50	\$20,805.00	Started FY05-06	
Village 3 (8578)	47	47.00	\$8,930.00	Started FY05-06	
Village 3 (8579)	92	92.00	\$17,480.00	Started FY05-06	
Village 4(8580)	131	91.00	\$17,290.00	Started FY05-06	
Village 4(8827)	137	78.00	\$14,820.00	Started FY05-06	
Village 5(8828)	92	48.00	\$9,120.00	Started FY06-07	
Village 5(8992)	148	74.00	\$14,060.00	Started FY07-08	
Village 5(8993)	145	72.50	\$13,775.00	Started FY07-08	
Village 5(9067)	47	23.50	\$4,465.00	Started FY07-08	
Total	1,999	1,615.50	\$306,945.00		

Zone 61 - Operating Budget Detail

Operating Costs - Grounds Maintenance
Account Code 2282

	2011 / 2012
Irrigation	
Irrigation Repairs	\$ 5,000.00
Emergency Work	\$ 5,000.00
Clock Upgrades	\$ -
Total	\$ 10,000.00
Mulching	
Landscape Mulch	\$ 12,000.00
Total	\$ 12,000.00
Grounds Maintenance	
Contractor Fees	\$ 51,360.00
Total	\$ 51,360.00
Plantings	
Misc. Plantings/Replacements	\$ 10,000.00
Total	\$ 10,000.00
Dog Mitts	
Yuckos	\$ 2,500.00
Total	\$ 2,500.00
Tree Care	
Palm Trimming	\$ 800.00
Misc. Tree Work	\$ 5,000.00
Total	\$ 5,000.00
Grand Total	\$ 90,860.00

Operating Costs - Utilities
Account Code 2120

	2011 / 2012
PG&E	
Irrigation/Street Lighting	\$ 9,000.00
Total	\$ 9,000.00
TODB CSD Water	
Irrigation	\$ 26,000.00
Total	\$ 26,000.00
Grand Total - 2120	\$ 35,000.00

Operating Costs - Staff Payroll
Account Code - 2310

	2011 / 2012
Office Staff	
Parks/Landscape Manager (14%)	\$ 9,737.00
Administrative Assistant (15%)	\$ 7,010.64
Main Office Staff Time (10%)	\$ 4,673.76
Total	\$ 21,421.40
Maintenance Staff	
Parks/Landscape Maint. (20%)	\$ 8,234.72
Parks/Landscape Maint. (10%)	\$ 4,117.36
Total	\$ 12,352.08
Legal Fees	
Legal	\$ 1,200.00
Total	\$ 1,200.00
Misc. Reimbursements	
Vehicle Reimbursements	\$ 8,500.00
Total	\$ 8,500.00
Grand Total - 2310	\$ 43,473.48

*Town of Discovery Bay Community Services District
Contra Costa County, California*



ATTACHMENT A

Proposed Salary Wage Table

TOWN OF DISCOVERY BAY CSD

Salary Range Table Effective July 1, 2011

Range #	Minimum Pay Rate				Maximum Pay Rate			
	Hourly	Bimonthly	Monthly	Annual	Hourly	Bimonthly	Monthly	Annual
101	8.00	693	1,387	16,640	10.00	867	1,733	20,800
102	8.20	711	1,421	17,056	10.25	888	1,777	21,320
103	8.41	728	1,457	17,482	10.51	911	1,821	21,853
104	8.62	747	1,493	17,919	10.77	933	1,867	22,399
105	8.83	765	1,531	18,367	11.04	957	1,913	22,959
106	9.05	784	1,569	18,827	11.31	981	1,961	23,533
107	9.28	804	1,608	19,297	11.60	1,005	2,010	24,122
108	9.51	824	1,648	19,780	11.89	1,030	2,060	24,725
109	9.75	845	1,690	20,274	12.18	1,056	2,112	25,343
110	9.99	866	1,732	20,781	12.49	1,082	2,165	25,976
111	10.24	888	1,775	21,301	12.80	1,109	2,219	26,626
112	10.50	910	1,819	21,833	13.12	1,137	2,274	27,291
113	10.76	932	1,865	22,379	13.45	1,166	2,331	27,974
114	11.03	956	1,912	22,938	13.79	1,195	2,389	28,673
115	11.30	980	1,959	23,512	14.13	1,225	2,449	29,390
116	11.59	1,004	2,008	24,100	14.48	1,255	2,510	30,125
117	11.88	1,029	2,059	24,702	14.85	1,287	2,573	30,878
118	12.17	1,055	2,110	25,320	15.22	1,319	2,637	31,650
119	12.48	1,081	2,163	25,953	15.60	1,352	2,703	32,441
120	12.79	1,108	2,217	26,602	15.99	1,385	2,771	33,252
121	13.11	1,136	2,272	27,267	16.39	1,420	2,840	34,083
122	13.44	1,165	2,329	27,948	16.80	1,456	2,911	34,935
123	13.77	1,194	2,387	28,647	17.22	1,492	2,984	35,809
124	14.12	1,223	2,447	29,363	17.65	1,529	3,059	36,704
125	14.47	1,254	2,508	30,097	18.09	1,568	3,135	37,621
126	14.83	1,285	2,571	30,850	18.54	1,607	3,214	38,562
127	15.20	1,318	2,635	31,621	19.00	1,647	3,294	39,526
128	15.58	1,350	2,701	32,411	19.48	1,688	3,376	40,514
129	15.97	1,384	2,768	33,222	19.96	1,730	3,461	41,527
130	16.37	1,419	2,838	34,052	20.46	1,774	3,547	42,565
131	16.78	1,454	2,909	34,904	20.98	1,818	3,636	43,629
132	17.20	1,491	2,981	35,776	21.50	1,863	3,727	44,720
133	17.63	1,528	3,056	36,671	22.04	1,910	3,820	45,838
134	18.07	1,566	3,132	37,587	22.59	1,958	3,915	46,984
135	18.52	1,605	3,211	38,527	23.15	2,007	4,013	48,159
136	18.99	1,645	3,291	39,490	23.73	2,057	4,114	49,363
137	19.46	1,687	3,373	40,477	24.33	2,108	4,216	50,597
138	19.95	1,729	3,457	41,489	24.93	2,161	4,322	51,862
139	20.45	1,772	3,544	42,527	25.56	2,215	4,430	53,158
140	20.96	1,816	3,632	43,590	26.20	2,270	4,541	54,487
141	21.48	1,862	3,723	44,679	26.85	2,327	4,654	55,849
142	22.02	1,908	3,816	45,796	27.52	2,385	4,770	57,246
143	22.57	1,956	3,912	46,941	28.21	2,445	4,890	58,677

TOWN OF DISCOVERY BAY CSD

Salary Range Table Effective July 1, 2011

Range #	Minimum Pay Rate				Maximum Pay Rate			
	Hourly	Bimonthly	Monthly	Annual	Hourly	Bimonthly	Monthly	Annual
144	23.13	2,005	4,010	48,115	28.92	2,506	5,012	60,144
145	23.71	2,055	4,110	49,318	29.64	2,569	5,137	61,647
146	24.30	2,106	4,213	50,551	30.38	2,633	5,266	63,188
147	24.91	2,159	4,318	51,814	31.14	2,699	5,397	64,768
148	25.53	2,213	4,426	53,110	31.92	2,766	5,532	66,387
149	26.17	2,268	4,536	54,438	32.71	2,835	5,671	68,047
150	26.83	2,325	4,650	55,799	33.53	2,906	5,812	69,748

Management Salary Range Table

Range #	Minimum Pay Rate				Maximum Pay Rate			
	Hourly	Bimonthly	Monthly	Annual	Hourly	Bimonthly	Monthly	Annual
501	20.00	1,733	3,467	41,600	27.00	2,340	4,680	56,160
502	20.50	1,777	3,553	42,640	27.68	2,399	4,797	57,564
503	21.01	1,821	3,642	43,706	28.37	2,458	4,917	59,003
504	21.54	1,867	3,733	44,799	29.08	2,520	5,040	60,478
505	22.08	1,913	3,827	45,919	29.80	2,583	5,166	61,990
506	22.63	1,961	3,922	47,067	30.55	2,647	5,295	63,540
507	23.19	2,010	4,020	48,243	31.31	2,714	5,427	65,128
508	23.77	2,060	4,121	49,449	32.09	2,782	5,563	66,757
509	24.37	2,112	4,224	50,686	32.90	2,851	5,702	68,426
510	24.98	2,165	4,329	51,953	33.72	2,922	5,845	70,136
511	25.60	2,219	4,438	53,252	34.56	2,995	5,991	71,890
512	26.24	2,274	4,549	54,583	35.43	3,070	6,141	73,687
513	26.90	2,331	4,662	55,947	36.31	3,147	6,294	75,529
514	27.57	2,389	4,779	57,346	37.22	3,226	6,451	77,417
515	28.26	2,449	4,898	58,780	38.15	3,306	6,613	79,353
516	28.97	2,510	5,021	60,249	39.10	3,389	6,778	81,336
517	29.69	2,573	5,146	61,755	40.08	3,474	6,947	83,370
518	30.43	2,637	5,275	63,299	41.08	3,561	7,121	85,454
519	31.19	2,703	5,407	64,882	42.11	3,650	7,299	87,590
520	31.97	2,771	5,542	66,504	43.16	3,741	7,482	89,780
521	32.77	2,840	5,681	68,166	44.24	3,834	7,669	92,025
522	33.59	2,911	5,823	69,871	45.35	3,930	7,860	94,325
523	34.43	2,984	5,968	71,617	46.48	4,028	8,057	96,683
524	35.29	3,059	6,117	73,408	47.64	4,129	8,258	99,101
525	36.17	3,135	6,270	75,243	48.84	4,232	8,465	101,578
526	37.08	3,214	6,427	77,124	50.06	4,338	8,676	104,118
527	38.01	3,294	6,588	79,052	51.31	4,447	8,893	106,720
528	38.96	3,376	6,752	81,028	52.59	4,558	9,116	109,388
529	39.93	3,461	6,921	83,054	53.91	4,672	9,344	112,123

TOWN OF DISCOVERY BAY CSD

Salary Range Table Effective July 1, 2011

Range #	Minimum Pay Rate				Maximum Pay Rate			
	Hourly	Bimonthly	Monthly	Annual	Hourly	Bimonthly	Monthly	Annual
530	40.93	3,547	7,094	85,131	55.25	4,789	9,577	114,926
531	41.95	3,636	7,272	87,259	56.63	4,908	9,817	117,799
532	43.00	3,727	7,453	89,440	58.05	5,031	10,062	120,744
533	44.08	3,820	7,640	91,676	59.50	5,157	10,314	123,763
534	45.18	3,915	7,831	93,968	60.99	5,286	10,571	126,857
535	46.31	4,013	8,026	96,317	62.51	5,418	10,836	130,028
536	47.46	4,114	8,227	98,725	64.08	5,553	11,107	133,279
537	48.65	4,216	8,433	101,193	65.68	5,692	11,384	136,611
538	49.87	4,322	8,644	103,723	67.32	5,834	11,669	140,026
539	51.11	4,430	8,860	106,316	69.00	5,980	11,961	143,527
540	52.39	4,541	9,081	108,974	70.73	6,130	12,260	147,115
541	53.70	4,654	9,308	111,699	72.50	6,283	12,566	150,793